

PUBLIC NOTICE
AGENDA
LOCKHART CITY COUNCIL
December 20, 2022
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 issues discussed or reviewed during the work session.

DISCUSSION ONLY

- A. Discuss City Council minutes of the November 15, 2022 and November 21, 2022 meetings. 4-12
- 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. 13-18
- C. Discuss Resolution 2022-42, authorizing the City Manager to enter into an Advance Funding Agreement (AFA) with Texas Department of Transportation (TxDOT) for runway and taxiway improvements at the Lockhart Municipal Airport. 19-24
- D. Discuss awarding bid to Protta, Inc. of Austin, Texas in the amount of \$989,000 for the 2022 High Service Pump Station Expansion Project at the Water Plant, including the installation of two generators for backup power. 25-32
- E. Discuss Ordinance 2022-68 repealing un-codified Ordinance 2022-38 in its entirety and adopting this ordinance regarding establishing the classifications within the Police Department and authorizing the number of employees in each classification. 33-36
- F. Discuss moving the appointment of Ian Stowe from the Electric Board to the Construction Board of Appeals by Councilmember Jeffry Michelson with a term to expire in November 2023. 37-41
- G. Discuss the appointment of Kevin Randy Thuerwaechter to the Lockhart Historical Preservation Commission by Councilmember Brad Westmoreland with a term to expire in November 2025. 42-55

7:30 P.M. REGULAR MEETING

1. CALL TO ORDER

Mayor Lew White

2. INVOCATION, PLEDGE OF ALLEGIANCE

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

3. PUBLIC COMMENT

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

4. PUBLIC HEARING/COUNCIL ACTION

- A. Hold a PUBLIC HEARING on application ZC-22-30 by Alan Balser and discussion and/or action to consider Ordinance 2022-66 for a **Zoning Change** from *AO Agricultural-Open Space District* and *RLD Residential Low Density District* to *RLD Residential Low Density District* on a total of 17.228 acres in the Lockhart Byrd League, Abstract No. 17, located at 1107 Silent Valley Road (FM 2001). 56-68
- B. Hold a PUBLIC HEARING on application ZC-22-31 by Diane Bernal on behalf of Michael Wes Masur and Mandy Masur Holcomb and discussion and/or action to consider Ordinance 2022-67 for a **Zoning Change** from *RLD Residential Low Density District* to *CMB Commercial Medium Business District* on Lot 1, Masur Subdivision, consisting of 2.248 acres located at 1708 West San Antonio Street (SH 142). 69-81

5. CONSENT AGENDA

- A. Approve City Council minutes of the November 15, 2022 and November 21, 2022 meetings. 82-90
- 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. 91-96
- C. Approve Resolution 2022-42, authorizing the City Manager to enter into an Advance Funding Agreement (AFA) with Texas Department of Transportation (TxDOT) for runway and taxiway improvements at the Lockhart Municipal Airport. 97-102
- D. Approve awarding bid to Prota, Inc. of Austin, Texas in the amount of \$989,000 for the 2022 High Service Pump Station Expansion Project at the Water Plant, including the installation of two generators for backup power. 103-110

6. DISCUSSION/ACTION ITEMS

- A. Discussion and/or action to consider Ordinance 2022-68 repealing un-codified Ordinance 2022-38 in its entirety and adopting this ordinance regarding establishing the classifications within the Police Department and authorizing the number of employees in each classification. 111-114
- B. Discussion and/or action to consider moving the appointment of Ian Stowe from the Electric Board to the Construction Board of Appeals by Councilmember Jeffry Michelson with a term to expire in November 2023. 115-119
- C. Discussion and/or action to consider the appointment of Kevin Randy Thuerwaechter to the Lockhart Historical Preservation Commission by Councilmember Brad Westmoreland with a term to expire in November 2025. 120-133

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

- Recap of the December 13 Council and Planning and Zoning Commission Joint workshop.
- Live Christmas Tree recycling.
- Free COVID-19 Rapid Tests available.
- City offices closed December 23 and December 26 for Christmas, and January 2 for the New Year.

8. COUNCIL AND STAFF COMMENTS - ITEMS OF COMMUNITY INTEREST

9. EXECUTIVE SESSION IN ACCORDANCE WITH THE PROVISIONS OF THE GOVERNMENT CODE, TITLE 5, SUBCHAPTER D, SECTION 551.071, PRIVATE CONSULTATION WITH ITS ATTORNEY TO SEEK ADVICE ABOUT PENDING OR CONTEMPLATED LITIGATION; SETTLEMENT OFFER; OR LEGAL MATTERS SUBJECT TO ATTORNEY/CLIENT PRIVILEGE.

- A. Seek legal advice from City Attorney regarding Emergency Medical Services.

10. OPEN SESSION

- A. Discussion and/or action regarding matters discussed in Executive Session.

11. ADJOURNMENT

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

Posted on the bulletin board in the Municipal Building, 308 West San Antonio Street, Lockhart, Texas, on the 16th day of December, 2022 at 3:30 p.m.

**REGULAR MEETING
LOCKHART CITY COUNCIL**

NOVEMBER 15, 2022

6:30 P.M.

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

Council present:

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

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

Staff present:

Steven Lewis, City Manager
Monte Akers, City Attorney
Pam Larison, Finance Director
Julie Bowermon, Civil Service/HR Director
Dan Gibson, City Planner
Kevin Lunsford, Interim Police Chief

Connie Constancio, City Secretary
Victoria Maranan, Public Information Officer
Sean Kelley, Public Works Director
David Fowler, Senior Planner
Travis Hughes, Parks Director

Citizens/Visitors Addressing the Council: Tyler Sanderson and Oscar Fogle of the Guadalupe-Blanco River Trust; and Citizens: Robert Parker, Caroline Kiefer, Len Gabbay, Crystal Nudirez, Dionne Robertson, Levi Garrett, and Robert Steinbomer.

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:

A. PRESENTATION OF A CERTIFICATE OF APPRECIATION TO MS. BEVERLY HAUG RECOGNIZING HER SERVICE AS THE DIRECTOR OF THE LOCKHART HOUSING AUTHORITY FOR ALMOST 42 YEARS.

Mayor White presented a Certificate of Appreciation to Ms. Beverly Haug and thanked her for her loyal service to the community. Ms. Haug thanked the Council and expressed her appreciation to the Housing Board and to the community during her tenure as the Director of the Lockhart Housing Authority.

Mayor White introduced Interim Police Chief Kevin Lunsford to the City of Lockhart.

B. PRESENTATION BY THE GUADALUPE-BLANCO RIVER TRUST (GBRT) TO GIVE AN UPDATE ABOUT THE PLUM CREEK WETLANDS PRESERVE.

Tyler Sanderson of the Guadalupe-Blanco River Trust provided an update about the Plum Creek Wetlands Preserve. There was discussion.

Oscar Fogle, Vice President of the GBRT provided information about funding opportunities.

C. DISCUSS MINUTES OF THE NOVEMBER 1, 2022 AND NOVEMBER 7, 2022 COUNCIL MEETINGS.

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

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

Mr. Lewis stated that in 2017, Mr. Sanders was appointed to fill the unexpired term of long time serving Civil Service Commissioner Mr. Doug Shomette. That term expired January 1, 2020. Mr. Sanders was then reappointed for an additional three (3) year term which will expire January 1, 2023. Mr. Sanders has graciously agreed to continue serving on the commission for an additional three (3) year term expiring January 1, 2026. Mr. Lewis recommended approval.

E. DISCUSS RESOLUTION 2022-38 OF THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS AUTHORIZING THE LOCKHART ECONOMIC DEVELOPMENT CORPORATION TO SALE PROPERTY AND AUTHORIZING ITS PRESIDENT TO NEGOTIATE AND ENTER INTO SALES CONTRACTS, EXECUTE A DEED OR DEEDS CONVEYING LAND AND ALL OTHER DOCUMENTS PURSUANT TO THE SALE OF PROPERTY LOCATED WITHIN LOCKHART INDUSTRIAL PARK III PREVIOUSLY ACQUIRED FOR A PROJECT BEING KNOWN AS PROJECT FUTURE.

Mr. Lewis stated that City Council approved Resolution 2020-29 authorizing the negotiation and purchase of 75.04 acres of property pursuant to a Lockhart Economic Development project known as "Project Future." Portions of the property purchased pursuant to "Project Future" is now commonly known as the Lockhart Industrial Park III. The Board of the Lockhart Economic Development Corporation and City Council have approved the sale(s) of certain lots pursuant to the continued development of the industrial park. Title underwriters committing to the condition and status of land require a formal resolution approving the sale of the 75.04 acres as a whole. Mr. Lewis recommended approval.

F. DISCUSS RESOLUTION 2022-39 AUTHORIZING THE CITY MANAGER TO ENTER INTO AN UPDATED ADVANCE FUNDING AGREEMENT (AFA) WITH THE TEXAS DEPARTMENT OF TRANSPORTATION (TXDOT) FOR BRIDGE REPLACEMENT OR REHABILITATION FOR THE NORTH BLANCO STREET BRIDGE OVER TOWN BRANCH CREEK.

Mr. Kelley stated that on June 7, 2022, City Council approved Resolution 2022-25, entering an (AFA) with TxDOT for the rehabilitation or replacement of the Blanco Street Bridge. On August 30, 2022, this item was taken to the Texas Transportation Commission and was approved as a project to replace the bridge. TxDOT has also increased the City's match portion from \$5,500 to \$6,100. This is primarily attributed to adjusted material quantities and the rising cost of materials. Due to rising costs and newly issued State Control-Section-Job Order Number (116292), it is necessary to adopt a revised resolution in support of the North Blanco Street Bridge Replacement Project. The project is still slated for design and replacement in FY 2026. City staff and TxDOT will continue to inspect and monitor the bridge until the bridge's replacement takes place. Mr. Kelley recommended approval.

G. DISCUSS ORDINANCE 2022-61 OF THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS AMENDING THE PERSONNEL POLICIES OF THE CITY OF LOCKHART ADDING SECTION 4-6 (13) SICK LEAVE POOL PROGRAM POLICY; PROVIDING FOR SEVERABILITY; PROVIDING FOR PUBLICATION AND PROVIDING AN EFFECTIVE DATE.

Ms. Bowermon stated that from time to time City employees may experience a catastrophic illness or injury resulting in a need for additional time off in excess of their available paid sick/personal leave. Currently, City employees cannot donate or share their unused sick leave time with other City employees. There has been a request to consider creating a policy that allows employees to donate or share unused sick leave with other employees that are experiencing a catastrophic illness or injury. This

proposed Ordinance 2022-61 would establish a sick leave donation program policy that is strictly voluntary. This will be a new program available to City employees. As employees become familiar with the new benefit and start utilizing the program, it is anticipated that there will be future requests for amendments and/or adjustments to the program to better tailor the system to our organization. For the purposes of this policy, catastrophic illness or injury is defined as a medical condition of the employee or an immediate family member that will require the prolonged/extended absence of the employee from duty and will result in a substantial loss of income to the employee due to the exhaustion of all paid leave available. An immediate family member is defined as a spouse, child or parent. There was discussion.

H. DISCUSS FOLLOW UP TO PARK & RECREATION CAPITAL AND OPERATIONAL PROJECTS.

Mayor White announced that the item would be discussed during the work session.

I. DISCUSS AUTHORIZING THE CITY MANAGER TO SEEK PROPOSALS FOR THE DEVELOPMENT OF A SPACE NEEDS ASSESSMENT FOR CITY HALL.

Ms. Larison stated that during the City Council Retreat in March 2022, the consensus of the Council and staff was to perform a space study on City of Lockhart office locations and buildings. In preparation for the 2022-2023 Annual Operating Budget, \$30,000 was allocated to begin this process. With the recent move of administrative staff to the new office location at 105 S. Colorado St. and the resulting available space at City Hall, staff would like to begin the Request for Proposal (RFP) process for a space study at City Hall.

The RFP would include architectural and design work to allow for the most beneficial and efficient use of space for:

1. Review and analyze current workspace and flow,
2. The remaining departments at City Hall, which include Utility Billing, Finance, Planning and Zoning, and Building Permits and Inspections,
3. Workspace and backroom space optimization, and
4. Layout alternatives for storage and additional future employees.

Mr. Lewis stated that the RFP will be ready to be released soon. There was discussion.

J. DISCUSS THE NOMINATION OF LUCY KNIGHT TO THE ZONING BOARD OF ADJUSTMENT BY COUNCILMEMBER JEFFRY MICHELSON WITH A TERM TO EXPIRE IN NOVEMBER 2023.

Councilmember Michelson requested that Lucy Knight be appointed to the Zoning Board of Adjustment.

K. DISCUSS THE NOMINATION OF MARCIA PROCTOR TO THE ZONING BOARD OF ADJUSTMENT BY MAYOR LEW WHITE WITH A TERM TO EXPIRE IN NOVEMBER 2023.

Mayor White requested that Marcia Proctor be appointed to the Zoning Board of Adjustment.

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 item that is not on the agenda. There were none.

ITEM 4-A. HOLD A PUBLIC HEARING ON APPLICATION ZC-22-29 BY ROBERT D. PARKER AND DISCUSSION AND/OR ACTION TO CONSIDER ORDINANCE 2022-60 FOR A ZONING CHANGE FROM AO AGRICULTURAL-OPEN SPACE DISTRICT AND RLD RESIDENTIAL LOW DENSITY DISTRICT TO RMD RESIDENTIAL MEDIUM DENSITY DISTRICT ON A TOTAL OF 17.478 ACRES IN THE CORNELIUS CRENSHAW LEAGUE & LABOR, ABSTRACT NO. 68, LOCATED AT 1503 WEST SAN ANTONIO STREET (SH 142).

Mayor White opened the public hearing at 7:35 p.m.

Mr. Fowler stated that the applicant proposes to rezone the property from its current mix of AO Agricultural--Open Space District and RLD Residential Low Density District to RMD Residential Medium Density District to allow for the future development of a residential neighborhood similar in character to the subdivisions to the west. The site is located north of the West San Antonio Street corridor, between the Windridge and Woodlawn subdivisions. The surrounding area is mostly single-family residential, with the exception of two nearby parcels in the CMB Commercial Medium Business District and the AO-zoned areas to the north. The proposed zoning is one level of intensity higher than the parcel's Low Density Residential designation on the Future Land Use map. The property is served by City water and wastewater lines located in both the West San Antonio Street and Windridge Drive rights-of-way. The property has access to both West San Antonio Street and Windridge Drive, including a currently unused right-of-way leading to the property from West San Antonio Street. The property also has a corridor designated as a location for a hike/bike trail running roughly north-south through the eastern portion of the property. Due to the differing nature of the applicant's request for the property to be rezoned to RMD and the Planning and Zoning Commission's recommendation of RLD as an alternative classification, that would effectively rezone the AO-zoned part of the property to RLD, two ordinances have been included in the packet. Depending upon City Council's action, the ordinance reflecting the rezoning to either RMD or to RLD would be signed and executed.

Mayor White requested the applicant to address the Council.

Robert Parker, Creedmoor, stated that he is requesting a zoning change so that he can sell the property for development in the future. He reminded the Council that the majority of the neighborhood is zoned RMD. He requested approval of the RMD zoning.

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

Mayor White requested the following citizens against the zoning change to address the Council:

Caroline Kiefer, 200 E. Market St., spoke in favor of RLD zoning instead of RMD zoning. She stated that the property only has access through a parcel of land that is considered a flag pole, it will not have access to other streets, or another way to get out.

Len Gabbay, Lockhart, spoke against the RMD zoning change due to additional traffic congestion and drainage issues. He requested that the Council halt new development in the area.

Crystal Nudirez, Woodlawn Street, spoke in favor of the RLD zoning of the property. She expressed concern about the additional traffic and drainage problems in the area.

Dionne Robertson, Lockhart, spoke in favor of the RLD zoning of the property. She expressed concern about additional traffic congestion and drainage issues. She stated that she believed that Lockhart is growing too fast and suggested that the Council halt approving additional subdivisions in the area for the time being.

Levi Garrett, Lockhart, spoke against the zoning change.

Robert Steinbomer, Lockhart, stated that growth of the city should slow down. He expressed concern about supplying city services, such as water to the new homes. He recommended that the Council work on a 2030 Comprehensive plan.

Mayor White requested additional citizens to address the Council. There were none. He closed the public hearing at 8:13 p.m.

Mayor White stated that city staff is beginning the process of developing a 2030 Comprehensive Plan. Staff is also currently working on a plan to supply enough water and other infrastructure to the new subdivision developments.

There was discussion about pursuing TxDOT to expand Highway 142, especially in the area of 142 and Mockingbird to assist with traffic congestion.

Councilmember McGregor made a motion to approve Ordinance 2022-60, with the RLD zoning. Mayor Pro-Tem Sanchez seconded. The motion passed by a vote of 7-0.

ITEM 6-B. DISCUSSION AND/OR ACTION REGARDING FOLLOW UP TO PARK & RECREATION CAPITAL AND OPERATIONAL PROJECTS.

Mr. Hughes stated that the presentation is a follow-up of previous information that was provided by the Parks & Recreation Director on August 16, 2022. The presentation contains recommended next steps in fulfilling the short and long-term goals of the Department.

There was discussion regarding the creation of an Aquatics group.

ITEM 5. CONSENT AGENDA.

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

The following are the consent agenda items that were approved:

- 5A: Approve minutes of the November 1, 2022 and November 7, 2022 Council meetings.
- 5B: Accept confirmation of Civil Service Commission member reappointment of Mr. Raymond Sanders for a three (3) year term as recommended by the City Manager.
- 5C: Approve Resolution 2022-38 of the City Council of the City of Lockhart, Texas authorizing the Lockhart Economic Development Corporation to sale property and authorizing its President to negotiate and enter into sales contracts, execute a deed or deeds conveying land and all other

documents pursuant to the sale of property located within Lockhart Industrial Park III previously acquired for a project being known as Project Future.

5D: Approve Resolution 2022-39 authorizing the City Manager to enter into an updated Advance Funding Agreement (AFA) with the Texas Department of Transportation (TxDOT) for bridge replacement or rehabilitation for the North Blanco Street Bridge over Town Branch Creek.

ITEM 6-A. DISCUSSION AND/OR ACTION TO CONSIDER ORDINANCE 2022-61 OF THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS AMENDING THE PERSONNEL POLICIES OF THE CITY OF LOCKHART ADDING SECTION 4-6 (13) SICK LEAVE POOL PROGRAM POLICY; PROVIDING FOR SEVERABILITY; PROVIDING FOR PUBLICATION AND PROVIDING AN EFFECTIVE DATE.

Mayor Pro-Tem Sanchez made a motion to approve Ordinance 2022-61, as presented. Councilmember McGregor seconded. The motion passed by a vote of 7-0.

ITEM 6-B. DISCUSSION AND/OR ACTION REGARDING FOLLOW UP TO PARK & RECREATION CAPITAL AND OPERATIONAL PROJECTS.

Councilmember Michelson made a motion to accept the report. Councilmember Mendoza seconded. The motion passed by a vote of 7-0.

ITEM 6-C. DISCUSSION AND/OR ACTION TO CONSIDER AUTHORIZING THE CITY MANAGER TO SEEK PROPOSALS FOR THE DEVELOPMENT OF A SPACE NEEDS ASSESSMENT FOR CITY HALL.

Mayor Pro-Tem Sanchez made a motion to authorize the City Manager to seek proposals for the development of a space needs assessment for City Hall. Councilmember Bryant seconded. The motion passed by a vote of 7-0.

ITEM 6-D. DISCUSSION AND/OR ACTION TO CONSIDER THE NOMINATION OF LUCY KNIGHT TO THE ZONING BOARD OF ADJUSTMENT BY COUNCILMEMBER JEFFRY MICHELSON WITH A TERM TO EXPIRE IN NOVEMBER 2023.

Councilmember Michelson made a motion to appoint Lucy Knight to the Zoning Board of Adjustment. Councilmember McGregor seconded. The motion passed by a vote of 7-0.

ITEM 6-E. DISCUSSION AND/OR ACTION TO CONSIDER THE NOMINATION OF MARCIA PROCTOR TO THE ZONING BOARD OF ADJUSTMENT BY MAYOR LEW WHITE WITH A TERM TO EXPIRE IN NOVEMBER 2023.

Mayor White made a motion to appoint Marcia Proctor to the Zoning Board of Adjustment. Councilmember McGregor seconded. The motion passed by a vote of 7-0.

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

- Special Meeting will be held on Monday, November 21st at 6:30 p.m. to canvass the City of Lockhart November 8, 2022 General Election and to swear-in newly elected officials.
- City offices closed for Thanksgiving Day (November 24) and the day after (November 25).
- Christmas Tree Lighting (December 2).
- *A Christmas to Remember* Lighted Christmas Parade (December 3).

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

Councilmember Westmoreland wished everyone a Happy Thanksgiving.

Councilmember Mendoza wished everyone a Happy Thanksgiving. He thanked Mayor White and all that helped with the Kiwanis 5K and 1K runs and the Keep Lockhart Beautiful Cleanup.

Mayor Pro-Tem Sanchez expressed condolences to the family of Betty Salazar for their loss. She wished the Lockhart Lions Varsity football team luck. She wished everyone a Happy Thanksgiving.

Councilmember McGregor thanked city staff for putting up holiday lights on the highways. She wished everyone a Happy Thanksgiving.

Councilmember Bryant thanked Mr. Hughes for the Parks update and stated that he is excited for the updates of city parks.

Councilmember Michelson welcomed Chief Lunsford to the Lockhart Police Department. He wished the Lockhart Lions Varsity football team the best of luck for another victory.

Mayor White wished the Lockhart Lion Varsity Football team luck, He welcomed Chief Lunsford to the Lockhart Police Department. He thanked citizens for attending the meeting to provide their input and stated that the Council would soon discuss the effect of the growth in Lockhart.

ITEM 9. ADJOURNMENT.

Mayor Pro-Tem Sanchez made a motion to adjourn the meeting. Councilmember Mendoza seconded.
The motion passed by a vote of 7-0. The meeting was adjourned at 9:05 p.m.

PASSED and APPROVED this the 20th day of December 2022.

CITY OF LOCKHART

Lew White, Mayor

ATTEST:

Connie Constancio, TRMC
City Secretary

**SPECIAL MEETING
LOCKHART CITY COUNCIL****NOVEMBER 21, 2022****6:30 P.M.****CLARK LIBRARY ANNEX-COUNCIL CHAMBERS, 217 SOUTH MAIN STREET, 3RD
FLOOR, LOCKHART, TEXAS****Council present:**

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

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

Staff present:

Steven Lewis, City Manager
 Victoria Maranan, Public Information Officer

Connie Constancio, City Secretary

Citizens/Visitors Addressing the Council:**ITEM 1. CALL TO ORDER.**

Mayor Lew White called the meeting to order at 6:30 p.m.

COUNCIL ACTION REGARDING THE NOVEMBER 8, 2022 GENERAL ELECTION.**ITEM 2-A. DISCUSSION AND/OR ACTION TO CONSIDER RESOLUTION 2022-40
CANVASSING THE GENERAL ELECTION HELD NOVEMBER 8, 2022 FOR THE
ELECTION OF COUNCILMEMBER DISTRICT 1; COUNCILMEMBER DISTRICT 2;
AND, TWO COUNCILMEMBERS AT-LARGE.**

Mayor White announced that the election results would be read to canvass the November 8, 2022 City of Lockhart General Election.

The election results were read as follows:

Councilmember Michelson read the election results for District 1.

Councilmember McGregor read the election results for District 2.

Mayor White read the election results for Councilmembers At-Large.

		ABSENTEE	EARLY VOTING	ELECTION DAY	TOTAL
DISTRICT 1	Juan Mendoza	26	221	151	398
DISTRICT 2	John Castillo	20	214	139	373
	Hector Rangel	15	202	108	325
AT-LARGE	Brad Westmoreland	72	1465	524	2,061
	Angie Gonzales-Sanchez	104	1376	631	2,111
	Buck Johnson	12	442	227	681

Mayor Pro-Tem Sanchez made a motion to approve Resolution 2022-40, as presented. Councilmember Mendoza seconded. The motion passed by a vote of 7-0.

ITEM 2-B. ADMINISTER OATH OF OFFICE TO NEWLY ELECTED COUNCILMEMBERS AS FOLLOWS:

Judge Matt Kiely administered the Oath of Office to Juan Mendoza as Councilmember District 1

Judge Barbara Molina administered the Oath of Office to John Castillo as Councilmember District 2.

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

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

ITEM 2-C. RECOGNITION TO OUTGOING COUNCILMEMBER DAVID BRYANT.

Mayor White presented a plaque of appreciation to David Bryant to serving as Councilmember District 2 from 2019 to 2022.

Mr. Bryant thanked the Lockhart City Council and the community for their guidance and support during his tenure as Councilmember District 2.

Mayor Pro-Tem Sanchez thanked the community for their support. She stated that she will continue to do her best to make decisions that are best for the community.

Councilmember Mendoza thanked citizens for their vote and support during his tenure as Councilmember District 1 for the past 12 years.

Councilmember Westmoreland thanked the community for their support. He encouraged citizens to provide their input.

Councilmember Castillo thanked the community for electing him to serve as Councilmember District 2. He encouraged citizens to get involved and to express their concerns to the Council.

ITEM 3. ADJOURNMENT.

Mayor Pro-Tem Sanchez made a motion to adjourn the meeting. Councilmember Mendoza seconded. The motion passed by a vote of 7-0. The meeting was adjourned at 7:00 p.m.

PASSED and APPROVED this the 20th day of December, 2022.

CITY OF LOCKHART

Lew White, Mayor

ATTEST:

Connie Constancio, TRMC
City Secretary

City of Lockhart, Texas

Council Agenda Item Cover Sheet

COUNCIL MEETING DATE: December 20, 2022

AGENDA ITEM CAPTION: 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.

ORIGINATING DEPARTMENT AND CONTACT: Development Services - Dan Gibson

ACTION REQUESTED: Consensus

BACKGROUND/SUMMARY/DISCUSSION: In accordance with State law, the Impact Fee Advisory Committee has an ongoing role in monitoring and evaluating implementation of the water, wastewater, and road impact capital improvement plans (CIP's), and submitting semi-annual reports to the City Council. The Committee met on December 14th to consider their 41st semi-annual report since impact fees were originally adopted on January 15th, 2002. The total impact fee revenue during the period covered by this report was \$529,285, and the only expenditures from the impact fee accounts during that time were periodic payments of invoices to the impact fee consultants. Because the Committee previously recommended that the City undertake the statutory five-year update of the impact fee land use assumptions, capital improvement plans, and fees, and the Council subsequently directed staff to retain consultants for the update, there are no new recommendations from the Committee. Freese and Nichols is currently preparing the land use assumptions and road impact fee elements of the update project, and TRC Engineers is preparing the water and wastewater elements of the update. More information is contained in the attached semi-annual report from the Impact Fee Advisory Committee, which is for the period from April 1 to October 1, 2022.

PROJECT SCHEDULE (if applicable): The impact fee update consultants have been hired and are currently working on the project in consultation with staff and the Impact Fee Advisory Committee. The project is scheduled to be completed by May 2023.

AMOUNT & SOURCE OF FUNDING:

Funds Required:

Account Number:

Funds Available:

Account Name:

FISCAL NOTE (if applicable): Impact fee revenue helps pay for up to half of the cost of projects listed in the water, wastewater, and road CIP's.

PREVIOUS COUNCIL ACTION: None.

City of Lockhart, Texas

Council Agenda Item Cover Sheet

COMMITTEE/BOARD/COMMISSION ACTION: The semi-annual report from the Impact Fee Advisory Committee is attached.

STAFF RECOMMENDATION/REQUESTED MOTION: Accept the attached report for the six-month period from April 1 to October 1, 2022.

LIST OF SUPPORTING DOCUMENTS: Fall 2022 signed committee report to CC, impact fee Exhibit A fall 2022, impact fee Exhibit B fall 2022

IMPACT FEE REPORT

To Lockhart City Council – December 2022

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 (CIP's), and impact fees.

This is the 41st status report since the impact fee ordinance was originally adopted on January 15, 2002, and is for the period from April 1, 2022, to October 1, 2022. It is the eleventh report since the update adopted on April 4, 2017, and is based on the current capital improvement plans and impact fees. The six-month reporting dates align with the fiscal year quarters.

STATUS OF ACCOUNTS

Exhibit A shows revenue totaling \$529,285 during the period covered by this report. Fees collected during the six-month period was for 83 new houses, one manufactured home, one commercial addition, one new retail building, and one new medical building. The only expenditures were periodic payments of invoices to the impact fee update consultants. 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, 2022, including accrued interest, are shown in the table.

The total estimated cost of all of the projects in the capital improvement plans in effect during the six-month reporting period was \$58,311,537. However, the City Council adopted one-half that amount as the maximum to be collected by April 1, 2027, which is the end of the ten-year CIP period, so the maximum fees are based on an estimated cost of all three CIP's being \$29,155,769. The total of all impact fees spent on CIP projects so far since the April 4, 2017 update is \$673,073, which does not include payments to the impact fee update consultants. The total amount still to be spent is \$28,482,696. The total balance available remaining collectively in the four impact fee accounts that can be used toward meeting that goal, is currently \$4,138,797.

TRENDS

The bar graph in **Exhibit B** illustrates the impact fee collection trends beginning with the first semi-annual report in July 2003. The trends generally reflect the state of the economy, as well as the availability of lots for residential development. Housing production and platting of new subdivisions have remained steady, with the total impact fee revenue in this six-month reporting period being less than the previous reporting period, which was an all-time high. This one is still the second highest since the City began the semi-annual reports in 2003. It is important to build a healthy balance in all of the accounts because there is interest in development 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.

UPDATE

The most recent impact fee update was completed and adopted in 2017, so the statutory five year up-date was begun this year and is currently in process. The Impact Fee Advisory Committee will have several opportunities to provide feedback to the consultants on the impact fee update project. The five-year update is needed primarily due to increases in the cost of construction. The impact fees are based on the estimated cost of the projects in each CIP, and those costs are now out-of-date. In addition, the CIP's are intended to reflect the anticipated growth of the city, and the rapid population growth we are experiencing may require changes in the location and size of projects that are in the current CIP's, and/or may support adding new projects.

RECOMMENDATION

The Committee met on December 14, 2022, and unanimously voted to forward this semi-annual report to the City Council for the period ending on September 30th, 2022, recommending that no further changes are necessary other than the update of the land use assumptions, capital improvement plans, and impact fees currently in process.

Respectfully,



Philip Ruiz, Chair
Impact Fee Advisory Committee

EXHIBIT A

FALL 2022 IMPACT FEE ACCOUNT BALANCES¹

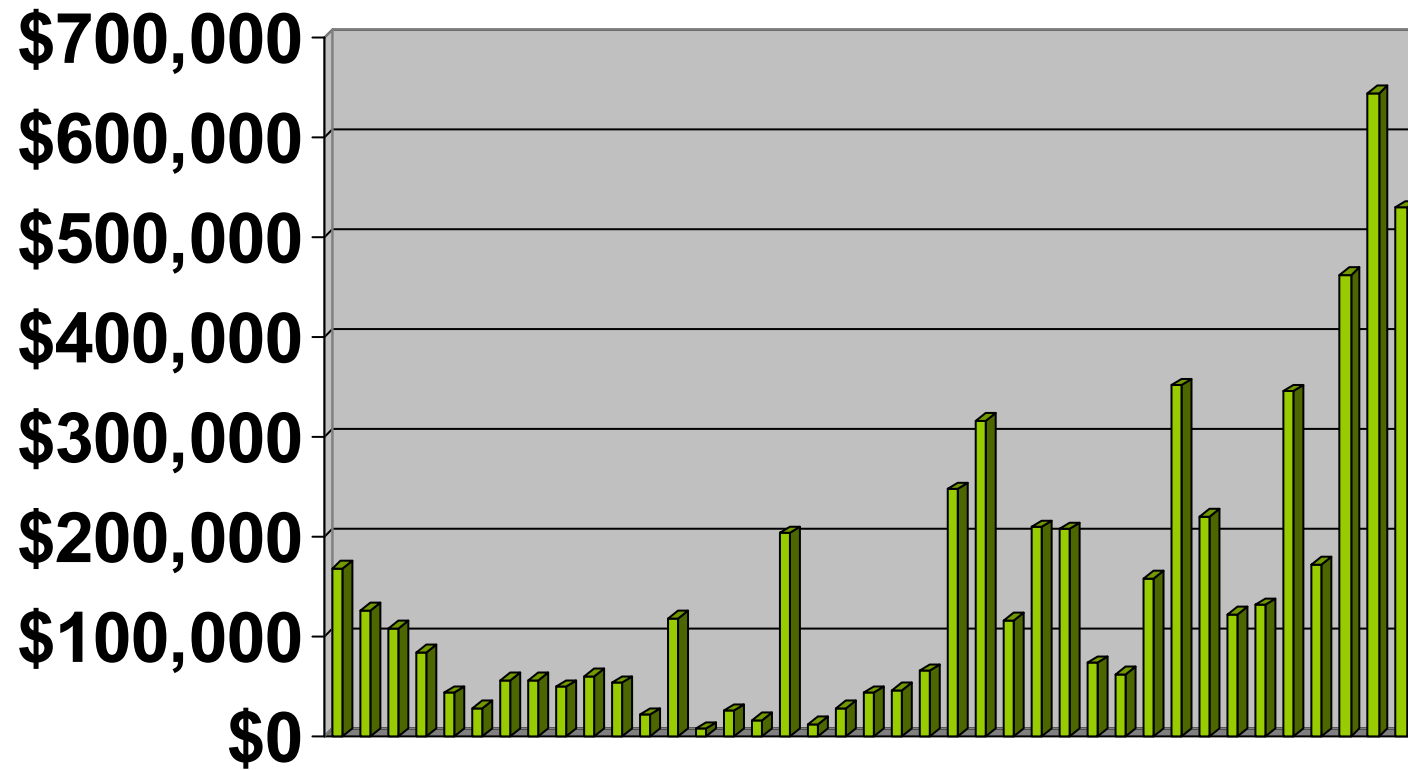
	<u>April 1, 2021</u>	+	Revenue ²	–	Expense ³	=	<u>OCTOBER 1, 2022</u>
Water	1,151,102		166,589		1,649		1,316,042
Wastewater	1,014,365		130,025		1,648		1,142,742
Roads (Service Area 1)	963,190		50,523		116,730		896,983
Roads (Service Area 2)	600,882		182,148		0		783,030
TOTAL	\$3,729,539		\$529,285		\$120,027		\$4,138,797

- 1. All amounts have been rounded to the nearest dollar.*
- 2. Revenue amounts include accrued interest.*
- 3. Expenses were due to invoices from impact fee update consultants, and a refund of road impact fees paid for homes in Vintage Springs subdivision where road impact fees were to be waived in lieu of the City contributing cash for the portion of the Maple Street construction that was the City's responsibility.*

One-half total CIP estimated cost (estimated 100% cost of all projects is \$58,311,537):	\$29,155,769
Total spent on projects since adoption of Ordinance 2017-08 on April 4, 2017:	\$673,073
Remaining amount of 1/2 estimated cost not yet spent:	\$28,482,696
Current balance on October 1, 2022:	\$4,138,797

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

EXHIBIT B
IMPACT FEE SEMI-ANNUAL REVENUE
July 2003 - October 2022



City of Lockhart, Texas

Council Agenda Item Cover Sheet

COUNCIL MEETING DATE: December 20, 2022

AGENDA ITEM CAPTION: Discuss Resolution 2022-42, authorizing the City Manager to enter into an Advance Funding Agreement (AFA) with Texas Department of Transportation (TxDOT) for runway and taxiway improvements at the Lockhart Municipal Airport.

ORIGINATING DEPARTMENT AND CONTACT: Public Works - Sean Kelley

ACTION REQUESTED: Resolution

BACKGROUND/SUMMARY/DISCUSSION:

On March 11, 2021, TxDOT conducted an inspection of the pavement at the Lockhart Municipal Airport. The inspection identified the runway and taxiway as fair condition and TxDOT made several recommendations to improve the rating to good condition.

TxDOT has several programs that are aimed at assisting with funding airport maintenance projects, which the City has participated in the past. On January 4, 2022, a Letter of Intent was sent to TxDOT requesting use of Non-Primary Entitlement funds for the Lockhart Municipal Airport to make improvements to the runway, taxiway, fencing, LED lighting and development of an Airport Master Plan. TxDOT was receptive to the request and has been working with staff to undertake the pavement rehabilitation project.

Resolution 2022-42 authorizes the City Manager to enter into an agreement with TxDOT for the project and identifies the City's match responsibility of 10% (\$191,900) of the entire project (\$1,919,000). The remaining amount will be financed with Federal funds.

PROJECT SCHEDULE (if applicable): The paving project is scheduled to take place in the Spring of 2023 and consists of Engineering, Design, Overlay, Chipseal and Markings for the Lockhart Municipal Airport's 4,001' runway and taxiway.

AMOUNT & SOURCE OF FUNDING:

Funds Required: \$191,000

Account Number: 580-5780-911-00

Funds Available: \$355,000

Account Name: Airport Fund Balance

FISCAL NOTE (if applicable): This agenda item will require City Council approval of a one-time expenditure from the Airport Fund Balance.

PREVIOUS COUNCIL ACTION:

City of Lockhart, Texas

Council Agenda Item Cover Sheet

COMMITTEE/BOARD/COMMISSION ACTION:

STAFF RECOMMENDATION/REQUESTED MOTION: Staff respectfully recommends approval of Resolution 2022-42.

LIST OF SUPPORTING DOCUMENTS: Resolution 2022-42 Airport Improvements, Lockhart Municipal Airport Paving Exhibit, 2314LHART_Statewide_TADS

RESOLUTION 2022-42

A RESOLUTION OF THE CITY OF LOCKHART, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN ADVANCE FUNDING AGREEMENT (AFA) WITH TXDOT FOR RUNWAY AND TAXIWAY IMPROVEMENTS AT THE LOCKHART MUNICIPAL AIRPORT

WHEREAS, the City of Lockhart, Texas intends to make certain improvements to the Lockhart Municipal Airport; and

WHEREAS, the general description of the project is described as: Overlay and Chip Seal of the Runway and Taxiway; and

WHEREAS, the City of Lockhart intends to request financial assistance from the Texas Department of Transportation for these improvements; and

WHEREAS, total project cost are estimated to be \$1,919,000.00, and the City of Lockhart will be responsible for 10% of the total project costs currently estimated to be \$191,900.00; and

WHEREAS, the City of Lockhart names the Texas Department of Transportation as its agent for the purposes of applying for, receiving and disbursing all funds for these improvements and for the administration of contracts necessary for the implementation of these improvements;

NOW, THEREFORE, BE IT RESOLVED, that the CITY OF LOCKHART, TEXAS hereby directs the City Manager to execute on behalf of the City of Lockhart, at the appropriate time, and with the appropriate authorizations of this governing body, all contracts and agreements with the State of Texas, represented by the Texas Department of Transportation, and such other parties as shall be necessary and appropriate for the implementation of the improvements to the Lockhart Municipal Airport.

Approved this the 20th day of December, 2022.

Approved: _____

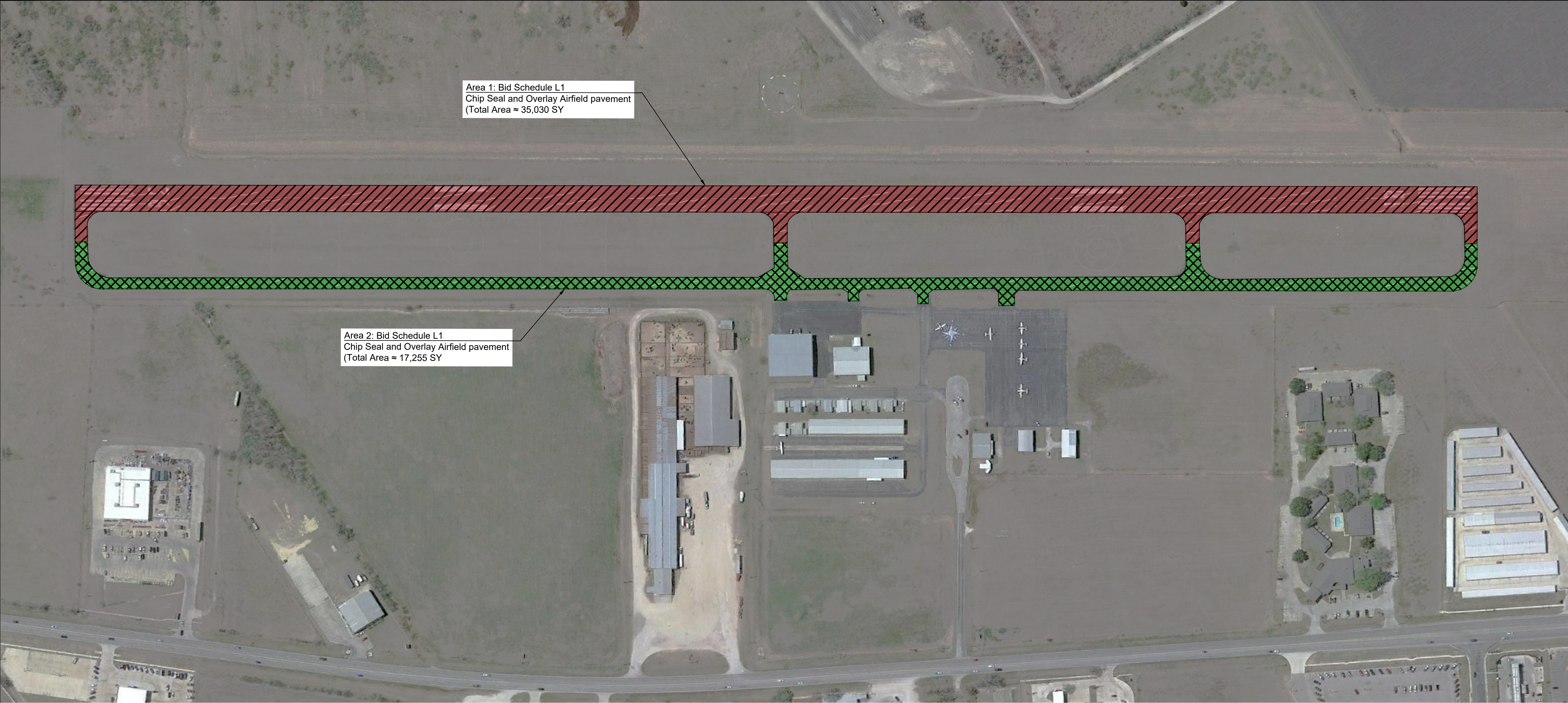
Lew White, City of Lockhart Mayor

Date: _____

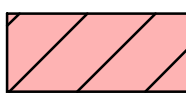
Attest: _____

Connie Constancio, City Secretary

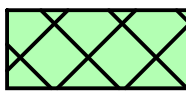
Drawing Name: I:\AV\IPRJ000019632\ndgo01 - project\AE\03 - ae\Lockhart\PRODUCTION DRAWINGS\LOCKHART - GENERAL LAYOUT.dwg Sep 22, 2022 - 2:46pm
Last Saved By: kcujps 2022/09/22
Plot Style: ae.ctb



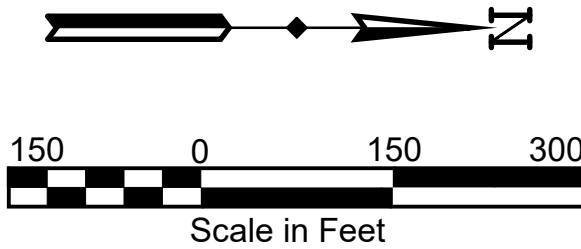
LEGEND



AREA 1
Chip Seal and Overlay Airfield pavement
(Total Area ≈ 35,030 S.Y.)



AREA 2
Chip Seal and Overlay Airfield pavement
(Total Area ≈ 17,255 S.Y.)



CITY OF LOCKHART

LOCKHART MUNICIPAL AIRPORT
LOCKHART, TEXAS

PROJECT NO.

DRAWN BY	KRG	DATE	9-22-2022
CHECKED BY	CAW	DATE	9-22-2022
DESIGNED BY	KRG	DATE	9-22-2022
REVISIONS		DATE	

LOCKHART - GENERAL LAYOUT - GENERAL LAYOUT

LOCKHNER

12750 Merit Drive | Suite 570 | Dallas, Texas 75251
P 214.373.7873 | www.hwlochner.com
TBPE Firm Registration No. 10488

AVIATION CAPITAL IMPROVEMENT PROGRAM

Texas Department of Transportation -- Aviation Division

Locations, Projects, and Costs

December 01, 2022

FEDERAL & STATE FY 2022

Federal FY 2022 (October 2021 - September 2022)/State FY 2022 (September 2021 - August 2022)

City & Airport	Project Status & Description	Project Costs			
		Total	Federal	State	Local
LOCKHART	<u>Project Status:</u>				
<u>LOCKHART MUNI</u>	<u>PENDING</u>				
	Admin, RPR, Contingency (19-22 NPE)	325,000	292,500	0	32,500
	Chipseal, overlay, mark Rwy 18/36 (4000'x75')	1,016,000	914,400	0	101,600
	Chipseal, overlay, and mark parallel and connector taxiways	508,000	457,200	0	50,800
	Engineering/Design (Statewide)	70,000	63,000	0	7,000
Project Totals:		\$ 1,919,000	\$ 1,727,100	\$ 0	\$ 191,900

City of Lockhart, Texas

Council Agenda Item Cover Sheet

COUNCIL MEETING DATE: December 20, 2022

AGENDA ITEM CAPTION: Discuss awarding bid to Prota, Inc. of Austin, Texas in the amount of \$989,000 for the 2022 High Service Pump Station Expansion Project at the Water Plant, including the installation of two generators for backup power.

ORIGINATING DEPARTMENT AND CONTACT: Public Works - Sean Kelley

ACTION REQUESTED: Approval of Bid

BACKGROUND/SUMMARY/DISCUSSION: The City Engineer recently conducted a study to identify the high service pump supply capacity needs at the Lockhart Water Plant to remain in compliance with TCEQ regulations. During this study, it was determined that the smallest high service pump would need to be replaced with a larger one and an additional pump would be required to meet regulatory requirements. The 2022 High Service Pump Expansion Project was combined with another project at Water Plant to bring permanent standby generated power as part of the SB3 requirement to complete a comprehensive Emergency Preparedness Plan that included alternative power options for critical facilities. The installation of generators at the plant will provide enhanced reliability of the potable water supply during loss of electric utility power at this critical facility.

The 2022 High Service Pump Expansion Project consists of replacing the existing 600 gpm jockey pump with a 1,200 gpm pump, and installation of an additional 1,200 gpm pump on a variable frequency drive. This will increase the number of high service pumps from three to four. The project also consists of the installation of (2) new generators to provide backup power to the pumping components of the water treatment plant and to the office for operations.

Eight (8) bids for the project were received, ranging from \$989,000 to \$1,543,100. The lowest bid was submitted by Prota, Inc. References for the contractor have been checked, and all entities that were contracted recommended Prota, Inc. for future work.

PROJECT SCHEDULE (if applicable): 400 Day Completion Period

AMOUNT & SOURCE OF FUNDING:

Funds Required: \$989,000

Account Number: 520-5750-912-00

Funds Available:

Account Name: Machinery & Equipment

City of Lockhart, Texas

Council Agenda Item Cover Sheet

FISCAL NOTE (if applicable): This item is a non-budgeted item for Fiscal Year 2022-23 in the Water Department's budget. Funds from the American Rescue Plan Act (ARPA) were allocated to this project in FY 2021-22, but were not expended. ARPA funds remain designated for this project. A budget amendment will be presented to the City Council upon completion of the project due to the possibility of the completion date being in a future fiscal year.

PREVIOUS COUNCIL ACTION:

COMMITTEE/BOARD/COMMISSION ACTION:

STAFF RECOMMENDATION/REQUESTED MOTION: Staff respectfully recommends approval of the bid to Prota, Inc. in the amount of \$989,000.

LIST OF SUPPORTING DOCUMENTS: Bid Award Recommendation - 2022 High Service Pump Station Expansion Project, Lockhart HSPS Advertisement for Bids, Water Plant Proposed HSPs and Generators



505 East Huntland Drive
Suite 250
Austin, Texas 78752

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

November 22, 2022

Mr. Sean Kelley, Public Works Director
City of Lockhart
705 Wichita Street
Lockhart, Texas 78644

**RE: 2022 High Service Pump Station Expansion Project
Bid Award Recommendation**

Dear Mr. Kelley:

Eight (8) sealed bids were received at Lockhart City Council Chambers on November 10, 2022, at 11:00 A.M. for the above-referenced project. The total bids ranged from \$989,000.00 from Prota, Inc. of Austin, Texas to \$1,549,100.00 from Austin Engineering Company, Inc. from Austin, Texas. A detailed bid tabulation is attached for your reference.

The project consists of replacing the existing 600 gpm jockey pump with a 1,200 gpm constant speed pump, installation of (1) new 1,200 gpm pump on a variable frequency drive (VFD), and installation of (2) new generators to provide backup power to the Water Treatment Plant. The construction completion period is four hundred (400) days.

Prota, Inc. recently completed pump station jobs in Round Rock, Leander, and Georgetown, TX. All references who were contacted recommended this contractor for future work. Therefore, it is recommended that the City award the project to the low bidder, Prota, Inc., in the amount of \$989,000.00. The Contractor has a bid bond and will be required to furnish a Standard Form of Agreement, Performance Bond, and Payment Bond to the City.

If you have any other questions or comments, please do not hesitate to contact this office.

Sincerely,

A handwritten signature in blue ink that reads "William Wachel".

William Wachel, PE
Deputy Director - DMS

Attachment: Bid Tabulation

CITY OF LOCKHART
Water Treatment Plant High Service Pump Station Expansion
Bid Tabulation
November 10, 2022 - 11:00AM



				Prota, Inc. PO Box 342195 Austin, Texas 78734		Argo Utilities PO Box 304 Schertz, Texas 78154		TTE, LLC PO Box 1210 Marble Falls, Texas 78654	
Item	Description	Qty.	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total
P.1	Performance and Payment Bonds	1	LS	\$17,000.00	\$17,000.00	\$15,000.00	\$15,000.00	\$25,000.00	\$25,000.00
P.2	Mobilization/Demobilization	1	LS	\$46,534.00	\$46,534.00	\$45,000.00	\$45,000.00	\$55,000.00	\$55,000.00
P.3	Remove existing pump, piping, & valves	1	LS	\$5,684.00	\$5,684.00	\$6,300.00	\$6,300.00	\$12,000.00	\$12,000.00
P.4	Install two vertical turbine pumps	1	LS	\$214,211.00	\$214,211.00	\$192,000.00	\$192,000.00	\$225,000.00	\$225,000.00
P.5	Install all site piping	1	LS	\$67,495.00	\$67,495.00	\$90,000.00	\$90,000.00	\$100,000.00	\$100,000.00
P.6	All Pump electrical equipment	1	LS	\$154,378.00	\$154,378.00	\$440,000.00	\$440,000.00	\$290,000.00	\$290,000.00
P.7	Two new emergency generators	1	LS	\$426,744.00	\$426,744.00	\$300,000.00	\$300,000.00	\$395,000.00	\$395,000.00
P.8	OSHA trench/excavation safety	1	LS	\$3,040.00	\$3,040.00	\$800.00	\$800.00	\$4,000.00	\$4,000.00
P.9	Loaming and hydroseeding	1	LS	\$41,172.00	\$41,172.00	\$1,700.00	\$1,700.00	\$16,000.00	\$16,000.00
P.10	SWPPP	1	LS	\$12,742.00	\$12,742.00	\$800.00	\$800.00	\$4,000.00	\$4,000.00
	TOTAL BID				\$989,000.00		\$1,091,600.00		\$1,126,000.00

CITY OF LOCKHART

Water Treatment Plant High Service Pump Station Expansion

Bid Tabulation

November 10, 2022 - 11:00AM



				Archer Western Construction 1411 Greenway Drive Irving, Texas 75038		BAR Constructors, Inc. PO Box 10 Lancaster, Texas 75146		Excel Construction Services, LLC 1202 Leander Drive Leander, Texas 78641	
Item	Description	Qty.	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total
P.1	Performance and Payment Bonds	1	LS	\$15,000.00	\$15,000.00	\$20,000.00	\$20,000.00	\$16,000.00	\$16,000.00
P.2	Mobilization/Demobilization	1	LS	\$35,000.00	\$35,000.00	\$45,000.00	\$45,000.00	\$60,000.00	\$60,000.00
P.3	Remove existing pump, piping, & valves	1	LS	\$9,900.00	\$9,900.00	\$20,000.00	\$20,000.00	\$16,500.00	\$16,500.00
P.4	Install two vertical turbine pumps	1	LS	\$398,800.00	\$398,800.00	\$371,000.00	\$371,000.00	\$275,000.00	\$275,000.00
P.5	Install all site piping	1	LS	\$98,400.00	\$98,400.00	\$72,000.00	\$72,000.00	\$85,000.00	\$85,000.00
P.6	All Pump electrical equipment	1	LS	\$335,300.00	\$335,300.00	\$385,000.00	\$385,000.00	\$321,500.00	\$321,500.00
P.7	Two new emergency generators	1	LS	\$328,200.00	\$328,200.00	\$319,000.00	\$319,000.00	\$496,500.00	\$496,500.00
P.8	OSHA trench/excavation safety	1	LS	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$10,000.00	\$10,000.00
P.9	Loaming and hydroseeding	1	LS	\$8,800.00	\$8,800.00	\$3,000.00	\$3,000.00	\$7,500.00	\$7,500.00
P.10	SWPPP	1	LS	\$5,600.00	\$5,600.00	\$11,000.00	\$11,000.00	\$2,000.00	\$2,000.00
TOTAL BID				\$1,240,000.00		\$1,251,000.00		\$1,290,000.00	

CITY OF LOCKHART
Water Treatment Plant High Service Pump Station Expansion
Bid Tabulation
November 10, 2022 - 11:00AM



				JM Pipeline, LLC PO Box 8614 Horseshoe Bay, Texas 78657		Austin Engineering Company, Inc. PO Box 342349 Austin, Texas 78734	
Item	Description	Qty.	Unit	Unit Price	Total	Unit Price	Total
P.1	Performance and Payment Bonds	1	LS	\$30,000.00	\$30,000.00	\$18,000.00	\$18,000.00
P.2	Mobilization/Demobilization	1	LS	\$60,000.00	\$60,000.00	\$25,000.00	\$25,000.00
P.3	Remove existing pump, piping, & valves	1	LS	\$57,810.00	\$57,810.00	\$14,000.00	\$14,000.00
P.4	Install two vertical turbine pumps	1	LS	\$204,365.00	\$204,365.00	\$296,000.00	\$296,000.00
P.5	Install all site piping	1	LS	\$129,570.00	\$129,570.00	\$145,000.00	\$145,000.00
P.6	All Pump electrical equipment	1	LS	\$543,520.00	\$543,520.00	\$600,000.00	\$600,000.00
P.7	Two new emergency generators	1	LS	\$284,315.00	\$284,315.00	\$414,000.00	\$414,000.00
P.8	OSHA trench/excavation safety	1	LS	\$7,620.00	\$7,620.00	\$2,100.00	\$2,100.00
P.9	Loaming and hydroseeding	1	LS	\$18,450.00	\$18,450.00	\$20,000.00	\$20,000.00
P.10	SWPPP	1	LS	\$3,175.00	\$3,175.00	\$15,000.00	\$15,000.00
TOTAL BID				\$1,338,825.00		\$1,549,100.00	

ADVERTISEMENT FOR BIDS

Sealed bids addressed to the Mayor and City Council of the City of Lockhart will be received at the Lockhart City Hall, 308 West San Antonio, Lockhart, Texas 78644, until **11:00 A.M., November 10, 2022**, for the **Water Treatment Plant High Service Pump Station Expansion**, at which time and place will be publicly opened and read aloud. Any bid received after closing time will be returned unopened.

The proposed water treatment plant improvements will consist of replacing the existing 600 GPM jockey pump with a 1,200 GPM constant speed pump, installation of (1) new 1,200 GPM pump on a variable frequency drive (VFD), and installation of (2) new generators to provide backup power to the Water Treatment Plant; and all other appurtenances necessary for the complete of project.

Bidders shall submit with their bids a Cashier's Check in the amount of five percent (5%) of the maximum total bid, payable to the City of Lockhart, Texas without recourse, or a Bid Bond in the same amount from an approved Surety Company as a guarantee that Bidder will enter into a contract and execute performance and payment bonds on the forms provided, within ten (10) days after the award of Contract. Bids without check or Bid Bond will not be considered.

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

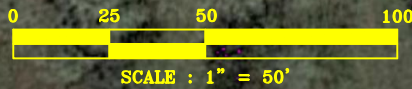
Plans and specifications may be examined without charge at Lockhart City Hall. Bid Documents and Construction Drawings for the project may be viewed and downloaded free of charge (with the option to purchase hard copies) at www.civcastusa.com. Bidders must register on this website in order to view and/or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

Please submit questions for this project forty-eight (48) hours prior to bid opening through www.civcastusa.com in the Q&A portal. All addenda issued for this project will be posted on www.civcastusa.com. It is the responsibility of the Contractor bidding to use proper scaling, paper size, etc., for bid quantities. Failure to do so may result in error in the Unit Bid Quantities and/or Bid Amounts.

The City Council of the City of Lockhart reserves the right to reject any or all bids and to waive formalities. No bid may be withdrawn within ninety (90) days after the date on which bids are received.

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

LOCKHART PROPOSED SITE LAYOUT EXHIBIT A.1



LEGEND

- PL — PROPERTY LINE
- PROPOSED
- EXISTING



City of Lockhart, Texas

Council Agenda Item Cover Sheet

COUNCIL MEETING DATE: December 20, 2022

AGENDA ITEM CAPTION: Discuss Ordinance 2022-68 repealing un-codified Ordinance 2022-38 in its entirety and adopting this ordinance regarding establishing the classifications within the Police Department and authorizing the number of employees in each classification.

ORIGINATING DEPARTMENT AND CONTACT: Administration - Julie Bowermon, Kevin Lunsford

ACTION REQUESTED: Ordinance

BACKGROUND/SUMMARY/DISCUSSION: In compliance with civil service, the number of classified police and fire positions are set by an ordinance, which is referred to as the "Strength of Force." Proposed Ordinance 2022-68 reflects reducing/abolishing the number of lieutenants by one (from three to two) and increasing the number of police officers from 20 to 21.

The Lockhart Police Department was structured with 2 lieutenants for several years. In 2019, at the request of the Police Chief, a third lieutenant position was created to provide for additional supervision and oversight during the night shift.

Earlier this year, one lieutenant retired from the Lockhart Police Department creating a vacancy in the third lieutenant position. There is no current promotional eligibility list in place for lieutenant to fill the vacancy. Recently, Lockhart Police Administration has evaluated the effectiveness and efficiency of the Police Department's planning, training, coordination of daily activities, management of personnel and promoting of the police department's community policing philosophy. After careful consideration and conferring with current Lockhart Police Department staff, Interim Police Chief Kevin Lunsford has elected to not fill the currently vacant lieutenant position. The proposed ordinance authorizes the abolishment of this currently vacant lieutenant position. However, to maintain the same number of certified officers within the department, the ordinance further authorizes that the number of police officers be increased by one. Thus, shifting the position from a lieutenant rank to a police officer rank. If a future Police Chief should determine additional supervisory positions are necessary in the best interest of the operation of the Police Department, the Police Chief at that time can request that the City Council consider additional staffing amendments to the Strength of Force.

PROJECT SCHEDULE (if applicable): N/A

AMOUNT & SOURCE OF FUNDING:

City of Lockhart, Texas

Council Agenda Item Cover Sheet

Funds Required:

Account Number:

Funds Available:

Account Name:

FISCAL NOTE (if applicable): N/A

PREVIOUS COUNCIL ACTION: N/A

COMMITTEE/BOARD/COMMISSION ACTION: N/A

STAFF RECOMMENDATION/REQUESTED MOTION: Staff respectfully recommends approval of Ordinance 2022-68.

LIST OF SUPPORTING DOCUMENTS: Proposed Ordinance 2022-68

ORDINANCE NO. 2022-68

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS REPEALING UN-CODIFIED ORDINANCE 2022-38 IN ITS ENTIRETY AND ADOPTING THIS ORDINANCE REGARDING ESTABLISHING THE CLASSIFICATIONS WITHIN THE POLICE DEPARTMENT AND AUTHORIZING THE NUMBER OF EMPLOYEES IN EACH CLASSIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING A REPEALER; PROVIDING FOR PUBLICATION; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Lockhart has adopted Civil Service, Chapter 143 of the Texas Local Government Code for its Fire and Police Department employees; and

WHEREAS, pursuant to Chapter 143, the City Council shall establish the classifications of employees and prescribe the number of positions in each classification pursuant to Section 143.021(a) of the Texas Local Government Code; and

WHEREAS, in 2019 the City Council, at the request of the Lockhart Police Chief, authorized the elimination of one position in the rank of Police Officer and authorized the increase of one position in the rank of Lieutenant; and

WHEREAS, current Lockhart Police Administration has evaluated the effectiveness and efficiency of the Police Department's planning, training, coordination of daily activities, management of personnel and promoting police department's community policing philosophy; and

WHEREAS, at the recommendation of the Police Chief, the City Council has determined that it is in the best interest of the operation of the Police Department to abolish one position in the rank of Police Lieutenant and increase one position in the rank of Police Officer; and

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

- I. ☐ The matters and facts set forth in the preamble are found to be true and correct.
- II. The classifications and number of positions in each classification in the Police Department have been and are as follows:

Effective December 1, 2022 (per Ordinance 2022-38)

1. Police Chief – 1
2. Captain – 1
3. Lieutenant – 3
4. Sergeant – 6
5. Police Officer – 20

Effective December 20, 2022

1. Police Chief – 1
2. Captain – 1
3. Lieutenant – 2
4. Sergeant – 6
5. Police Officer – 21

Note: Position of Police Captain is appointed in accordance with §143.014 of the Texas Local Government Code.

III. 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.

IV. Repealer: That all other ordinances, section, 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.

V. It is hereby officially found and determined that the meeting at which this ordinance was passed was open to the public as required by law.

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

VII. Effective Date: This ordinance shall become effective and be in full force on December 20, 2022.

PASSED, APPROVED, AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS, ON THIS THE 20th DAY OF DECEMBER, 2022.

CITY OF LOCKHART

Lew White, Mayor

ATTEST:

APPROVED AS TO FORM:

Connie Constancio, TRMC, City Secretary

Montel Akers, City Attorney

City of Lockhart, Texas

Council Agenda Item Cover Sheet

COUNCIL MEETING DATE: December 20, 2022

AGENDA ITEM CAPTION: Discuss moving the appointment of Ian Stowe from the Electric Board to the Construction Board of Appeals by Councilmember Jeffry Michelson with a term to expire in November 2023.

ORIGINATING DEPARTMENT AND CONTACT: Council - Jeffry Michelson

ACTION REQUESTED: Other

BACKGROUND/SUMMARY/DISCUSSION: Ian Stowe is currently a member of the Electric Board. Councilmember Michelson requests to move Ian Stowe from the Electric Board to the Construction Board.

Mr. Stowe meets the criteria to serve on the Construction Board.

PROJECT SCHEDULE (if applicable): N/A

AMOUNT & SOURCE OF FUNDING:

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: N/A

COMMITTEE/BOARD/COMMISSION ACTION: N/A

STAFF RECOMMENDATION/REQUESTED MOTION: N/A

LIST OF SUPPORTING DOCUMENTS: Ian Stowe application Construction Board

In order to be considered for an appointment to a Lockhart Board or Commission, please complete the following application. You may also attach a current resume and letter of interest if you choose.

1. PERSONAL INFORMATIONCITY OF LOCKHART
CITY SECRETARY'S OFFICE

Full Legal Name IAN MACFEREON Stowe		Preferred Name IAN
Physical Home Address 428 TRINITY ST.		
Mailing Address (if different)		
City Lockhart	State TX	Zip 78644
Home Phone 713-410-7000		Work Phone "
Mobile Phone "		
Email Address		
Date of Birth		

2. AREAS OF INTEREST

Please indicate the position(s) of interest to you.

☐	Airport Advisory Board	☐	Historical Preservation Commission
☐	Zoning Board of Adjustment & Appeals	☐	Hotel Occupancy Tax Advisory Board
☐	Charter Review Commission	☐	Library Advisory Board
☒	Construction Board of Appeals	☐	Parks & Recreation Advisory Board
☐	Economic Development Corp (1/2 Cent Sales Tax)	☐	Planning & Zoning Commission
☐	Electric Board		

In the space below, please explain your interest in the position(s) selected above. Also, please explain any experience you have related to your selection(s).

I enjoy my current public service position with the electrical board, but would like to be on a board that is a little more involved so that my expertise may help more.

3. BOARD MEMBER QUALIFICATIONS

The following are qualifications as outlined in Section 2-209 of the Lockhart Code of Ordinances to serve on a Board/Commission:

YES	NO	Please answer the following questions about Board/Commission qualifications:
☒	☐	Have you been a resident of the State of Texas/City of Lockhart for at least twelve (12) consecutive months preceding appointment?
☒	☐	Are you a registered voter?
☐	☒	Have you been removed from another city board or commission because of failure to attend meetings or for cause within the last three years?
☒	☐	Do you serve on any other City of Lockhart board/commission/committee at this time? If yes, please list: <u>Electric Board</u>

For your reference, the following additional qualifications apply to appointed Board/Commission members:

- A member who is required to be a resident of the city (or county when applicable) when appointed and who thereafter moves his or her primary residence outside of the corporate limits of Lockhart (or county when applicable) vacates his or her position on a board of commission on the date the residency changes.
- The City Council shall have the right, but not the duty, to appoint up to two members who are not city residents but who are residents of Caldwell County to the Lockhart Airport Advisory Board, the Eugene Clark Library Board, and the Construction Board of Appeals.
- Any member of a board or commission who is absent from three consecutive regular meetings, or any four non-consecutive regular meetings of the board or commission during any twelve-month period, shall forfeit his or her position and the vacancy occurring shall be declared and filled by the Council.
- Members must maintain their qualifications while serving on a board or commission.
- No member of any appointed body shall serve on more than one quasi-judicial or advisory board or commission.
- 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.
- Members appointed serve without compensation.

Certification of Applicant

I hereby certify that the foregoing and any attached statements are true, accurate and complete. I also understand that this application is subject to disclosure under the Texas Public Information Act.



Applicant's Signature

12.13.22

Date

Completed application, resume and letter of interest may be submitted in person, email, mail, or by fax to:

City of Lockhart
City Secretary's Office
308 W. San Antonio Street / PO Box 239
Lockhart, TX 78644

Phone: 512.398.3461
FAX: 512.398.5103
cconstancio@lockhart-tx.org

APPLICANT'S NAME: Ian Stowe

BOARD NAME(S): Construction Board

The qualifications for members of boards and commissions, except special qualifications for service on a particular board or commission, are as follows:

- Appointees must each be a resident of the State of Texas and a resident of the City of Lockhart for at least twelve (12) consecutive months preceding their appointment unless a particular board's or commission's composition or state law allows for membership by a non-resident of the City.

Date of residency in Lockhart: 2012

- Appointees shall be qualified voters in the City of Lockhart or, if not a resident of the City, of Caldwell County.

Date qualified voter in Lockhart: 2012

- Appointees shall not have been removed from another city board or commission because of failure to attend meetings or for cause within the last three years.

Removed from another board? YES or NO

If yes, date _____ and board _____

- No member of any appointed body shall serve on more than one quasi-judicial or advisory board or commission.

Serves on another board? YES or NO

If yes, board currently serving: Electric Board - intent is to remove

Stowe from Electric Board to appoint to

BOARD SPECIFIC QUALIFICATIONS:

Construction Bd

Construction Board

- | | | | |
|----------|----|----------|---|
| <u>Y</u> | or | N | Qualified by experience and/or training to pass on matters pertaining to building construction? |
| <u>Y</u> | or | N | If yes, see application for details. |
| <u>Y</u> | or | <u>N</u> | City Resident? |
| | or | <u>N</u> | If no, Caldwell County resident? |
| | or | <u>N</u> | Up to two members who are not city residents but are residents of Caldwell County may serve. |
| | or | <u>N</u> | Current # members that are county residents? _____ |
| | or | <u>N</u> | Employee of the City of Lockhart? |

Construction Board of Appeals meets on the first and third Thursday at 9:00 a.m. each month if there are items pending the Board's review. The Board shall have the power to hear appeals of decisions and interpretations of the building official and to 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 the Lockhart Code of Ordinances. The Board 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. Up to two members who are not city residents but are residents of Caldwell County may serve on the Board. The Board consists of seven members that serve a three-year term. The Building Official is the staff liaison.

CITY SECRETARY'S DETERMINATION OF APPLICANT'S QUALIFICATION:

Is Applicant Qualified?

YES

NO

DISCRETION OF THE COUNCIL

NOTES: _____

CURRENT CONSTRUCTION BOARD ROSTER

12-16-2022

First	Last	Title	Address1	Construction Experience?	Council Member	Date Appt	Exp
Jerry	West	Vice-Chair County Resident	PO Box 41	Yes	Kara McGregor	1/19/2021	2023
Raymond	DeLeon		1015 San Sacinto		Mayor White	1/19/2021	2023
VACANT	Rick Winnett resigned 12-9-22				Jeffry Michelson		
VACANT	Oscar Torres	automatic resignation - missed 3+ consecutive meetings			David Bryant	10/20/2020	2022
VACANT	Paul Martinez resigned	11-2-22 (county resident)			Angie Sanchez		2022
Gary	Schafer	Alternate	1212 Orange St.	Yes (Project Manager)	Brad Westmoreland	2/4/2020	2022
Michael	Voetee		517 E. Live Oak	Yes	Juan Mendoza	12/17/2019	2022

City of Lockhart, Texas

Council Agenda Item Cover Sheet

COUNCIL MEETING DATE: December 20, 2022

AGENDA ITEM CAPTION: Discuss the appointment of Kevin Randy Thuerwaechter to the Lockhart Historical Preservation Commission by Councilmember Brad Westmoreland with a term to expire in November 2025.

ORIGINATING DEPARTMENT AND CONTACT: Council - Brad Westmoreland

ACTION REQUESTED: Other

BACKGROUND/SUMMARY/DISCUSSION: Councilmember Brad Westmoreland has a vacancy on the LHPC. Mr. Thuerwaechter submitted an application expressing an interest on serving on the LHPC on August 9, 2022.

Mr. Thuerwaechter meets the criteria to serve on the LHPC. If appointed, his term will expire concurrently with Councilmember Westmoreland's term in November 2025.

PROJECT SCHEDULE (if applicable): N/A

AMOUNT & SOURCE OF FUNDING:

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: N/A

COMMITTEE/BOARD/COMMISSION ACTION: N/A

STAFF RECOMMENDATION/REQUESTED MOTION: N/A

LIST OF SUPPORTING DOCUMENTS: Randy Thuerwaechter application and qualification list, Board appointment update and vacancies

In order to be considered for an appointment to a Lockhart Board or Commission, please complete the following application. You may also attach a current resume and letter of interest if you choose.

1. PERSONAL INFORMATION

Date Received:

August 9, 2022

Full Legal Name Kevin Randy Thuerwaechter		Preferred Name Kevin Thuerwaechter	
Physical Home Address 409 W. San Antonio St.			
Mailing Address (if different)			
City Lockhart		State TX	
		Zip 78644	
Home Phone		Work Phone	
Mobile Phone 512-689-1034			
Email Address kthuerwaechter@mac.com			
Date of Birth	07 / 16 / 1970		

2. AREAS OF INTEREST

Please indicate the position(s) of interest to you.

☐ Airport Advisory Board	☒ Historical Preservation Commission
☐ Zoning Board of Adjustment & Appeals	☐ Hotel Occupancy Tax Advisory Board
☐ Charter Review Commission	☐ Library Advisory Board
☐ Construction Board of Appeals	☐ Parks & Recreation Advisory Board
☐ Economic Development Corp (1/2 Cent Sales Tax)	☐ Planning & Zoning Commission
☐ Electric Board	

In the space below, please explain your interest in the position(s) selected above. Also, please explain any experience you have related to your selection(s).

I deeply care about preserving the character that the old buildings add to our town. The historic downtown, and the the old homes bring tourists and the film industry to Lockhart, and make it a such a nice place to live. I have a bachelors degree in history, and in my professional career I'm a leader, a thinker, and a do-er. Friends and neighbors also serve on this board, and I'd be delighted to volunteer to fill the vacant at large position. Thank you for your consideration, Kevin Thuerwaechter

3. BOARD MEMBER QUALIFICATIONS

The following are qualifications as outlined in Section 2-209 of the Lockhart Code of Ordinances to serve on a Board/Commission:

YES	NO	Please answer the following questions about Board/Commission qualifications:
☒	☐	Have you been a resident of the State of Texas/City of Lockhart for at least twelve (12) consecutive months preceding appointment?
☒	☐	Are you a registered voter?
☐	☒	Have you been removed from another city board or commission because of failure to attend meetings or for cause within the last three years?
☐	☒	Do you serve on any other City of Lockhart board/commission/committee at this time? If yes, please list: _____

For your reference, the following additional qualifications apply to appointed Board/Commission members:

- A member who is required to be a resident of the city (or county when applicable) when appointed and who thereafter moves his or her primary residence outside of the corporate limits of Lockhart (or county when applicable) vacates his or her position on a board of commission on the date the residency changes.
- The City Council shall have the right, but not the duty, to appoint up to two members who are not city residents but who are residents of Caldwell County to the Lockhart Airport Advisory Board, the Eugene Clark Library Board, and the Construction Board of Appeals.
- Any member of a board or commission who is absent from three consecutive regular meetings, or any four non-consecutive regular meetings of the board or commission during any twelve-month period, shall forfeit his or her position and the vacancy occurring shall be declared and filled by the Council.
- Members must maintain their qualifications while serving on a board or commission.
- No member of any appointed body shall serve on more than one quasi-judicial or advisory board or commission.
- 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.
- Members appointed serve without compensation.

Certification of Applicant

I hereby certify that the foregoing and any attached statements are true, accurate and complete. I also understand that this application is subject to disclosure under the Texas Public Information Act.

*Submitted
via email*

Applicant's Signature

8-9-2022

Date

Completed application, resume and letter of interest may be submitted in person, email, mail, or by fax to:

City of Lockhart
City Secretary's Office
308 W. San Antonio Street / PO Box 239
Lockhart, TX 78644

Phone: 512.398.3461
FAX: 512.398.5103
cconstancio@lockhart-tx.org

APPLICANT'S NAME: Randy ThuerwaechterBOARD NAME(S): Lockhart Historical Preservation Comm.

The qualifications for members of boards and commissions, except special qualifications for service on a particular board or commission, are as follows:

- Appointees must each be a resident of the State of Texas and a resident of the City of Lockhart for at least twelve (12) consecutive months preceding their appointment unless a particular board's or commission's composition or state law allows for membership by a non-resident of the City.

Date of residency in Lockhart: Feb 2016

- Appointees shall be qualified voters in the City of Lockhart or, if not a resident of the City, of Caldwell County.

Date qualified voter in Lockhart: Feb 2016

- Appointees shall not have been removed from another city board or commission because of failure to attend meetings or for cause within the last three years.

Removed from another board? YES or NO

If yes, date _____ and board _____

- No member of any appointed body shall serve on more than one quasi-judicial or advisory board or commission.

Serves on another board? YES or NO

If yes, board currently serving: _____

BOARD SPECIFIC QUALIFICATIONS:**LHPC**

- Y or N Registered architect? (must have one)
If no, current # members registered architect? 0
- Y or N Planner or rep. of a design profession? (must have one)
If no, current # members planner/design profession? 0
- Y or N Registered professional engineer in the State of Texas? (must have one)
If no, current # members registered engineer? 0
- Y or N Member of a nonprofit historical organization of Caldwell County? (must have one)
If no, current # members a member of above? 1
- Y or N Local licensed real estate broker or member of the financial community? (must have one)
If no, current # members of above? 1
- Y or N Owner of an historic landmark residential building? (must have one)
If no, current # members of above? 1
- Y or N Owner or tenant of a business property that is an historic landmark or in an historic district?
(must have one)
If no, current # members of above? 1
- Y or N Member of the Caldwell County Historical Commission? (must have one)
If no, current # members of above? 1
- Y or N City Resident?
Y or N If no, Caldwell County resident?
(one Caldwell County resident who is also an owner of real property within any local historic district)
How many members are qualified county residents? 0

Lockhart Historical Preservation Commission meets on the first and third Wednesday at 5:30 p.m. each month. The Commission shall consist of a registered architect, planner or representative of a design profession; a registered professional engineer in the State of Texas; a member of a nonprofit historical organization of Caldwell County; a local licensed real estate broker or member of the financial community; an owner of an historic landmark residential building; an owner or tenant of a business property that is an historic landmark or in an historic district; and a member of the Caldwell County Historical Commission. One Caldwell County resident who is also an owner of real property within any local historic district may be appointed as a full member. The Board consists of seven members that serve a three-year term. The City Planner is the staff liaison.

CITY SECRETARY'S DETERMINATION OF APPLICANT'S QUALIFICATION:

Is Applicant Qualified?

YES

NO

DISCRETION OF THE COUNCIL

NOTES:

*Bachelor's degree in history***CURRENT LEDC MEMBER ROSTER**

First Name	Last Name	Title	Status?	Council Member	Term Exp	Date Appt
Ray	Ramsey		Downtown historic property owner	Angie Sanchez	Nov-22	7/7/2020
VACANT	Thomson resigned 1-5-22			Brad Westmoreland	Nov-22	
Michel	Royal		Member Caldwell County His Comm	Jeffry Michelson	Nov-22	7/7/2020
Christine	Ohlendorf			Juan Mendoza	Nov-22	6/20/2020
Ron	Faulstich		Downtown historic property business	David Bryant	Nov-22	10/20/2020
John	Lairsen	Vice-Chair	President-Gaslight Baker Theatre	Mayor White	Nov-23	1/19/2021
Ronda	Reagan	Chair	Realtor, Historic property owner	Kara McGregor	Nov-23	1/19/2021

LIST OF BOARD/COMMISSION VACANCIES*Updated: 12/13/2022*

Board Name	Reappointments/Vacancies	Council member
Airport Board	Larry Burrier resigned – 7-1-2022	Councilmember Mendoza
Board of Adjustment	Anne Clark resigned – 12-6-2022	Councilmember McGregor
Board of Adjustment	Severo Castillo resigned – 5-2-2022	Councilmember Westmoreland
Construction Board	Paul Martinez resigned – 11-2-2022	Mayor Pro-Tem Sanchez
Construction Board	Rick Winnett resigned – 12-9-2022	Councilmember Michelson
Lockhart Historical Preservation Commission	Richard Thomson resigned - 1-5-2022	Councilmember Westmoreland

*Applications will be removed after one year***APPLICATIONS RECEIVED**

APPLICANT	BOARD REQUESTED	DATE RECEIVED	RESIDENCE DISTRICT
Arnold Proctor	Planning & Zoning Commission	January 3, 2022	District 4
Marci Willenberg	Library Bd. Planning & Zoning	March 23, 2022	Caldwell County Resident
William Hoffman, Jr.	Charter Review, LEDC, Electric Bd, and Planning & Zoning Commission	March 30, 2022	District 3
Denise Melanson	Parks & Recreation Bd.	April 12, 2022	District 3
Kevin Randy Thuerwaechter	Historic Preservation Comm.	August 9, 2022	District 3

COUNCILMEMBER BOARD/COMMISSION APPOINTMENTS

PAGE 1

Updated: 12/13/2022

Councilmember	Board/Commission	Appointee	Date Appointed
Mayor – Lew White	Airport Board Board of Adjustment Board of Adjustment (Alternate) Construction Board Ec Dev. Corp. ½ Cent Sales Tax Electric Board Historical Preservation Library Board Parks and Recreation Planning & Zoning ETJ Rep-Impact Fee Adv Comm	Benny Hilburn Mike Annas Marcia Proctor Raymond DeLeon Alan Fielder, Vice-Chair Joe Colley, Chair John Lairsen Stephanie Riggins Karla Tate Ron Peterson Larry Metzler	03/01/22 01/19/21 11/15/22 01/19/21 01/19/21 01/19/21 01/19/21 01/19/21 02/02/21 01/19/21 01/19/21
District 1 – Juan Mendoza	Airport Board Board of Adjustment Construction Board Eco Dev. Corp. ½ Cent Sales Tax Electric Board Historical Preservation Library Board Parks and Recreation Planning & Zoning	VACANT- Burrier resigned 7-1-22 Lori Rangel Mike Votee Juan Alvarez, Jr. Frank Gomillion Christine Ohlendorf Shirley Williams Linda Thompson-Bennett Chris St. Leger	03/07/17 12/17/19 12/21/21 12/17/19 06/02/20 12/17/19 03/07/17 12/17/19 CM McGregor on behalf of Councilman Mendoza
District 2–John Castillo NOTE: Appointments listed prior to Nov 21, 2022 were for previous Councilmember David Bryant	Airport Board Board of Adjustment Construction Board Eco Dev. Corp. ½ Cent Sales Tax Electric Board Historical Preservation Library Board Parks and Recreation Planning & Zoning	Daniel Koehler Shawn Martinez Oscar Torres David Bryant James Briceno Ron Faulstich Quartermetra Hughes Lonnie Jones Manuel Oliva	04/05/22 03/17/21 10/20/20 09/21/21 10/20/20 10/20/20 10/20/20 04/06/21 10/20/20

COUNCILMEMBER BOARD/COMMISSION APPOINTMENTS

PAGE 2

Updated: 12/13/2022

District 3 – Kara McGregor	Airport Board Board of Adjustment Construction Board Eco Dev. Corp. ½ Cent Sales Tax Electric Board Historical Preservation Library Board Parks and Recreation Planning & Zoning	Thomas Hughes VACANT-(A Clark resigned 12-6-22) Jerry West, Vice-Chair Sally Daniel John Voigt Ronda Reagan Jean Clark Fox, Chair Warren Burnett Philip McBride, Chair	09/06/22 01/19/21 01/05/21 01/19/21 01/19/21 01/19/21 01/19/21 01/19/21
District 4 - Jeffry Michelson	Airport Board Board of Adjustment Board of Adjustment Construction Board Eco Dev. Corp. ½ Cent Sales Tax Electric Board Historical Preservation Library Board Parks and Recreation Planning & Zoning	Jake McCullough Wayne Reeder Lucy Knight VACANT-(Winnett resigned 12-9-22) Doug Foster Ian Stowe Michel Royal Donaly Brice Russell Wheeler Rick Arnic	01/18/22 12/15/20 11/15/22 11/15/22 12/15/20 07/07/20 12/15/20 12/15/20 12/15/20
Mayor Pro-Tem (At-Large) – Angie Gonzales-Sanchez	Airport Board Board of Adjustment Construction Board Eco Dev. Corp. ½ Cent Sales Tax Historical Preservation Library Board Parks and Recreation Planning & Zoning	Andrew Reyes Laura Cline, Chair VACANT(Paul Martinez resigned 11-2-22) Alfredo Munoz Ray Ramsey Jodi King Lee Parra Philip Ruiz, Vice-Chair	01/07/20 01/07/20 01/07/20 07/07/20 01/07/20 08/17/21 01/07/20

COUNCILMEMBER BOARD/COMMISSION APPOINTMENTS

PAGE 3

Updated: 12/13/2022

At-Large - Brad Westmoreland	Airport Board	Jayson “Tex” Cordova	02/04/20
	Board of Adjustment	VACANT-(Severo Castillo resigned 5-2-22)	
	Construction Board (Alternate)	Gary Shafer	02/04/20
	Eco Dev. Corp. ½ Cent Sales Tax	Frank Estrada	02/04/20
	Historical Preservation	VACANT-(Thomson resigned 1-5-22)	
	Library Board	Rebecca Lockhart	02/04/20
	Parks and Recreation	Dennis Placke	02/04/20
	Planning & Zoning	Brad Lingvai	02/04/20
	Charter Review Commission (Five member commission) Term – 24 months after appointment	Ray Sanders	03/01/16 – Michelson
		Bill Hernandez	03/01/16 – Michelson
		Roland Velvin	03/01/16 – Michelson
		Elizabeth Raxter	03/01/16 – Hilburn
		Alan Fielder	03/15/16 – Hilburn
	Sign Review Committee (no longer meeting)	Gabe Medina	03/17/15 - Mayor Pro-Tem Sanchez
		Neto Madrigal	04/21/15 – Councilmember Mendoza
		Terry Black	12/19/17– Councilmember McGregor
		Kenneth Sneed	03/17/15 – Mayor White
		Johnny Barron, Jr.	03/17/15 – Councilmember Castillo
		Tim Clark	03/17/15– Councilmember Michelson
	Parks Master Plan Steering Committee (8-10 members)	Albert Villalapando	09/05/17 – Parks Bd appointee
		Dennis Placke	09/05/17 – Parks Bd appointee
		Nita McBride	12/05/17– McGregor
		Rebecca Pulliam	09/19/17– Michelson
		Bernie Rangel	09/19/17 – Castillo
		Derrick David Bryant	09/19/17 - Sanchez
		Beverly Anderson	09/19/17 - Mendoza
		Carl Ohlendorf	09/19/17 – Westmoreland
		Beverly Hill	09/19/17 – Mayor White
	Church Property Ad-hoc Committee (7 members)	Amelia Smith	09/05/17 – Westmoreland
		Jackie Westmoreland	09/05/17 – Westmoreland
		Todd Blomerth	09/05/17 – Mayor White
		Andy Govea	09/1917 – Sanchez
		Terry Black	12/19/17 – McGregor
		Jane Brown	09/19/17 – Michelson
		Raymond DeLeon	09/20/17 – Castillo

		Dyral Thomas	09/22/17 – Mendoza
	Wayfinding Signage and Community Branding Ad-Hoc Committee (5 members) THIS COMMITTEE WAS - RE-ESTABLISHED ON MARCH 5, 2019	Roy Watson Ronda Reagan Sally Daniel Rob Ortiz Bobby Herzog	03/05/19 03/05/19 03/05/19 03/05/19 03/05/19 Appointed by Mayor with consensus of Council
	HOT Advisory Bd	Ray Sanders Alfredo Munoz Archana “Archie” Gandhi Steve Lewis and Pam Larison Sally Daniel Janet Grigar (Alternate)	All members reappointed by consensus of the Council on 2/8/2022

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.

NOTES: AIRPORT ADVISORY BOARD	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. 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. 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.
NOTES: CONSTRUCTION BOARD APPOINTMENTS	<i>Section B101.4, Board Decision, is amended to read as follows:</i> The construction board of adjustments and appeals shall have the power, as further defined in Appendix B, to hear appeals of decisions and interpretations of the building official and consider variances of the technical codes; and to conduct hearings on determinations of the building official regarding unsafe or dangerous buildings, structures and/or service systems, and to issue orders in accordance with the procedures beginning with section 12-442 of this Code [of Ordinances]. <i>Section B101.2, Membership of Board, is amended to read as follows:</i> Each District Council member and the Mayor shall appoint one member to the Construction Board of Appeals making it a five (5) member board and each Councilmember at Large shall appoint an alternate. The term of office of the board members shall be three (3) years, such terms coinciding with the council position making the appointment. The two (2) alternates shall also serve the term coinciding with the council position making the appointments. Vacancies shall be filled for an unexpired term in the manner in which the original appointments are required to be made. Board members shall consist of members who are qualified by experience and/or training to pass on matters pertaining to building construction and are not employees of the City of Lockhart.
NOTES: ELECTRIC BOARD	Sec. 12-132. Members.

APPOINTMENTS	(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. 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.
NOTES: HISTORIC PRESERVATION COMMISSION	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.
NOTES: PARKS ADVISORY BOARD	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)
NOTES: Lockhart Economic Dev Corp	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.
NOTES: ORDINANCE RE: ALL BOARD, COMMISSION APPOINTMENTS	Sec. 2-209. - Rules for appointment. The city council hereby sets the following rules: ((a) Except as may be established by existing city ordinances or 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. (b) Council shall seek to appoint the most qualified or best persons available, while also respecting the need for diverse community opinions. (c) The qualifications for members of boards and commissions, except special qualifications for service on a particular board or commission, are as follows: 1. Appointees must each be a resident of the State of Texas and a resident of the City of Lockhart for at least twelve (12) consecutive months preceding their appointment unless a particular board’s or commission’s composition or state law allows for membership by a non-resident of the City. 2. The City Council shall have the right, but not the duty, to appoint up to two members who are not city residents but who are residents of Caldwell County to the Lockhart Airport Advisory Board, the Eugene Clark Library Board, and the construction board of appeals. 3. Appointees shall be qualified voters in the City of Lockhart or, if not a resident of the City, of Caldwell County.

	4. Appointees shall not have been removed from another city board or commission because of failure to attend meetings or for cause within the last three years. 5. No member of a board or commission, except the Lockhart Economic Development Corporation, may remain in his or her position after being elected to City Council. 6. A member who is required to be a resident of the city (or county when applicable) when appointed and who thereafter moves his or her primary residence outside of the corporate limits of Lockhart (or county when applicable) vacates his or her position on a board of commission on the date the residency changes. 7. Any member of a board or commission who is absent from three consecutive regular meetings, or any four non-consecutive regular meetings of the board or commission during any twelve-month period, shall forfeit his or her position and the vacancy occurring shall be declared and filled by the Council. 8. Members must maintain their qualifications while serving on a board or commission (d) No member of any appointed body shall serve on more than one quasi-judicial or advisory board or commission. (e) 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. (f) Members appointed serve without compensation. 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.
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NOTES: PARKS MASTER PLAN STEERING COMMITTEE (Est. 09/05/2017)	Committee to have 8-10 members as follows: • Councilmembers • City staff • Two Parks Advisory Board members • Business owners • Civic Organization members Committee will assist Burditt Consultants to perform tasks outlined in the Parks Master Plan.
NOTES: AD-HOC COMMITTEE – ST. PAUL UNITED CHURCH OF CHRIST PROPERTY (Est. 09/05/2017)	Committee will consist of at least one appointment from Mayor and each Councilmember. The Committee will make recommendations to the Council about the use of the property at 728 S. Main.
NOTES: WAYFINDING SIGNAGE AND COMMUNITY BRANDING AD-HOC (Est. 01/02/2018)	Committee will assist City Planner/Development Services with wayfinding signage and community branding tasks. Committee will consist of up to five members appointed by the Council. NOTE: First Branding and Wayfinding Committee disbanded/dissolved on December 18, 2018. UPDATE: Second Branding and Wayfinding Committee appointed on March 5, 2019.

NOTES: HOTEL OCCUPANCY TAX ADVISORY BOARD (Est. 12-3- 2019)	Sec. 54-127 MEMBERSHIP AND MEETING FREQUENCY a. The HOT Advisory Board should consist of five (5) members. b. Members shall consist of the following, the appointment of whom shall be confirmed by the City Council i. A lodging facility representative; ii. The City Manager or his/her designee; iii. A former member of the City Council; and iv. Two citizens nominated by Mayor. c. The HOT Advisory Board shall meet at least quarterly for allocation of funds and post-event reviews. d. Three Board members shall constitute a quorum. e. Each Board member shall serve a term of two years. f. Vacancies on the Board shall be filled by appointment by the City Council for the remainder of the existing term. Sec. 54-128 PURPOSE AND RESPONSIBILITY a. The legislative functions of the city council shall in no way be delegated to the HOT Advisory Board. The HOT Advisory Board shall be considered a special purpose advisory committee. b. The purposes and responsibility of the HOT Advisory Board shall be: i. To receive, review, and evaluate applications from organizations requesting HOT funds; ii. To recommend allocation of HOT funds (as authorized by the Texas Tax Code, Chapter 351) to the City Council; iii. To review the actual expenditures of HOT Funds; iv. To offer suggestions for improvements or changes to the use or administration of HOT funds; and v. To submit an annual report to the City Council that identifies approved expenditures by the City for the preceding year, reviews such approved expenditures in the context of compliance with state laws regarding the use of HOT funds, and evaluates the effectiveness of the approved HOT expenditures and the program. Sec. 54-129 HOT FUND GRANT PROCESS AND POST-EVENT REPORTING a. Applications for funding will be considered at each meeting. Completed applications must be received ten (10) days prior to a meeting of the Board at which it will be reviewed. b. Applicants will be notified of the award of funds following approval by the City Council of the award, at which time one-half of approved funding will be awarded. c. The Board shall produce guidelines for approved applicants regarding a post-event report from each such applicant that demonstrates qualified expenditures d. A post-event report from each approved applicant is required in order for the applicant to receive final payment. Sec. 54-130 HOT FUND GRANT PROCESS GUIDELINES. In considering the grant of HOT Funds, the Board and City Council shall: i. Ensure that each funding requests for HOT revenues is for one or more statutorily defined purpose; ii. Establish and implement a policy of properly utilizing 100% of available HOT funds each year; iii. Consider whether funding should be based on a formula for pre-determined activities consistent with authorized uses (e.g. advertising, arts, signage, historical restoration/preservation); iv. Consider funding approaches that will allow for equitable funding v. opportunities for new as well as established events and activities; and vi. Consider eligibility criteria beyond the Tax Code requirements (e.g. limiting grants to 25% of the total event budget or disallowing/limiting use of HOT funds for events' programs that occur on a regular (e.g. monthly) basis.
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City of Lockhart, Texas

Council Agenda Item Cover Sheet

COUNCIL MEETING DATE: December 20, 2022

AGENDA ITEM CAPTION: Hold a PUBLIC HEARING on application ZC-22-30 by Alan Balser and discussion and/or action to consider Ordinance 2022-66 for a **Zoning Change** from *AO Agricultural-Open Space District* and *RLD Residential Low Density District* to *RLD Residential Low Density District* on a total of 17.228 acres in the Lockhart Byrd League, Abstract No. 17, located at 1107 Silent Valley Road (FM 2001).

ORIGINATING DEPARTMENT AND CONTACT: Development Services - David Fowler

ACTION REQUESTED: Ordinance

BACKGROUND/SUMMARY/DISCUSSION: The applicant proposes the subject parcel as the site of future single-family residential development. The property currently has split zoning between the RLD and AO districts. The proposed zoning change will make the lot entirely RLD. The subject parcel has one home near the southeast corner of the lot. However, the subject parcel also contains Meadow Lake Drive, which is an access easement for the driveway that provides access to three landlocked residential lots east of the property. The nearby area is either zoned residential (RLD, RMD, or RHD) or Agricultural-Open Space. Despite the nearby mix of residential zoning types, none of the nearby area has yet been developed. Street access would be provided via Silent Valley Road. The planned extension of Stueve Lane is located immediately west of the site. Water is currently available via a 12" line in Silent Valley Road. Wastewater service would require an extension northward along Stueve Lane from the trunk line planned along the railroad track. The timing of the construction of the trunk line has not yet been determined. The proposed RLD zoning is consistent with the subject parcel's Low Density Residential designation on the Future Land Use Map.

PROJECT SCHEDULE (if applicable): None.

AMOUNT & SOURCE OF FUNDING:

Funds Required:

Account Number:

Funds Available:

Account Name:

FISCAL NOTE (if applicable): None.

PREVIOUS COUNCIL ACTION: None.

City of Lockhart, Texas

Council Agenda Item Cover Sheet

COMMITTEE/BOARD/COMMISSION ACTION: The Planning and Zoning Commission unanimously recommended approval at its December 14th meeting. No members of the public spoke regarding the proposed zoning change, but planning staff did receive an in-person visit from someone who wanted to see plans for the layout of the development of the property.

STAFF RECOMMENDATION/REQUESTED MOTION: Staff recommends APPROVAL of ZC-22-30, changing the zoning from RLD and AO districts to RLD for 17.228 acres located at 1107 Silent Valley Road.

LIST OF SUPPORTING DOCUMENTS: zc2230 ordinance, ZC2230 Exhibit A, ZC2230 case map, ZC2230 aerial, ZC2230 zoning, zc-22-30 staff report, ZC2230 Application

ORDINANCE 2022-66

AN ORDINANCE OF THE CITY OF LOCKHART, TEXAS, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF LOCKHART, TEXAS, TO RECLASSIFY 17.228 ACRES IN THE LOCKHART BYRD LEAGUE, ABSTRACT NO. 17, LOCATED AT 1107 SILENT VALLEY ROAD (FM 2001), FROM AO AGRICULTURAL-OPEN SPACE DISTRICT AND RLD RESIDENTIAL LOW DENSITY DISTRICT TO RLD RESIDENTIAL LOW DENSITY DISTRICT.

WHEREAS, the applicant requested a zoning change for the subject property from AO and RLD to RLD; and,

WHEREAS, on December 14, 2022, the Planning and Zoning Commission held a public hearing and voted to recommend approval of the proposed zoning change to RLD Residential Low Density District; and,

WHEREAS, the City Council desires to amend the zoning map as provided in Section 64-128 of the Code of Ordinances and as recommended by the Planning and Zoning Commission; and,

WHEREAS, a public hearing was held in conformance with applicable law;

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. The above-referenced property described in Zoning Change request ZC-22-30, known as 17.228 acres in the Lockhart Byrd League, Abstract Number 17, More particularly described in Exhibit A, located at 1107 Silent Valley Road, will be reclassified from AO Agricultural-Open Space District and RLD Residential Low Density District to RLD Residential Low Density District.
- III. Severability: If any provision, section, clause, sentence, or phrase of this ordinance is for any reason held to be unconstitutional, void, invalid, or unenforced, 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.
- IV. 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.
- V. Publication: That the City Secretary is directed to cause this ordinance caption 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 immediately upon and from the date of its passage.

PASSED, APPROVED, AND ADOPTED AT A REGULAR MEETING OF THE LOCKHART CITY COUNCIL ON THIS THE 20th DAY OF DECEMBER, 2022

CITY OF LOCKHART

Lew White, Mayor

ATTEST:

APPROVED AS TO FORM:

Connie Constancio, TRMC, City Secretary

Monte Akers, City Attorney

EXHIBIT "A"



Page 1 of 2
Job #20183311

All of a certain tract or parcel of land situated in the City of Lockhart, Caldwell County, Texas and being a part of the Byrd Lockhart A-17 and being also all of a tract of land called 17.296 acres and conveyed to The Warren Family Trust by deed recorded in Instrument #115542 of the Official Records of Caldwell County, Texas and being more particularly described as follows:

BEGINNING at a capped 1/2" iron pin set stamped "HINKLE SURVEYORS" in the SE corner of the above mentioned 17.296 acre tract and in the apparent SW corner of a tract of land called 38.920 acres and conveyed to Joel Garcia et al by deed recorded in Instrument #2016-0001048 of the said Official Records and in the intersection of the North line of an Old Public Road and the curving North line of F.M. #2001 for the SE corner this tract.

THENCE S 80 degrees 09 minutes 16 seconds W with the South line of the said 17.296 acre tract and the North line of the Old Public Road **595.70 feet** to a capped 1/2" iron pin set stamped "HINKLE SURVEYORS" in the SW corner of the said 17.296 acre tract and the East line of a tract of land called 228.120 acres and conveyed to Alan Wayne Salser et al by deed recorded in Instrument #2017-005439 of the said Official Records for the SW corner this tract and from which point a capped iron pin found bears **S 09 degrees 50 minutes 26 seconds E 82.52 feet**.

THENCE with the West line of the said 17.296 acre tract and the East line of the above mentioned 228.120 acre tract for the following two (2) courses:

(1) N 09 degrees 50 minutes 26 seconds W 1200.50 feet to a 5" treated fence post found for an angle point this tract.

(2) N 10 degrees 51 minutes 18 seconds W 257.49 feet to a 3" treated fence corner post found used for basis of bearing in the NW corner of the said 17.296 acre tract and an ell corner of the said 228.120 acre tract for the NW corner this tract.

THENCE N 80 degrees 00 minutes 00 seconds E with the North line of the said 17.296 acre tract and the South line of the said 228.120 acre tract **462.73 feet** to a 1/2" iron pin found used for basis of bearing in the most Northerly NE corner of the said 17.296 acre tract and the apparent NW corner of a tract of land called 1.622 acres and conveyed to Donald L. Schafer et ux by deed recorded in Volume 459 Page 797 of the said Official Records for the most Northerly NE corner this tract.

THENCE S 09 degrees 46 minutes 55 seconds E with the most Northerly East line of the said 17.296 acre tract **863.12 feet** to a capped 1/2" iron pin set stamped "HINKLE SURVEYORS" in the apparent SW corner of a tract of land called 0.5549 acres and conveyed to Anna M. Kieler by deed recorded in Volume 75 Page 482 of the said Official Records and in an ell corner of the said 17.296 acre tract for an ell corner this tract.

THENCE N 80 degrees 13 minutes 10 seconds E with the North line of the said 17.296 acre tract and with the apparent South line of the above mentioned Kieler tract **138.36 feet** to a capped 1/2" iron pin set stamped "HINKLE SURVEYORS" in the most Easterly NE corner of the said 17.296 acre tract and the West line of the above mentioned Garcia 38.920 acre tract for the most Easterly NE corner this tract.

Hinkle Surveyors, LLC is a Firm Registration.

P.O. BOX 1027 LOCKHART, TEXAS 78644 PHONE (512) 398-2000
FAX (512) 398-7683 EMAIL: CONTACT@HINKLESURVEYORS.COM



Page 2 of 2
Job #20183311

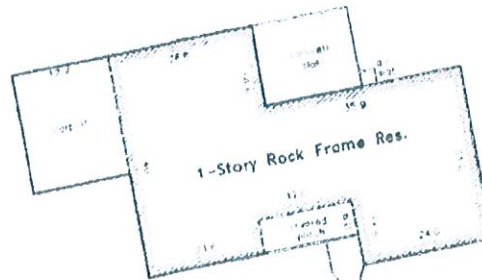
THENCE S 09 degrees 50 minutes 44 seconds E with the East line of the said 17.296 acre tract and the West line of the said Garcia 38.920 acre tract 595.92 feet to the place of beginning containing 17.228 acres of land more or less.

I hereby certify, that the foregoing field notes are a true and correct description of a survey made under my direct supervision on November 27, 2018. **THESE FIELD NOTES ARE CERTIFIED AND ITS CONTENTS GUARANTEED FOR USE WITH THIS ONE TRANSACTION ONLY DATED THIS DATE.** Only those prints containing the raised Surveyor's seal and an original "LIVE" signature should be considered official and relied upon by the user.



City of Lockhart
Caldwell County, Texas
Byrd Lockhart Survey A-17

Detail Scale
1"=20'



Scale 1"=20'

Special Notes

1. THIS SURVEY IS A RE-ENTRY OF THE BYRD LOCKHART SURVEY A-17, CALLED 228 120 AC.

2. THE SURVEYOR HAS CONDUCTED A VISUAL INSPECTION OF THE PROPERTY AND HAS FOUND NO EVIDENCE OF ANY OTHER SURVEYS OR INTERESTS. THE SURVEYOR HAS ALSO CONDUCTED A VISUAL INSPECTION OF THE ADJACENT PROPERTIES AND HAS FOUND NO EVIDENCE OF ANY OTHER SURVEYS OR INTERESTS. THE SURVEYOR HAS ALSO CONDUCTED A VISUAL INSPECTION OF THE ADJACENT PROPERTIES AND HAS FOUND NO EVIDENCE OF ANY OTHER SURVEYS OR INTERESTS.

LEGEND

- CAPED 1/2" IRON PIN SET
- STAMPED "HINKLE SURVEYORS"
- △ 1/2" IRON PIN FOUND
- △ 1" POLE
- 10" TREATED FENCE POST FOUND
- CAPED IRON PIN FOUND
- STAMPED "HINKLE SURVEYORS"
- ⊗ CLUSTER OF WATER METERS
- ORIGINAL DECEDED CALLS
- FENCES MEANDER
- 80' ACCESS EASEMENT
- DRIVE
- UNLESS OTHERWISE NOTED

Showing a 17.228 acre tract of land out of the Byrd Lockhart Survey A-17, in the City of Lockhart, Caldwell County, Texas and the improvements as found situated thereon. I do hereby certify that (1) the foregoing plat is a true and correct representation of a survey made on the ground under my direct supervision on November 27, 2018. (2) No abstract of title, no commitment, nor research or related easements were supplied to the Surveyor. There may exist easements of record which could affect this parcel. THIS SURVEY IS CERTIFIED AND ITS CONTENTS GUARANTEED FOR USE WITH THIS ONE TRANSACTION ONLY DATED THIS DATE. THE SURVEYOR SHALL INCUR NO LIABILITY FOR ANY USE OF THIS SURVEY BEYOND THIS ONE TRANSACTION OR FOR ANY PERSON(S) NOT ASSOCIATED WITH THIS TRANSACTION. Only those points containing the ground surveyor's line and associated "LIVE" signature should be considered official and relied upon for the use.

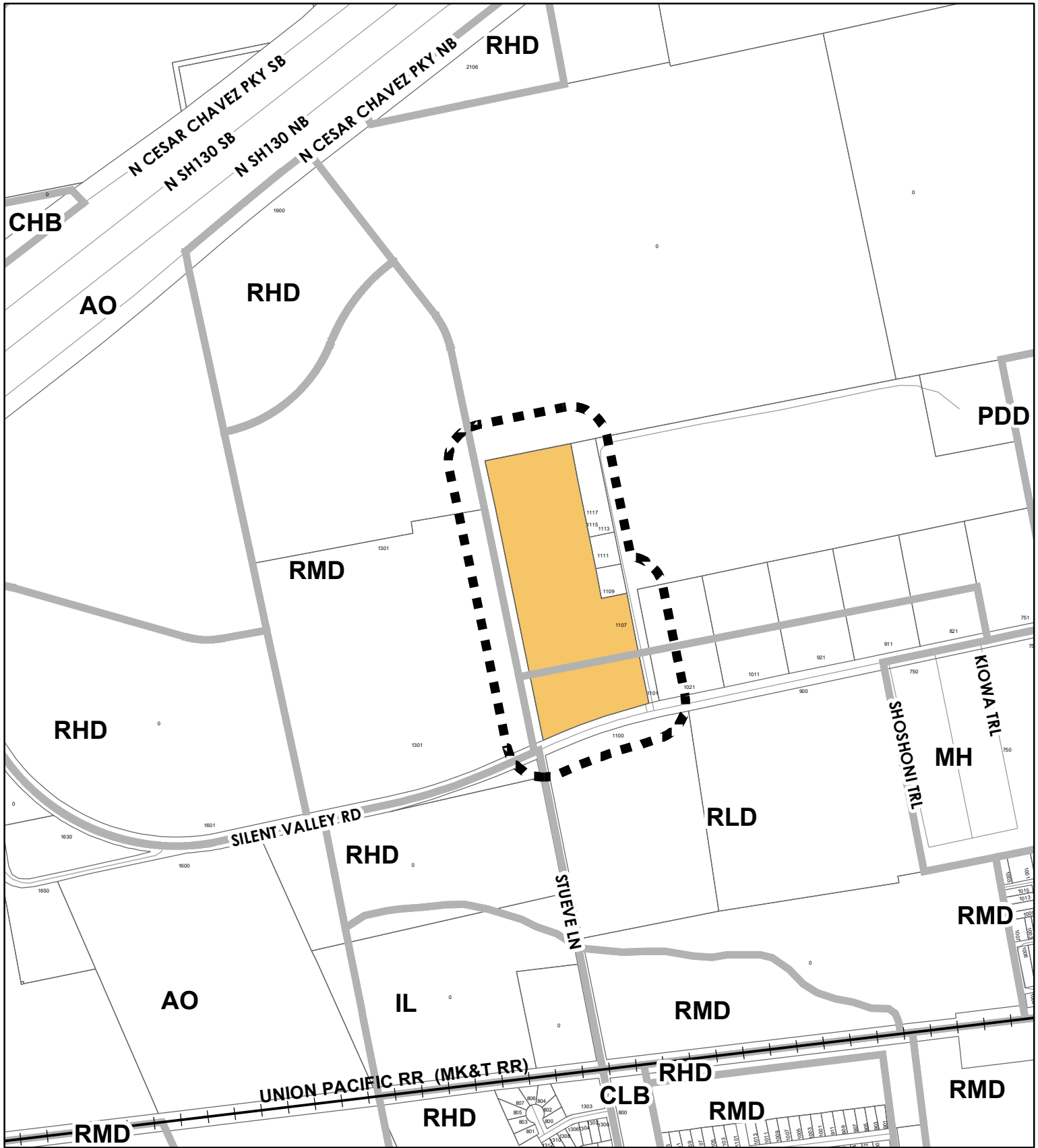
[Signature]
JUN 11 2018

Field Book: 5-6
Job No: 20183311
Date: November 2018
Surveyed By: JUN JOB

Drawn By: JUN JB
Drawing: 20183311.dwg
Hard Disk: Baylis 11012018
Autocad Disk: Baylis 11012018

**HINKLE
SURVEYORS**

P.O. Box 1027, 1107 S. Main Street, Lockhart, TX 78644
Ph: (512) 398-2000 Fax: (512) 398-7683 Email: contact@hinklesurveyors.com
Firm Registration No. 100886-00



ZC-22-30

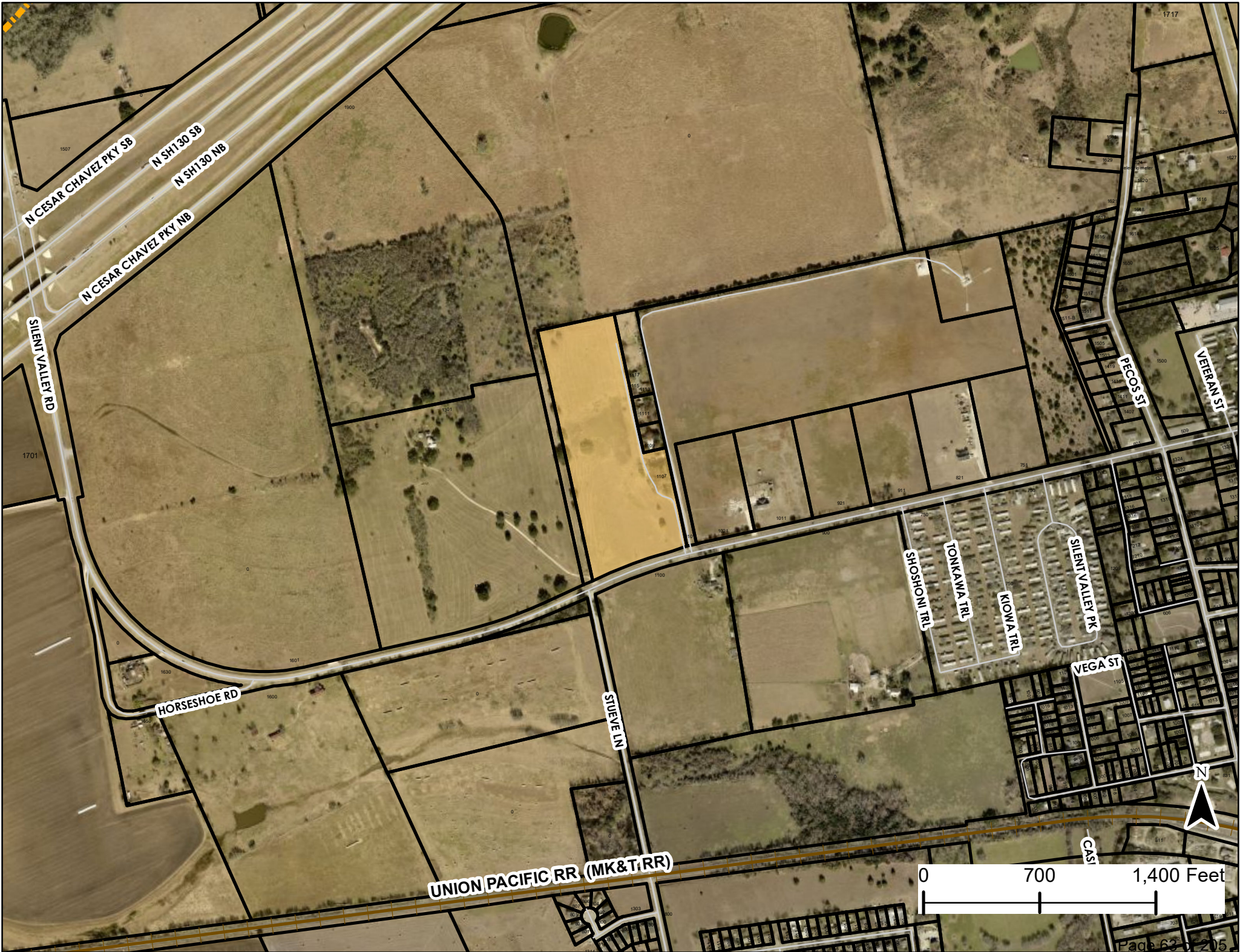
AO & RLD TO RLD

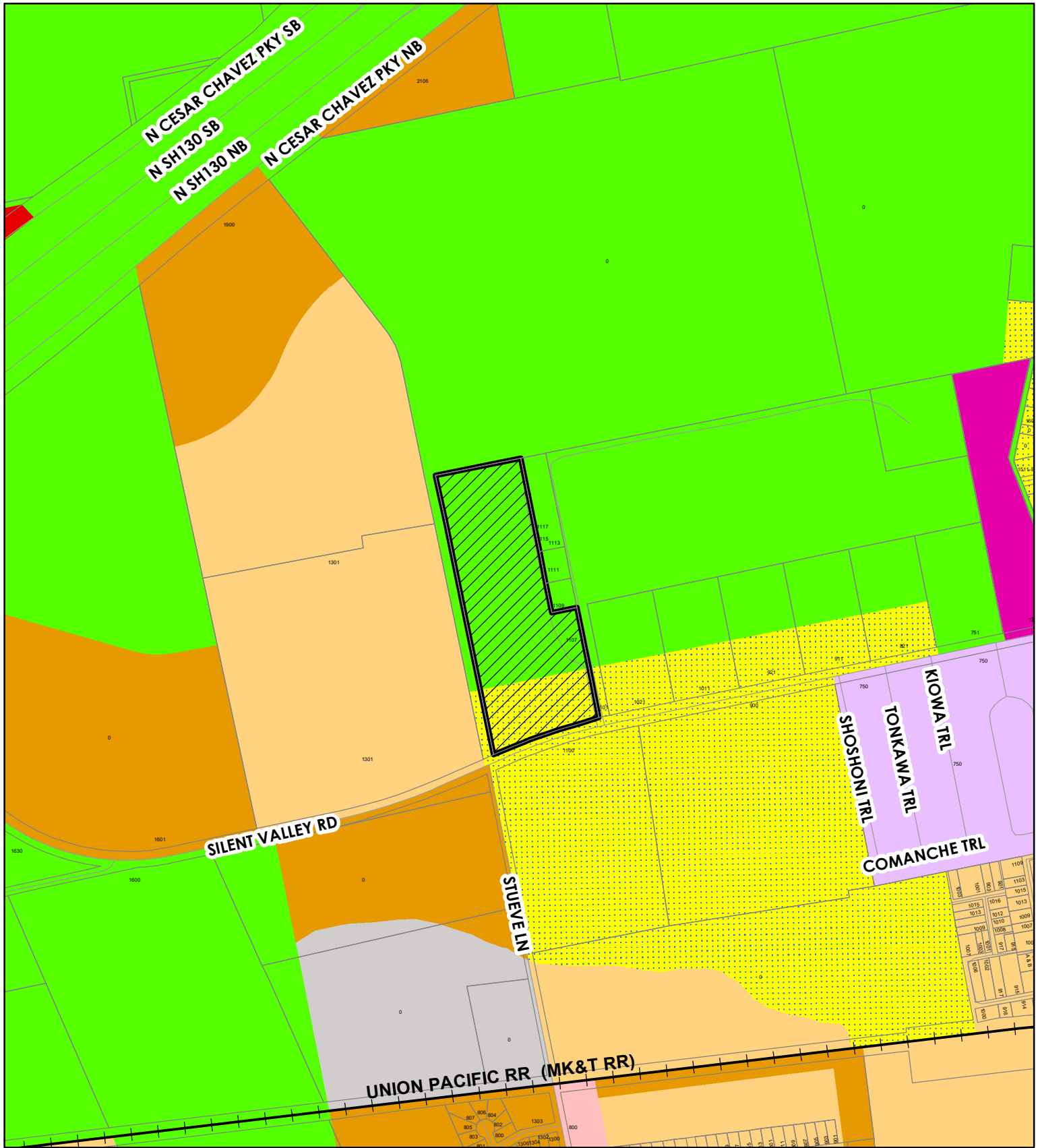
1107 SILENT VALLEY RD



scale 1" = 700'

-  SUBJECT PROPERTY
-  ZONING BOUNDARY
-  200 FT BUFFER





ZC-22-30

AO & RLD TO RLD

1107 SILENT VALLEY RD



scale 1" = 700'

- ZONING DISTRICTS**
- AGRICULTURAL-OPEN SPACE
 - COMMERCIAL HEAVY BUSINESS
 - COMMERCIAL LIGHT BUSINESS
 - INDUSTRIAL LIGHT
 - MANUFACTURED HOME
 - PLANNED DEVELOPMENT
 - RESIDENTIAL HIGH DENSITY
 - RESIDENTIAL LOW DENSITY
 - RESIDENTIAL MEDIUM DENSITY

CASE SUMMARY

STAFF: David Fowler, Senior Planner

CASE NUMBER: ZC-22-30

REPORT DATE: December 15, 2022

PLANNING AND ZONING COMMISSION HEARING DATE: December 14, 2022

CITY COUNCIL HEARING DATE: December 20, 2022

REQUESTED CHANGE: AO and RLD to RLD

STAFF RECOMMENDATION: **Approval**

PLANNING AND ZONING COMMISSION RECOMMENDATION: **Approval**

BACKGROUND DATA

APPLICANT: Alan Balser

OWNER: Alan Balser

SITE LOCATION: 1107 Silent Valley Road

LEGAL DESCRIPTION: Metes and bounds

SIZE OF PROPERTY: 17.228 acres

EXISTING USE OF PROPERTY: Vacant land

LAND USE PLAN DESIGNATION: *Low Density Residential*

ANALYSIS OF ISSUES

REASON FOR REQUESTED ZONING CHANGE: The applicant proposes to rezone the subject property to allow development of the property as a single-family residential subdivision. The current AO zoning on most of the site allows single-family dwellings, but only on lots of one acre or larger, while the RLD zoning on the remainder of the site allows residential lots of 8,500 square feet or larger. The applicant has applied for the Residential Low Density (RLD) district to make the entire property's zoning consistent, and to match the Future Land Use designation for the property.

AREA CHARACTERISTICS:

	Existing Use	Zoning	Future Land Use Plan
North	Vacant land	AO	<i>Low Density Residential</i>
East	Single-family residential, Vacant land	RLD, AO	<i>Low Density Residential</i>
South	Agricultural/vacant land	RLD, RHD	<i>Low Density Residential, Medium Density Residential</i>
West	Agricultural/vacant land	RMD	<i>Medium Density Residential</i>

TRANSITION OF ZONING DISTRICTS: With the exception of RMD and RHD areas to the west or southwest, all the parcels abutting the subject property to the east, west, and north are either RLD or AO. The areas to the west and southwest have higher-density residential zoning due to plans for development that would take advantage of that area's proximity to SH 130

ADEQUACY OF INFRASTRUCTURE: The property is served by Silent Valley Road (FM 2001) and the property lies immediately east of the planned Stueve Lane extension. Adequate City water service is currently available via a 12-inch water line in the Silent Valley Road right-of-way. Wastewater service would require the building of a main line along the railroad tracks, connecting to an extension northward to Silent Valley Road. The impact fee CIP includes a future 12-inch sewer main that would serve the area, but the recent capacity study recommends a 24-inch main along the railroad track and an 18-inch line along Stueve Lane. The timing of the project and the precise amount of developer participation required to serve the subject property has not been determined.

POTENTIAL NEIGHBORHOOD IMPACT: A residential subdivision on the subject site would likely have connections to Silent Valley Road and the future Stueve Lane extension which is adjacent to the west. The property abuts three other residential properties which are accessed via Meadow Lake Drive, which is not a dedicated street, but is a private road in an access easement located entirely within the subject parcel.

CONSISTENCY WITH COMPREHENSIVE PLAN: The proposed RLD zoning is consistent with the *Low Density Residential* designation on the Land Use Plan map.

ALTERNATIVE CLASSIFICATIONS: None.

RESPONSE TO NOTIFICATION: One visitor to the planning office asked questions regarding future plans and possible layout of a residential development of the subject property.

STAFF RECOMMENDATION: ***Approval.***



ZONING CHANGE APPLICATION

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

APPLICANT/OWNER

APPLICANT NAME Alan Balser

ADDRESS 11166 Lawnhaven Rd.

DAY-TIME TELEPHONE 214-368-8025

Dallas, TX 75230

E-MAIL awb@palaura.com

OWNER NAME Alan Balser

ADDRESS 11166 Lawnhaven Rd.

DAY-TIME TELEPHONE 214-368-8025

Dallas, TX 75230

E-MAIL awb@palaura.com

PROPERTY

ADDRESS OR GENERAL LOCATION 1107 Silent Valley Road

LEGAL DESCRIPTION (IF PLATTED) See attached metes and bounds description

SIZE 17.228 ACRE(S) LAND USE PLAN DESIGNATION _____

EXISTING USE OF LAND AND/OR BUILDING(S) AO & RLD

PROPOSED NEW USE, IF ANY Single-family housing

REQUESTED CHANGE

FROM CURRENT ZONING CLASSIFICATION AO & RLD

TO PROPOSED ZONING CLASSIFICATION RLD

REASON FOR REQUEST To permit single-family subdivision

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.

NAME(S) AND ADDRESS(ES) OF PROPERTY LIEN-HOLDER(S), IF ANY.

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

APPLICATION FEE OF \$ 494.56 PAYABLE TO THE CITY OF LOCKHART AS FOLLOWS:

1/4 acre or less	\$125
Between 1/4 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 Alan Bulson

DATE 10/27/2022

OFFICE USE ONLY

ACCEPTED BY D. Fowler

RECEIPT NUMBER 201185467

DATE SUBMITTED 11/1/2022

CASE NUMBER ZC - 22 - 30

DATE NOTICES MAILED 11-28-2022

DATE NOTICE PUBLISHED 12-1-2022

PLANNING AND ZONING COMMISSION MEETING DATE 12/14/2022

PLANNING AND ZONING COMMISSION RECOMMENDATION Approval

CITY COUNCIL MEETING DATE 12-20-2022

DECISION _____

City of Lockhart, Texas

Council Agenda Item Cover Sheet

COUNCIL MEETING DATE: December 20, 2022

AGENDA ITEM CAPTION: Hold a PUBLIC HEARING on application ZC-22-31 by Diane Bernal on behalf of Michael Wes Masur and Mandy Masur Holcomb and discussion and/or action to consider Ordinance 2022-67 for a **Zoning Change** from *RLD Residential Low Density District* to *CMB Commercial Medium Business District* on Lot 1, Masur Subdivision, consisting of 2.248 acres located at 1708 West San Antonio Street (SH 142).

ORIGINATING DEPARTMENT AND CONTACT: Development Services - David Fowler

ACTION REQUESTED: Ordinance

BACKGROUND/SUMMARY/DISCUSSION: The applicant wishes to develop a commercial or mixed-use project on the property. The site is currently zoned RLD, which does not permit commercial development. The proposed CMB zoning is consistent with the property's Light-Medium Commercial designation on the future land use plan. At 2.248 acres, and fronting the busy West San Antonio Street corridor, the property is not well-suited for new single-family residential development. Surrounding uses include several types of residential development, including apartments, single-family homes, and a PDD-zoned duplex development. Additionally, there are several nearby areas along the West San Antonio Street corridor that are either zoned CMB or designated for commercial development on the Future Land Use Plan map. The property has 285 feet of frontage on West San Antonio Street, which should be suitable for commercial development. The property is adequately served by both water and wastewater within the West San Antonio Street right-of-way.

PROJECT SCHEDULE (if applicable): None.

AMOUNT & SOURCE OF FUNDING:

Funds Required:

Account Number:

Funds Available:

Account Name:

FISCAL NOTE (if applicable): None.

PREVIOUS COUNCIL ACTION: None.

COMMITTEE/BOARD/COMMISSION ACTION: The Planning and Zoning Commission unanimously recommended approval of the proposed rezoning from RLD to CMB at their December 14, 2022 meeting. No members of the public spoke regarding the application.

City of Lockhart, Texas

Council Agenda Item Cover Sheet

STAFF RECOMMENDATION/REQUESTED MOTION: APPROVAL od ZC-22-31, changing the zoning from RLD to CMB for 2.248 acres located at 1708 West San Antonio Street.

LIST OF SUPPORTING DOCUMENTS: zc2231 ordinance, ZC2231 Exhibit A, ZC2231 case map, ZC2231 aerial, ZC2231 zoning, ZC2231 future landuse, zc2231 staff report--council, ZC2231 Application, ZC2231 Owner Authorization

ORDINANCE 2022-67

AN ORDINANCE OF THE CITY OF LOCKHART, TEXAS, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF LOCKHART, TEXAS, TO RECLASSIFY THE PROPERTY CONSISTING OF 2.248-ACRES CONSISTING OF LOT 1, MASUR ADDITION SUBDIVISION, LOCATED AT 1708 WEST SAN ANTONIO STREET (SH 142), FROM RLD RESIDENTIAL LOW DENSITY DISTRICT TO CMB COMMERCIAL MEDIUM BUSINESS DISTRICT.

WHEREAS, on December 14, 2022, the Planning and Zoning Commission held a public hearing and voted to recommend approval of said change; and,

WHEREAS, the City Council desires to amend the zoning map as provided in Section 64-128 of the Code of Ordinances; and,

WHEREAS, a public hearing was held in conformance with applicable law;

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. The above-referenced property described in Zoning Change request ZC-22-31 known as 2.248-acres being Lot 1 of the Masur Addition Subdivision, shown in Exhibit A and located at 1708 west San Antonio Street, will be reclassified from AO Agricultural–Open Space District to CHB Commercial Heavy Business District.
- III. Severability: If any provision, section, clause, sentence, or phrase of this ordinance is for any reason held to be unconstitutional, void, invalid, or unenforced, 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.
- IV. 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.
- V. Publication: That the City Secretary is directed to cause this ordinance caption 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 immediately upon and from the date of its passage.

PASSED, APPROVED, AND ADOPTED AT A REGULAR MEETING OF THE LOCKHART CITY COUNCIL ON THIS THE 20th DAY OF DECEMBER, 2022.

CITY OF LOCKHART

Lew White, Mayor

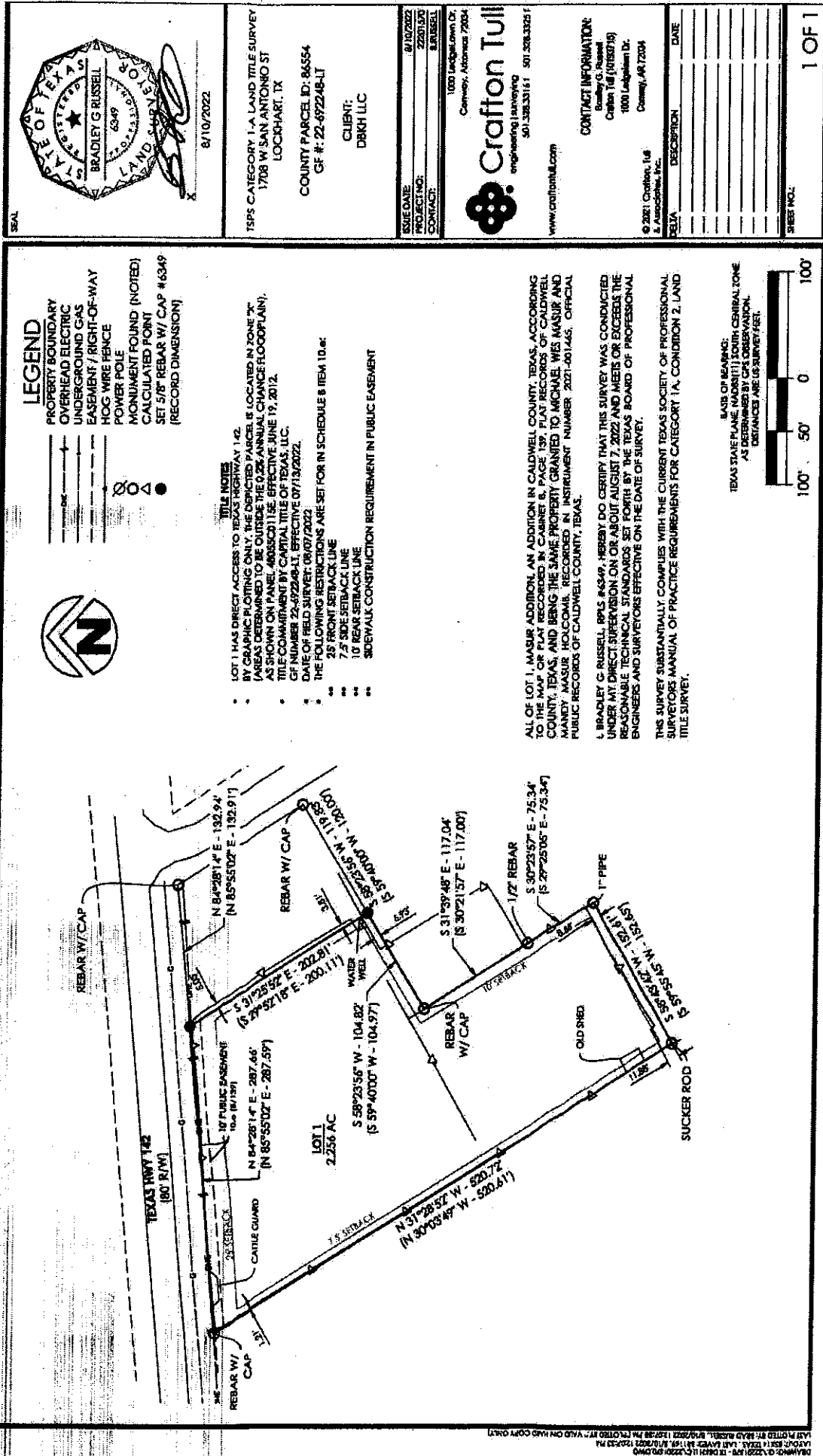
ATTEST:

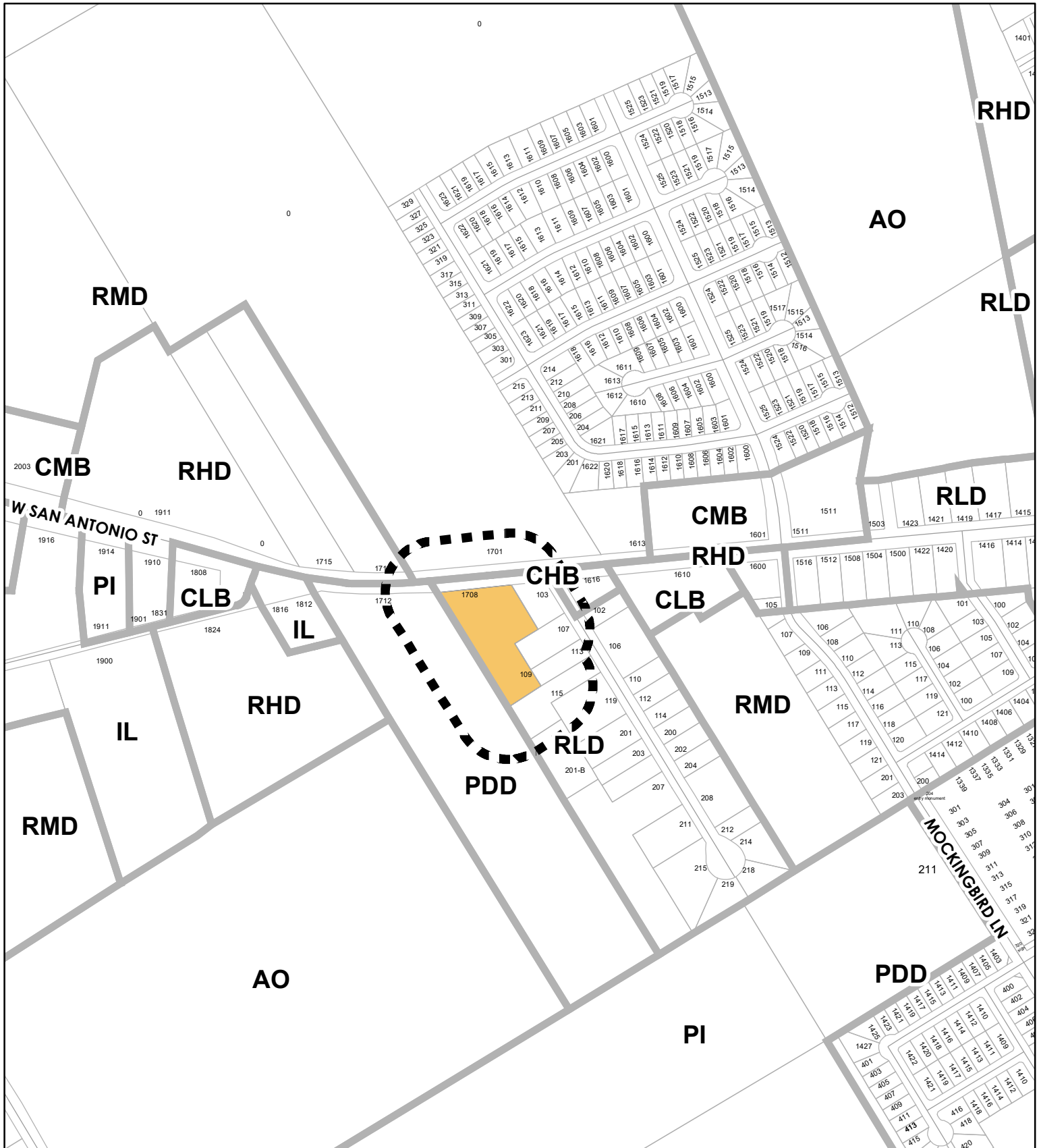
APPROVED AS TO FORM:

Connie Constancio, TRMC, City Secretary

Monte Akers, City Attorney

EXHIBIT "A"





ZC-22-31

RLD TO CMB

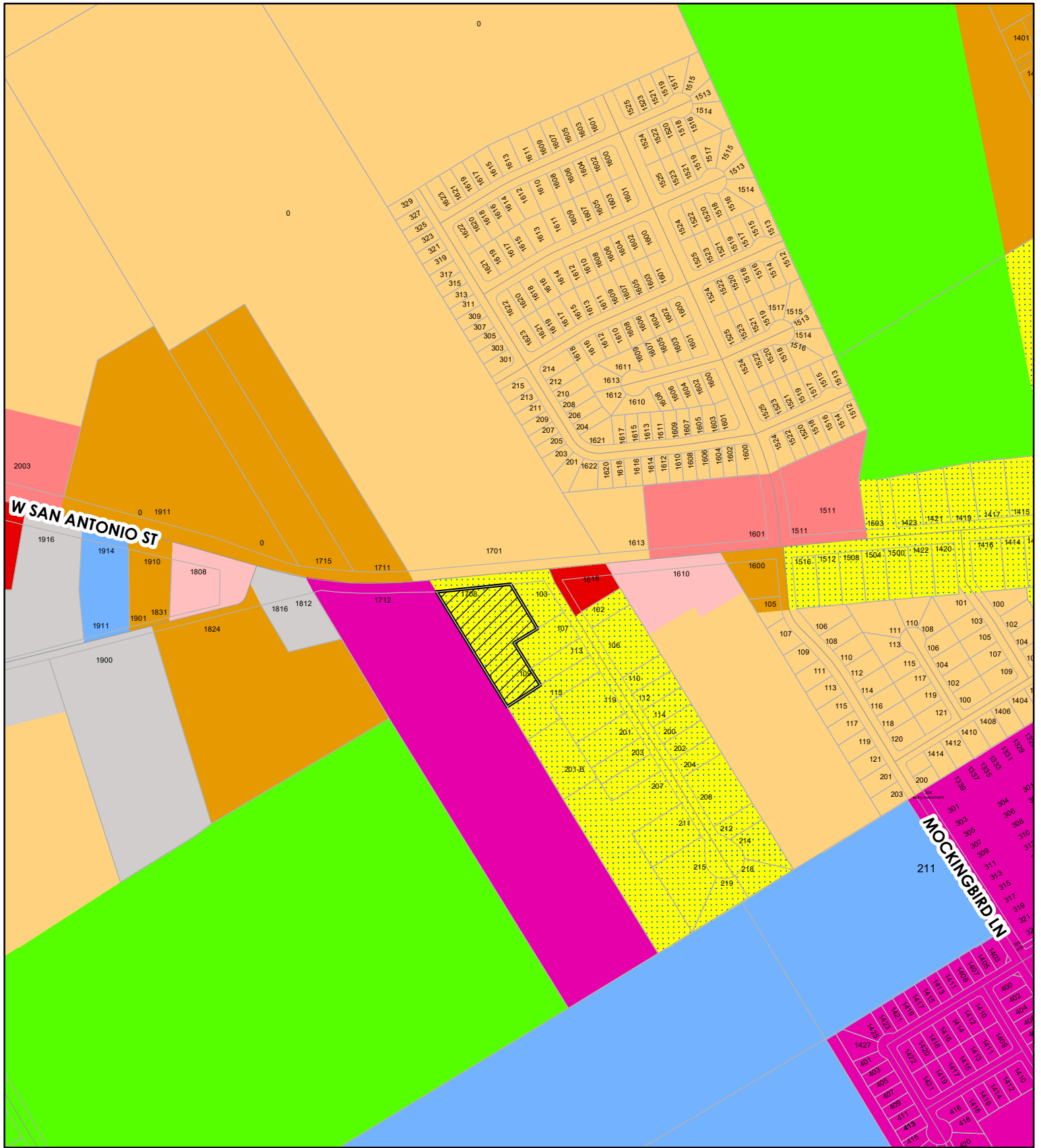
1708 W SAN ANTONIO ST



scale 1" = 500'

- SUBJECT PROPERTY
- ZONING BOUNDARY
- 200 FT BUFFER



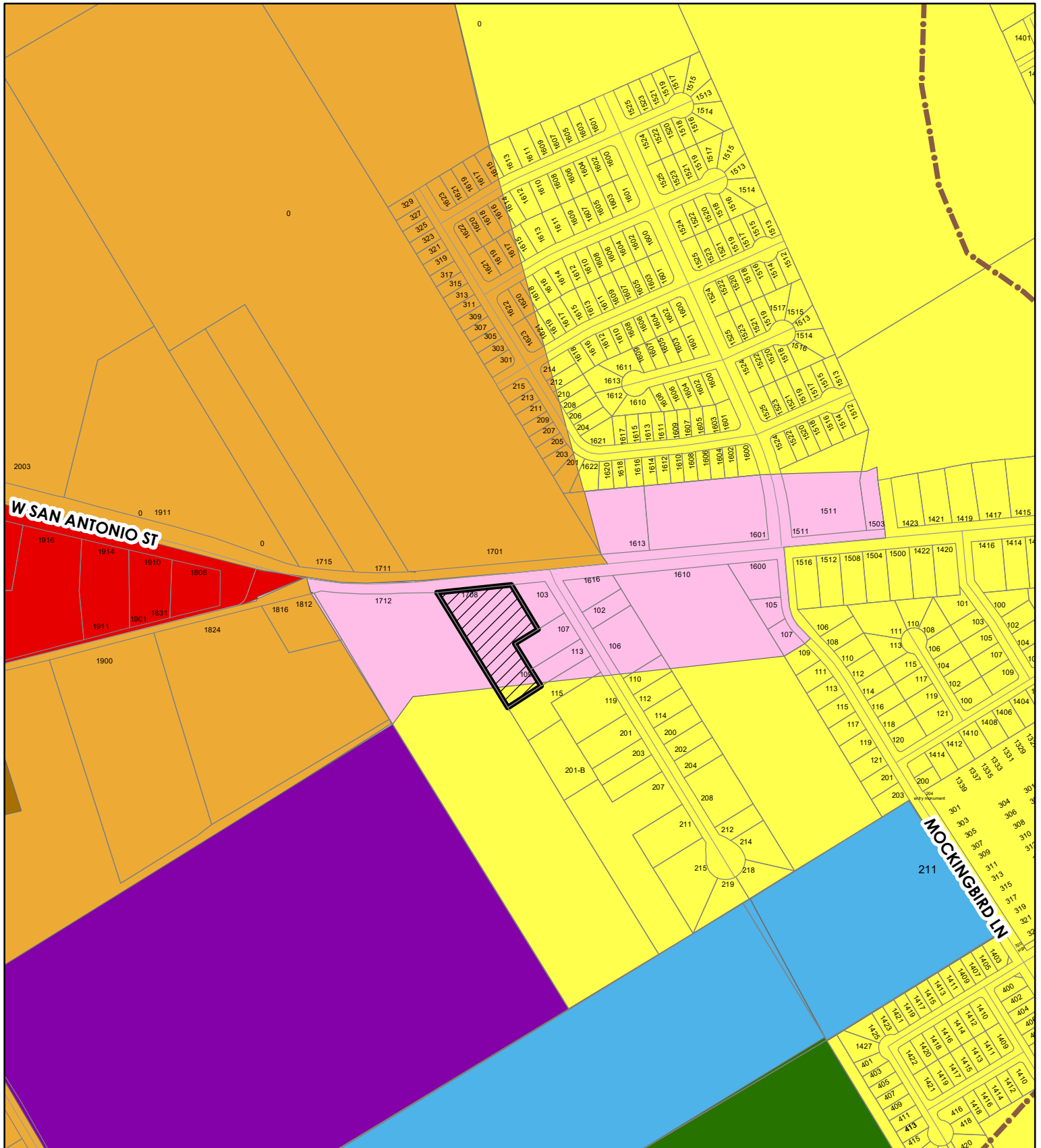


ZC-22-31
 RLD TO CMB
 1708 W SAN ANTONIO ST



scale 1" = 500'

- ZONING DISTRICTS**
- AGRICULTURAL-OPEN SPACE
 - COMMERCIAL HEAVY BUSINESS
 - COMMERCIAL LIGHT BUSINESS
 - COMMERCIAL MEDIUM BUSINESS
 - INDUSTRIAL LIGHT
 - PLANNED DEVELOPMENT
 - PUBLIC AND INSTITUTIONAL
 - RESIDENTIAL HIGH DENSITY
 - RESIDENTIAL LOW DENSITY
 - RESIDENTIAL MEDIUM DENSITY



FUTURE LANDUSE

RLD TO CMB

1708 W SAN ANTONIO ST



scale 1" = 500'

- GENERAL-HEAVY COMMERCIAL
- LIGHT-MEDIUM COMMERCIAL
- MIXED RETAIL, OFFICE, RESIDENTIAL
- PARKS AND OPEN SPACE
- PUBLIC AND INSTITUTIONAL
- RESIDENTIAL, HIGH DENSITY
- RESIDENTIAL, LOW DENSITY
- RESIDENTIAL, MEDIUM DENSITY

HIKE/BIKE TRAIL

CASE SUMMARY

STAFF: David Fowler, Senior Planner

CASE NUMBER: ZC-22-31

REPORT DATE: December 15, 2022

PLANNING AND ZONING COMMISSION HEARING DATE: December 14, 2022

CITY COUNCIL HEARING DATE: December 20, 2022

REQUESTED CHANGE: RLD to CMB

STAFF RECOMMENDATION: **Approval**PLANNING AND ZONING COMMISSION RECOMMENDATION: **Approval****BACKGROUND DATA**

APPLICANT: Diane Bernal/Kumar Savitala

OWNER: Michael Wes Masur/Mandy Masur Holcomb

SITE LOCATION: 1708 West San Antonio Street

LEGAL DESCRIPTION: Masur Addition, Lot 1

SIZE OF PROPERTY: 2.248 acres

EXISTING USE OF PROPERTY: Vacant

LAND USE PLAN DESIGNATION: *Light-Medium Commercial***ANALYSIS OF ISSUES**

REASON FOR REQUESTED ZONING CHANGE: The applicant is interested in developing a commercial or mixed use (commercial and residential) center. Only single-family detached development is allowed by the existing RLD zoning.

AREA CHARACTERISTICS:

	Existing Use	Zoning	Future Land Use Plan
North	Single-Family Residential	RMD, RHD	<i>Medium Density Residential</i>
East	Single Family Residential, Commercial	RLD, RHD	<i>Light-Medium Commercial</i>
South	Single-Family Residential,	RLD	<i>Low Density Residential</i>
West	Duplex Residential PD	PD	<i>Low Density Residential</i>

TRANSITION OF ZONING DISTRICTS: Nearby developed areas are largely residential, with either RLD, RMD, or RHD zoning, with the exception of a PDD-zoned duplex condominium project immediately to the west. There are several nearby commercial parcels fronting West San Antonio Street that have the requested RLD zoning. The nearby auto repair garage at the corner of Richland and West San Antonio is zoned CHB, but that zoning is not typical of commercial parcels in the area until one travels further west, nearing the intersection of West San Antonio Street and SH 130.

ADEQUACY OF INFRASTRUCTURE: Vehicular access is available from West San Antonio Street (SH 142). Water is available along the property's northern boundary, and wastewater is available on the north side of West San Antonio Street.

POTENTIAL NEIGHBORHOOD IMPACT: The surrounding area is mostly a combination of single-family uses, with some commercial uses and multifamily uses nearby. Because of the parcel's size and location fronting on West San Antonio Street, it is not well suited for new single-family residential development. If the zoning change is approved, any structures built on the parcel would have a required 20-foot side setback from the residentially-zoned properties to the east.

CONSISTENCY WITH COMPREHENSIVE PLAN: The proposed CMB zoning classification is consistent with the property's *Light-Medium Commercial* future land use designation. The property's location along the West San Antonio Street frontage will make the proposed zoning consistent with the commercial corridor shown along the south side of West San Antonio Street on the future land use map.

ALTERNATIVE CLASSIFICATIONS: None.

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

STAFF RECOMMENDATION: Approval.

CITY OF
Lockhart
TEXAS

ZONING CHANGE APPLICATION

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

APPLICANT/OWNER

APPLICANT NAME Kumar Savitala / Diane Bernal

ADDRESS 11917 OAK KNOLL DR., STE. C
AUSTIN, TEXAS 78759

DAY-TIME TELEPHONE 512-363-2728 / 512-215-1433

E-MAIL kumarsavitala@gmail.com / dianejbernal@gmail.com

OWNER NAME Michael Wes Masur /
Mandy Masur Holcomb

ADDRESS 825 CATFISH LN
LOCKHART, TX 78644-4639

DAY-TIME TELEPHONE 512-376-8096

E-MAIL kumar.savitala@gmail.com

PROPERTY

ADDRESS OR GENERAL LOCATION 1708 W. San Antonio, Lockhart, Texas 78644

LEGAL DESCRIPTION (IF PLATTED) MASUR ADDITION, LOT 1, ACRES 2.248

SIZE 2.248 ACRE(S) LAND USE PLAN DESIGNATION LIGHT-MEDIUM COMMERCIAL

EXISTING USE OF LAND AND/OR BUILDING(S) Vacant / Undeveloped

PROPOSED NEW USE, IF ANY Commercial / Retail

REQUESTED CHANGE

FROM CURRENT ZONING CLASSIFICATION Residential Low Density

TO PROPOSED ZONING CLASSIFICATION Commercial Medium Business District (CMB)

REASON FOR REQUEST Proposal of mixed use retail and office use (vertical mixed use)

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.

NAME(S) AND ADDRESS(ES) OF PROPERTY LIEN-HOLDER(S), IF ANY.

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

APPLICATION FEE OF \$ 194.96 PAYABLE TO THE CITY OF LOCKHART AS FOLLOWS:

1/4 acre or less	\$125
Between 1/4 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 Dave Bepko

DATE November 10, 2022

OFFICE USE ONLY

ACCEPTED BY Dan'l Fowler

RECEIPT NUMBER 01187655

DATE SUBMITTED 11/10/22

CASE NUMBER ZC - 22 - 31

DATE NOTICES MAILED 11-28-2022

DATE NOTICE PUBLISHED 12-1-2022

PLANNING AND ZONING COMMISSION MEETING DATE 12-14-2022

PLANNING AND ZONING COMMISSION RECOMMENDATION Approved

CITY COUNCIL MEETING DATE 12-20-2022

DECISION _____

September 28, 2022

Development Services Department
City of Lockhart
308 W. San Antonio St.
Lockhart, Texas 78644

Re: 1708 W. San Antonio / Zoning Request

Dear Development Services:

As property owners of the sites identified as MASUR ADDITION, LOT 1, ACRES 2.248 (CCAD 86554), locally addressed as 1708 W. San Antonio Street, Lockhart, Caldwell County, Texas, am authorizing the following consultant as the authorized agents for a proposed zoning change and future development that will also require meetings with City staff to discuss the proposed zoning change and development of the property.

Authorized Agent 1: Kumar Savitala (512-363-2728, kumarsavitala@gmail.com).
Authorized Agent 2: Diane Bernal (512-215-1433, dianejbernal@gmail.com).

The total acreage of 2.248 will be proposed as commercial use in anticipation of future retail and office use as per the City of Lockhart Code of ordinances Chapter 64, Article VII.

The development will fall under the jurisdiction of the City of Lockhart.

If there are any questions regarding the applications for zoning and the ancillary supporting documents, please contact the authorized agents for the project, Kumar Savitala (512-363-2728 / kumarsavitala@gmail.com) or Diane Bernal (512-215-1433 / dianejbernal@gmail.com) at any time.

Sincerely,

DocuSigned by:

Michael Wes Masur

9/28/2022

18D084EEFF4B4E9

Michael Wes Masur
Property Owner 1708 W. San Antonio St.
512-376-8886
wes.masur@tpwd.texas.gov

DocuSigned by:

Mandy Holcomb

9/28/2022

0C8FA058E0F1471

Mandy Masur Holcomb
Property Owner 1708 W. San Antonio St.
512-376-1700
Mandy.Holcomb@tpwd.texas.gov

**REGULAR MEETING
LOCKHART CITY COUNCIL**

NOVEMBER 15, 2022

6:30 P.M.

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

Council present:

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

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

Staff present:

Steven Lewis, City Manager
Monte Akers, City Attorney
Pam Larison, Finance Director
Julie Bowermon, Civil Service/HR Director
Dan Gibson, City Planner
Kevin Lunsford, Interim Police Chief

Connie Constancio, City Secretary
Victoria Maranan, Public Information Officer
Sean Kelley, Public Works Director
David Fowler, Senior Planner
Travis Hughes, Parks Director

Citizens/Visitors Addressing the Council: Tyler Sanderson and Oscar Fogle of the Guadalupe-Blanco River Trust; and Citizens: Robert Parker, Caroline Kiefer, Len Gabbay, Crystal Nudirez, Dionne Robertson, Levi Garrett, and Robert Steinbomer.

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:

A. PRESENTATION OF A CERTIFICATE OF APPRECIATION TO MS. BEVERLY HAUG RECOGNIZING HER SERVICE AS THE DIRECTOR OF THE LOCKHART HOUSING AUTHORITY FOR ALMOST 42 YEARS.

Mayor White presented a Certificate of Appreciation to Ms. Beverly Haug and thanked her for her loyal service to the community. Ms. Haug thanked the Council and expressed her appreciation to the Housing Board and to the community during her tenure as the Director of the Lockhart Housing Authority.

Mayor White introduced Interim Police Chief Kevin Lunsford to the City of Lockhart.

B. PRESENTATION BY THE GUADALUPE-BLANCO RIVER TRUST (GBRT) TO GIVE AN UPDATE ABOUT THE PLUM CREEK WETLANDS PRESERVE.

Tyler Sanderson of the Guadalupe-Blanco River Trust provided an update about the Plum Creek Wetlands Preserve. There was discussion.

Oscar Fogle, Vice President of the GBRT provided information about funding opportunities.

C. DISCUSS MINUTES OF THE NOVEMBER 1, 2022 AND NOVEMBER 7, 2022 COUNCIL MEETINGS.

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

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

Mr. Lewis stated that in 2017, Mr. Sanders was appointed to fill the unexpired term of long time serving Civil Service Commissioner Mr. Doug Shomette. That term expired January 1, 2020. Mr. Sanders was then reappointed for an additional three (3) year term which will expire January 1, 2023. Mr. Sanders has graciously agreed to continue serving on the commission for an additional three (3) year term expiring January 1, 2026. Mr. Lewis recommended approval.

E. DISCUSS RESOLUTION 2022-38 OF THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS AUTHORIZING THE LOCKHART ECONOMIC DEVELOPMENT CORPORATION TO SALE PROPERTY AND AUTHORIZING ITS PRESIDENT TO NEGOTIATE AND ENTER INTO SALES CONTRACTS, EXECUTE A DEED OR DEEDS CONVEYING LAND AND ALL OTHER DOCUMENTS PURSUANT TO THE SALE OF PROPERTY LOCATED WITHIN LOCKHART INDUSTRIAL PARK III PREVIOUSLY ACQUIRED FOR A PROJECT BEING KNOWN AS PROJECT FUTURE.

Mr. Lewis stated that City Council approved Resolution 2020-29 authorizing the negotiation and purchase of 75.04 acres of property pursuant to a Lockhart Economic Development project known as "Project Future." Portions of the property purchased pursuant to "Project Future" is now commonly known as the Lockhart Industrial Park III. The Board of the Lockhart Economic Development Corporation and City Council have approved the sale(s) of certain lots pursuant to the continued development of the industrial park. Title underwriters committing to the condition and status of land require a formal resolution approving the sale of the 75.04 acres as a whole. Mr. Lewis recommended approval.

F. DISCUSS RESOLUTION 2022-39 AUTHORIZING THE CITY MANAGER TO ENTER INTO AN UPDATED ADVANCE FUNDING AGREEMENT (AFA) WITH THE TEXAS DEPARTMENT OF TRANSPORTATION (TXDOT) FOR BRIDGE REPLACEMENT OR REHABILITATION FOR THE NORTH BLANCO STREET BRIDGE OVER TOWN BRANCH CREEK.

Mr. Kelley stated that on June 7, 2022, City Council approved Resolution 2022-25, entering an (AFA) with TxDOT for the rehabilitation or replacement of the Blanco Street Bridge. On August 30, 2022, this item was taken to the Texas Transportation Commission and was approved as a project to replace the bridge. TxDOT has also increased the City's match portion from \$5,500 to \$6,100. This is primarily attributed to adjusted material quantities and the rising cost of materials. Due to rising costs and newly issued State Control-Section-Job Order Number (116292), it is necessary to adopt a revised resolution in support of the North Blanco Street Bridge Replacement Project. The project is still slated for design and replacement in FY 2026. City staff and TxDOT will continue to inspect and monitor the bridge until the bridge's replacement takes place. Mr. Kelley recommended approval.

G. DISCUSS ORDINANCE 2022-61 OF THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS AMENDING THE PERSONNEL POLICIES OF THE CITY OF LOCKHART ADDING SECTION 4-6 (13) SICK LEAVE POOL PROGRAM POLICY; PROVIDING FOR SEVERABILITY; PROVIDING FOR PUBLICATION AND PROVIDING AN EFFECTIVE DATE.

Ms. Bowermon stated that from time to time City employees may experience a catastrophic illness or injury resulting in a need for additional time off in excess of their available paid sick/personal leave. Currently, City employees cannot donate or share their unused sick leave time with other City employees. There has been a request to consider creating a policy that allows employees to donate or share unused sick leave with other employees that are experiencing a catastrophic illness or injury. This

proposed Ordinance 2022-61 would establish a sick leave donation program policy that is strictly voluntary. This will be a new program available to City employees. As employees become familiar with the new benefit and start utilizing the program, it is anticipated that there will be future requests for amendments and/or adjustments to the program to better tailor the system to our organization. For the purposes of this policy, catastrophic illness or injury is defined as a medical condition of the employee or an immediate family member that will require the prolonged/extended absence of the employee from duty and will result in a substantial loss of income to the employee due to the exhaustion of all paid leave available. An immediate family member is defined as a spouse, child or parent. There was discussion.

H. DISCUSS FOLLOW UP TO PARK & RECREATION CAPITAL AND OPERATIONAL PROJECTS.

Mayor White announced that the item would be discussed during the work session.

I. DISCUSS AUTHORIZING THE CITY MANAGER TO SEEK PROPOSALS FOR THE DEVELOPMENT OF A SPACE NEEDS ASSESSMENT FOR CITY HALL.

Ms. Larison stated that during the City Council Retreat in March 2022, the consensus of the Council and staff was to perform a space study on City of Lockhart office locations and buildings. In preparation for the 2022-2023 Annual Operating Budget, \$30,000 was allocated to begin this process. With the recent move of administrative staff to the new office location at 105 S. Colorado St. and the resulting available space at City Hall, staff would like to begin the Request for Proposal (RFP) process for a space study at City Hall.

The RFP would include architectural and design work to allow for the most beneficial and efficient use of space for:

1. Review and analyze current workspace and flow,
2. The remaining departments at City Hall, which include Utility Billing, Finance, Planning and Zoning, and Building Permits and Inspections,
3. Workspace and backroom space optimization, and
4. Layout alternatives for storage and additional future employees.

Mr. Lewis stated that the RFP will be ready to be released soon. There was discussion.

J. DISCUSS THE NOMINATION OF LUCY KNIGHT TO THE ZONING BOARD OF ADJUSTMENT BY COUNCILMEMBER JEFFRY MICHELSON WITH A TERM TO EXPIRE IN NOVEMBER 2023.

Councilmember Michelson requested that Lucy Knight be appointed to the Zoning Board of Adjustment.

K. DISCUSS THE NOMINATION OF MARCIA PROCTOR TO THE ZONING BOARD OF ADJUSTMENT BY MAYOR LEW WHITE WITH A TERM TO EXPIRE IN NOVEMBER 2023.

Mayor White requested that Marcia Proctor be appointed to the Zoning Board of Adjustment.

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 item that is not on the agenda. There were none.

ITEM 4-A. HOLD A PUBLIC HEARING ON APPLICATION ZC-22-29 BY ROBERT D. PARKER AND DISCUSSION AND/OR ACTION TO CONSIDER ORDINANCE 2022-60 FOR A ZONING CHANGE FROM AO AGRICULTURAL-OPEN SPACE DISTRICT AND RLD RESIDENTIAL LOW DENSITY DISTRICT TO RMD RESIDENTIAL MEDIUM DENSITY DISTRICT ON A TOTAL OF 17.478 ACRES IN THE CORNELIUS CRENSHAW LEAGUE & LABOR, ABSTRACT NO. 68, LOCATED AT 1503 WEST SAN ANTONIO STREET (SH 142).

Mayor White opened the public hearing at 7:35 p.m.

Mr. Fowler stated that the applicant proposes to rezone the property from its current mix of AO Agricultural--Open Space District and RLD Residential Low Density District to RMD Residential Medium Density District to allow for the future development of a residential neighborhood similar in character to the subdivisions to the west. The site is located north of the West San Antonio Street corridor, between the Windridge and Woodlawn subdivisions. The surrounding area is mostly single-family residential, with the exception of two nearby parcels in the CMB Commercial Medium Business District and the AO-zoned areas to the north. The proposed zoning is one level of intensity higher than the parcel's Low Density Residential designation on the Future Land Use map. The property is served by City water and wastewater lines located in both the West San Antonio Street and Windridge Drive rights-of-way. The property has access to both West San Antonio Street and Windridge Drive, including a currently unused right-of-way leading to the property from West San Antonio Street. The property also has a corridor designated as a location for a hike/bike trail running roughly north-south through the eastern portion of the property. Due to the differing nature of the applicant's request for the property to be rezoned to RMD and the Planning and Zoning Commission's recommendation of RLD as an alternative classification, that would effectively rezone the AO-zoned part of the property to RLD, two ordinances have been included in the packet. Depending upon City Council's action, the ordinance reflecting the rezoning to either RMD or to RLD would be signed and executed.

Mayor White requested the applicant to address the Council.

Robert Parker, Creedmoor, stated that he is requesting a zoning change so that he can sell the property for development in the future. He reminded the Council that the majority of the neighborhood is zoned RMD. He requested approval of the RMD zoning.

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

Mayor White requested the following citizens against the zoning change to address the Council:

Caroline Kiefer, 200 E. Market St., spoke in favor of RLD zoning instead of RMD zoning. She stated that the property only has access through a parcel of land that is considered a flag pole, it will not have access to other streets, or another way to get out.

Len Gabbay, Lockhart, spoke against the RMD zoning change due to additional traffic congestion and drainage issues. He requested that the Council halt new development in the area.

Crystal Nudirez, Woodlawn Street, spoke in favor of the RLD zoning of the property. She expressed concern about the additional traffic and drainage problems in the area.

Dionne Robertson, Lockhart, spoke in favor of the RLD zoning of the property. She expressed concern about additional traffic congestion and drainage issues. She stated that she believed that Lockhart is growing too fast and suggested that the Council halt approving additional subdivisions in the area for the time being.

Levi Garrett, Lockhart, spoke against the zoning change.

Robert Steinbomer, Lockhart, stated that growth of the city should slow down. He expressed concern about supplying city services, such as water to the new homes. He recommended that the Council work on a 2030 Comprehensive plan.

Mayor White requested additional citizens to address the Council. There were none. He closed the public hearing at 8:13 p.m.

Mayor White stated that city staff is beginning the process of developing a 2030 Comprehensive Plan. Staff is also currently working on a plan to supply enough water and other infrastructure to the new subdivision developments.

There was discussion about pursuing TxDOT to expand Highway 142, especially in the area of 142 and Mockingbird to assist with traffic congestion.

Councilmember McGregor made a motion to approve Ordinance 2022-60, with the RLD zoning. Mayor Pro-Tem Sanchez seconded. The motion passed by a vote of 7-0.

ITEM 6-B. DISCUSSION AND/OR ACTION REGARDING FOLLOW UP TO PARK & RECREATION CAPITAL AND OPERATIONAL PROJECTS.

Mr. Hughes stated that the presentation is a follow-up of previous information that was provided by the Parks & Recreation Director on August 16, 2022. The presentation contains recommended next steps in fulfilling the short and long-term goals of the Department.

There was discussion regarding the creation of an Aquatics group.

ITEM 5. CONSENT AGENDA.

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

The following are the consent agenda items that were approved:

5A: Approve minutes of the November 1, 2022 and November 7, 2022 Council meetings.

5B: Accept confirmation of Civil Service Commission member reappointment of Mr. Raymond Sanders for a three (3) year term as recommended by the City Manager.

5C: Approve Resolution 2022-38 of the City Council of the City of Lockhart, Texas authorizing the Lockhart Economic Development Corporation to sale property and authorizing its President to negotiate and enter into sales contracts, execute a deed or deeds conveying land and all other

documents pursuant to the sale of property located within Lockhart Industrial Park III previously acquired for a project being known as Project Future.

5D: Approve Resolution 2022-39 authorizing the City Manager to enter into an updated Advance Funding Agreement (AFA) with the Texas Department of Transportation (TxDOT) for bridge replacement or rehabilitation for the North Blanco Street Bridge over Town Branch Creek.

ITEM 6-A. DISCUSSION AND/OR ACTION TO CONSIDER ORDINANCE 2022-61 OF THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS AMENDING THE PERSONNEL POLICIES OF THE CITY OF LOCKHART ADDING SECTION 4-6 (13) SICK LEAVE POOL PROGRAM POLICY; PROVIDING FOR SEVERABILITY; PROVIDING FOR PUBLICATION AND PROVIDING AN EFFECTIVE DATE.

Mayor Pro-Tem Sanchez made a motion to approve Ordinance 2022-61, as presented. Councilmember McGregor seconded. The motion passed by a vote of 7-0.

ITEM 6-B. DISCUSSION AND/OR ACTION REGARDING FOLLOW UP TO PARK & RECREATION CAPITAL AND OPERATIONAL PROJECTS.

Councilmember Michelson made a motion to accept the report. Councilmember Mendoza seconded. The motion passed by a vote of 7-0.

ITEM 6-C. DISCUSSION AND/OR ACTION TO CONSIDER AUTHORIZING THE CITY MANAGER TO SEEK PROPOSALS FOR THE DEVELOPMENT OF A SPACE NEEDS ASSESSMENT FOR CITY HALL.

Mayor Pro-Tem Sanchez made a motion to authorize the City Manager to seek proposals for the development of a space needs assessment for City Hall. Councilmember Bryant seconded. The motion passed by a vote of 7-0.

ITEM 6-D. DISCUSSION AND/OR ACTION TO CONSIDER THE NOMINATION OF LUCY KNIGHT TO THE ZONING BOARD OF ADJUSTMENT BY COUNCILMEMBER JEFFRY MICHELSON WITH A TERM TO EXPIRE IN NOVEMBER 2023.

Councilmember Michelson made a motion to appoint Lucy Knight to the Zoning Board of Adjustment. Councilmember McGregor seconded. The motion passed by a vote of 7-0.

ITEM 6-E. DISCUSSION AND/OR ACTION TO CONSIDER THE NOMINATION OF MARCIA PROCTOR TO THE ZONING BOARD OF ADJUSTMENT BY MAYOR LEW WHITE WITH A TERM TO EXPIRE IN NOVEMBER 2023.

Mayor White made a motion to appoint Marcia Proctor to the Zoning Board of Adjustment. Councilmember McGregor seconded. The motion passed by a vote of 7-0.

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

- Special Meeting will be held on Monday, November 21st at 6:30 p.m. to canvass the City of Lockhart November 8, 2022 General Election and to swear-in newly elected officials.
- City offices closed for Thanksgiving Day (November 24) and the day after (November 25).
- Christmas Tree Lighting (December 2).
- *A Christmas to Remember* Lighted Christmas Parade (December 3).

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

Councilmember Westmoreland wished everyone a Happy Thanksgiving.

Councilmember Mendoza wished everyone a Happy Thanksgiving. He thanked Mayor White and all that helped with the Kiwanis 5K and 1K runs and the Keep Lockhart Beautiful Cleanup.

Mayor Pro-Tem Sanchez expressed condolences to the family of Betty Salazar for their loss. She wished the Lockhart Lions Varsity football team luck. She wished everyone a Happy Thanksgiving.

Councilmember McGregor thanked city staff for putting up holiday lights on the highways. She wished everyone a Happy Thanksgiving.

Councilmember Bryant thanked Mr. Hughes for the Parks update and stated that he is excited for the updates of city parks.

Councilmember Michelson welcomed Chief Lunsford to the Lockhart Police Department. He wished the Lockhart Lions Varsity football team the best of luck for another victory.

Mayor White wished the Lockhart Lion Varsity Football team luck, He welcomed Chief Lunsford to the Lockhart Police Department. He thanked citizens for attending the meeting to provide their input and stated that the Council would soon discuss the effect of the growth in Lockhart.

ITEM 9. ADJOURNMENT.

Mayor Pro-Tem Sanchez made a motion to adjourn the meeting. Councilmember Mendoza seconded.
The motion passed by a vote of 7-0. The meeting was adjourned at 9:05 p.m.

PASSED and APPROVED this the 20th day of December 2022.

CITY OF LOCKHART

Lew White, Mayor

ATTEST:

Connie Constancio, TRMC
City Secretary

**SPECIAL MEETING
LOCKHART CITY COUNCIL****NOVEMBER 21, 2022****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 MichelsonMayor Lew White
Councilmember Derrick David Bryant
Councilmember Kara McGregor
Councilmember Brad Westmoreland**Staff present:**Steven Lewis, City Manager
Victoria Maranan, Public Information Officer

Connie Constancio, City Secretary

Citizens/Visitors Addressing the Council:**ITEM 1. CALL TO ORDER.**

Mayor Lew White called the meeting to order at 6:30 p.m.

COUNCIL ACTION REGARDING THE NOVEMBER 8, 2022 GENERAL ELECTION.**ITEM 2-A. DISCUSSION AND/OR ACTION TO CONSIDER RESOLUTION 2022-40
CANVASSING THE GENERAL ELECTION HELD NOVEMBER 8, 2022 FOR THE
ELECTION OF COUNCILMEMBER DISTRICT 1; COUNCILMEMBER DISTRICT 2;
AND, TWO COUNCILMEMBERS AT-LARGE.**Mayor White announced that the election results would be read to canvass the November 8, 2022
City of Lockhart General Election.

The election results were read as follows:

Councilmember Michelson read the election results for District 1.

Councilmember McGregor read the election results for District 2.

Mayor White read the election results for Councilmembers At-Large.

		ABSENTEE	EARLY VOTING	ELECTION DAY	TOTAL
DISTRICT 1	Juan Mendoza	26	221	151	398
DISTRICT 2	John Castillo	20	214	139	373
	Hector Rangel	15	202	108	325
AT-LARGE	Brad Westmoreland	72	1465	524	2,061
	Angie Gonzales-Sanchez	104	1376	631	2,111
	Buck Johnson	12	442	227	681

Mayor Pro-Tem Sanchez made a motion to approve Resolution 2022-40, as presented. Councilmember Mendoza seconded. The motion passed by a vote of 7-0.

ITEM 2-B. ADMINISTER OATH OF OFFICE TO NEWLY ELECTED COUNCILMEMBERS AS FOLLOWS:

Judge Matt Kiely administered the Oath of Office to Juan Mendoza as Councilmember District 1

Judge Barbara Molina administered the Oath of Office to John Castillo as Councilmember District 2.

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

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

ITEM 2-C. RECOGNITION TO OUTGOING COUNCILMEMBER DAVID BRYANT.

Mayor White presented a plaque of appreciation to David Bryant to serving as Councilmember District 2 from 2019 to 2022.

Mr. Bryant thanked the Lockhart City Council and the community for their guidance and support during his tenure as Councilmember District 2.

Mayor Pro-Tem Sanchez thanked the community for their support. She stated that she will continue to do her best to make decisions that are best for the community.

Councilmember Mendoza thanked citizens for their vote and support during his tenure as Councilmember District 1 for the past 12 years.

Councilmember Westmoreland thanked the community for their support. He encouraged citizens to provide their input.

Councilmember Castillo thanked the community for electing him to serve as Councilmember District 2. He encouraged citizens to get involved and to express their concerns to the Council.

ITEM 3. ADJOURNMENT.

Mayor Pro-Tem Sanchez made a motion to adjourn the meeting. Councilmember Mendoza seconded. The motion passed by a vote of 7-0. The meeting was adjourned at 7:00 p.m.

PASSED and APPROVED this the 20th day of December, 2022.

CITY OF LOCKHART

Lew White, Mayor

ATTEST:

Connie Constancio, TRMC
City Secretary

City of Lockhart, Texas

Council Agenda Item Cover Sheet

COUNCIL MEETING DATE: December 20, 2022

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: Development Services - Dan Gibson

ACTION REQUESTED: Consensus

BACKGROUND/SUMMARY/DISCUSSION: In accordance with State law, the Impact Fee Advisory Committee has an ongoing role in monitoring and evaluating implementation of the water, wastewater, and road impact capital improvement plans (CIP's), and submitting semi-annual reports to the City Council. The Committee met on December 14th to consider their 41st semi-annual report since impact fees were originally adopted on January 15th, 2002. The total impact fee revenue during the period covered by this report was \$529,285, and the only expenditures from the impact fee accounts during that time were periodic payments of invoices to the impact fee consultants. Because the Committee previously recommended that the City undertake the statutory five-year update of the impact fee land use assumptions, capital improvement plans, and fees, and the Council subsequently directed staff to retain consultants for the update, there are no new recommendations from the Committee. Freese and Nichols is currently preparing the land use assumptions and road impact fee elements of the update project, and TRC Engineers is preparing the water and wastewater elements of the update. More information is contained in the attached semi-annual report from the Impact Fee Advisory Committee, which is for the period from April 1 to October 1, 2022.

PROJECT SCHEDULE (if applicable): The impact fee update consultants have been hired and are currently working on the project in consultation with staff and the Impact Fee Advisory Committee. The project is scheduled to be completed by May 2023.

AMOUNT & SOURCE OF FUNDING:

Funds Required:

Account Number:

Funds Available:

Account Name:

FISCAL NOTE (if applicable): Impact fee revenue helps pay for up to half of the cost of projects listed in the water, wastewater, and road CIP's.

PREVIOUS COUNCIL ACTION: None.

City of Lockhart, Texas

Council Agenda Item Cover Sheet

COMMITTEE/BOARD/COMMISSION ACTION: The semi-annual report from the Impact Fee Advisory Committee is attached.

STAFF RECOMMENDATION/REQUESTED MOTION: Accept the attached report for the six-month period from April 1 to October 1, 2022.

LIST OF SUPPORTING DOCUMENTS: Fall 2022 signed committee report to CC, impact fee Exhibit A fall 2022, impact fee Exhibit B fall 2022

IMPACT FEE REPORT

To Lockhart City Council – December 2022

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 (CIP's), and impact fees.

This is the 41st status report since the impact fee ordinance was originally adopted on January 15, 2002, and is for the period from April 1, 2022, to October 1, 2022. It is the eleventh report since the update adopted on April 4, 2017, and is based on the current capital improvement plans and impact fees. The six-month reporting dates align with the fiscal year quarters.

STATUS OF ACCOUNTS

Exhibit A shows revenue totaling \$529,285 during the period covered by this report. Fees collected during the six-month period was for 83 new houses, one manufactured home, one commercial addition, one new retail building, and one new medical building. The only expenditures were periodic payments of invoices to the impact fee update consultants. 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, 2022, including accrued interest, are shown in the table.

The total estimated cost of all of the projects in the capital improvement plans in effect during the six-month reporting period was \$58,311,537. However, the City Council adopted one-half that amount as the maximum to be collected by April 1, 2027, which is the end of the ten-year CIP period, so the maximum fees are based on an estimated cost of all three CIP's being \$29,155,769. The total of all impact fees spent on CIP projects so far since the April 4, 2017 update is \$673,073, which does not include payments to the impact fee update consultants. The total amount still to be spent is \$28,482,696. The total balance available remaining collectively in the four impact fee accounts that can be used toward meeting that goal, is currently \$4,138,797.

TRENDS

The bar graph in **Exhibit B** illustrates the impact fee collection trends beginning with the first semi-annual report in July 2003. The trends generally reflect the state of the economy, as well as the availability of lots for residential development. Housing production and platting of new subdivisions have remained steady, with the total impact fee revenue in this six-month reporting period being less than the previous reporting period, which was an all-time high. This one is still the second highest since the City began the semi-annual reports in 2003. It is important to build a healthy balance in all of the accounts because there is interest in development 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.

UPDATE

The most recent impact fee update was completed and adopted in 2017, so the statutory five year up-date was begun this year and is currently in process. The Impact Fee Advisory Committee will have several opportunities to provide feedback to the consultants on the impact fee update project. The five-year update is needed primarily due to increases in the cost of construction. The impact fees are based on the estimated cost of the projects in each CIP, and those costs are now out-of-date. In addition, the CIP's are intended to reflect the anticipated growth of the city, and the rapid population growth we are experiencing may require changes in the location and size of projects that are in the current CIP's, and/or may support adding new projects.

RECOMMENDATION

The Committee met on December 14, 2022, and unanimously voted to forward this semi-annual report to the City Council for the period ending on September 30th, 2022, recommending that no further changes are necessary other than the update of the land use assumptions, capital improvement plans, and impact fees currently in process.

Respectfully,



Philip Ruiz, Chair
Impact Fee Advisory Committee

EXHIBIT A

FALL 2022 IMPACT FEE ACCOUNT BALANCES¹

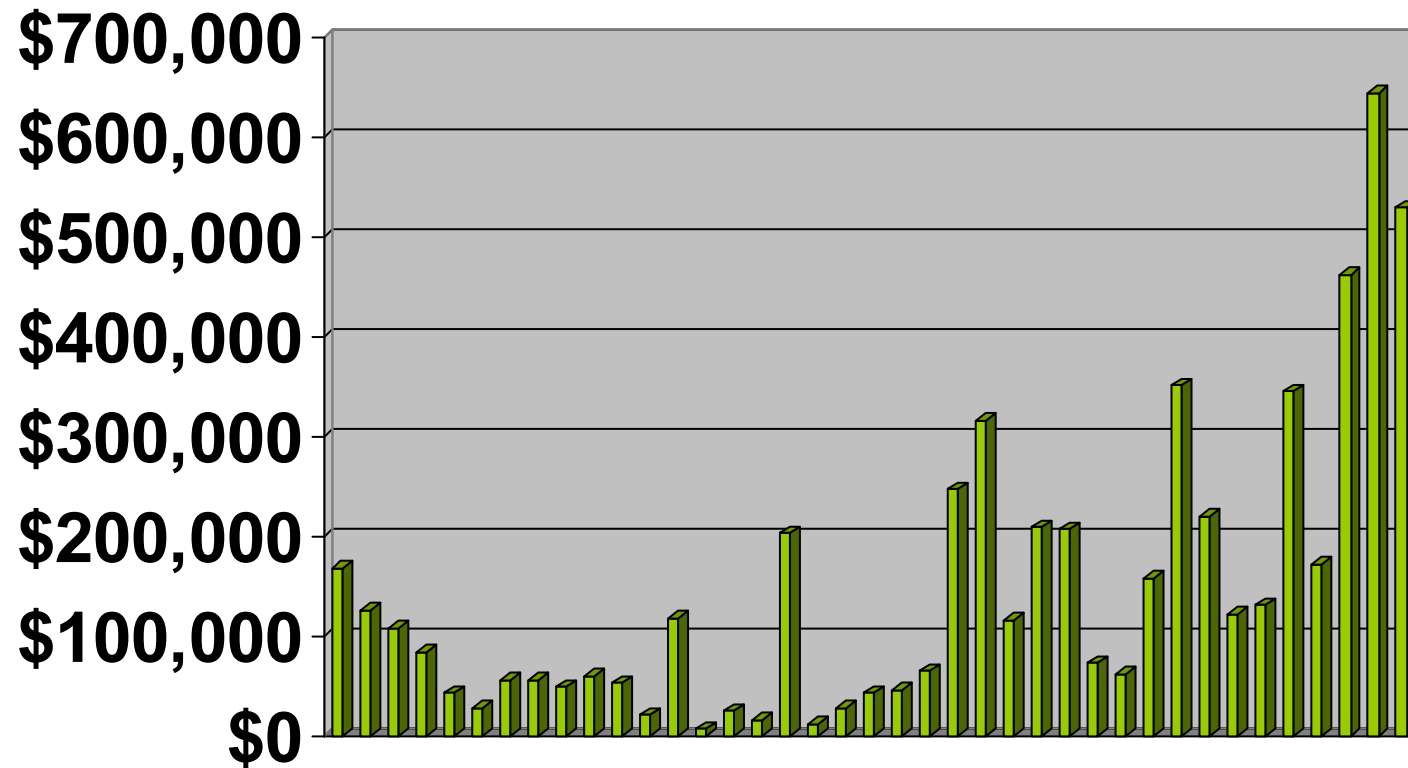
	<u>April 1, 2021</u>	+	Revenue ²	–	Expense ³	=	<u>OCTOBER 1, 2022</u>
Water	1,151,102		166,589		1,649		1,316,042
Wastewater	1,014,365		130,025		1,648		1,142,742
Roads (Service Area 1)	963,190		50,523		116,730		896,983
Roads (Service Area 2)	600,882		182,148		0		783,030
TOTAL	\$3,729,539		\$529,285		\$120,027		\$4,138,797

- 1. All amounts have been rounded to the nearest dollar.*
- 2. Revenue amounts include accrued interest.*
- 3. Expenses were due to invoices from impact fee update consultants, and a refund of road impact fees paid for homes in Vintage Springs subdivision where road impact fees were to be waived in lieu of the City contributing cash for the portion of the Maple Street construction that was the City's responsibility.*

One-half total CIP estimated cost (estimated 100% cost of all projects is \$58,311,537):	\$29,155,769
Total spent on projects since adoption of Ordinance 2017-08 on April 4, 2017:	\$673,073
Remaining amount of 1/2 estimated cost not yet spent:	\$28,482,696
Current balance on October 1, 2022:	\$4,138,797

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

EXHIBIT B
IMPACT FEE SEMI-ANNUAL REVENUE
July 2003 - October 2022



City of Lockhart, Texas

Council Agenda Item Cover Sheet

COUNCIL MEETING DATE: December 20, 2022

AGENDA ITEM CAPTION: Approve Resolution 2022-42, authorizing the City Manager to enter into an Advance Funding Agreement (AFA) with Texas Department of Transportation (TxDOT) for runway and taxiway improvements at the Lockhart Municipal Airport.

ORIGINATING DEPARTMENT AND CONTACT: Public Works - Sean Kelley

ACTION REQUESTED: Resolution

BACKGROUND/SUMMARY/DISCUSSION:

On March 11, 2021, TxDOT conducted an inspection of the pavement at the Lockhart Municipal Airport. The inspection identified the runway and taxiway as fair condition and TxDOT made several recommendations to improve the rating to good condition.

TxDOT has several programs that are aimed at assisting with funding airport maintenance projects, which the City has participated in the past. On January 4, 2022, a Letter of Intent was sent to TxDOT requesting use of Non-Primary Entitlement funds for the Lockhart Municipal Airport to make improvements to the runway, taxiway, fencing , LED lighting and development of an Airport Master Plan. TxDOT was receptive to the request and has been working with staff to undertake the pavement rehabilitation project.

Resolution 2022-42 authorizes the City Manager to enter into an agreement with TxDOT for the project and identifies the City's match responsibility of 10% (\$191,900) of the entire project (\$1,919,000). The remaining amount will be financed with Federal funds.

PROJECT SCHEDULE (if applicable): The paving project is scheduled to take place in the Spring of 2023 and consists of Engineering, Design, Overlay, Chipseal and Markings for the Lockhart Municipal Airport's 4,001' runway and taxiway.

AMOUNT & SOURCE OF FUNDING:

Funds Required: \$191,000

Account Number: 580-5780-911-00

Funds Available: \$355,000

Account Name: Airport Fund Balance

FISCAL NOTE (if applicable): This agenda item will require City Council approval of a one-time expenditure from the Airport Fund Balance.

PREVIOUS COUNCIL ACTION:

City of Lockhart, Texas

Council Agenda Item Cover Sheet

COMMITTEE/BOARD/COMMISSION ACTION:

STAFF RECOMMENDATION/REQUESTED MOTION: Staff respectfully recommends approval of Resolution 2022-42.

LIST OF SUPPORTING DOCUMENTS: Resolution 2022-42 Airport Improvements, Lockhart Municipal Airport Paving Exhibit, 2314LHART_Statewide_TADS

RESOLUTION 2022-42

A RESOLUTION OF THE CITY OF LOCKHART, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN ADVANCE FUNDING AGREEMENT (AFA) WITH TXDOT FOR RUNWAY AND TAXIWAY IMPROVEMENTS AT THE LOCKHART MUNICIPAL AIRPORT

WHEREAS, the City of Lockhart, Texas intends to make certain improvements to the Lockhart Municipal Airport; and

WHEREAS, the general description of the project is described as: Overlay and Chip Seal of the Runway and Taxiway; and

WHEREAS, the City of Lockhart intends to request financial assistance from the Texas Department of Transportation for these improvements; and

WHEREAS, total project cost are estimated to be \$1,919,000.00, and the City of Lockhart will be responsible for 10% of the total project costs currently estimated to be \$191,900.00; and

WHEREAS, the City of Lockhart names the Texas Department of Transportation as its agent for the purposes of applying for, receiving and disbursing all funds for these improvements and for the administration of contracts necessary for the implementation of these improvements;

NOW, THEREFORE, BE IT RESOLVED, that the CITY OF LOCKHART, TEXAS hereby directs the City Manager to execute on behalf of the City of Lockhart, at the appropriate time, and with the appropriate authorizations of this governing body, all contracts and agreements with the State of Texas, represented by the Texas Department of Transportation, and such other parties as shall be necessary and appropriate for the implementation of the improvements to the Lockhart Municipal Airport.

Approved this the 20th day of December, 2022.

Approved: _____

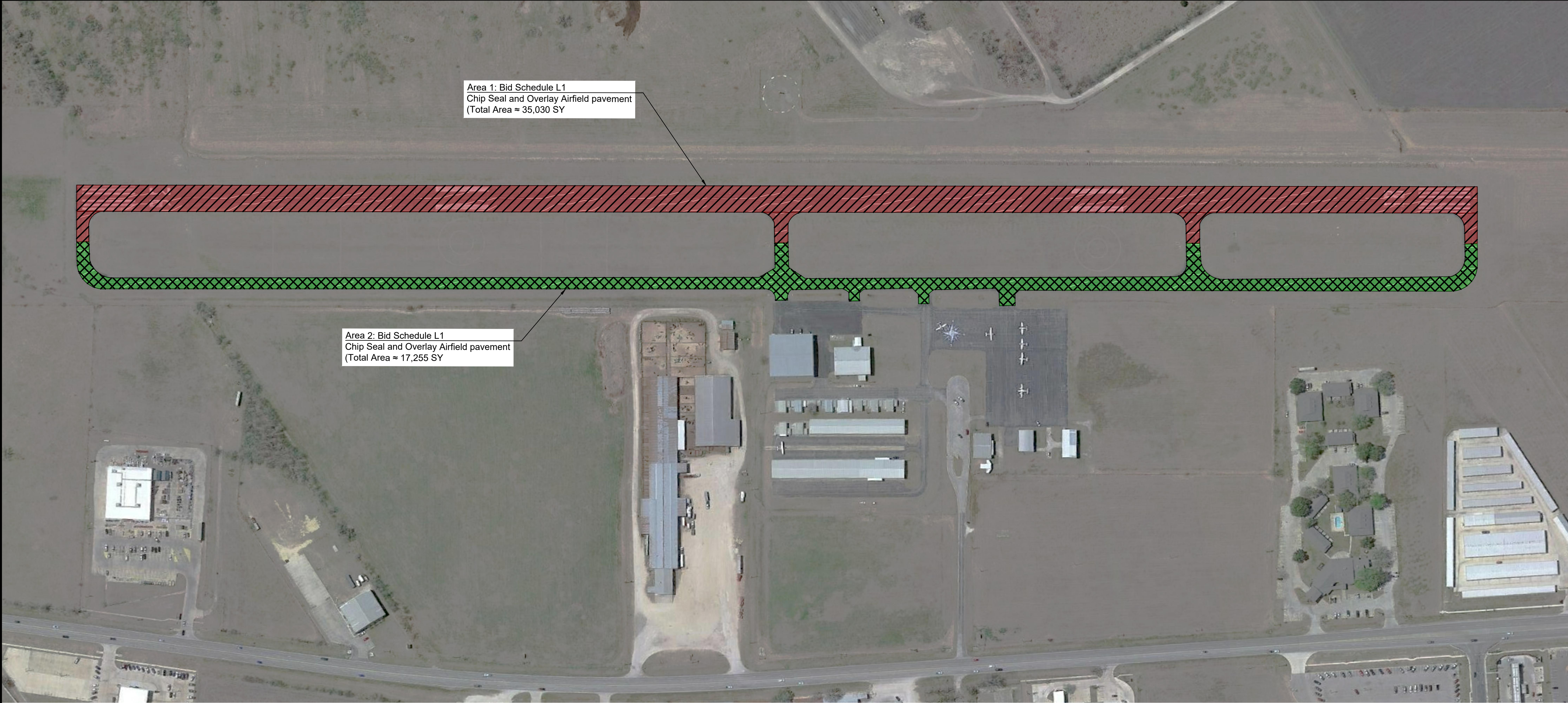
Lew White, City of Lockhart Mayor

Date: _____

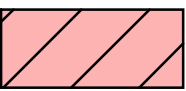
Attest: _____

Connie Constancio, City Secretary

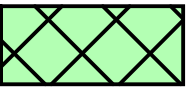
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Last Saved By: kcujps 2022/09/22
Plot Style: ae.ctb



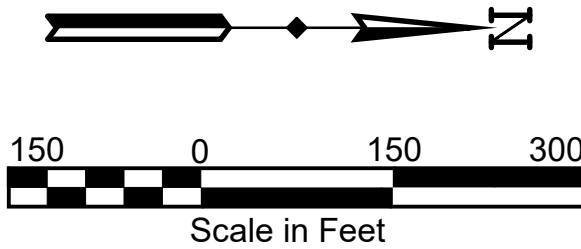
LEGEND



AREA 1
Chip Seal and Overlay Airfield pavement
(Total Area ≈ 35,030 S.Y.)



AREA 2
Chip Seal and Overlay Airfield pavement
(Total Area ≈ 17,255 S.Y.)



CITY OF LOCKHART

LOCKHART MUNICIPAL AIRPORT
LOCKHART, TEXAS

PROJECT NO.

DRAWN BY	KRG	DATE	9-22-2022
CHECKED BY	CAW	DATE	9-22-2022
DESIGNED BY	KRG	DATE	9-22-2022
REVISIONS		DATE	

LOCKHART - GENERAL LAYOUT - GENERAL LAYOUT

Page 101 of 205

LOCKHNER

12750 Merit Drive | Suite 570 | Dallas, Texas 75251
P 214.373.7873 | www.hwlochner.com
TBPE Firm Registration No. 10488

AVIATION CAPITAL IMPROVEMENT PROGRAM

Texas Department of Transportation -- Aviation Division

Locations, Projects, and Costs

December 01, 2022

FEDERAL & STATE FY 2022

Federal FY 2022 (October 2021 - September 2022)/State FY 2022 (September 2021 - August 2022)

City & Airport	Project Status & Description	Project Costs			
		Total	Federal	State	Local
LOCKHART	<u>Project Status:</u>				
<u>LOCKHART MUNI</u>	<i>PENDING</i>				
	Admin, RPR, Contingency (19-22 NPE)	325,000	292,500	0	32,500
	Chipseal, overlay, mark Rwy 18/36 (4000'x75')	1,016,000	914,400	0	101,600
	Chipseal, overlay, and mark parallel and connector taxiways	508,000	457,200	0	50,800
	Engineering/Design (Statewide)	70,000	63,000	0	7,000
Project Totals:		\$ 1,919,000	\$ 1,727,100	\$ 0	\$ 191,900

City of Lockhart, Texas

Council Agenda Item Cover Sheet

COUNCIL MEETING DATE: December 20, 2022

AGENDA ITEM CAPTION: Approve awarding bid to Prota, Inc. of Austin, Texas in the amount of \$989,000 for the 2022 High Service Pump Station Expansion Project at the Water Plant, including the installation of two generators for backup power.

ORIGINATING DEPARTMENT AND CONTACT: Public Works - Sean Kelley

ACTION REQUESTED: Approval of Bid

BACKGROUND/SUMMARY/DISCUSSION: The City Engineer recently conducted a study to identify the high service pump supply capacity needs at the Lockhart Water Plant to remain in compliance with TCEQ regulations. During this study, it was determined that the smallest high service pump would need to be replaced with a larger one and an additional pump would be required to meet regulatory requirements. The 2022 High Service Pump Expansion Project was combined with another project at Water Plant to bring permanent standby generated power as part of the SB3 requirement to complete a comprehensive Emergency Preparedness Plan that included alternative power options for critical facilities. The installation of generators at the plant will provide enhanced reliability of the potable water supply during loss of electric utility power at this critical facility.

The 2022 High Service Pump Expansion Project consists of replacing the existing 600 gpm jockey pump with a 1,200 gpm pump, and installation of an additional 1,200 gpm pump on a variable frequency drive. This will increase the number of high service pumps from three to four. The project also consists of the installation of (2) new generators to provide backup power to the pumping components of the water treatment plant and to the office for operations.

Eight (8) bids for the project were received, ranging from \$989,000 to \$1,543,100. The lowest bid was submitted by Prota, Inc. References for the contractor have been checked, and all entities that were contracted recommended Prota, Inc. for future work.

PROJECT SCHEDULE (if applicable): 400 Day Completion Period

AMOUNT & SOURCE OF FUNDING:

Funds Required: \$989,000

Account Number: 520-5750-912-00

Funds Available:

Account Name: Machinery & Equipment

City of Lockhart, Texas

Council Agenda Item Cover Sheet

FISCAL NOTE (if applicable): This item is a non-budgeted item for Fiscal Year 2022-23 in the Water Department's budget. Funds from the American Rescue Plan Act (ARPA) were allocated to this project in FY 2021-22, but were not expended. ARPA funds remain designated for this project. A budget amendment will be presented to the City Council upon completion of the project due to the possibility of the completion date being in a future fiscal year.

PREVIOUS COUNCIL ACTION:

COMMITTEE/BOARD/COMMISSION ACTION:

STAFF RECOMMENDATION/REQUESTED MOTION: Staff respectfully recommends approval of the bid to Prota, Inc. in the amount of \$989,000.

LIST OF SUPPORTING DOCUMENTS: Bid Award Recommendation - 2022 High Service Pump Station Expansion Project, Lockhart HSPS Advertisement for Bids, Water Plant Proposed HSPs and Generators



505 East Huntland Drive
Suite 250
Austin, Texas 78752

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

November 22, 2022

Mr. Sean Kelley, Public Works Director
City of Lockhart
705 Wichita Street
Lockhart, Texas 78644

**RE: 2022 High Service Pump Station Expansion Project
Bid Award Recommendation**

Dear Mr. Kelley:

Eight (8) sealed bids were received at Lockhart City Council Chambers on November 10, 2022, at 11:00 A.M. for the above-referenced project. The total bids ranged from \$989,000.00 from Prota, Inc. of Austin, Texas to \$1,549,100.00 from Austin Engineering Company, Inc. from Austin, Texas. A detailed bid tabulation is attached for your reference.

The project consists of replacing the existing 600 gpm jockey pump with a 1,200 gpm constant speed pump, installation of (1) new 1,200 gpm pump on a variable frequency drive (VFD), and installation of (2) new generators to provide backup power to the Water Treatment Plant. The construction completion period is four hundred (400) days.

Prota, Inc. recently completed pump station jobs in Round Rock, Leander, and Georgetown, TX. All references who were contacted recommended this contractor for future work. Therefore, it is recommended that the City award the project to the low bidder, Prota, Inc., in the amount of \$989,000.00. The Contractor has a bid bond and will be required to furnish a Standard Form of Agreement, Performance Bond, and Payment Bond to the City.

If you have any other questions or comments, please do not hesitate to contact this office.

Sincerely,

A handwritten signature in blue ink that reads "William Wachel".

William Wachel, PE
Deputy Director - DMS

Attachment: Bid Tabulation

CITY OF LOCKHART
Water Treatment Plant High Service Pump Station Expansion
Bid Tabulation
November 10, 2022 - 11:00AM



				Prota, Inc. PO Box 342195 Austin, Texas 78734		Argo Utilities PO Box 304 Schertz, Texas 78154		TTE, LLC PO Box 1210 Marble Falls, Texas 78654	
Item	Description	Qty.	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total
P.1	Performance and Payment Bonds	1	LS	\$17,000.00	\$17,000.00	\$15,000.00	\$15,000.00	\$25,000.00	\$25,000.00
P.2	Mobilization/Demobilization	1	LS	\$46,534.00	\$46,534.00	\$45,000.00	\$45,000.00	\$55,000.00	\$55,000.00
P.3	Remove existing pump, piping, & valves	1	LS	\$5,684.00	\$5,684.00	\$6,300.00	\$6,300.00	\$12,000.00	\$12,000.00
P.4	Install two vertical turbine pumps	1	LS	\$214,211.00	\$214,211.00	\$192,000.00	\$192,000.00	\$225,000.00	\$225,000.00
P.5	Install all site piping	1	LS	\$67,495.00	\$67,495.00	\$90,000.00	\$90,000.00	\$100,000.00	\$100,000.00
P.6	All Pump electrical equipment	1	LS	\$154,378.00	\$154,378.00	\$440,000.00	\$440,000.00	\$290,000.00	\$290,000.00
P.7	Two new emergency generators	1	LS	\$426,744.00	\$426,744.00	\$300,000.00	\$300,000.00	\$395,000.00	\$395,000.00
P.8	OSHA trench/excavation safety	1	LS	\$3,040.00	\$3,040.00	\$800.00	\$800.00	\$4,000.00	\$4,000.00
P.9	Loaming and hydroseeding	1	LS	\$41,172.00	\$41,172.00	\$1,700.00	\$1,700.00	\$16,000.00	\$16,000.00
P.10	SWPPP	1	LS	\$12,742.00	\$12,742.00	\$800.00	\$800.00	\$4,000.00	\$4,000.00
TOTAL BID					\$989,000.00		\$1,091,600.00		\$1,126,000.00

CITY OF LOCKHART

Water Treatment Plant High Service Pump Station Expansion

Bid Tabulation

November 10, 2022 - 11:00AM



				Archer Western Construction 1411 Greenway Drive Irving, Texas 75038		BAR Constructors, Inc. PO Box 10 Lancaster, Texas 75146		Excel Construction Services, LLC 1202 Leander Drive Leander, Texas 78641	
Item	Description	Qty.	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total
P.1	Performance and Payment Bonds	1	LS	\$15,000.00	\$15,000.00	\$20,000.00	\$20,000.00	\$16,000.00	\$16,000.00
P.2	Mobilization/Demobilization	1	LS	\$35,000.00	\$35,000.00	\$45,000.00	\$45,000.00	\$60,000.00	\$60,000.00
P.3	Remove existing pump, piping, & valves	1	LS	\$9,900.00	\$9,900.00	\$20,000.00	\$20,000.00	\$16,500.00	\$16,500.00
P.4	Install two vertical turbine pumps	1	LS	\$398,800.00	\$398,800.00	\$371,000.00	\$371,000.00	\$275,000.00	\$275,000.00
P.5	Install all site piping	1	LS	\$98,400.00	\$98,400.00	\$72,000.00	\$72,000.00	\$85,000.00	\$85,000.00
P.6	All Pump electrical equipment	1	LS	\$335,300.00	\$335,300.00	\$385,000.00	\$385,000.00	\$321,500.00	\$321,500.00
P.7	Two new emergency generators	1	LS	\$328,200.00	\$328,200.00	\$319,000.00	\$319,000.00	\$496,500.00	\$496,500.00
P.8	OSHA trench/excavation safety	1	LS	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$10,000.00	\$10,000.00
P.9	Loaming and hydroseeding	1	LS	\$8,800.00	\$8,800.00	\$3,000.00	\$3,000.00	\$7,500.00	\$7,500.00
P.10	SWPPP	1	LS	\$5,600.00	\$5,600.00	\$11,000.00	\$11,000.00	\$2,000.00	\$2,000.00
TOTAL BID				\$1,240,000.00		\$1,251,000.00		\$1,290,000.00	

CITY OF LOCKHART
Water Treatment Plant High Service Pump Station Expansion
Bid Tabulation
November 10, 2022 - 11:00AM



				JM Pipeline, LLC PO Box 8614 Horseshoe Bay, Texas 78657		Austin Engineering Company, Inc. PO Box 342349 Austin, Texas 78734	
Item	Description	Qty.	Unit	Unit Price	Total	Unit Price	Total
P.1	Performance and Payment Bonds	1	LS	\$30,000.00	\$30,000.00	\$18,000.00	\$18,000.00
P.2	Mobilization/Demobilization	1	LS	\$60,000.00	\$60,000.00	\$25,000.00	\$25,000.00
P.3	Remove existing pump, piping, & valves	1	LS	\$57,810.00	\$57,810.00	\$14,000.00	\$14,000.00
P.4	Install two vertical turbine pumps	1	LS	\$204,365.00	\$204,365.00	\$296,000.00	\$296,000.00
P.5	Install all site piping	1	LS	\$129,570.00	\$129,570.00	\$145,000.00	\$145,000.00
P.6	All Pump electrical equipment	1	LS	\$543,520.00	\$543,520.00	\$600,000.00	\$600,000.00
P.7	Two new emergency generators	1	LS	\$284,315.00	\$284,315.00	\$414,000.00	\$414,000.00
P.8	OSHA trench/excavation safety	1	LS	\$7,620.00	\$7,620.00	\$2,100.00	\$2,100.00
P.9	Loaming and hydroseeding	1	LS	\$18,450.00	\$18,450.00	\$20,000.00	\$20,000.00
P.10	SWPPP	1	LS	\$3,175.00	\$3,175.00	\$15,000.00	\$15,000.00
TOTAL BID				\$1,338,825.00		\$1,549,100.00	

ADVERTISEMENT FOR BIDS

Sealed bids addressed to the Mayor and City Council of the City of Lockhart will be received at the Lockhart City Hall, 308 West San Antonio, Lockhart, Texas 78644, until **11:00 A.M., November 10, 2022**, for the **Water Treatment Plant High Service Pump Station Expansion**, at which time and place will be publicly opened and read aloud. Any bid received after closing time will be returned unopened.

The proposed water treatment plant improvements will consist of replacing the existing 600 GPM jockey pump with a 1,200 GPM constant speed pump, installation of (1) new 1,200 GPM pump on a variable frequency drive (VFD), and installation of (2) new generators to provide backup power to the Water Treatment Plant; and all other appurtenances necessary for the complete of project.

Bidders shall submit with their bids a Cashier's Check in the amount of five percent (5%) of the maximum total bid, payable to the City of Lockhart, Texas without recourse, or a Bid Bond in the same amount from an approved Surety Company as a guarantee that Bidder will enter into a contract and execute performance and payment bonds on the forms provided, within ten (10) days after the award of Contract. Bids without check or Bid Bond will not be considered.

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

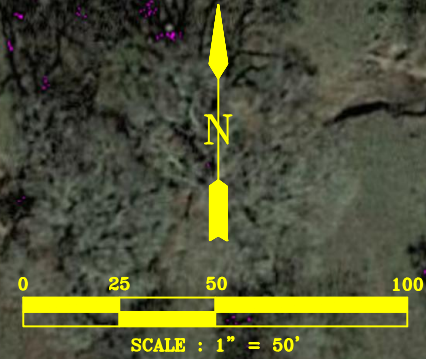
Plans and specifications may be examined without charge at Lockhart City Hall. Bid Documents and Construction Drawings for the project may be viewed and downloaded free of charge (with the option to purchase hard copies) at www.civcastusa.com. Bidders must register on this website in order to view and/or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

Please submit questions for this project forty-eight (48) hours prior to bid opening through www.civcastusa.com in the Q&A portal. All addenda issued for this project will be posted on www.civcastusa.com. It is the responsibility of the Contractor bidding to use proper scaling, paper size, etc., for bid quantities. Failure to do so may result in error in the Unit Bid Quantities and/or Bid Amounts.

The City Council of the City of Lockhart reserves the right to reject any or all bids and to waive formalities. No bid may be withdrawn within ninety (90) days after the date on which bids are received.

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

LOCKHART PROPOSED
SITE LAYOUT
EXHIBIT A.1



LEGEND

	PROPERTY LINE
	PROPOSED
	EXISTING

TRC
TRC ENGINEERS, INC.
505 E. HUNTLAND DRIVE, STE. 250 AUSTIN, TX 78752
T.B.P.E. FIRM REGISTRATION # F-8632
(512) 454 - 8716

City of Lockhart, Texas

Council Agenda Item Cover Sheet

COUNCIL MEETING DATE: December 20, 2022

AGENDA ITEM CAPTION: Discussion and/or action to consider Ordinance 2022-68 repealing un-codified Ordinance 2022-38 in its entirety and adopting this ordinance regarding establishing the classifications within the Police Department and authorizing the number of employees in each classification.

ORIGINATING DEPARTMENT AND CONTACT: Administration - Julie Bowermon, Kevin Lunsford

ACTION REQUESTED: Ordinance

BACKGROUND/SUMMARY/DISCUSSION: In compliance with civil service, the number of classified police and fire positions are set by an ordinance, which is referred to as the "Strength of Force." Proposed Ordinance 2022-68 reflects reducing/abolishing the number of lieutenants by one (from three to two) and increasing the number of police officers from 20 to 21.

The Lockhart Police Department was structured with 2 lieutenants for several years. In 2019, at the request of the Police Chief, a third lieutenant position was created to provide for additional supervision and oversight during the night shift.

Earlier this year, one lieutenant retired from the Lockhart Police Department creating a vacancy in the third lieutenant position. There is no current promotional eligibility list in place for lieutenant to fill the vacancy. Recently, Lockhart Police Administration has evaluated the effectiveness and efficiency of the Police Department's planning, training, coordination of daily activities, management of personnel and promoting of the police department's community policing philosophy. After careful consideration and conferring with current Lockhart Police Department staff, Interim Police Chief Kevin Lunsford has elected to not fill the currently vacant lieutenant position. The proposed ordinance authorizes the abolishment of this currently vacant lieutenant position. However, to maintain the same number of certified officers within the department, the ordinance further authorizes that the number of police officers be increased by one. Thus, shifting the position from a lieutenant rank to a police officer rank. If a future Police Chief should determine additional supervisory positions are necessary in the best interest of the operation of the Police Department, the Police Chief at that time can request that the City Council consider additional staffing amendments to the Strength of Force.

PROJECT SCHEDULE (if applicable): N/A

AMOUNT & SOURCE OF FUNDING:
Funds Required:

City of Lockhart, Texas

Council Agenda Item Cover Sheet

Account Number:

Funds Available:

Account Name:

FISCAL NOTE (if applicable): N/A

PREVIOUS COUNCIL ACTION: N/A

COMMITTEE/BOARD/COMMISSION ACTION: N/A

STAFF RECOMMENDATION/REQUESTED MOTION: Staff respectfully recommends approval of Ordinance 2022-68.

LIST OF SUPPORTING DOCUMENTS: Proposed Ordinance 2022-68

ORDINANCE NO. 2022-68

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS REPEALING UN-CODIFIED ORDINANCE 2022-38 IN ITS ENTIRETY AND ADOPTING THIS ORDINANCE REGARDING ESTABLISHING THE CLASSIFICATIONS WITHIN THE POLICE DEPARTMENT AND AUTHORIZING THE NUMBER OF EMPLOYEES IN EACH CLASSIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING A REPEALER; PROVIDING FOR PUBLICATION; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Lockhart has adopted Civil Service, Chapter 143 of the Texas Local Government Code for its Fire and Police Department employees; and

WHEREAS, pursuant to Chapter 143, the City Council shall establish the classifications of employees and prescribe the number of positions in each classification pursuant to Section 143.021(a) of the Texas Local Government Code; and

WHEREAS, in 2019 the City Council, at the request of the Lockhart Police Chief, authorized the elimination of one position in the rank of Police Officer and authorized the increase of one position in the rank of Lieutenant; and

WHEREAS, current Lockhart Police Administration has evaluated the effectiveness and efficiency of the Police Department's planning, training, coordination of daily activities, management of personnel and promoting police department's community policing philosophy; and

WHEREAS, at the recommendation of the Police Chief, the City Council has determined that it is in the best interest of the operation of the Police Department to abolish one position in the rank of Police Lieutenant and increase one position in the rank of Police Officer; and

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

- I. ☐ The matters and facts set forth in the preamble are found to be true and correct.
- II. The classifications and number of positions in each classification in the Police Department have been and are as follows:

Effective December 1, 2022 (per Ordinance 2022-38)

1. Police Chief – 1
2. Captain – 1
3. Lieutenant – 3
4. Sergeant – 6
5. Police Officer – 20

Effective December 20, 2022

1. Police Chief – 1
2. Captain – 1
3. Lieutenant – 2
4. Sergeant – 6
5. Police Officer – 21

Note: Position of Police Captain is appointed in accordance with §143.014 of the Texas Local Government Code.

III. 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.

IV. Repealer: That all other ordinances, section, 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.

V. It is hereby officially found and determined that the meeting at which this ordinance was passed was open to the public as required by law.

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

VII. Effective Date: This ordinance shall become effective and be in full force on December 20, 2022.

PASSED, APPROVED, AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS, ON THIS THE 20th DAY OF DECEMBER, 2022.

CITY OF LOCKHART

Lew White, Mayor

ATTEST:

APPROVED AS TO FORM:

Connie Constancio, TRMC, City Secretary

Montel Akers, City Attorney

City of Lockhart, Texas

Council Agenda Item Cover Sheet

COUNCIL MEETING DATE: December 20, 2022

AGENDA ITEM CAPTION: Discussion and/or action to consider moving the appointment of Ian Stowe from the Electric Board to the Construction Board of Appeals by Councilmember Jeffry Michelson with a term to expire in November 2023.

ORIGINATING DEPARTMENT AND CONTACT: Council - Jeffry Michelson

ACTION REQUESTED: Other

BACKGROUND/SUMMARY/DISCUSSION: Ian Stowe is currently a member of the Electric Board. Councilmember Michelson requests to move Ian Stowe from the Electric Board to the Construction Board.

Mr. Stowe meets the criteria to serve on the Construction Board.

PROJECT SCHEDULE (if applicable): N/A

AMOUNT & SOURCE OF FUNDING:

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: N/A

COMMITTEE/BOARD/COMMISSION ACTION: N/A

STAFF RECOMMENDATION/REQUESTED MOTION: N/A

LIST OF SUPPORTING DOCUMENTS: Ian Stowe application Construction Board

In order to be considered for an appointment to a Lockhart Board or Commission, please complete the following application. You may also attach a current resume and letter of interest if you choose.

1. PERSONAL INFORMATIONCITY OF LOCKHART
CITY SECRETARY'S OFFICE

Full Legal Name IAN MACFEREON Stowe		Preferred Name IAN
Physical Home Address 428 TRINITY ST.		
Mailing Address (if different)		
City Lockhart	State TX	Zip 78644
Home Phone 713-410-7000		Work Phone "
Mobile Phone "		
Email Address		
Date of Birth		

2. AREAS OF INTEREST

Please indicate the position(s) of interest to you.

☐	Airport Advisory Board	☐	Historical Preservation Commission
☐	Zoning Board of Adjustment & Appeals	☐	Hotel Occupancy Tax Advisory Board
☐	Charter Review Commission	☐	Library Advisory Board
☒	Construction Board of Appeals	☐	Parks & Recreation Advisory Board
☐	Economic Development Corp (1/2 Cent Sales Tax)	☐	Planning & Zoning Commission
☐	Electric Board		

In the space below, please explain your interest in the position(s) selected above. Also, please explain any experience you have related to your selection(s).

I enjoy my current public service position with the electrical board, but would like to be on a board that is a little more involved so that my expertise may help more.

3. BOARD MEMBER QUALIFICATIONS

The following are qualifications as outlined in Section 2-209 of the Lockhart Code of Ordinances to serve on a Board/Commission:

YES	NO	Please answer the following questions about Board/Commission qualifications:
☒	☐	Have you been a resident of the State of Texas/City of Lockhart for at least twelve (12) consecutive months preceding appointment?
☒	☐	Are you a registered voter?
☐	☒	Have you been removed from another city board or commission because of failure to attend meetings or for cause within the last three years?
☒	☐	Do you serve on any other City of Lockhart board/commission/committee at this time? If yes, please list: <u>Electric Board</u>

For your reference, the following additional qualifications apply to appointed Board/Commission members:

- A member who is required to be a resident of the city (or county when applicable) when appointed and who thereafter moves his or her primary residence outside of the corporate limits of Lockhart (or county when applicable) vacates his or her position on a board or commission on the date the residency changes.
- The City Council shall have the right, but not the duty, to appoint up to two members who are not city residents but who are residents of Caldwell County to the Lockhart Airport Advisory Board, the Eugene Clark Library Board, and the Construction Board of Appeals.
- Any member of a board or commission who is absent from three consecutive regular meetings, or any four non-consecutive regular meetings of the board or commission during any twelve-month period, shall forfeit his or her position and the vacancy occurring shall be declared and filled by the Council.
- Members must maintain their qualifications while serving on a board or commission.
- No member of any appointed body shall serve on more than one quasi-judicial or advisory board or commission.
- 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.
- Members appointed serve without compensation.

Certification of Applicant

I hereby certify that the foregoing and any attached statements are true, accurate and complete. I also understand that this application is subject to disclosure under the Texas Public Information Act.



Applicant's Signature

12.13.22

Date

Completed application, resume and letter of interest may be submitted in person, email, mail, or by fax to:

City of Lockhart
City Secretary's Office
308 W. San Antonio Street / PO Box 239
Lockhart, TX 78644

Phone: 512.398.3461
FAX: 512.398.5103
cconstancio@lockhart-tx.org

APPLICANT'S NAME: Ian Stowe

BOARD NAME(S): Construction Board

The qualifications for members of boards and commissions, except special qualifications for service on a particular board or commission, are as follows:

- Appointees must each be a resident of the State of Texas and a resident of the City of Lockhart for at least twelve (12) consecutive months preceding their appointment unless a particular board's or commission's composition or state law allows for membership by a non-resident of the City.

Date of residency in Lockhart: 2012

- Appointees shall be qualified voters in the City of Lockhart or, if not a resident of the City, of Caldwell County.

Date qualified voter in Lockhart: 2012

- Appointees shall not have been removed from another city board or commission because of failure to attend meetings or for cause within the last three years.

Removed from another board? YES or NO

If yes, date _____ and board _____

- No member of any appointed body shall serve on more than one quasi-judicial or advisory board or commission.

Serves on another board? YES or NO

If yes, board currently serving: Electric Board - intent is to remove

Stowe from Electric Board to appoint to

BOARD SPECIFIC QUALIFICATIONS:

Construction Bd

Construction Board

- | | | | |
|----------|----|----------|---|
| <u>Y</u> | or | N | Qualified by experience and/or training to pass on matters pertaining to building construction? |
| <u>Y</u> | or | N | If yes, see application for details. |
| <u>Y</u> | or | <u>N</u> | City Resident? |
| | or | <u>N</u> | If no, Caldwell County resident? |
| | | | Up to two members who are not city residents but are residents of Caldwell County may serve. |
| | | | Current # members that are county residents? _____ |
| <u>Y</u> | or | <u>N</u> | Employee of the City of Lockhart? |

Construction Board of Appeals meets on the first and third Thursday at 9:00 a.m. each month if there are items pending the Board's review. The Board shall have the power to hear appeals of decisions and interpretations of the building official and to 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 the Lockhart Code of Ordinances. The Board 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. Up to two members who are not city residents but are residents of Caldwell County may serve on the Board. The Board consists of seven members that serve a three-year term. The Building Official is the staff liaison.

CITY SECRETARY'S DETERMINATION OF APPLICANT'S QUALIFICATION:

Is Applicant Qualified?

YES

NO

DISCRETION OF THE COUNCIL

NOTES: _____

CURRENT CONSTRUCTION BOARD ROSTER

12-16-2022

First	Last	Title	Address1	Construction Experience?	Council Member	Date Appt	Exp
Jerry	West	Vice-Chair County Resident	PO Box 41	Yes	Kara McGregor	1/19/2021	2023
Raymond	DeLeon		1015 San Sacinto		Mayor White	1/19/2021	2023
VACANT	Rick Winnett resigned 12-9-22				Jeffry Michelson		
VACANT	Oscar Torres	automatic resignation - missed 3+ consecutive meetings			David Bryant	10/20/2020	2022
VACANT	Paul Martinez resigned	11-2-22 (county resident)			Angie Sanchez		2022
Gary	Schafer	Alternate	1212 Orange St.	Yes (Project Manager)	Brad Westmoreland	2/4/2020	2022
Michael	Voetee		517 E. Live Oak	Yes	Juan Mendoza	12/17/2019	2022

City of Lockhart, Texas

Council Agenda Item Cover Sheet

COUNCIL MEETING DATE: December 20, 2022

AGENDA ITEM CAPTION: Discussion and/or action to consider the appointment of Kevin Randy Thuerwaechter to the Lockhart Historical Preservation Commission by Councilmember Brad Westmoreland with a term to expire in November 2025.

ORIGINATING DEPARTMENT AND CONTACT: Council - Brad Westmoreland

ACTION REQUESTED: Other

BACKGROUND/SUMMARY/DISCUSSION: Councilmember Brad Westmoreland has a vacancy on the LHPC. Mr. Thuerwaechter submitted an application expressing an interest on serving on the LHPC on August 9, 2022.

Mr. Thuerwaechter meets the criteria to serve on the LHPC. If appointed, his term will expire concurrently with Councilmember Westmoreland's term in November 2025.

PROJECT SCHEDULE (if applicable): N/A

AMOUNT & SOURCE OF FUNDING:

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: N/A

COMMITTEE/BOARD/COMMISSION ACTION: N/A

STAFF RECOMMENDATION/REQUESTED MOTION: N/A

LIST OF SUPPORTING DOCUMENTS: Randy Thuerwaechter application and qualification list, Board appointment update and vacancies, .

In order to be considered for an appointment to a Lockhart Board or Commission, please complete the following application. You may also attach a current resume and letter of interest if you choose.

1. PERSONAL INFORMATION

Date Received:

August 9, 2022

Full Legal Name Kevin Randy Thuerwaechter		Preferred Name Kevin Thuerwaechter	
Physical Home Address 409 W. San Antonio St.			
Mailing Address (if different)			
City Lockhart		State TX	Zip 78644
Home Phone		Work Phone	
Mobile Phone 512-689-1034			
Email Address kthuerwaechter@mac.com			
Date of Birth	07 / 16 / 1970		

2. AREAS OF INTEREST

Please indicate the position(s) of interest to you.

☐ Airport Advisory Board	☒ Historical Preservation Commission
☐ Zoning Board of Adjustment & Appeals	☐ Hotel Occupancy Tax Advisory Board
☐ Charter Review Commission	☐ Library Advisory Board
☐ Construction Board of Appeals	☐ Parks & Recreation Advisory Board
☐ Economic Development Corp (1/2 Cent Sales Tax)	☐ Planning & Zoning Commission
☐ Electric Board	

In the space below, please explain your interest in the position(s) selected above. Also, please explain any experience you have related to your selection(s).

I deeply care about preserving the character that the old buildings add to our town. The historic downtown, and the the old homes bring tourists and the film industry to Lockhart, and make it a such a nice place to live. I have a bachelors degree in history, and in my professional career I'm a leader, a thinker, and a do-er. Friends and neighbors also serve on this board, and I'd be delighted to volunteer to fill the vacant at large position. Thank you for your consideration, Kevin Thuerwaechter

3. BOARD MEMBER QUALIFICATIONS

The following are qualifications as outlined in Section 2-209 of the Lockhart Code of Ordinances to serve on a Board/Commission:

YES	NO	Please answer the following questions about Board/Commission qualifications:
☒	☐	Have you been a resident of the State of Texas/City of Lockhart for at least twelve (12) consecutive months preceding appointment?
☒	☐	Are you a registered voter?
☐	☒	Have you been removed from another city board or commission because of failure to attend meetings or for cause within the last three years?
☐	☒	Do you serve on any other City of Lockhart board/commission/committee at this time? If yes, please list: _____

For your reference, the following additional qualifications apply to appointed Board/Commission members:

- A member who is required to be a resident of the city (or county when applicable) when appointed and who thereafter moves his or her primary residence outside of the corporate limits of Lockhart (or county when applicable) vacates his or her position on a board of commission on the date the residency changes.
- The City Council shall have the right, but not the duty, to appoint up to two members who are not city residents but who are residents of Caldwell County to the Lockhart Airport Advisory Board, the Eugene Clark Library Board, and the Construction Board of Appeals.
- Any member of a board or commission who is absent from three consecutive regular meetings, or any four non-consecutive regular meetings of the board or commission during any twelve-month period, shall forfeit his or her position and the vacancy occurring shall be declared and filled by the Council.
- Members must maintain their qualifications while serving on a board or commission.
- No member of any appointed body shall serve on more than one quasi-judicial or advisory board or commission.
- 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.
- Members appointed serve without compensation.

Certification of Applicant

I hereby certify that the foregoing and any attached statements are true, accurate and complete. I also understand that this application is subject to disclosure under the Texas Public Information Act.

*Submitted
via email*

Applicant's Signature

8-9-2022

Date

Completed application, resume and letter of interest may be submitted in person, email, mail, or by fax to:

City of Lockhart
City Secretary's Office
308 W. San Antonio Street / PO Box 239
Lockhart, TX 78644

Phone: 512.398.3461
FAX: 512.398.5103
cconstancio@lockhart-tx.org

APPLICANT'S NAME: Randy ThuerwaechterBOARD NAME(S): Lockhart Historical Preservation Comm.

The qualifications for members of boards and commissions, except special qualifications for service on a particular board or commission, are as follows:

- Appointees must each be a resident of the State of Texas and a resident of the City of Lockhart for at least twelve (12) consecutive months preceding their appointment unless a particular board's or commission's composition or state law allows for membership by a non-resident of the City.

Date of residency in Lockhart: Feb 2016

- Appointees shall be qualified voters in the City of Lockhart or, if not a resident of the City, of Caldwell County.

Date qualified voter in Lockhart: Feb 2016

- Appointees shall not have been removed from another city board or commission because of failure to attend meetings or for cause within the last three years.

Removed from another board? YES or NO

If yes, date _____ and board _____

- No member of any appointed body shall serve on more than one quasi-judicial or advisory board or commission.

Serves on another board? YES or NO

If yes, board currently serving: _____

BOARD SPECIFIC QUALIFICATIONS:**LHPC**

Y or

N

Registered architect? (must have one)

If no, current # members registered architect? 0

Y or

N

Planner or rep. of a design profession? (must have one)

If no, current # members planner/design profession? 0

Y or

N

Registered professional engineer in the State of Texas? (must have one)

If no, current # members registered engineer? 0

Y or

N

Member of a nonprofit historical organization of Caldwell County? (must have one)

If no, current # members a member of above? 1

Y or

N

Local licensed real estate broker or member of the financial community? (must have one)

If no, current # members of above? 1

Y or

N

Owner of an historic landmark residential building? (must have one)

If no, current # members of above? 1

Y or

N

Owner or tenant of a business property that is an historic landmark or in an historic district? (must have one)

If no, current # members of above? 1

Y or

N

Member of the Caldwell County Historical Commission? (must have one)

If no, current # members of above? 1Y orN

City Resident?

Y or

N

If no, Caldwell County resident?

(one Caldwell County resident who is also an owner of real property within any local historic district)

How many members are qualified county residents? 0

Lockhart Historical Preservation Commission meets on the first and third Wednesday at 5:30 p.m. each month. The Commission shall consist of a registered architect, planner or representative of a design profession; a registered professional engineer in the State of Texas; a member of a nonprofit historical organization of Caldwell County; a local licensed real estate broker or member of the financial community; an owner of an historic landmark residential building; an owner or tenant of a business property that is an historic landmark or in an historic district; and a member of the Caldwell County Historical Commission. One Caldwell County resident who is also an owner of real property within any local historic district may be appointed as a full member. The Board consists of seven members that serve a three-year term. The City Planner is the staff liaison.

CITY SECRETARY'S DETERMINATION OF APPLICANT'S QUALIFICATION:

Is Applicant Qualified?

YES

NO

DISCRETION OF THE COUNCIL

NOTES:

*Bachelor's degree in history***CURRENT LEDC MEMBER ROSTER**

First Name	Last Name	Title	Status?	Council Member	Term Exp	Date Appt
Ray	Ramsey		Downtown historic property owner	Angie Sanchez	Nov-22	7/7/2020
VACANT	Thomson resigned 1-5-22			Brad Westmoreland	Nov-22	
Michel	Royal		Member Caldwell County His Comm	Jeffry Michelson	Nov-22	7/7/2020
Christine	Ohlendorf			Juan Mendoza	Nov-22	6/20/2020
Ron	Faulstich		Downtown historic property business	David Bryant	Nov-22	10/20/2020
John	Lairsen	Vice-Chair	President-Gaslight Baker Theatre	Mayor White	Nov-23	1/19/2021
Ronda	Reagan	Chair	Realtor, Historic property owner	Kara McGregor	Nov-23	1/19/2021

LIST OF BOARD/COMMISSION VACANCIES

Updated: 12/13/2022

Board Name	Reappointments/Vacancies	Council member
Airport Board	Larry Burrier resigned – 7-1-2022	Councilmember Mendoza
Board of Adjustment	Anne Clark resigned – 12-6-2022	Councilmember McGregor
Board of Adjustment	Severo Castillo resigned – 5-2-2022	Councilmember Westmoreland
Construction Board	Paul Martinez resigned – 11-2-2022	Mayor Pro-Tem Sanchez
Construction Board	Rick Winnett resigned – 12-9-2022	Councilmember Michelson
Lockhart Historical Preservation Commission	Richard Thomson resigned - 1-5-2022	Councilmember Westmoreland

*Applications will be removed after one year***APPLICATIONS RECEIVED**

APPLICANT	BOARD REQUESTED	DATE RECEIVED	RESIDENCE DISTRICT
Arnold Proctor	Planning & Zoning Commission	January 3, 2022	District 4
Marci Willenberg	Library Bd. Planning & Zoning	March 23, 2022	Caldwell County Resident
William Hoffman, Jr.	Charter Review, LEDC, Electric Bd, and Planning & Zoning Commission	March 30, 2022	District 3
Denise Melanson	Parks & Recreation Bd.	April 12, 2022	District 3
Kevin Randy Thuerwaechter	Historic Preservation Comm.	August 9, 2022	District 3

COUNCILMEMBER BOARD/COMMISSION APPOINTMENTS

PAGE 1

Updated: 12/13/2022

Councilmember	Board/Commission	Appointee	Date Appointed
Mayor – Lew White	Airport Board Board of Adjustment Board of Adjustment (Alternate) Construction Board Ec Dev. Corp. ½ Cent Sales Tax Electric Board Historical Preservation Library Board Parks and Recreation Planning & Zoning ETJ Rep-Impact Fee Adv Comm	Benny Hilburn Mike Annas Marcia Proctor Raymond DeLeon Alan Fielder, Vice-Chair Joe Colley, Chair John Lairsen Stephanie Riggins Karla Tate Ron Peterson Larry Metzler	03/01/22 01/19/21 11/15/22 01/19/21 01/19/21 01/19/21 01/19/21 01/19/21 02/02/21 01/19/21 01/19/21
District 1 – Juan Mendoza	Airport Board Board of Adjustment Construction Board Eco Dev. Corp. ½ Cent Sales Tax Electric Board Historical Preservation Library Board Parks and Recreation Planning & Zoning	VACANT- Burrier resigned 7-1-22 Lori Rangel Mike Votee Juan Alvarez, Jr. Frank Gomillion Christine Ohlendorf Shirley Williams Linda Thompson-Bennett Chris St. Leger	03/07/17 12/17/19 12/21/21 12/17/19 06/02/20 12/17/19 03/07/17 12/17/19 CM McGregor on behalf of Councilman Mendoza
District 2–John Castillo NOTE: Appointments listed prior to Nov 21, 2022 were for previous Councilmember David Bryant	Airport Board Board of Adjustment Construction Board Eco Dev. Corp. ½ Cent Sales Tax Electric Board Historical Preservation Library Board Parks and Recreation Planning & Zoning	Daniel Koehler Shawn Martinez Oscar Torres David Bryant James Briceno Ron Faulstich Quartermetra Hughes Lonnie Jones Manuel Oliva	04/05/22 03/17/21 10/20/20 09/21/21 10/20/20 10/20/20 10/20/20 04/06/21 10/20/20

COUNCILMEMBER BOARD/COMMISSION APPOINTMENTS

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Updated: 12/13/2022

District 3 – Kara McGregor	Airport Board Board of Adjustment Construction Board Eco Dev. Corp. ½ Cent Sales Tax Electric Board Historical Preservation Library Board Parks and Recreation Planning & Zoning	Thomas Hughes VACANT-(A Clark resigned 12-6-22) Jerry West, Vice-Chair Sally Daniel John Voigt Ronda Reagan Jean Clark Fox, Chair Warren Burnett Philip McBride, Chair	09/06/22 01/19/21 01/05/21 01/19/21 01/19/21 01/19/21 01/19/21 01/19/21
District 4 - Jeffry Michelson	Airport Board Board of Adjustment Board of Adjustment Construction Board Eco Dev. Corp. ½ Cent Sales Tax Electric Board Historical Preservation Library Board Parks and Recreation Planning & Zoning	Jake McCullough Wayne Reeder Lucy Knight VACANT-(Winnett resigned 12-9-22) Doug Foster Ian Stowe Michel Royal Donaly Brice Russell Wheeler Rick Arnic	01/18/22 12/15/20 11/15/22 11/15/22 12/15/20 07/07/20 12/15/20 12/15/20 12/15/20
Mayor Pro-Tem (At-Large) – Angie Gonzales-Sanchez	Airport Board Board of Adjustment Construction Board Eco Dev. Corp. ½ Cent Sales Tax Historical Preservation Library Board Parks and Recreation Planning & Zoning	Andrew Reyes Laura Cline, Chair VACANT(Paul Martinez resigned 11-2-22) Alfredo Munoz Ray Ramsey Jodi King Lee Parra Philip Ruiz, Vice-Chair	01/07/20 01/07/20 01/07/20 07/07/20 01/07/20 08/17/21 01/07/20

COUNCILMEMBER BOARD/COMMISSION APPOINTMENTS

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Updated: 12/13/2022

At-Large - Brad Westmoreland	Airport Board	Jayson “Tex” Cordova	02/04/20
	Board of Adjustment	VACANT-(Severo Castillo resigned 5-2-22)	
	Construction Board (Alternate)	Gary Shafer	02/04/20
	Eco Dev. Corp. ½ Cent Sales Tax	Frank Estrada	02/04/20
	Historical Preservation	VACANT-(Thomson resigned 1-5-22)	
	Library Board	Rebecca Lockhart	02/04/20
	Parks and Recreation	Dennis Placke	02/04/20
	Planning & Zoning	Brad Lingvai	02/04/20
	Charter Review Commission	Ray Sanders	03/01/16 – Michelson
	(Five member commission)	Bill Hernandez	03/01/16 – Michelson
	Term – 24 months after appointment	Roland Velvin	03/01/16 – Michelson
		Elizabeth Raxter	03/01/16 – Hilburn
		Alan Fielder	03/15/16 – Hilburn
	Sign Review Committee	Gabe Medina	03/17/15 - Mayor Pro-Tem Sanchez
	(no longer meeting)	Neto Madrigal	04/21/15 – Councilmember Mendoza
		Terry Black	12/19/17– Councilmember McGregor
		Kenneth Sneed	03/17/15 – Mayor White
		Johnny Barron, Jr.	03/17/15 – Councilmember Castillo
		Tim Clark	03/17/15– Councilmember Michelson
	Parks Master Plan Steering Committee (8-10 members)	Albert Villalapando	09/05/17 – Parks Bd appointee
		Dennis Placke	09/05/17 – Parks Bd appointee
		Nita McBride	12/05/17– McGregor
		Rebecca Pulliam	09/19/17– Michelson
		Bernie Rangel	09/19/17 – Castillo
		Derrick David Bryant	09/19/17 - Sanchez
		Beverly Anderson	09/19/17 - Mendoza
		Carl Ohlendorf	09/19/17 – Westmoreland
		Beverly Hill	09/19/17 – Mayor White
	Church Property Ad-hoc Committee (7 members)	Amelia Smith	09/05/17 – Westmoreland
		Jackie Westmoreland	09/05/17 – Westmoreland
		Todd Blomerth	09/05/17 – Mayor White
		Andy Govea	09/1917 – Sanchez
		Terry Black	12/19/17 – McGregor
		Jane Brown	09/19/17 – Michelson
		Raymond DeLeon	09/20/17 – Castillo

		Dyral Thomas	09/22/17 – Mendoza
	Wayfinding Signage and Community Branding Ad-Hoc Committee (5 members) THIS COMMITTEE WAS - RE-ESTABLISHED ON MARCH 5, 2019	Roy Watson Ronda Reagan Sally Daniel Rob Ortiz Bobby Herzog	03/05/19 03/05/19 03/05/19 03/05/19 03/05/19 Appointed by Mayor with consensus of Council
	HOT Advisory Bd	Ray Sanders Alfredo Munoz Archana “Archie” Gandhi Steve Lewis and Pam Larison Sally Daniel Janet Grigar (Alternate)	All members reappointed by consensus of the Council on 2/8/2022

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.

NOTES: AIRPORT ADVISORY BOARD	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. 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. 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.
NOTES: CONSTRUCTION BOARD APPOINTMENTS	<i>Section B101.4, Board Decision, is amended to read as follows:</i> The construction board of adjustments and appeals shall have the power, as further defined in Appendix B, to hear appeals of decisions and interpretations of the building official and consider variances of the technical codes; and to conduct hearings on determinations of the building official regarding unsafe or dangerous buildings, structures and/or service systems, and to issue orders in accordance with the procedures beginning with section 12-442 of this Code [of Ordinances]. <i>Section B101.2, Membership of Board, is amended to read as follows:</i> Each District Council member and the Mayor shall appoint one member to the Construction Board of Appeals making it a five (5) member board and each Councilmember at Large shall appoint an alternate. The term of office of the board members shall be three (3) years, such terms coinciding with the council position making the appointment. The two (2) alternates shall also serve the term coinciding with the council position making the appointments. Vacancies shall be filled for an unexpired term in the manner in which the original appointments are required to be made. Board members shall consist of members who are qualified by experience and/or training to pass on matters pertaining to building construction and are not employees of the City of Lockhart.
NOTES: ELECTRIC BOARD	Sec. 12-132. Members.

APPOINTMENTS	(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. 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.
NOTES: HISTORIC PRESERVATION COMMISSION	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.
NOTES: PARKS ADVISORY BOARD	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)
NOTES: Lockhart Economic Dev Corp	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.
NOTES: ORDINANCE RE: ALL BOARD, COMMISSION APPOINTMENTS	Sec. 2-209. - Rules for appointment. The city council hereby sets the following rules: ((a) Except as may be established by existing city ordinances or 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. (b) Council shall seek to appoint the most qualified or best persons available, while also respecting the need for diverse community opinions. (c) The qualifications for members of boards and commissions, except special qualifications for service on a particular board or commission, are as follows: 1. Appointees must each be a resident of the State of Texas and a resident of the City of Lockhart for at least twelve (12) consecutive months preceding their appointment unless a particular board’s or commission’s composition or state law allows for membership by a non-resident of the City. 2. The City Council shall have the right, but not the duty, to appoint up to two members who are not city residents but who are residents of Caldwell County to the Lockhart Airport Advisory Board, the Eugene Clark Library Board, and the construction board of appeals. 3. Appointees shall be qualified voters in the City of Lockhart or, if not a resident of the City, of Caldwell County.

4. Appointees shall not have been removed from another city board or commission because of failure to attend meetings or for cause within the last three years.
5. No member of a board or commission, except the Lockhart Economic Development Corporation, may remain in his or her position after being elected to City Council.
6. A member who is required to be a resident of the city (or county when applicable) when appointed and who thereafter moves his or her primary residence outside of the corporate limits of Lockhart (or county when applicable) vacates his or her position on a board of commission on the date the residency changes.
7. Any member of a board or commission who is absent from three consecutive regular meetings, or any four non-consecutive regular meetings of the board or commission during any twelve-month period, shall forfeit his or her position and the vacancy occurring shall be declared and filled by the Council.
8. Members must maintain their qualifications while serving on a board or commission

(d) No member of any appointed body shall serve on more than one quasi-judicial or advisory board or commission.

(e) 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.

(f) Members appointed serve without compensation.

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.

NOTES: PARKS MASTER PLAN STEERING COMMITTEE (Est. 09/05/2017)	Committee to have 8-10 members as follows: • Councilmembers • City staff • Two Parks Advisory Board members • Business owners • Civic Organization members Committee will assist Burditt Consultants to perform tasks outlined in the Parks Master Plan.
NOTES: AD-HOC COMMITTEE – ST. PAUL UNITED CHURCH OF CHRIST PROPERTY (Est. 09/05/2017)	Committee will consist of at least one appointment from Mayor and each Councilmember. The Committee will make recommendations to the Council about the use of the property at 728 S. Main.
NOTES: WAYFINDING SIGNAGE AND COMMUNITY BRANDING AD-HOC (Est. 01/02/2018)	Committee will assist City Planner/Development Services with wayfinding signage and community branding tasks. Committee will consist of up to five members appointed by the Council. NOTE: First Branding and Wayfinding Committee disbanded/dissolved on December 18, 2018. UPDATE: Second Branding and Wayfinding Committee appointed on March 5, 2019.

NOTES: HOTEL OCCUPANCY TAX ADVISORY BOARD (Est. 12-3- 2019)	Sec. 54-127 MEMBERSHIP AND MEETING FREQUENCY a. The HOT Advisory Board should consist of five (5) members. b. Members shall consist of the following, the appointment of whom shall be confirmed by the City Council i. A lodging facility representative; ii. The City Manager or his/her designee; iii. A former member of the City Council; and iv. Two citizens nominated by Mayor. c. The HOT Advisory Board shall meet at least quarterly for allocation of funds and post-event reviews. d. Three Board members shall constitute a quorum. e. Each Board member shall serve a term of two years. f. Vacancies on the Board shall be filled by appointment by the City Council for the remainder of the existing term. Sec. 54-128 PURPOSE AND RESPONSIBILITY a. The legislative functions of the city council shall in no way be delegated to the HOT Advisory Board. The HOT Advisory Board shall be considered a special purpose advisory committee. b. The purposes and responsibility of the HOT Advisory Board shall be: i. To receive, review, and evaluate applications from organizations requesting HOT funds; ii. To recommend allocation of HOT funds (as authorized by the Texas Tax Code, Chapter 351) to the City Council; iii. To review the actual expenditures of HOT Funds; iv. To offer suggestions for improvements or changes to the use or administration of HOT funds; and v. To submit an annual report to the City Council that identifies approved expenditures by the City for the preceding year, reviews such approved expenditures in the context of compliance with state laws regarding the use of HOT funds, and evaluates the effectiveness of the approved HOT expenditures and the program. Sec. 54-129 HOT FUND GRANT PROCESS AND POST-EVENT REPORTING a. Applications for funding will be considered at each meeting. Completed applications must be received ten (10) days prior to a meeting of the Board at which it will be reviewed. b. Applicants will be notified of the award of funds following approval by the City Council of the award, at which time one-half of approved funding will be awarded. c. The Board shall produce guidelines for approved applicants regarding a post-event report from each such applicant that demonstrates qualified expenditures d. A post-event report from each approved applicant is required in order for the applicant to receive final payment. Sec. 54-130 HOT FUND GRANT PROCESS GUIDELINES. In considering the grant of HOT Funds, the Board and City Council shall: i. Ensure that each funding requests for HOT revenues is for one or more statutorily defined purpose; ii. Establish and implement a policy of properly utilizing 100% of available HOT funds each year; iii. Consider whether funding should be based on a formula for pre-determined activities consistent with authorized uses (e.g. advertising, arts, signage, historical restoration/preservation); iv. Consider funding approaches that will allow for equitable funding v. opportunities for new as well as established events and activities; and vi. Consider eligibility criteria beyond the Tax Code requirements (e.g. limiting grants to 25% of the total event budget or disallowing/limiting use of HOT funds for events' programs that occur on a regular (e.g. monthly) basis.
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Lockhart

T E X A S

2022-2023 Strategic Work Plan



The Strategic Planning Process

From January through April 2022, the City of Lockhart embarked on a strategic planning process to create strategic priorities for 2022-2023. The following is the process used to reach the conclusions for the plan:

The process kicked off with a preliminary Zoom between the City Manager, Steve Lewis, Mayor Lew White, and professional facilitator Alysia A. Cook, PCED, IOM with Opportunity Strategies LLC. The three met to review key issues facing the city, understand the programs and projects currently underway, and to prepare the process and format for the planning session.

On April 8, 2022, the City of Lockhart Management Team met at the Library for Part 1 of the Strategic Work Planning Session for 2022-2023.

On April 9, 2022, the City of Lockhart City Council and City Manager met at the Library for Part 2 of the Strategic Work Planning Session for 2022-2023.



Day One – Management Team

Day One began with City Manager Steve Lewis reviewing with the Management Team the City of Lockhart's accomplishments and success stories of 2021.

Following that, the City Manager and the facilitator shared some leadership concepts and considerations with the Lockhart Management Team. This led to some group discussions about the importance of continuous learning and leadership development.

The City Manager discussed with the participants that when goals are adopted by the City Council, they provide a positive impact for the Management Team in at least 4 different ways:

- a) Direction is clearly set by City Council
- b) Once that direction is established, differences can be discussed in a more open, less polarizing manner
- c) Saves time in decision making on projects/programs
- d) City Manager's recommendations can be better aligned with ultimate objectives

Mission of Lockhart Management Team

To promote and influence the alignment of organizational resources by focusing on:

- a) Organizational planning and issues
- b) Open communication with elected officials, staff, boards, commissions, and citizens
- c) Ensuring City of Lockhart is a leader in Central Texas regarding issues with community relevance
- d) Implementing programs that derive from the City Council and community's goals

Start – Stop – Continue

The facilitator then engaged the Management Team in a group exercise called *Start – Stop – Continue* which divides participants into small groups and has them offer feedback on what the City needs to start doing, stop doing, and continue doing.

These are individual manager recommendations and not necessarily agreed to by all managers or by City Council members. The responses are as follows:

Start

- Long-term capital planning
- Increasing non-emergency communications
- Administering annual customer service surveys that are statistically valid
- Developing recreation programs
- Indoor community recreation center
- City facilities and community infrastructure improvements
- New spaces for city facilities
- Modernize Human Resources policies including technology
- A vehicle acquisition fund
- Decreasing steps in the hiring process
- Staff planning for future growth
- Modernizing our contracts, best practices, attorney, etc. including reviewing for mutually beneficial language and avoiding one-sided contracts

Stop

- Ineffective/outdated contracts
- Thinking small
- Six-month probationary period for personnel
- Reconnecting customers after 10pm
- Providing free services (such as banners and road closures) and establish a fee schedule for these special requests
- Requiring utility inspections for every change of occupant

Continue

- Longevity pay
- Forward-looking planning for quality growth
- Law enforcement outreach with community
- Contracting (sending RFPs) for solid waste collection
- Supporting tourism
- Modernizing technology, e.g. paperless, Go Green
- Enhancing community investment
- Planning our wayfinding and signage
- Growing events that enhance overnight stays in Lockhart and maximize HOT \$ collections
- Economic growth including considering developing a 4th industrial park
- Striving for improved customer service
- Community engagement including public open houses and social media



Next, the Management Team embarked on a discussion around the following topics which also included some departmental reports on the status of various projects:

- Growth Trends
- Land Development
- Economic Development
- Service Delivery
- Workforce Development
- Long Range Financial Outlook

Following those discussions, the facilitator led the Management Team through a discussion of what they each thought should be the 2022-2023 goals City Council would establish the following day. She recorded those recommendations, then the group reached consensus on what would be put forth to the Council to consider.

The final decisions for 2022-2023 were made by City Council the following day and are listed below.

Day Two – City Council

Day Two began with City Manager Steve Lewis reviewing with City Council the City of Lockhart's accomplishments and success stories of 2021.

Expectations – City Council

Following that, the facilitator asked City Council to share any expectations for the day. Responses were as follows:

- TxDOT – Wayfinding and Signage
- Summerside Subdivision turn lane and traffic light
- Urgent Care facility
- Comprehensive mental health care for first responders
- Keeping City Staff wages competitive
- Need for an Assistant City Manager
- Need for a grantwriter
- Regional animal shelter
- Next industrial park and/or property

The following is the City of Lockhart 2022-2023 Strategic Work Plan.

City of Lockhart Vision:

- To be a first-class community that has maintained its integrity and sense of community characterized by livable neighborhoods and quality schools.
- To be a City that focuses on family by ensuring quality recreational and cultural activities, services, housing, economic, and educational opportunities that promote a well-rounded productive member of the community.
- To be a City that is friendly to visitors and future residents with a spirit of fellowship and cooperation by accommodating their needs and recognizing the wealth in cultural, ethnic and age diversity.
- To be a City committed to sustainability by diligently balancing community needs with available resources and managing growth in a smart and fiscally responsible manner.
- To be a City that celebrates and embraces its long and rich history by reinvesting in neighborhoods, preserving areas and buildings of historic significance and returning the Central Business District to an economically viable and lively activity center.
- To be a City recognized for the quality of its built environment and the integration of the natural landscape throughout the community.
- To be a City that ensures a good balance between residential, commercial, industrial, and public/institutional uses supported by quality infrastructure and transportation systems.
- To be a City known for its innovative solutions to managing growth, progressiveness of City government, and responsiveness to the needs of citizens and businesses.

Source: Lockhart 2020 Comprehensive Plan

Goal #1:

**City
Facilities**

Goal #2:

**Human Resources/
Staffing**

Goal #3:

**Parks &
Recreation**

Goal #4:

Infrastructure

Goal #5:

**Modernization &
Communications**

Goal #6:

**Development &
Quality of Life**

Goal #7:

**Revenue
Sustainability**

2022-2023 Goals:

Each of the following seven goals is guided by the values of diversity and inclusion. Diversity and inclusion are a tapestry that is woven through every goal, every service, and every program.

Goal #1: City Facilities

To begin planning for new city facilities and offices.

Goal #2: Human Resources/Staffing

To enhance our HR services to ensure Lockhart remains a competitive employer.

Goal #3: Parks & Recreation

To develop the Parks & Recreation program and services.

Goal #4: Infrastructure

To enhance physical infrastructure and branded wayfinding throughout Lockhart.

Goal #5: Modernization & Communications

To modernize our in-house and online technology, systems, and communications to serve residents more efficiently and tell the Lockhart story.

Goal #6: Development & Quality of Life

To continually improve the quality of life and employment opportunities of the people of Lockhart.

Goal #7: Revenue Sustainability

To ensure the long-term financial health and sustainability of the City of Lockhart.

Goal #1: City Facilities

To begin planning for new city facilities and offices.

- 1.1 Consider which facilities improvements should be funded by certificates of obligation vs. bonds
- 1.2 Begin plans to replace/update City Hall
- 1.3 Begin plans to replace/update Police/Fire/Training facilities
- 1.4 Begin plans to replace/update Maintenance/City Barn Utilities
- 1.5 Reclaim old space at the hospital
- 1.6 Lease additional space at the EDC building
- 1.7 Conduct a Facilities Study with architects and engineers
- 1.8 Consider Airport improvements (TxDOT Aviation) in the study

Goal #2: Human Resources/Staffing

To enhance our HR services to ensure Lockhart remains a competitive employer.

- 2.1 Hire ACM (Assistant City Manager) immediately
- 2.2 Hire City Manager Support Staff (Executive Assistant or Administrative Assistant)
- 2.3 Once new ACM is hired, assign him/her with developing a Staffing Plan
- 2.4 Once new ACM is hired, assign him/her with developing a Succession Plan
- 2.5 Consider adding additional staff city-wide as needed
- 2.6 Retain law enforcement officers by ensuring compensation competitiveness
- 2.7 Implement a formal EAP (Employee Assistance Program)
- 2.8 Secure a grantwriter (explore opportunities for hiring one vs. contractor)

Goal #3: Parks & Recreation

To develop the Parks & Recreation program and services.

- 3.1 Develop adult and youth programming that utilize existing facilities
- 3.2 Conduct successful outreach to sports leagues across Texas and neighboring states
- 3.3 Consider new Parks & Rec facilities such as pickleball, volleyball, and frisbee golf
- 3.4 Plan for and implement safety improvements of existing facilities
- 3.5 Plan for and implement aesthetic improvements of existing facilities
- 3.6 City Council requests to meet with Parks & Rec Director and City Manager to discuss ideas and brainstorm next steps in the Parks Plan including:
 - Work session, then tour Parks facilities with Parks & Rec Director
 - Discuss short-term vs. long-term Parks & Rec needs
 - Develop plan to survey citizens including bond exploration

Goal #4: Infrastructure

To enhance physical infrastructure and branded wayfinding throughout Lockhart.

- 4.1 Conduct public open houses to determine public wishes for Downtown
- 4.2 Council to approve a final Downtown Conceptual Design and authorize staff to implement
- 4.3 Consider an additional commercial district with retail and mixed-use offerings
- 4.4 Issue the RFP for a Comprehensive Plan update (hire firm by January 2023, then CIP (capital improvement plan) to follow
- 4.5 Explore downtown WiFi options including geofencing

Goal #5: Modernization & Communications

To modernize our in-house and online technology, systems, and communications to serve residents more efficiently and tell the Lockhart story.

- 5.1 PIO (Public Information Officer) to secure proposals for a new website design including:
 - Online forms and application portals (permitting, employment, variance requests, etc.)
 - Must be mobile responsive platform
 - Ensure ease of use and innovative utility of site
 - Include a portal to the Lockhart Economic Development Corporation website
- 5.2 Hire a consultant to 1) build a survey to ask the public what information they seek to find on the City of Lockhart website and 2) compare Lockhart website to other communities with high utilization of an innovative website
- 5.3 Streamline application processes of permits, developer proposals, engineering, employment, etc. to be placed on website (see 5.1)
- 5.4 Verify internet access at all City facilities



Goal #6: Development & Quality of Life

To continually improve the quality of life and employment opportunities of the people of Lockhart.

- 6.1 Consider proposed sidewalk ordinance
- 6.2 Facilitate/incentivize more housing options including:
 - Rental housing options
 - Workforce housing options
 - Higher-income housing
 - Infill/revitalized housing within centers of commerce (existing or planned)
 - Senior/retiree housing
- 6.3 Continue to promote family-friendly events in Downtown
- 6.4 Encourage higher development standards (within state legislature constraints) to research modernization techniques and make recommendations to City Manager for consideration
- 6.5 Continue to implement Animal Control Audit recommendations
- 6.6 Continue to provide concerts on the square

Goal #7: Revenue Sustainability

To ensure the long-term financial health and sustainability of the City of Lockhart.

- 7.1 Explore and increase film production permitting fees
- 7.2 Create and implement fees for banners, road closures, event special requests
- 7.3 Use grantwriter (see 2.8) to find and write grants that benefit the City of Lockhart and its residents
- 7.4 Conduct discussions between City Council and Staff regarding which items can/should be funded by certificates of obligation vs. bonds
- 7.5 Update/increase construction permit fees and impact fees
- 7.6 Explore a bond vote for the items proposed by Parks & Rec and Council from Goal #3
- 7.7 Explore the concept of a Community Foundation with community benefactor options including other communities who have successfully created and implemented a Community Foundation

City of Lockhart Leadership

The 2022 City Council and Management Team participating:

City Council:

Lew White, Mayor

Angie Gonzales-Sanchez, Mayor Pro-Tem

Brad Westmoreland, Councilmember At-Large

Juan Mendoza, Councilmember District 1

David Bryant, Councilmember District 2

Kara McGregor, Councilmember District 3

Jeffrey Michelson, Councilmember District 4

Management Team:

Steve Lewis, City Manager

Julie Bowermon, Director of Human Resources

Connie Constancio, City Secretary

Travis Hughes, Director of Parks & Recreation

Randy Jenkins, Fire Chief

Mike Kamerlander, Economic Development Director

Sean Kelley, Public Works Director

Pam Larison, Director of Finance

Bobby Leos, Electric Superintendent

Victoria Maranan, Public Information Officer

Bertha Martinez, Director of Library Services

Ernest Pedraza, Chief of Police





City of Lockhart

2020-2021 Strategic Priorities

Prepared by:



City of Lockhart

Summary

On January 17 & 18, 2020 the City of Lockhart hosted two half-day planning sessions to develop goals and strategies for the next 2 years. Some of these goal areas were internal, whereas others were external. The following is the process used to reach the conclusions for the plan.

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

The first portion of the strategic planning process began on Friday, January 17, 2020 with the City Manager and the City of Lockhart Management Team. The facilitator began by asking the Management Team participants what their expectations for discussion for the day were. She then conducted a group brainstorm exercise called Start/Stop/Continue that lists the things that need to begin happening, stop happening, and are mission-critical and must continue regardless of circumstances.

The facilitator then guided the Management Team through 2020-2021 goal and strategy development to recommend to the City Council the following day.

On Saturday, January 18, 2020, the City Council and City Manager convened to review, revise, and establish priorities related to the recommendations generated the day before by the Management Team. Prior to the review, the facilitator asked the City Council to list their expectations for discussion for the day.

The following are the results.

Management Team Expectations for the Day's Discussion Topics

- Holistic view of the City
- Understanding other departments better
- Council to continue to be open to new ideas
- As the city grows, facilities and staff must keep up
- Next comprehensive master plan
- Establish an IT 3-5-year plan to keep current
- Replace phone systems and phone equipment
- Discuss records storage
- What is there for teens and tweens to do?
- Need administrative assistance
- Public Information Officer – keep information on point, factual, and streamlining voice: sharing voice vs. many voices
- Law enforcement: recruitment and administrative assistance
- Stick to implementing plan
- Fire equipment replacement plan and funding
- Achieve “needs” so we can work on “wants” for the future
- Customer service needs additional staff – same staffing level as 1000 accounts ago
- Technology training needed in Library (provide for public)
- Additional Library storage needed
- Electric services study needed and replace needed items
- Salary and compensation study to begin soon – want council to support and fund the results of the study

City Council Expectations for the Day's Discussion Topics

- Improve work environment for staff
- Accomplish unfinished business from last strategic plan
- 142 & I-130 development
- Low-hanging fruit and larger longer-term goals
- Eliminate the red tape
- Look ahead to see what's next
- Balance citizen needs and staff needs
- Keep on track
- Prepare for quality growth
- Neighborhood beautification
- City Hall facilities
- Discuss hospital/after-hours clinic
- Hear staff recommendations

Start/Stop/Continue

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

Start

- Long-term street paving plan (paving/resurfacing)
- Electrical system study
- Formal grantsmanship program
- Records storage facility
- Digitize public works and utility records/maps
- Establish fee schedule for fire plan reviews and inspections
- Review development related fees
- Improve customer service at Police Department and Utilities Department by increasing administrative staff
- Start a Main Street Program
- New City facilities (abolish sewer smell)
- Consider a 4-day/10-hour work week option
- Annual review of facility maintenance, i.e. HVAC systems, etc.
- Make Parks Department into Parks and Recreation Department (start recreation program)
- Review and fund vehicle replacement fund
- Expand/improve airport facilities
- Figuring out how to generate more general fund revenues to pay for items on this “start” list

Stop

- Printing reports – use digital reports when we can
- The waste in Archives
- Excessive paperwork related to personnel (consider paper reduction techniques instead)
- Making new employees wait 6 months to take time off/sick days/etc (other cities do 3 months)
- Excessive engine idling of city vehicles
- Worrying about other departments and focus on making your own team better
- Picking up commercial recycling for free
- Hanging highway banners for free
- Circulating city council department head reports monthly (do quarterly instead)
- Workshop portion of council meetings unless needed (they run too long)
- Referencing the past as “we have always done it that way” (we can be more innovative)

Continue

- Effective communication with customers/website
- Planning for the future
- Maintaining hiring standards
- Improving community amenities finding external funding sources
- Succession planning and cross-training
- Staff meetings
- Learning new ways of doing things
- Employee longevity and retention efforts
- Good customer service
- Acknowledging staff accomplishments
- Great teamwork
- Parks improvements/parks master plan
- Efforts on wayfinding program
- Replacing aged power lines
- Planning and engineering for downtown paving and drainage improvements
- Providing utilities to areas of anticipated future growth and development
- Planning for future industrial parks
- Accreditation for Police and Fire Departments

Recommendations from Staff:

The following items were recommendations from staff to city council. Items that have a checkbox (R) had agreement of city council the following day. The one item with no checkbox was rolled to consideration for 2022.

- ☒ Create and adopt 5-7-year paving/resurfacing plan (roads and sidewalks)
- ☒ Lockhart Police Department to conduct Active Shooter training for all City staff and elected officials and review official safety procedures for council meetings
- ☒ Explore asking the county for grant writer assistance
- ☒ Establish fee schedule for fire plan reviews and inspections
- ☒ Considering increasing existing fees for applications and development fees
- ☒ Develop an Airport Business Plan
- ☒ Research options for additional records storage
- ☒ Transition staff department reports from monthly to quarterly
- ☒ Pursue agenda management process and software
- ☐ Streamline paper processes where possible/evaluate software options
 - Utility billing
 - Applications
 - Council, boards, commissions:
 - Packets
 - Minutes

Goal Development from City Council:

The following items were items identified by council to move forward on for 2020-2021:

- Establish a Hospital with an Emergency Room in town
- Sell church property
- Create resources via Lockhart EDC for proactive outreach to quality builders for additional housing
- Create a Youth Advisory Board to explore options around youth programs/activities
- Adopt a TIF (tax increment financing) policy prior to project being submitted
- Implement downtown drainage improvements
- Develop fiber down 142, 183, and the Central Business District
- Traffic safety improvements: turn lanes and traffic lights
- Consider submitting a multi-year street bond program to voters
- Begin TXDOT safety projects
- Promote a Neighborhood Watch Program
- Promote beautification projects through teamwork
- Clean up trash/enforcement
- Enhance lower income districts/beautification efforts

Progress Reporting

The following icons are used to document progress of the following goals and strategies:

	= Completed
	= On Target or In Progress
	= Not on Target

Goal 1: Economic Development / Planning

Strategies	2019-2020 Progress	2020-2021 Progress
1. Continue to partner with LISD and local youth organizations to encourage careers in local emergency services (Fire and Police)	 Partner with Boy Scouts to develop Police Explorer Program. Fire personnel attend and participate in LISD career days.	
2. Better collaborate with downtown stakeholders and both Chambers of Commerce		
3. Complete updating our development ordinances	 Revised Engineering Standards – presented to Council January 2020. Subdivision Regulations to follow.	

4. Consider development tools to facilitate attraction / recruitment to SH 130 corridor	 IEDC business park development study completed. Future consideration by LEDC.	
5. Bring utilities, assist assembling parcels, rezoning tracts along SH 130/142 and become shovel-ready	 Mostly done. Site development will facilitate the remainder.	
6. Pursue prospects and developers and create a BRE (business retention and expansion) program	 Hiring a second Economic Development practitioner.	
7. Start investing in more property for growth	 IEDC study.	
8. Explore next industrial park	 IEDC study.	
9. HOT (Hotel Occupancy Tax) Funds – board to develop and adopt new process to collect payments from B&Bs	 HOT Advisory Board created. Board training and funding processes under review.	
10. Adopt and implement the Economic Development Strategic Plan (currently underway by Garner Economics) by Q4 2020	 LEDC Board hired Garner Economics January 2020	
11. Robust LEDC website	 Underway with EDsuite contract.	
12. Create resources via Lockhart EDC for proactive outreach to quality builders for additional housing	N/A Brand new/created in 2020	

Strategies	2019-2020 Progress	2020-2021 Progress
13. Adopt a TIF (tax increment financing) policy prior to project being submitted	<i>N/A Brand new/created in 2020</i>	
14. Develop fiber down 142, 183, and the Central Business District	<i>N/A Brand new/created in 2020</i>	

Goal #1 KPIs / Metrics:

- ☒ Did we partner with LISD & other youth organizations to encourage emergency services careers?
- ☐ Did we collaborate with downtown stakeholders and both Chambers of Commerce?
- ☐ Did we completely update our development ordinances?
- ☐ Did we brainstorm development tools for SH-130 development?
- ☐ Did we bring utilities and assemble parcels along SH-130?
- ☐ Did we develop shovel-ready development sites?
- ☐ Did we market those sites to prospective investors?
- ☐ Did we develop plans for our next industrial park?
- ☐ Did we revamp the way HOT funds are structured?
- ☐ Did we develop and implement an Economic Development Strategic Plan?
- ☐ Did the Lockhart EDC revamp their website to better attract investment?
- # of quality home builders the Lockhart EDC proactively reached out to in 2020-2021? _____
- ☐ Did we adopt a new TIF policy?

of miles of new fiber optics laid in Lockhart in 2020-2021? _____

Goal 2: Quality of Life / Quality of Facilities

Strategies	2019-2020 Progress	2020-2021 Progress
1. Invest money to improve the appearance of our town (streets, parks, entry signs)	 Doubled street resurfacing funds in FY 20; Parks Master Plan projects.	
2. Conduct and implement a Space Study of City Buildings and facilities including City Hall	 Budget established for FY 20 Space Study. RFP under development.	
3. Improve the image of City facilities as needed and conduct cosmetic improvements in the meantime	 See No. 2 above.	
4. Update, renovate, and construct City facilities as needed, based on the space study. Realize that remodel of Central Fire Station is likely next.	 Electrical panel upgrade at the Water Treatment Plant; Budget established for FY 20 Space Study; Fire Station No. 2 completed.	
5. Implement the Parks Master Plan, improving the quality of life for the community. What is in Phase 2: splash pad, restroom renovations, dog park, picnic shelter upgrades, and tree planting initiatives	 Multiple Phase I projects underway.	
6. Conduct a citywide quality of life citizen survey and ask council to fund.	 Allocate funds in FY 20-21; assign project to PIO.	
7. Establish a Hospital with an Emergency Room in town	<i>N/A Brand new/created in 2020</i>	
8. Sell church property	<i>N/A Brand new/created in 2020</i>	
9. Create a Youth Advisory Board to explore options around youth programs/activities	<i>N/A Brand new/created in 2020</i>	
10. Implement downtown drainage improvements	<i>N/A Brand new/created in 2020</i>	

Strategies	2019-2020 Progress	2020-2021 Progress
11. Consider submitting a multi-year street bond program to voters	<i>N/A Brand new/created in 2020</i>	
12. Promote beautification projects through teamwork	<i>N/A Brand new/created in 2020</i>	
13. Clean up trash/enforcement citywide	<i>N/A Brand new/created in 2020</i>	
14. Enhance lower income districts with beautification efforts	<i>N/A Brand new/created in 2020</i>	

Goal #2 KPIs / Metrics:

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

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

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

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

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

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

Which facilities did we improve the image of? _____

☐ Did we implement elements of the Parks Master Plan?

☐ Did we secure quotes on a Space Study of City buildings including City Hall?

of City-owned buildings we renovated or retrofitted? _____

☐ Did we conduct a citywide quality of life citizen survey?

☐ Did we address levels of service based on the citizen responses we received?

☐ Did we address levels of satisfaction based on the citizen responses we received?

☐ Did we address areas for improvement based on the citizen responses we received?

☐ Did we court hospital providers?

☐ Did we sell the church property?

☐ Did we create a Youth Advisory Board?

☐ Did we implement downtown drainage improvements?

☐ Did we fully investigate issuing a street bond?

☐ Did we fully enforce trash clean up around town?

☐ Did we specifically target lower income neighborhoods for new beautification projects?

Goal 3: Staffing / Personnel

Strategies	2019-2020 Progress	2020-2021 Progress
1. Consider hiring additional personnel (engineer, IT, etc.)	 In FY 20, staffing levels were increased by 2 full-time and 1 part-time positions.	
2. Conduct a staffing study that includes evaluating efficiencies and compensation	 Classification and Compensation Study underway.	
3. Right size staffing levels city-wide based on study results	 No funding was allocated for such a study; discuss need/timing of study during FY 20-21 budget process.	
4. Consider starting salaries that compete with surrounding communities	 Classification and Compensation Study underway.	
5. Be consistent with staff development / policies / purchasing procedures	 Comprehensive Purchasing Policy under development (anticipated to be complete 1 st quarter of 2020). Revision of City Personnel Policy underway.	
6. Implement a staff development program (be consistent)	 House Bill 3834 mandated cybersecurity training for all employees with computer access and elected officials – cybersecurity training program underway.	

Strategies	2019-2020 Progress	2020-2021 Progress
7. Start developing / preparing current staff to take on leadership roles within the organization in the future. Work on succession planning: add Fire, add Electric, add Streets, and add Animal Control.	 Emphasis on leadership training for police personnel, cross training of job duties underway in Finance Department.	
8. Recruit and attract more bi-lingual staff	 No funding was allocated to recruit bi-lingual staff; explore possible options during FY 20-21 budget process and the classification and compensation study.	
9. Customer service / experience excellence training for the Utility and Planning Development teams	 Training budgeted item in FY 20 for Utility Customer Services staff.	

Goal #3 KPIs / Metrics:

of new positions in 2019? _____

☐ # of new positions in 2020 and 2021? _____☐ Did we perform a staffing efficiency/compensation study?☐ Did we right-size our salaries based on that study by the end of 2020?☐ Did we develop new consistent policies and procedures regarding professional development of staff?☐ Did we develop new consistent policies and procedures regarding purchasing/procurement?☐ Did we create and implement a new staff development program to ensure everyone has training opportunities?☐ Did we begin grooming current staff for future leadership roles?☐ How many staff do we have on a leadership track by the end of 2020?

of new employees added in 2019 through 2021 who are bilingual? _____

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

Goal 4: Procedures / IT Management and Services

Strategies	2019-2020 Progress	2020-2021 Progress
1. Improve technology / create specific strategies to have better IT support based on Assessment results	 New outside IT management team hired; Strategic plan for current and emerging issues (cyber) near completion.	
2. Upgrade all technology-related issues as recommended – desktops, servers, software, equipment, and peripherals. \$100K will pay for equipment, \$20K is licensing agreement costs.	 City-wide replacement of desktops with current operating systems complete; new servers in current fiscal year.	
3. Create a 5-year rolling IT equipment replacement plan	 See above notes 1 and 2.	
4. Provide superior service by keeping technology up to date and being able to communicate with the public (keep an open line of communication through website.) Purchase next modules: INCODE	 New PIO hired. Increased social media updates. INCODE permits and inspections software module implemented to track permit and inspections progress; online access to permit applications and tracking underway.	
5. Upgrade the server system	 Desktop operating systems upgrade 100% complete. Server upgrades in progress.	
6. Streamline technology hardware, software processes within the City, based on Assessment recommendations	 Ongoing and FY 20-21.	

Strategies	2019-2020 Progress	2020-2021 Progress
7. Upgrade all equipment and software and be trained on specific software to be used to maximum potential and determine which staff will require which trainings.	 Current year 2020 departmental goal.	
8. Explore implementing downtown Wi-Fi	 To be addressed in 2020 or 2021. Explore options with the Downtown Business Association and both Chambers of Commerce.	

Goal #4 KPIs / Metrics:

- ☐ Did we secure top quality technology support across all departments by the end of 2020?
- ☐ Did we upgrade our desktop computers?
- % of employees who received upgraded computers by the end of 2020 (from 2018 numbers)? _____
- ☐ Did we upgrade our servers?
- ☐ Did we upgrade our computer software, subscriptions, and licenses?
- ☐ Did we upgrade our peripherals?
- ☐ Did we upgrade our other technology equipment?
- ☐ Did we establish an IT policy for updates and replacements that will keep us up-to-date from now through the future?
- ☐ Did we upgrade our City server system?
- ☐ Did we streamline our City technology processes?
- ☐ Did we secure training for staff to use all new equipment properly and efficiently?
- ☐ Did we investigate implementing WiFi throughout Downtown Lockhart?

Goal 5: Public Safety

Strategies	2019-2020 Progress	2020-2021 Progress
1. Provide quality public safety to all citizens of Lockhart		
a. Develop a specific Retention Strategy first	 City-wide classification and compensation study underway. Fire: Council approved 7% salary adjustment in FY 19-20. Police: all officers to attend leadership training, host ceremonial recognition events, retention strategy under development.	
b. Continue to implement hiring strategies we developed such as Fire and Police.	 Fire: Use of recruitment video; developing recruitment flyer for use with LISD and the public; career day with Lockhart High School students; Fire Chief to serve on LISD Career and Technical Education Advisory Committee. Police: In 2019, Lockhart Police Officers visited with police cadets attending the AACOG Academy and made presentations to 2 classes of prospective candidates. In 1 st quarter of 2020, LPD will make presentations to the CAPCOG Academy currently in progress.	

Strategies	2019-2020 Progress	2020-2021 Progress
c. Long-term public safety facility planning for Station #1.	 Completed Fire Station No. 2. Analysis and cost estimate to remodel and upgrade Fire Station No. 1 underway.	
d. Develop an equipment replacement schedule. Seek funding for existing equipment (fire apparatus and patrol cars) replacements.	 Developed an ambulance replacement schedule with Caldwell County and Seton. Upgrades to two-way radios (portables and mobiles) underway.	
e. Continue to ensure use of best practices / standards (research best practices, then implement)	 Fire: Fire Department is preparing an emergency management tabletop exercise for City staff. Police: Upgraded Police Officer body-worn cameras to 3 rd generation models.	
f. Evaluate Accreditation opportunities	 Fire: Reviewing the Texas Fire Chief's Association (TFCA) accreditation process before formal enrollment. Police: Currently reviewing the 166 Texas Law Enforcement Best Practices. Will submit for recognition in the 3 rd quarter of 2020.	

Strategies	2019-2020 Progress	2020-2021 Progress
g. Traffic safety improvements: turn lanes and traffic lights	<i>N/A Brand new/created in 2020</i>	
h. Begin TXDOT safety projects	<i>N/A Brand new/created in 2020</i>	
i. Promote a Neighborhood Watch Program	<i>N/A Brand new/created in 2020</i>	

Goal #5 KPIs / Metrics:

of new law enforcement officers hired in 2019? _____

of new law enforcement officers hired in 2020? _____

of new law enforcement officers hired in 2021? _____

% law enforcement officers retained? _____ %

of new firefighters hired in 2019? _____

of new firefighters hired in 2020? _____

of new firefighters hired in 2021? _____

% firefighters retained? _____ %

☐ Did we develop a long-term public safety facilities plan?☐ Did we develop a public safety equipment replacement schedule?☐ Did we implement that new replacement schedule?☐ Did we research and record best practices across the country regarding public safety policy?☐ Did we make any modifications to our public safety policies based on that research?☐ Did we explore and evaluate Accreditation opportunities?☐ Did we implement new turn lane and traffic light improvements in 2020-2021?☐ Did we begin the TXDOT safety projects?☐ Did we proactively promote a Neighborhood Watch Program for Lockhart?

Conclusion

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

She reminded them that they are one team working toward one vision. The city council and management team agreed to use this document regularly throughout 2020 and 2021 to track progress and measure accomplishments.



City of Lockhart

2019-2020 Strategic Priorities

Prepared by:



City of Lockhart

Summary

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

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

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

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

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

The following are the results.

Management Team Expectations for the Day's Discussion Topics

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

City Council Expectations for the Day's Discussion Topics

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

SWOT Analysis

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

Strengths

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

Weaknesses / Challenges

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

Opportunities

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

Threats

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

Start/Stop/Continue

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

Start

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

Stop

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

Continue

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

Goal 1: Economic Development / Planning

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

Goal #1 KPIs / Metrics:

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

Goal 2: Quality of Life / Quality of Facilities

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

Goal #2 KPIs / Metrics:

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

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

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

of City facilities we improved the appearance of? _____

☐ Which facilities did we improve the image of?

☐ Did we implement elements of the Parks Master Plan?

☐ Did we secure quotes on a Space Study of City buildings including City Hall?

☐ How many City-owned buildings did we renovate or retrofit?

☐ Did we conduct a citywide quality of life citizen survey?

☐ Did we address levels of service based on the citizen responses we received?

☐ Did we address levels of satisfaction based on the citizen responses we received?

☐ Did we address areas for improvement based on the citizen responses we received?

Goal 3: Staffing / Personnel

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

Goal #3 KPIs / Metrics:

of new positions in 2019 and 2020? _____

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

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

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

Goal 4: Procedures / IT / Software and Hardware

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

Goal #4 KPIs / Metrics:

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

Goal 5: Public Safety

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

Goal #5 KPIs / Metrics:

of new law enforcement officers hired in 2019?

of new law enforcement officers hired in 2020?

% law enforcement officers retained?

of new firefighters hired in 2019?

of new firefighters hired in 2020?

% firefighters retained?

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

☐ Did we develop a public safety equipment replacement schedule?

☐ Did we implement that new replacement schedule?

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

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

☐ Did we explore and evaluate Accreditation opportunities?

Conclusion

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

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

CITY COUNCIL FY 18-19 GOALS (FINAL COMBINED)

PRIORITY ORDER

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

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CITY COUNCIL FY 18-19 GOALS (FINAL COMBINED)

PRIORITY ORDER

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

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CITY COUNCIL FY 18-19 GOALS

Category Order and Comments by City Manager

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

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

CM INITIALS	PRIORITY #	GOALS IDENTIFIED BY COUNCIL FOR FY 18-19: SORTED BY CATEGORY FINAL LIST BY COUNCIL PRIORITIZED BY CATEGORY: SUBMIT TO CITY MGR BY MARCH 1 PLEASE	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	SORTED BY CATEGORY
		Infrastructure: Continue City Infrastructure: Drainage, Street Repairs, Completion of Curbing, Brighter Lighting in Neighborhoods	GF	Infrastructure
		Angled parking for N Main and N Commerce Streets (change during downtown project)	In-House	Parking Downtown
		Parking around and surrounding the square. Issues with larger vehicles parked in areas that are narrow and that make it hard to see oncoming traffic. Our city is growing and we have been very fortunate with our parking however, it is a concern especially when you have the bigger and wider trucks that are parked in an area that is for a moderate size car. It becomes a hazard and a blind spot when trying to reverse out of the parking space and a blind spot for any and all pedestrians.	GF	Parking Downtown
		Continue to work on City Park improvements	Gen Fund	Parks
		Revive all City parks	Grants	Parks
		Work with USD 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 Improvements: 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 a lot of training that is free but a lot of 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	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	SORTED BY CATEGORY
		FINAL LIST BY COUNCIL PRIORITIZED BY CATEGORY: SUBMIT TO CITY MGR BY MARCH 1 PLEASE		
		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 change 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

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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

R:\56 AMU\1\ Vance Files\1A Public Works\City Council\Goals and Objectives\FY 18-19\COUNCIL COMBINED FY 18-19 Goals

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	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	General Fund/Fundraising	Tourism	Could be part of the Wayfinding and Branding Committee tasks
AGS	7	More Events to Attract Tourism in Lockhart and Include Way Finding Signage (Hotels and Restaurants). Added events, especially the events that are free to the public do very well for the city as well as for the businesses and tourism. I welcome new events to the city but need to be selective in the events that we do host.	GF	Tourism	Chambers receive HOT funds for tourism and City co-sponsors events that contribute to tourism.
JUAN M	4	Create a Good Neighbor program (Lockhart Utility Customers can add an additional amount to utility bill to help others)	GF	Utility Customers	Have pursued this in the past. Requires a Board or Committee that is willing to take on the tasks of selecting who and how much help can be provided to customers. Some Cities allocate the funds to existing organization that is willing to take on the project.
BW	6	Access to Municipal Court for Utility Payments	In-House	Utility Customers	Working to this; advertisements and office training needed.
KM	1	Free public Wi-Fi on the square as part of the redevelopment on the North side (ECONOMIC DEV/DOWNTOWN)	CAPCOG Grant?	Wi-Fi	County Judge had indicated to Mayor that the County could do this.
JUAN M	2	Free public wifi on the square as part of the redevelopment on the North side	GF	Wifi	See Above

LOCKHART CITY COUNCIL FY 17-18 GOALS				
Category and Priority Order				
COUNCIL MEMBER	PRIORITY	GOALS IDENTIFIED BY COUNCIL FOR FY 17-18 (as submitted by Councilmembers)	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	CATEGORY
BH	3	Continue Improving City Cemetery	with GF Expiring debt saving and/or Cemetery Tax	CEMETERY
Jeff M	2	Refurbish City Hall in the inside (to make more inviting to the public) as well as doing some landscaping outside	General Fund	CITY BLDGS
BW	3	Spruce up and clean up City properies		CITY BLDGS
BH	4	Improve City Facilities Appearance		CITY BLDGS
JC	4	City Facilities		CITY BLDGS
AGS	10	Convention Center		CONVENTION CTR
JC	2	Crime		CRIME
AGS	4	Police Task Force: Budget extra funds for a Police Task Force, a Narcotics Officer and a Mental Health Officer to address any drug and gang related problems and mental issues our city is being faced not only on the East side of our city but citywide. Budget for updated training for our police officers. There is alot of training that is free but alot additonal 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 opportunity 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**

[illegible]

Lockhart City Council FY 16-17 Goals

Revised 3-10-2016, 8:30 pm

[illegible]

**Lockhart City Council
FY 16-17 Goals
Revised 3-10-2016, 8:30 pm**

[illegible]

City of San Diego																					
Department of Public Works																					
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																					
Hotel Tax Fund																					
Hotel Tax Fund																					
Total Hotel Tax Fund P & I																					
LEDC																					
LEDC																					
Total LEDC Fund P & I																					
2015 Capital Projects Fund																					
2015 Capital Projects Fund																					
Total 2015 Capital Projects Fund Fund P & I																					
Drainage																					
Drainage																					
Total Drainage Fund P & I																					
General Fund																					
General Fund																					
Total General Fund P & I																					
Debt Service Fund																					
Debt Service Fund																					
Debt Service Fund																					
Debt Service Fund																					
Debt Service Fund																					
Debt Service Fund																					
Debt Service Fund																					
Debt Service Fund																					
Total Debt Service Fund P & I																					
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

City of Dallas - Department of Public Works																				
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																				
Electric Fund - Capital																				
Electric Fund - Operating																				
Total Electric Fund P & I																				
Water Fund																				
Water Fund - Capital																				
Water Fund - Operating																				
Water Fund - R - Capital																				
Water Fund - R - Operating																				
Water Fund - R - Capital																				
Water Fund - R - Operating																				
Total Water Fund P & I																				
Sewer Fund																				
Sewer Fund - Capital																				
Sewer Fund - Operating																				
Sewer Fund - R - Capital																				
Sewer Fund - R - Operating																				
Total Sewer Fund P & I																				
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
						FebMarAprMayJunJulAugSepOctNovDecJanFebMarAprMayJunJulAugSepOctNovDecJanFebMarAprMayJunJulAugSepOctNovDecJan		
\$14,124,890.00		TOTAL PROJECT COST						
\$2,068,024.00	1	DRAINAGE 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						
		Construction	365 days	Thu 6/30/16	Thu 6/29/17																																										
\$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																																													
		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																																										