PUBLIC NOTICE

AGENDA

LOCKHART CITY COUNCIL

August 3, 2021

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

COUNCILMEMBER VIDEO AND AUDIO CONFERENCE PARTICIPATION

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

CITIZEN AND COUNCILMEMBER VIDEO/AUDIO CONFERENCE PARTICIPATION

- *Join virtual meetings via Zoom.*
- *Mayor will call upon each citizen registered to address the Council during the agenda item.*
- *Council agenda packets can be reviewed at* ***www.lockhart-tx.org/page/gov_agendas_minutes***
- *Individuals may watch the Council meeting online at* ***https://www.lockhart-tx.org/page/gov_meeting_videos***

PUBLIC COMMENT

Persons wishing to virtually "speak" during the public comment period of a public meeting must submit their written comments to cconstancio@lockhart-tx.org no later than 12 p.m. (noon) on the day of the meeting. Timely submitted comments will be read aloud by the Mayor during the public comment portion of the meeting.

PUBLIC HEARINGS

Persons wishing to participate in any public hearing item listed on the agenda may do so as follows:

- Send written comments which will be read aloud, or
- Request a link to join the public hearing portion of the virtual meeting.

Written comments or requests to join a public hearing by virtual meeting must be sent to cconstancio@lockhart-tx.org no later than 12 p.m. (noon) on the day of the hearing. Comments shall have a time limit of three minutes each. Citizens who join the public hearing virtually will be provided a link and call- in number to participate remotely.

Comments whether during public hearings or public comment periods, shall have a time limit of three minutes each. Any threatening, defamatory or other similar comments are prohibited.

6:30 P.M. **WORK SESSION (No Action)**

Work session will be held to receive briefings and to initially discuss all items contained on the Agenda posted for 7:30 p.m. Generally, this work session is to simplify issues as it relates to the agenda items. No vote will be taken on any issues discussed or reviewed during the work session.

DISCUSSION ONLY

A. Presentation of Downtown Revitalization Project and discuss Agreement with TRC Engineers, Inc. for engineering services of conceptual design alternatives of the City of Lockhart Downtown Revitalization Project and authorize the City Manager to sign the agreement. 2-13

B. Presentation and discussion of Raftelis Water and Wastewater Rate Study. 14-63

C. Discuss City Council minutes of the July 6, 2021 meeting. 64-72

D. Discuss the purchase of a powered loading system and powered cot through Stryker Medical for Lockhart EMS Medic 3, and an ambulance remount for Medic 1 through Siddons-Martin Emergency Group utilizing Houston-Galveston Area Council (H-GAC). 73-90

E. Discuss recommendation to award bid to Lone Star Paving of Austin, Texas in the amount of $488,740.00 for the 2021 Street Improvements Project to include street improvements to Pendergrass Street, Lakeview Drive, Bluestem Drive, Nueces Street, Sunset Drive, La Feliciana Drive, Aransas Street, Laredo Street, 2nd Street, 3rd Street, 4th Street, Monterrey Street and the Municipal Court parking lot, and appointing the Mayor to sign all contractual documents. 91-99

F. Discuss Budget Amendment #56 approving the one-time expenditure to the Street Department for capital improvements and allocating funds to the EMS budget to cover one-half costs associated with the Municipal Court parking lot repairs, as outlined in Ordinance 2021-24. 100-103

G. Discuss ratifying the automatic reversion of the MH Manufactured Home District zoning classification as provided in Section 64-196(m) for the Lockhart Code of Ordinances by ordering an amendment of the official zoning map to reclassify Lot 23, Block 2, East Side Addition, consisting of 0.129 acre owned by Jiovanna Llamas and located at 519 San Saba Street, from MH Manufactured Home District to RMD Residential Medium Density District. 104-108

H. Discuss City Manager's Proposed Budget and set two public hearings on the Fiscal Year 2021-2022 Proposed Budget. 109-119

I. Discuss partial loan relief to COVID-19 Relief Loan recipients. 120-121

J. Discussion regarding matters related to COVID-19, if necessary. 122-127

K. Discussion regarding citywide mosquito spraying. 128-142

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 HEARING/COUNCIL ACTION

A. Hold a PUBLIC HEARING on application ZC-21-10 by Andrew Dodson on behalf of Melvin H. Alex and JoNelle Schulze, and discussion and/or action to consider Ordinance 2021-23, for a **Zoning Change** from *AO Agricultural–Open Space District* to *CHB Commercial Heavy Business District* on 15.171 acres in the James George Survey, Abstract 9, located at 1501 and 1503 Blackjack Street (FM 20). 143-156

4. 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.)

5. CONSENT AGENDA

A. Approve City Council minutes of the July 6, 2021 meeting. 157-165

B. Approve the purchase of a powered loading system and powered cot through Stryker Medical for Lockhart EMS Medic 3, and an ambulance remount for Medic 1 through Siddons-Martin Emergency Group utilizing Houston-Galveston Area Council (H-GAC). 166-183

C. Approve recommendation to award bid to Lone Star Paving of Austin, Texas in the amount of $488,740.00 for the 2021 Street Improvements Project to include street improvements to Pendergrass Street, Lakeview Drive, Bluestem Drive, Nueces Street, Sunset Drive, La Feliciana Drive, Aransas Street, Laredo Street, 2nd Street, 3rd Street, 4th Street, Monterrey Street and the Municipal Court parking lot, and appointing the Mayor to sign all contractual documents. 184-192

D. Approve Budget Amendment #56 approving the one-time expenditure to the Street Department for capital improvements and allocating funds to the EMS budget to cover one-half costs associated with the Municipal Court parking lot repairs, as outlined in Ordinance 2021-24. 193-196

E. Ratify the automatic reversion of the MH Manufactured Home District zoning classification as provided in Section 64-196(m) for the Lockhart Code of Ordinances by ordering an amendment of the official zoning map to reclassify Lot 23, Block 2, East Side Addition, consisting of 0.129 acre owned by Jiovanna Llamas and located at 519 San Saba Street, from MH Manufactured Home District to RMD Residential Medium Density District. 197-201

6. DISCUSSION/ACTION ITEMS

A. Presentation and discussion of Raftelis Water and Wastewater Rate Study. 202-251

B. Presentation of Downtown Revitalization Project and consider Agreement with TRC Engineers, Inc. for engineering services of conceptual design alternatives of the City of Lockhart Downtown Revitalization Project and authorize the City Manager to sign the agreement. 252-259

C. Discussion and/or action on City Manager's Proposed Budget and set two public hearings on the Fiscal Year 2021-2022 Proposed Budget. 260-270

D. Discussion and/or action to approve partial loan relief to COVID-19 Relief Loan recipients. 271-272

E. Discussion regarding matters related to COVID-19, if necessary. 273-278

F. Discussion regarding citywide mosquito spraying. 279-293

G. Discussion and/or action regarding appointments to various boards, commissions or committees. 294-302

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

- Movie in the Park - "The Croods" on August 7.
- Special Council Meeting - Thursday, August 5, 2021 at 6:30 p.m. regarding Lockhart Animal Shelter.
- Northern Caldwell County Coalition meeting will be held on Wednesday, August 4 at 2:00 p.m. in the Caldwell County Courthouse, 110 S. Main St.
- Fire Fighter entrance exam will be held Saturday, August 28, 2021.

8. COUNCIL AND STAFF COMMENTS - ITEMS OF COMMUNITY INTEREST

(**Items of Community Interest defined below)

9. ADJOURNMENT

Posted on the bulletin board in the Municipal Building, 308 West San Antonio Street, Lockhart, Texas, on the 30th day of July 2021 at 3:40 p.m.

City of Lockhart, Texas

Council Agenda Item
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COUNCIL MEETING DATE: August 3, 2021

AGENDA ITEM CAPTION: Presentation of Downtown Revitalization Project and discuss Agreement with TRC Engineers, Inc. for engineering services of conceptual design alternatives of the City of Lockhart Downtown Revitalization Project and authorize the City Manager to sign the agreement.

ORIGINATING DEPARTMENT AND CONTACT: Public Works - Sean Kelley, Steven Lewis

ACTION REQUESTED: Award of Contract

BACKGROUND/SUMMARY/DISCUSSION: On April 13, 2021 City Council directed the City Engineer to prepare a proposal for the Downtown Revitalization Project that would include public meetings, coordination with other governing entities, conceptual design alternatives for the nine block area of downtown, preliminary traffic route evaluation, cultural services, preliminary landscape designs and probable cost for the project. The Downtown Revitalization Project and design alternatives shall keep within the theme of the Sustainable Places Project document adopted and approved by City Council in 2013.

PROJECT SCHEDULE (if applicable):

AMOUNT & SOURCE OF FUNDING:
Funds Required: $88,600.00
Account Number: 416-5633-903
Funds Available:
Account Name: 2015 CO

FISCAL NOTE (if applicable):

PREVIOUS COUNCIL ACTION: City Council Adopted Sustainable Places Project-2013. City Council Directed City Engineer to prepare a proposal for conceptual designs and probable cost- April 13, 2021.

COMMITTEE/BOARD/COMMISSION ACTION:

STAFF RECOMMENDATION/REQUESTED MOTION: Staff recommends approval of Agreement as presented by TRC Engineers.

LIST OF SUPPORTING DOCUMENTS: Agreement with TRC - Lockhart Downtown Project-Concept Design.

City of Lockhart, Texas

Council Agenda Item
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505 East Huntland Drive
Suite 250
Austin, Texas 78752

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

July 28, 2021

Mr. Steve Lewis, City Manager
City of Lockhart
308 W. San Antonio Street
Lockhart, Texas 78644

RE: City of Lockhart Downtown Revitalization Project
Engineering Services Proposal – Conceptual Design Alternatives

Dear Mr. Lewis:

TRC Engineers, Inc. (TRC) has prepared this Engineering Services Proposal for professional engineering and landscape architecture services for the conceptual level design of the proposed Downtown Revitalization Project which includes utility, drainage, street, hardscape, pedestrian access, landscaping, and other various improvements as defined in the Scope of Work below.

The project consists of improvements within the nine-block area centered around the Lockhart Courthouse. The work will consist of three concept-level design alternatives for review by City Staff and the public at large. At the request of the City, TRC will provide a presentation to City Staff and City Council as well as hold interactive workshops with the public.

TRC will perform the following Scope of Work:

SCOPE OF WORK

A. Coordination Meetings

1. Attend one (1) initial site visit and one (1) kickoff meeting with City staff. The purpose of the meeting and site visit will be to seek input from City staff on desired improvements for incorporation into the design alternatives.
2. Attend one (1) coordination meeting with representatives from TxDOT for project notification and gather input on potential improvements
3. Attend one (1) coordination meeting with representatives from Caldwell County for project notification and to gather input on potential improvements.

B. Conceptual Design Alternative Development

1. The design team will prepare three (3) concept-level design alternatives for enhancing the hardscape, landscape, pedestrian mobility, roads and utilities within the nine-block area.
2. The nine-block area is defined by Walnut Street on the north, Colorado Street (US 183) on the east; Prairie Lea Street on the south; and Church Street on the west.
3. Each alternative layout will include the following improvements:
   a. Hardscape pavement (sidewalk) enhancements
   b. Revised parking configurations along North Main Street and around the Caldwell County Courthouse.
   c. Planting plan identifying landscaped areas with suggested plants.
   d. Accessibility / pedestrian access to include identification of curb ramp locations, curb bulbouts, and pedestrian refuge islands.
   e. Suggested pedestrian scale lighting fixtures
   f. Utility (water, sewer, drainage) and street improvements.
4. Each alternative will be designed to meet the following criteria:
   a. Provide a pedestrian friendly space.
   b. Provide a sense of place and enhance the overall aesthetic for the downtown area.
   c. Preserve as much of the existing parking as possible.
   d. Minimize the overall project cost.
   e. Keep within the theme of the Sustainable Place Project document adopted and approved by the City in 2013 and TRC's presentation to City Council on April 13, 2021.
5. At least one alternative will include the addition of a public plaza north of the courthouse on San Antonio Street.
6. Each alternative will consist of concept-level drawings including scaled plans, necessary elevations, sections, details, and/or reference images to illustrate and support the design concept.

7. Concept level engineer's opinion of probable costs (EOPC) will be prepared for each alternative.

C. Preliminary Traffic Route Evaluation

1. Evaluate up to three (3) traffic route alternatives for the section of North Main Street between San Antonio Street (SH 142) and Walnut Street. The three alternatives shall be:
   a. Closing North Main Street to vehicular traffic completely.
   b. Revise N Main St to one-way northbound and Commerce St to one way southbound.
   c. Revise N Main St to one-way southbound and Commerce St to one-way northbound.
2. Each alternative will be evaluated for the following:
   a. Feasibility of making the change
   b. The effects on traffic to the surrounding streets
   c. The impact to pedestrians
   d. Determining what improvements would likely be necessary.

D. Presentations

1. Attend two (2) Public forums to present each design alternative.
   a. The first public forum will be to present the three initial design concept alternatives and receive comments from the public.
   b. The design alternative(s) will then be updated to incorporate public comments. The second forum will be to present the updated concepts.
2. Attend one (1) City Council meeting to present the final design concept.
3. The design team shall be available to answer questions at each meeting.

E. Cultural Services

1. TRC will perform a cultural resources desktop study and a project consultation with the THC. An archeological file search and review of sources will be

performed using the THC Historic and Archeological Sites Atlas (THC Atlas) and other sources to ensure compliance under the Antiquities Code of Texas within the Area of Potential Effects (APE) and within a 1-kilometer radius of the APE. The THC will review the letter of consultation and provide a response within 30 days of submission.

2. If after consultation, THC determines that an archeological survey of the Project Area is required, then TRC will prepare a separate SOW and cost estimate for this service and submit to the City for approval.

F. Deliverables

1. One (1) electronic (PDF) and up to ten (10) 11" x 17" hard copies of each design alternative and EOPC will be submitted to the City.
2. Larger exhibits may be used for the public forums and council meeting.
3. A final conceptual design report shall be submitted to include:
   a. Summary of the initial three (3) conceptual design alternatives,
   b. Findings from the public meetings,
   c. Final design concept based on input received from the public to be used as the basis of design for final engineering design and construction documents.

ASSUMPTIONS:

As a basis for the preparation of this proposal and the associated cost of services, the following assumptions were made, which if found to be incorrect, may result in additional compensation to TRC:

1. The scope of services is limited to the tasks mentioned above and additional services such as detailed construction documents and construction support will be generated in a separate proposal pending the selection of a preferred alternative by the City and the public at large.
2. Coordination meetings shall be held in Lockhart, TX or over video conferencing.
3. Rialto Studio, Inc. will be used as TRC's subconsultant for professional landscape architecture services.
4. The alternative route evaluations will be based on traffic counts collected within the past year. Traffic counts will be collected by the City during the school year.

EXCLUSIONS:

The following items are specifically excluded from the scope of work but may be added if requested by the City:

- Additional presentations or follow up meetings with City Council.
- Additional layouts or revisions to the initial three alternative design concepts developed.
- Photorealistic three-dimensional images or artistic style renderings.
- Detailed design of drawings or specification development.
- Preparation of permit applications or payment of permit fees.
- Detailed title search or title policy.
- Plat documents, easement or ROW acquisition or negotiations.
- Design of improvements or relocations for electrical lines, gas lines, telephone lines or other franchise utilities.
- Design of stormwater detention of any developed or undeveloped properties unless specifically stated otherwise
- Traffic signal design.

COMPENSATION FOR SERVICES:

TRC will provide the professional engineering services as outlined herein and within the Master Services Agreement executed between the City and TRC, for a total fee as follows:

Coordination Meetings	$5,900.00
Conceptual Design Alternative Development	$53,550.00
Preliminary Traffic Route Evaluation	$4,950.00
Presentations	$15,600.00
Cultural Services	$2,100.00
Final Design Report	$6,500.00
Total (lump sum):	**$88,600.00**

This fee includes labor and material costs associated with the Scope of Work identified above.

TRC's lump sum fee above is based on a continuous flow of work. Any delays or restrictions, caused by customer or customer's sub consultants, which result in idle-time or inefficiencies, could be cause for additional compensation. The payment schedule will be via monthly progress billing.

Changes in scope, including additional scenarios or modification to the scenarios identified above will be evaluated for additional services and/or materials cost through a formal change order process, which results in approval of the additional cost prior to executing the additional work.

This proposal accounts for the currently known effects of the COVID-19 pandemic, but TRC cannot predict any different effects or requirements, such as impacts due to future governmental orders, CDC guidelines, or extended duration of the COVID-19 pandemic.

Fees for services quoted in this Letter of Agreement are valid for a period of time not to exceed 60 days from the date of this letter.

We appreciate the opportunity to assist with this project and are available to proceed immediately with your written approval and payment of the retainer. Please review this Letter of Agreement and, upon acceptance, sign in the space provided below, returning a copy for our files.

Sincerely,

Jeff Dahm, PE
Austin CES Practice Leader.

Mr. Steve Lewis
City Manager

July 28, 2021
Date:

Date

TRC

City of Lockhart, Texas

Council Agenda Item
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COUNCIL MEETING DATE: August 3, 2021

AGENDA ITEM CAPTION: Presentation and discussion of Raftelis Water and Wastewater Rate Study.

ORIGINATING DEPARTMENT AND CONTACT: Finance - Pam Larison

ACTION REQUESTED: Direction

BACKGROUND/SUMMARY/DISCUSSION: On February 2, 2021, the City Council awarded a contract to Raftelis Financial Consultants, Inc. to perform a water and wastewater rate study.

The purpose of the study is to determine the total cost of providing water and wastewater services, equitably distribute costs to customers, and design rates to safeguard the financial integrity of the city utility systems.

Besides monitoring the City's current capital needs and increasing demand against its current supply, other factors determine if rates are meeting the needs of the systems, maintaining current infrastructure, and meeting debt obligations. This presentation will help the City develop a multi-year financial plan that is achievable to meet debt payments for all Water and Wastewater obligations including the Carrizo Groundwater Project while allowing the City to be prepared for any future capital improvement projects.

PROJECT SCHEDULE (if applicable): N/A

AMOUNT & SOURCE OF FUNDING:
Funds Required:
Account Number:
Funds Available:
Account Name:

FISCAL NOTE (if applicable):

PREVIOUS COUNCIL ACTION: N/A

COMMITTEE/BOARD/COMMISSION ACTION: N/A

STAFF RECOMMENDATION/REQUESTED MOTION: To receive direction from Council concerning water and wastewater rates for Fiscal Year 2021-2022; direction to staff to prepare city code amendments.

City of Lockhart, Texas

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LIST OF SUPPORTING DOCUMENTS: City of Lockhart Water and Wastewater Rate Study Presentation, City of Lockhart Water and Wastewater Rate Study Report

City of Lockhart

Water and Wastewater Utility Rate Study Results

August 3, 2021

RAFTELIS

Agenda

1. Introduction
2. Rate Study Process
3. Financial Plan Results
4. Rate Design

Rate Study Process

1

Financial Plan

Key Outcome – revenues that sustainably fund the ongoing provision of safe and reliable water service.

2

Rate Design

Key Outcome – rates which reasonably align with class cost of service and meet the objectives of the City of Lockhart.

Financial Planning Process

1

Forecast Revenue Under Existing Rates

Given projected account growth and customer usage patterns, what would our revenues be if rates were left unchanged?

2

Forecast Operating Expenditures

How much will it cost to operate the water utility on a day to day basis?

3

Develop Capital Improvement Financing Plan

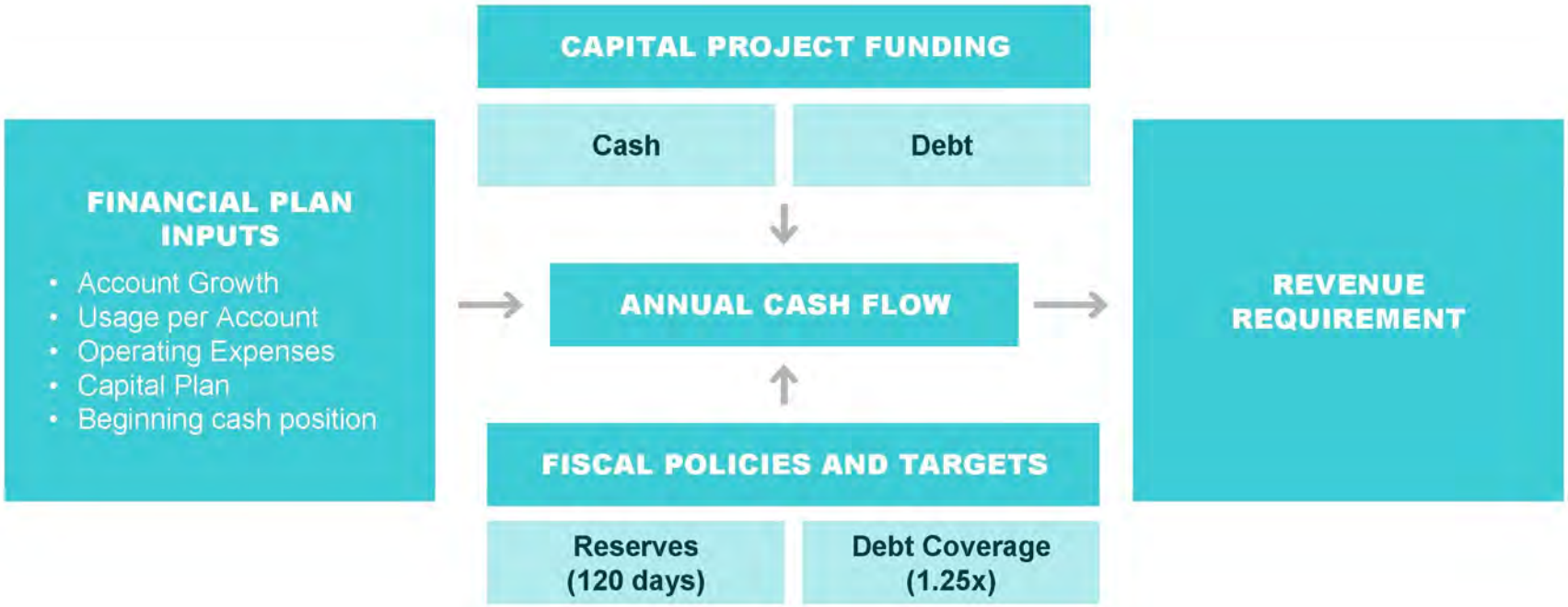
What capital repair and replacement expenditures will be needed? How will they be financed?

4

Evaluate Revenue Sufficiency

Are existing revenues sufficient to fund projected expenditures in a financially sustainable fashion?

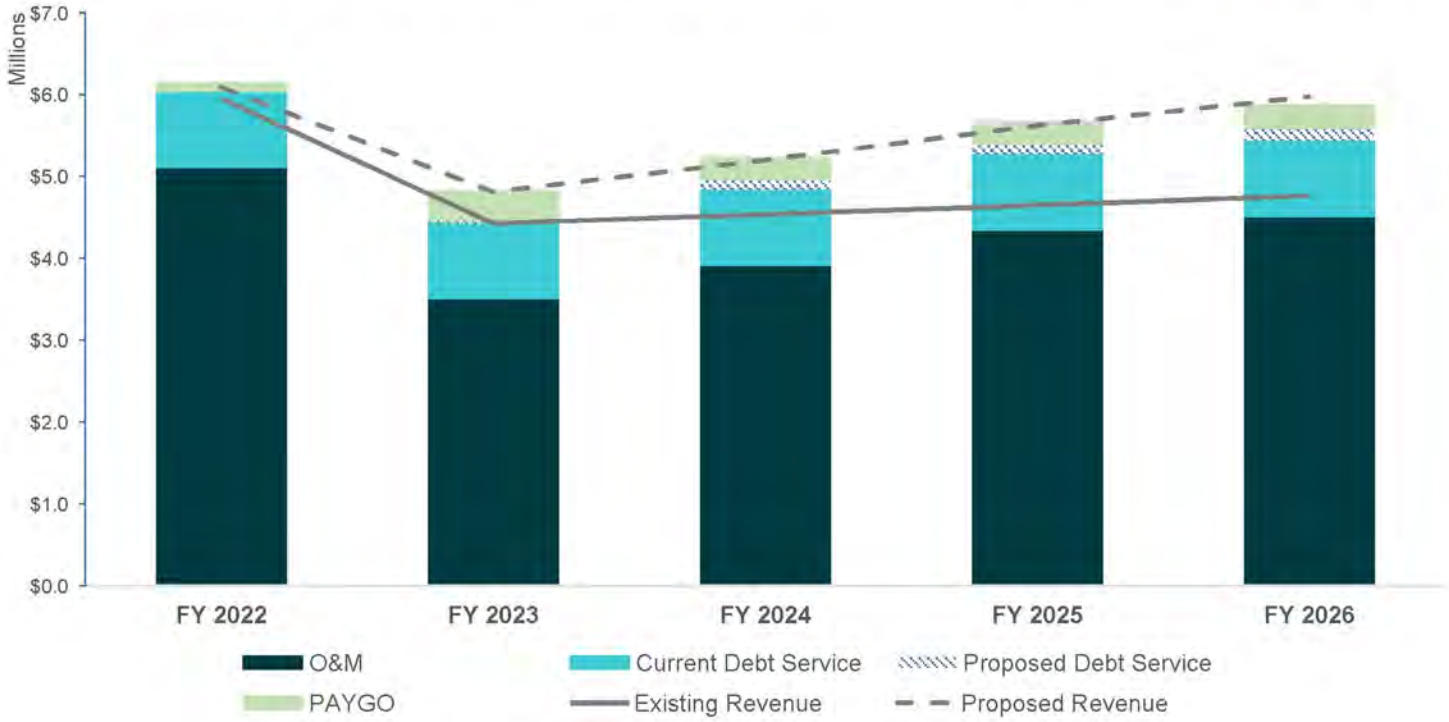
Financial Planning Process



Financial Plan - Water

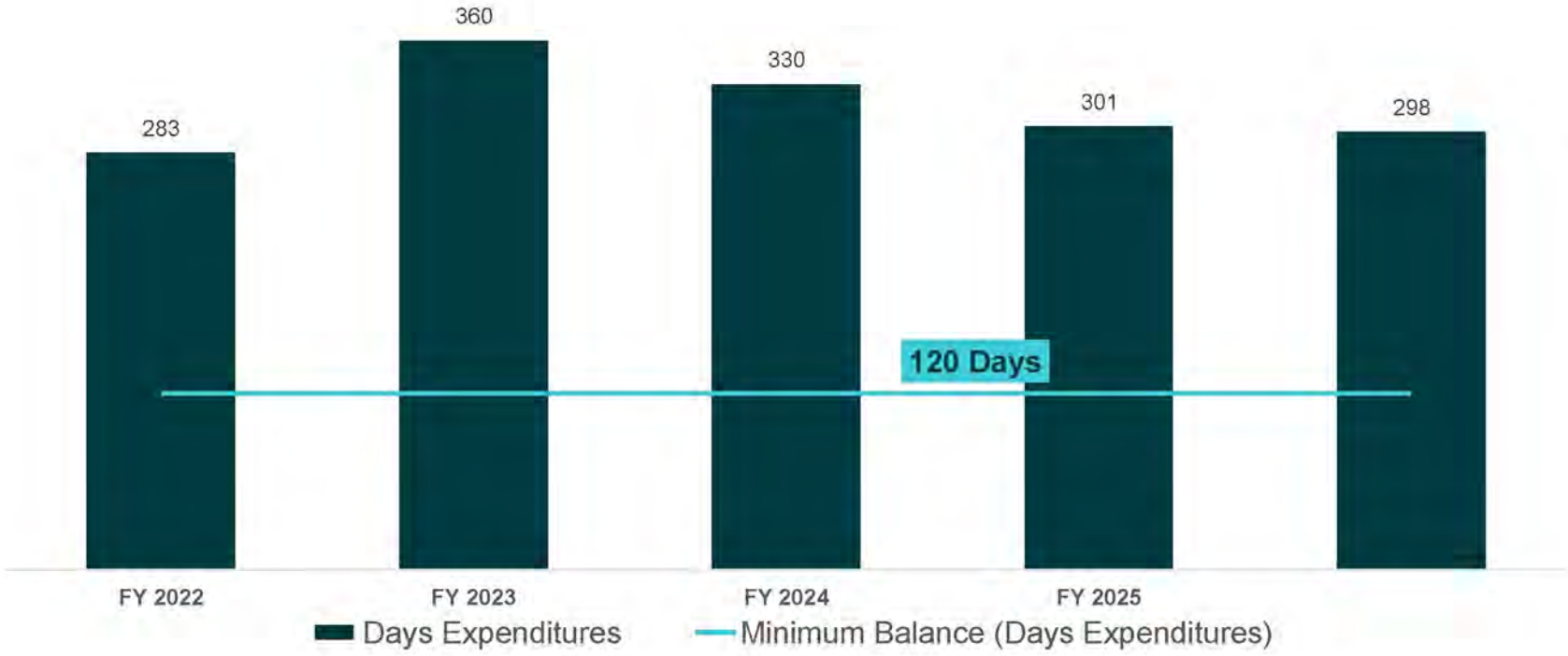
- Key Finding – Current revenue levels (i.e., in the absence of a rate adjustment) are insufficient to sustainably fund water service.
- Key Drivers
  - Increasing O&M costs – GBRA, inflationary increases
  - Cash (PAYGO) funding of repair and replacement capital and equipment
  - Capital improvements related to growth
  - Maintain minimum of 120 days of expenditures in reserve
  - Debt Service

Financial Plan - Water



Note: FY 22 Revenue increase due to one time ARP Grant of 1.5 Million

Fund Balance - Water



Cash Flow- Water

Financial Plan – Key Finding and Recommendations

Key Finding – current revenue levels are insufficient to sustainably fund the ongoing provision of safe and reliable water service.

Recommendations –

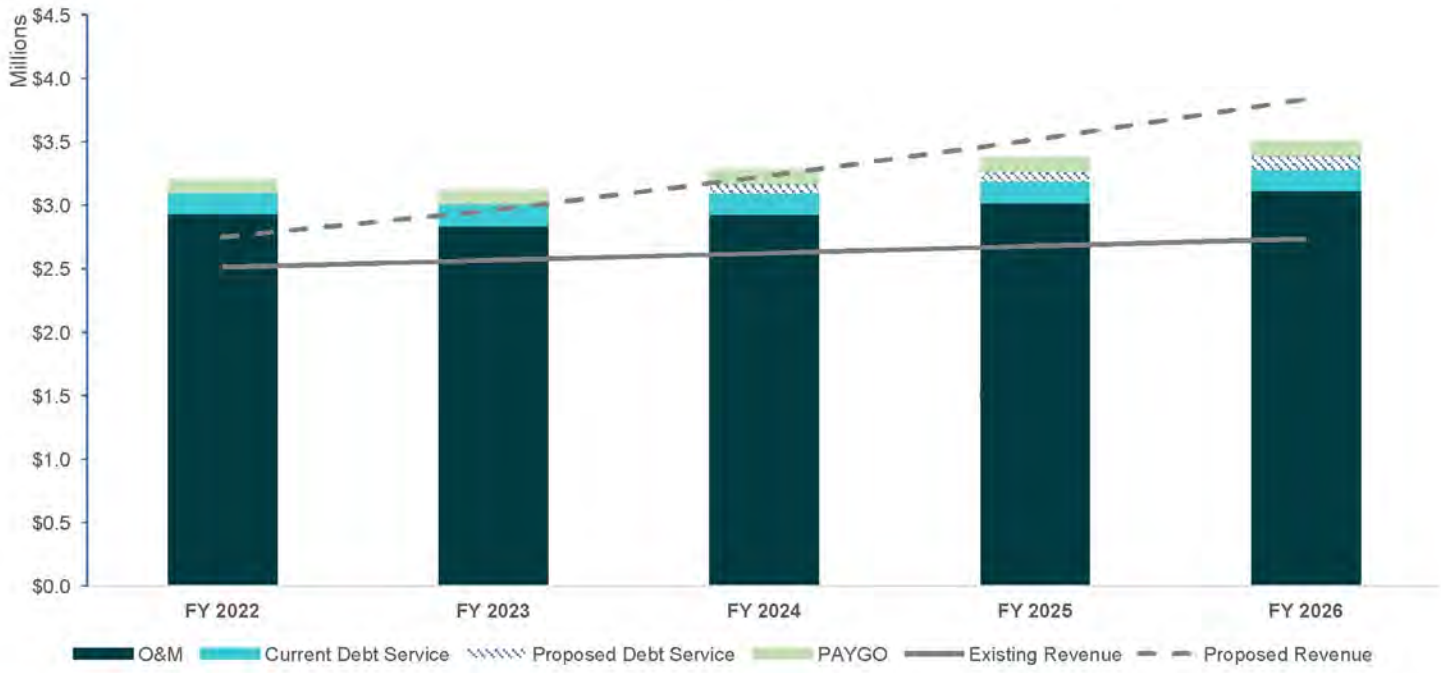
1. Approve revenue adjustments of 3.5% in 2022 and 6.0% 2023
2. Preliminary need for 6.0% adjustments in 2024 and 2025, but dependent on growth and GBRA passthrough costs.

Description	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
Revenues					
Revenue Adjustment	3.5%	6.0%	6.0%	6.0%	4.0%
Existing Rate Revenues	$ 3,876,199	$ 3,974,456	$ 4,075,535	$ 4,179,516	$ 4,286,483
Additional Rate Revenues	135,667	385,920	664,011	972,580	1,208,830
Total Rate Revenues	$ 4,011,866	$ 4,360,376	$ 4,739,545	$ 5,152,095	$ 5,495,313
Non-Rate Revenues	$ 2,081,587	$ 453,902	$ 462,933	$ 472,280	$ 481,955
Total Revenues	**$ 6,093,453**	**$ 4,814,278**	**$ 5,202,478**	**$ 5,624,376**	**$ 5,977,268**
Revenue Requirement					
Operation and Maintenance	**$ 5,112,674**	**$ 3,503,542**	**$ 3,912,554**	**$ 4,345,779**	**$ 4,506,167**
Capital					
Debt Service	$ 927,083	$ 966,790	$ 1,048,117	$ 1,048,755	$ 1,083,366
PAYGO Capital	102,500	356,162	269,223	275,953	282,852
Total Capital	**$ 1,029,583**	**$ 1,322,952**	**$ 1,317,339**	**$ 1,324,708**	**$ 1,366,218**
Total Revenue Requirement	**$ 6,142,257**	**$ 4,826,494**	**$ 5,229,894**	**$ 5,670,487**	**$ 5,872,384**
Financial Performance					
Beginning Fund Balance	$ 4,817,379	$ 4,768,575	$ 4,756,359	$ 4,728,943	$ 4,682,832
Surplus/(Deficit)	(48,803)	(12,216)	(27,416)	(46,111)	104,883
Ending Operating Fund Balance ($)	**$ 4,768,575**	**$ 4,756,359**	**$ 4,728,943**	**$ 4,682,832**	**$ 4,787,715**
Target Operating Fund Balance ($) (120 Days)	**$ 2,084,050**	**$ 1,569,668**	**$ 1,717,178**	**$ 1,845,779**	**$ 1,996,502**

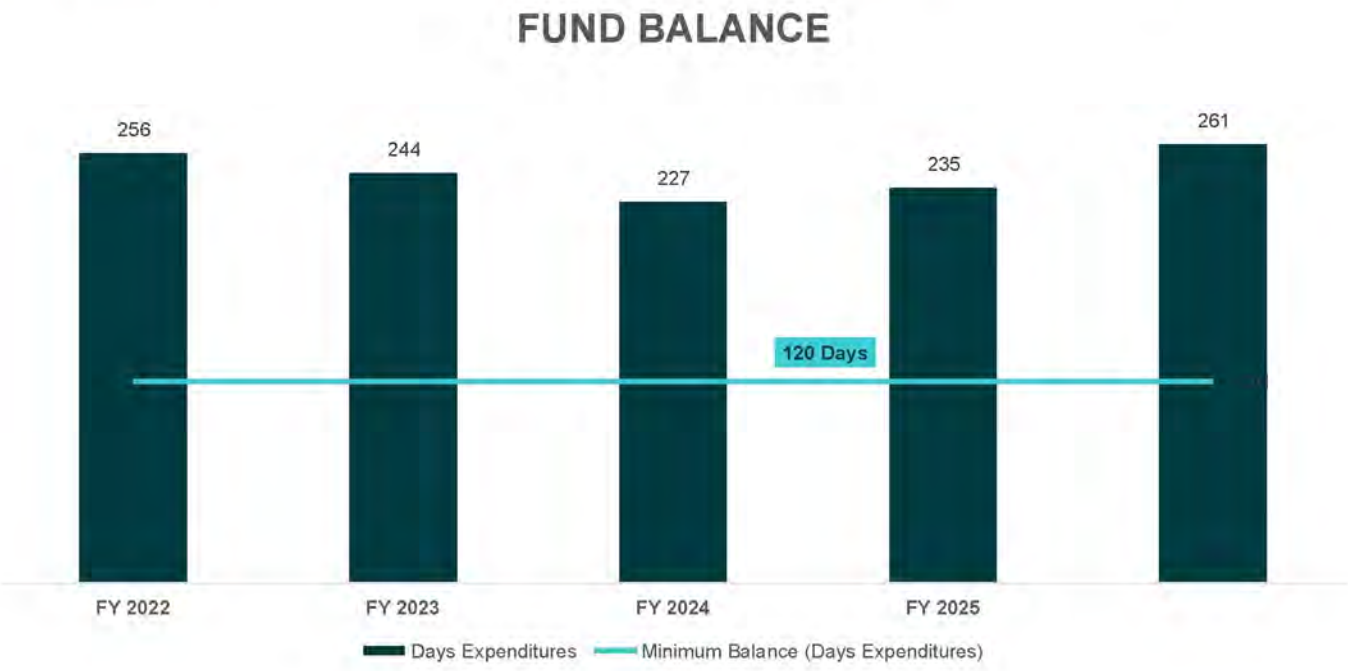
Financial Plan - Sewer

- Key Finding – Current revenue levels (i.e., in the absence of a rate adjustment) are insufficient to sustainably fund wastewater service.
- Key Drivers
  - Increasing O&M costs – 30% Increase in GBRA treatment costs
  - Last Rate Increase 2013; Base Fee only
  - Cash (PAYGO) funding of repair and replacement capital and equipment
  - Capital improvements related to growth
  - Maintain minimum of 120 days of expenditures in reserve
  - Debt Service

Financial Plan - Sewer



Fund Balance - Sewer



Cash Flow- Sewer

Financial Plan – Key Finding and Recommendations

Key Finding – current revenue levels are insufficient to sustainably fund the ongoing provision of safe and reliable wastewater service.

Recommendations –

1. Approve revenue adjustments of 8.0% in 2022 and 7.0% 2023
2. Preliminary need for 7.0% adjustments in 2024 and 2025, but dependent on growth and GBRA passthrough costs.

Description	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
Revenues					
Revenue Adjustment	8.0%	7.0%	7.0%	7.0%	7.0%
Existing Rate Revenues	$ 2,366,909	$ 2,421,820	$ 2,478,061	$ 2,535,665	$ 2,594,666
Additional Rate Revenues	189,353	376,835	586,042	819,138	1,078,498
Total Rate Revenues	$ 2,556,262	$ 2,798,656	$ 3,064,103	$ 3,354,803	$ 3,673,164
Non-Rate Revenues	$ 193,850	$ 163,850	$ 163,850	$ 163,850	$ 163,850
Total Revenues	**$ 2,750,112**	**$ 2,962,506**	**$ 3,227,953**	**$ 3,518,653**	**$ 3,837,014**
Revenue Requirement					
Operation and Maintenance	**$ 2,934,857**	**$ 2,839,775**	**$ 2,928,943**	**$ 3,020,977**	**$ 3,115,970**
Capital					
Debt Service	$ 163,699	$ 174,802	$ 240,484	$ 245,868	$ 277,841
PAYGO Capital	102,500	105,063	107,689	110,381	113,141
Total Capital	**$ 266,199**	**$ 279,864**	**$ 348,173**	**$ 356,250**	**$ 390,982**
Total Revenue Requirement	**$ 3,201,056**	**$ 3,119,639**	**$ 3,277,116**	**$ 3,377,227**	**$ 3,506,952**
Financial Performance					
Beginning Fund Balance	$ 2,693,504	$ 2,242,561	$ 2,085,427	$ 2,036,264	$ 2,177,690
Surplus/(Deficit)	(450,944)	(157,134)	(49,163)	141,426	330,062
Ending Operating Fund Balance ($)	**$ 2,242,561**	**$ 2,085,427**	**$ 2,036,264**	**$ 2,177,690**	**$ 2,507,752**
Target Operating Fund Balance ($) (120 Days)	**$ 1,102,826**	**$ 1,076,124**	**$ 1,191,415**	**$ 1,261,296**	**$ 1,401,384**

Rate Design

Pricing Objectives

Conservation

A pricing structure that encourages permanent reductions in water usage through more efficient use of water.

Affordability

Economically disadvantaged customers should be able to afford essential water services.

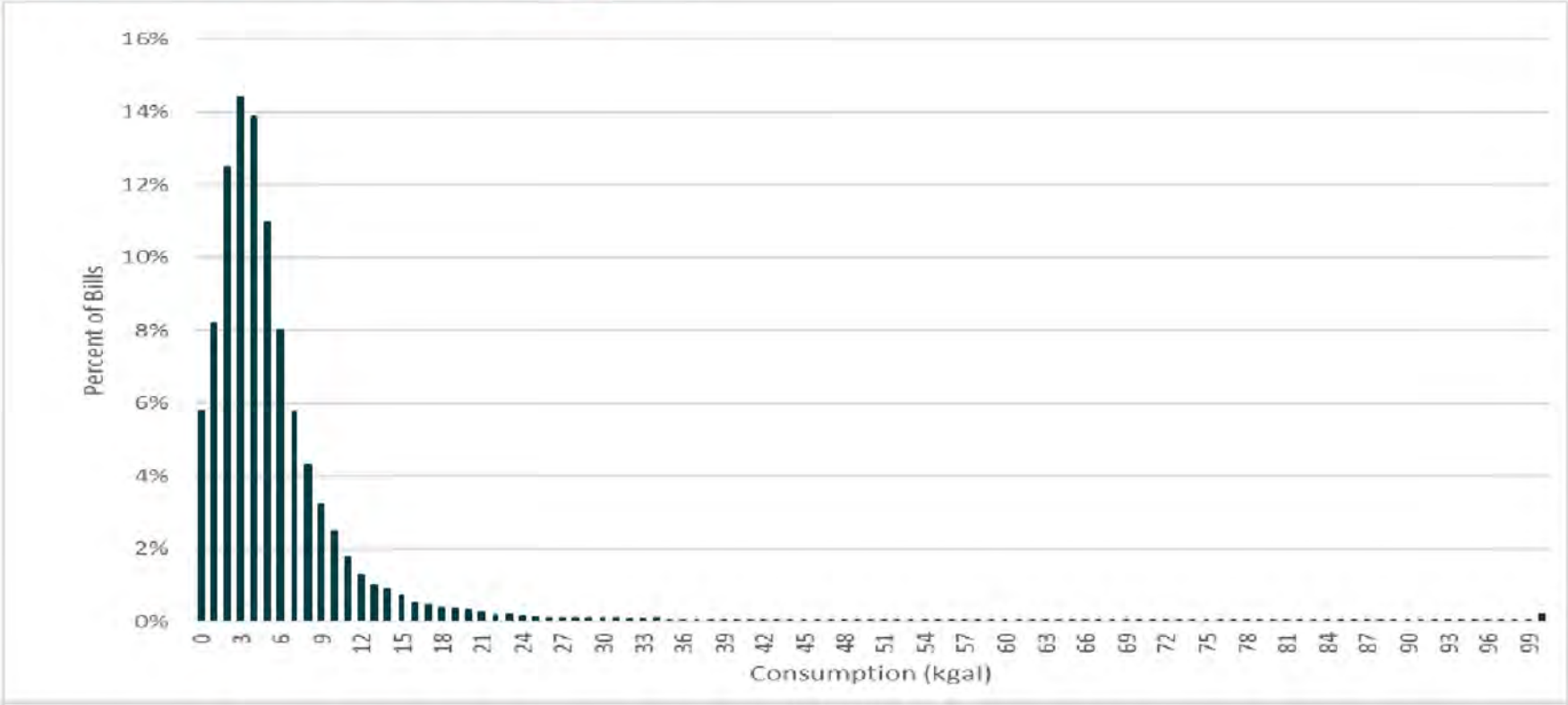
Rate Design

Existing Residential Water Consumption

Block	Bills	Usage	Cumulative Bill	Cumulative Usage	Usage in Block	% Bills	% Usage in Block
-	3,107	-	3,107	-	-	6%	0%
1	4,461	4,461	7,568	4,461	45,959	15%	17%
2	6,688	13,376	14,256	17,837	87,457	29%	33%
3	7,612	22,836	21,868	40,673	122,267	45%	46%
4	6,792	27,168	28,660	67,841	149,465	58%	56%
5	5,449	27,245	34,109	95,086	169,871	70%	63%
6	3,868	23,208	37,977	118,294	184,828	77%	69%
7	2,751	19,257	40,728	137,551	195,917	83%	73%
8	1,916	15,328	42,644	152,879	204,255	87%	76%
9	1,312	11,808	43,956	164,687	210,677	90%	78%
10	1,014	10,140	44,970	174,827	215,787	92%	80%
11	722	7,942	45,692	182,769	219,883	93%	82%
12	511	6,132	46,203	188,901	223,257	94%	83%
13	366	4,758	46,569	193,659	226,120	95%	84%

Historical billing data was used to recommend rates that would promote conservation in the upper tiers and affordability in the lower tiers.

Rate Design


16%
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Consumption (kgal)

Water Rate Design Scenarios

Scenario 1: Status Quo

Scenario 2: Fixed Charge by Meter Size & Tiers Adjustments (Recommended)

Scenario 3: Fixed Charge by Meter Size and Tier Adjustments (Keep Fixed Charge Flat)

Residential Recommend Tier Change

			Proposed 2022
Residential			
Tier 0 (0-2)	$/1,000	$	-
Tier 1 (2-6)	$/1,000		4.97
Tier 2 (6-8)	$/1,000		5.23
Tier 3 (8-10)	$/1,000		5.49
Tier 4 (10+)	$/1,000		6.26
Residential			
Tier 0 (0-2)	$/1,000	$	-
Tier 1 (2-6)	$/1,000		4.32
Tier 2 (6-10)	$/1,000		5.40
Tier 3 (10-20)	$/1,000		6.27
Tier 4 (20+)	$/1,000		6.92

Scenario 1: Status Quo

Description		Existing 2021	Proposed 2022	Proposed 2023	Proposed 2024	Proposed 2025	Proposed 2026
Meter Service Charge - Residential							
All Meters	$/Mo	$ 23.60	$ 24.43	$ 25.89	$ 27.45	$ 29.09	$ 30.26
Meter Service Charge - Non-Residential							
All Meters	$/Mo	$ 34.83	$ 36.05	$ 38.21	$ 40.50	$ 42.93	$ 44.65
City Distribution							
Residential							
Tier 0 (0-2)	$/1,000	$ -	$ -	$ -	$ -	$ -	$ -
Tier 1 (2-6)	$/1,000	4.80	4.97	5.27	5.58	5.92	6.15
Tier 2 (6-8)	$/1,000	5.05	5.23	5.54	5.87	6.23	6.47
Tier 3 (8-10)	$/1,000	5.30	5.49	5.81	6.16	6.53	6.79
Tier 4 (10+)	$/1,000	6.05	6.26	6.64	7.04	7.46	7.76

Scenario 2: Fixed Charge by Meter Size & Tiers Adjustments (Recommended)

Description		Existing 2021	Proposed 2022	Proposed 2023	Proposed 2024	Proposed 2025	Proposed 2026
Meter Service Charge - Residential & Non-Residential							
5/8"	$/Mo	$ 23.60	$ 24.43	$ 25.89	$ 27.45	$ 29.09	$ 30.26
1"	$/Mo	23.60	61.07	64.73	68.61	72.73	75.64
1-1/2"	$/Mo	23.60	122.13	129.46	137.23	145.46	151.28
2"	$/Mo	23.60	195.41	207.13	219.56	232.73	242.04
3"	$/Mo	23.60	366.39	388.37	411.68	436.38	453.83
4"	$/Mo	23.60	610.65	647.29	686.13	727.29	756.39
City Distribution							
Residential							
Tier 0 (0-2)	$/1,000	$ -	$ -	$ -	$ -	$ -	$ -
Tier 1 (2-6)	$/1,000	4.18	4.32	4.58	4.86	5.15	5.35
Tier 2 (6-10)	$/1,000	5.22	5.40	5.73	6.07	6.44	6.69
Tier 3 (10-20)	$/1,000	6.06	6.27	6.64	7.04	7.47	7.76
Tier 4 (20+)	$/1,000	6.68	6.92	7.33	7.77	8.24	8.57
Non-Residential (All Usage)	$/1,000	$ 4.32	$ 4.47	$ 4.74	$ 5.02	$ 5.33	$ 5.54

Scenario 3: Fixed Charge by Meter Size and Tier Adjustments (Keep Fixed Charge Flat)

Description		Existing 2021	Proposed 2022	Proposed 2023	Proposed 2024	Proposed 2025	Proposed 2026
Meter Service Charge - Residential & Non-Residential							
5/8"	$/Mo	$ 23.60	$ 23.60	$ 23.60	$ 23.60	$ 23.60	$ 23.60
1"	$/Mo	23.60	59.00	59.00	59.00	59.00	59.00
1-1/2"	$/Mo	23.60	118.00	118.00	118.00	118.00	118.00
2"	$/Mo	23.60	188.80	188.80	188.80	188.80	188.80
3"	$/Mo	23.60	354.00	354.00	354.00	354.00	354.00
4"	$/Mo	23.60	590.00	590.00	590.00	590.00	590.00
City Distribution							
Residential							
Tier 0 (0-2)	$/1,000	$ -	$ -	$ -	$ -	$ -	$ -
Tier 1 (2-6)	$/1,000	4.18	4.68	5.44	6.24	7.06	7.69
Tier 2 (6-10)	$/1,000	5.22	5.85	6.80	7.79	8.83	9.61
Tier 3 (10-20)	$/1,000	6.06	6.79	7.89	9.04	10.24	11.14
Tier 4 (20+)	$/1,000	6.68	7.49	8.71	9.98	11.30	12.30
Non-Residential (All Usage)	$/1,000	$ 4.73	$ 4.73	$ 5.22	$ 5.73	$ 6.27	$ 6.67

Residential Rate Impacts (5/8" Meter and 6,000 gallons)

Description	Existing 2021	Proposed 2022	Proposed 2023	Proposed 2024	Proposed 2025	Proposed 2026
Scenario 1						
Monthly Bill	$ 42.80	$ 44.30	$ 46.96	$ 49.77	$ 52.76	$ 54.87
Difference $		$ 1.50	$ 2.66	$ 2.82	$ 2.99	$ 2.11
Scenario 2						
Monthly Bill	$ 42.80	$ 41.72	$ 44.22	$ 46.87	$ 49.69	$ 51.67
Difference $		$ (1.08)	$ 2.50	$ 2.65	$ 2.81	$ 1.99
Scenario 3						
Monthly Bill	$ 42.80	$ 42.32	$ 45.37	$ 48.54	$ 51.85	$ 54.34
Difference $		$ (0.48)	$ 3.04	$ 3.17	$ 3.31	$ 2.49

Water Commercial Rate Impacts

(2" Meter and 30,000 gallons)

Description	Existing 2021	Proposed 2022	Proposed 2023	Proposed 2024	Proposed 2025	Proposed 2026
Scenario 1						
Monthly Bill	$ 195.23	$ 202.06	$ 214.19	$ 227.04	$ 240.66	$ 250.29
Difference $		$ 6.83	$ 12.12	$ 12.85	$ 13.62	$ 9.63
Scenario 2						
Monthly Bill	$ 195.23	$ 329.54	$ 349.32	$ 370.28	$ 392.49	$ 408.19
Difference $		$ 134.31	$ 19.77	$ 20.96	$ 22.22	$ 15.70
Scenario 3						
Monthly Bill	$ 195.23	$ 330.70	$ 345.30	$ 360.69	$ 376.94	$ 388.86
Difference $		$ 135.47	$ 14.59	$ 15.40	$ 16.25	$ 11.92

Wastewater Proposed Rates

Description		Existing 2021	Proposed 2022	Proposed 2023	Proposed 2024	Proposed 2025	Proposed 2026
Meter Service Charge - Residential							
5/8"	$/Mo	$ 15.51	$ 16.75	$ 17.92	$ 19.18	$ 20.52	$ 21.96
1"	$/Mo	15.51	16.75	17.92	19.18	20.52	21.96
1-1/2"	$/Mo	15.51	16.75	17.92	19.18	20.52	21.96
2"	$/Mo	15.51	16.75	17.92	19.18	20.52	21.96
3"	$/Mo	15.51	16.75	17.92	19.18	20.52	21.96
4"	$/Mo	15.51	16.75	17.92	19.18	20.52	21.96
Meter Service Charge - Non-Residential							
5/8"	$/Mo	$ 19.13	$ 20.66	$ 22.11	$ 23.65	$ 25.31	$ 27.08
1"	$/Mo	19.13	20.66	22.11	23.65	25.31	27.08
1-1/2"	$/Mo	19.13	20.66	22.11	23.65	25.31	27.08
2"	$/Mo	19.13	20.66	22.11	23.65	25.31	27.08
3"	$/Mo	19.13	20.66	22.11	23.65	25.31	27.08
4"	$/Mo	19.13	20.66	22.11	23.65	25.31	27.08
City Distribution							
Residential & Non-Residential							
Tier 0 (0-2)	$/1,000	$ -	$ -	$ -	$ -	$ -	$ -
Tier 1 (2-+)	$/1,000	4.67	5.04	5.40	5.77	6.18	6.61

Wastewater Residential Rate Impacts

(5/8" Meter and 6,000 gallons)

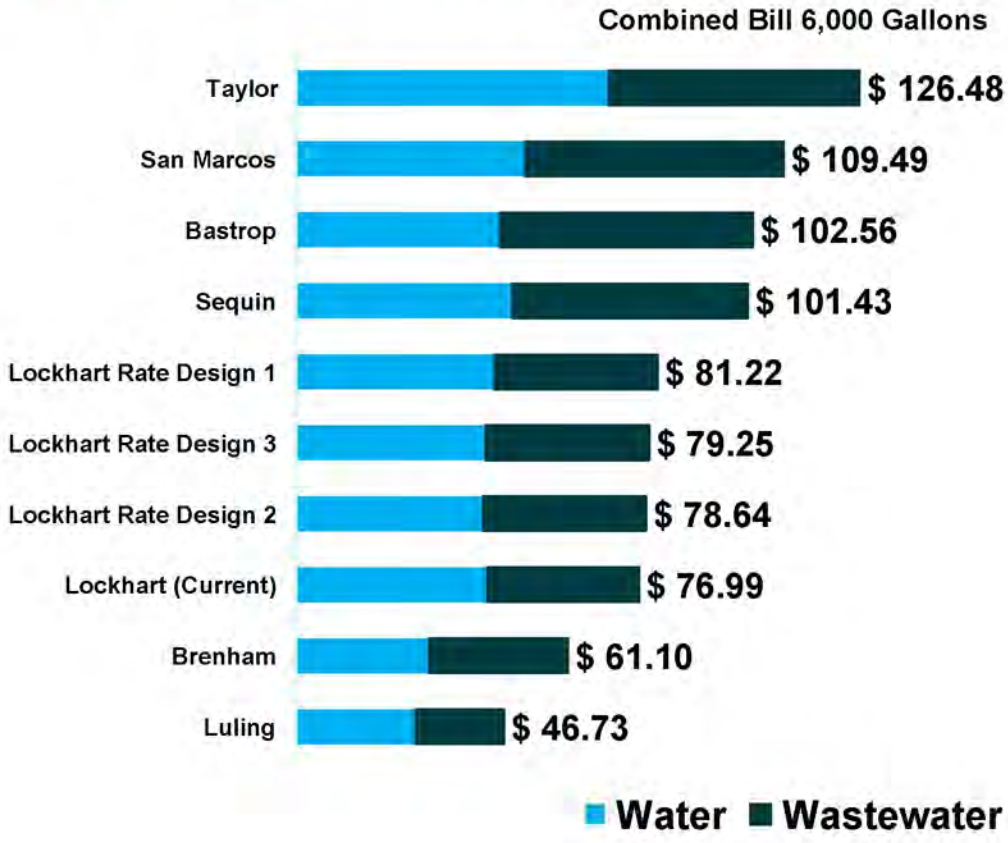
Description	Existing 2021	Proposed 2022	Proposed 2023	Proposed 2024	Proposed 2025	Proposed 2026
Monthly Bill	$ 34.19	$ 36.93	$ 39.51	$ 42.28	$ 45.23	$ 48.40
Difference $		$ 2.74	$ 2.58	$ 2.77	$ 2.96	$ 3.17

Wastewater Commercial Rate Impacts

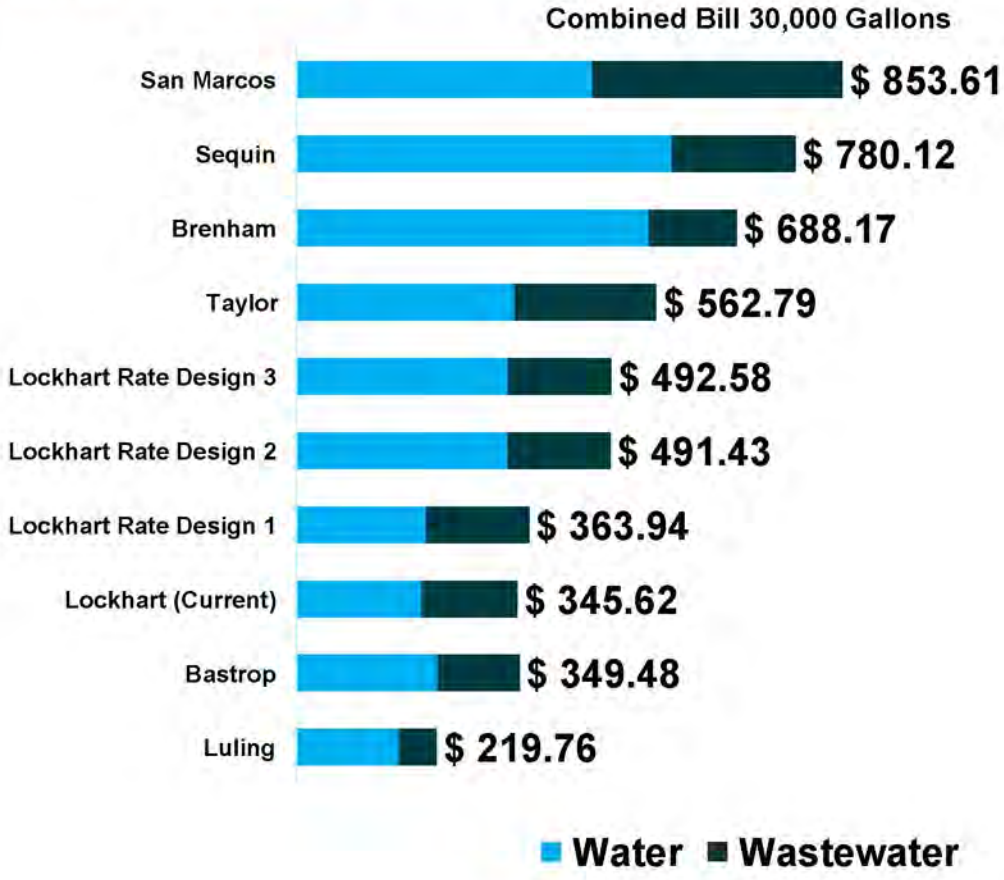
(2" Meter and 30,000 gallons)

Description	Existing 2021	Proposed 2022	Proposed 2023	Proposed 2024	Proposed 2025	Proposed 2026
Monthly Bill	$ 149.89	$ 161.88	$ 173.21	$ 185.34	$ 198.31	$ 212.19
Difference $		$ 11.99	$ 11.33	$ 12.12	$ 12.97	$ 13.88

Combined Residential Monthly Comparison (¾ Inch Meter)



Commercial Monthly Rate Comparison
(2 Inch Meter)



Thank you!

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CITY OF

Lockhart

Water and Wastewater Rate Study

Draft Report / July 2021

RAFTELIS

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Executive Summary

The City of Lockhart (City) engaged Raftelis Financial Consultants, Inc. (Raftelis) to develop water and wastewater financial plans and develop rate structure alternatives to meet the City's objectives. The general objective of the financial planning process is to determine the level of rate revenue required to provide for the financial sustainability of the utilities into the future ensure that the water and wastewater utilities are financially independent. The City has drawn down its existing fund balance reserves over the last several years, and requires strong rate increases over the next seven years to replenish reserves and adequately finance required capital improvements.

STUDY PROCESS

Raftelis worked closely with City staff to conduct the rate study. The study primarily focused on the development of new rates. Rate analysis includes financial planning, cost of service analysis, and rate design. In the financial planning process, the level of rate revenue required to provide for the financial sustainability of the utilities into the future is determined. The cost of service determines how those costs should be recovered from different types of customers. Rate design develops charges that recover sufficient revenue in a fair and equitable manner.

Financial Plan Findings and Recommendations

Key Finding: For this study, the financial plan was developed for a multi-year forecast period. The forecast period uses the City's fiscal year, which runs from October 1 to September 30. Each year shown in the forecast refers to the year ending September 30. Separate financial plans for the water and wastewater utilities were developed to provide each with the resources that are needed to operate self-sustainingly. Based on this analysis, current revenue levels are insufficient to sustainably fund the ongoing provision of safe and reliable water and wastewater service.

Recommendations: We recommend rate revenue adjustments for both the water and wastewater utility over the forecast period to fund the increase in capital and operating expenditures. Due to the growth experienced by the City, it is recommended that staff continue to analyze rates every two years.

The exact impact on customer bills is contingent on implementing the rate recommendations at the end of this report.

COST OF SERVICE ANALYSIS

Key Finding: While the financial planning process determines the overall level of rate revenue necessary to sustain each utility, the cost-of-service analysis determines how that revenue should be recovered from City customers.

Raftelis conducted a cost-of-service analysis to determine the cost to serve different types of customers depending on how they use the water and wastewater systems. This is different than the financial plan, which evaluates revenue sufficiency in total. The cost-of-service analysis seeks to identify the proportion of total expenditures that can be attributed to different types of users based on the principle of cost causation. The utility systems are designed and operated to meet the demands of City customers. This means that the cost to operate and maintain these systems is directly attributable to these demands. That said, not all types of customers (referred to as customer classes) use the utility systems in the same way. The principle of cost causation attributes the cost to provide utility service to the customers that cause them to be incurred based on their demand characteristics. The results of the cost-of-service analysis can be used as a guide to adjust rates to improve alignment between revenues, by customer class, and costs by customer class.

Recommendations: After discussions with City staff, a move towards cost-of-service is not the best option for the City at this time. The recommendation will not affect the impact fee analysis. Raftelis recommends this be revisited again to determine if it is feasible for the City.

RATE DESIGN

Key Finding: Once revenue requirements were identified, Raftelis developed a multi-year rate schedule designed to recover costs more accurately from those who cause the utility to incur them. Raftelis will present three rate scenarios for water and one rate scenario for wastewater for the City to consider. This includes an examination of the current fixed charge and ways to make it fairer and more equitable while increasing fixed revenue for the City.

Recommendations: We recommend that the City adopt the new fixed charge rate structure that acknowledges the readiness-to-serve component associated with larger meter sizes. After analyzing residential billing data, a change to the tier structure is also recommended to align with users and promote conservation. When designing conservation rates, it's important to recognize essential and non-essential usage and how to apply the inclining block. The current tiers utilized by the City do not clearly demonstrate this, so we propose changing the tiers to 0-2,000 gallons, 2,001-6,000 gallons, 6,001-10,000 gallons, 10,001-20,000 gallons and 20,001 and above for all residential users. By changing the pricing ratios on these tiers, you can effectively promote conservation by charging a higher amount for non-essential usage, while promoting affordability through the minimum usage, and lower price tiers that would capture "essential" indoor usage. It is also recommended that the City eliminate the inclining block structure for non-residential users. Non-residential users typically use water more consistently than residential users, making it more difficult to differentiate between essential and non-essential usage. As a result, it is more difficult to send clear pricing signals to non-residential users and is a best practice to charge them a uniform rate.

Water Financial Plan

Financial Planning Methodology

This financial planning process involves three steps:

First, a revenue forecast under existing rates forms the baseline against which any revenue adjustments will be made. Second, a forecast of operating and capital expenses establishes the costs which will need to be recovered from utility rates. The final step involves a detailed cash flow forecast and an evaluation of rate revenue adjustments needed for financial sustainability. The City has two key performance indicators for evaluating financial health besides revenue sufficiency of the utilities.

Unrestricted Fund Balance as a percent of Utility Operating Expenses is a common measure of liquidity. It is a measure of the ability of the utility to deal with unanticipated declines in revenue or emergency expenditures without reducing service quality or dramatically increasing rates. It is determined by dividing the dollar amount of unrestricted fund balance by projected operating expenditures. It is not uncommon for utilities to maintain balances much higher than this minimum. Utilities with the strongest ratings from debt rating agencies (S&P, Fitch and Moody's) frequently maintain balances of great than 100% of annual operating expenses. The City's operating reserve is the equivalent to the unrestricted fund balance.

Debt Service Coverage is a measure of a utility's available revenues after all operating expense are paid to repay bondholders. A typical ratio is calculated by dividing net revenues (revenues, less operating expenses) by annual principal and interest payments. A ratio above 1 indicates that current net revenues (operating revenues less expenses)

are sufficient to meet current debt service obligations with room to spare for unforeseen emergencies. A ratio of less than 1 would mean that the utility does not have sufficient current revenues to cover debt service payment obligations. Debt Service Coverage targets are often defined in the City's bond covenants.

The utility should maintain the ability to deal with unanticipated declines in revenue or emergency expenditures without reducing service quality or dramatically increasing rates. While typical liquidity measures include operating expenses only, we recommend evaluating liquidity with debt service included as this remains an obligation of the utility, regardless of any unforeseen events. While the number of days a utility will seek to maintain will vary by utility, this financial plan targets 120 days. This can be used for working capital (timing differences in revenues and expenditures), temporary revenue shortfalls, or emergency capital repairs.

When possible, rates should also be set to maintain a program of gradual, modest increases to avoid large increases to deal with future expenses. A longer series of more modest rate increases is more equitable for customers than postponing adjustments and requiring painfully large rate increases in the future.

Forecast of Revenue at Existing Rates

Figure 1: Water Revenue at Existing Rates provides the forecast of water revenue at existing rates. Determining revenue under the City's existing rate levels is the first step in developing the financial plan. These revenues form the baseline (i.e. in the absence of any action to adjust rates) against which projected expenditures are compared. This step asks the question: "what would our revenues be, if we did not take any action to adjust rates?"

To determine revenue under existing rates Raftelis projected account growth and usage per account, which results in an overall usage forecast. To establish a baseline of demand, Raftelis reviewed account and water usage data from the previous three years. The study uses 3.0% growth for Residential, 1.5% growth for Commercial, 1.0% growth for Industrial. These growth rates through the forecast period are based on historical data and discussions with City staff. The forecasted accounts were then multiplied by the historical usage per account to determine a forecast of demand for each class. Using these projections, a forecast of revenue under existing rates was calculated to determine the need for future rate adjustments.

Figure 1: Water Revenue at Existing Rates

Description	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
Residential	$ 2,435,730	$ 2,508,802	$ 2,584,066	$ 2,661,588	$ 2,741,436
Commercial	1,005,878	1,031,025	1,056,801	1,083,221	1,110,301
City	66,291	66,291	66,291	66,291	66,291
Industrial	368,299	368,338	368,376	368,415	368,454
Total	$ 3,876,199	$ 3,974,456	$ 4,075,535	$ 4,179,516	$ 4,286,483

Forecast of Expenses

OPERATING EXPENSES

Operating expenses are those which the utility incurs on a consistent day to day basis, and which generally do not involve the construction of a capital asset. Raftelis reviewed the FY 2022 budget and compared it to historical actual spending and found it to be a reasonable basis for the O&M forecast. A significant portion of operating expenses is the purchase of treated water from Guadalupe-Blanco River Authority (GBRA), the City's wholesale water service provider. The City is also pays for operations of two water treatment plants. These treatment plant expenses are

included in the GBRA related expenses shown below. In FY 2021, it is projected that expenses related to GBRA will account for 77% of the City's operating expenditures. Figure 2 shows the forecast of operating expenses and what percent of operating expenditures can be attributed to GBRA.

Figure 2: Forecast of Water O&M

Description	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
Salaries and Wages	$ 264,903	$ 271,526	$ 278,314	$ 285,272	$ 292,403
Benefits	129,483	121,805	124,851	127,972	131,172
Materials & Supplies	64,898	66,520	68,183	69,888	71,635
Professional Services	7,900	8,098	8,300	8,507	8,720
Property Services	700	718	735	754	773
Capital Expenses	1,752,000	157,850	161,796	165,841	169,987
GBRA Expenses	2,565,310	2,625,710	3,012,775	3,423,506	3,560,836
Other	327,480	251,317	257,600	264,040	270,640
Total	$ 5,112,674	$ 3,503,542	$ 3,912,554	$ 4,345,779	$ 4,506,167
Percent Related to GBRA	50%	75%	77%	79%	79%

CAPITAL EXPENSES

Capital expenses are incurred to make improvements to water system assets. Figure 3 indicates the capital improvement program (CIP), as provided by City staff. Financing for these projects will be discussed in detail below.

The majority of these projects involve expansion projects from the Impact Analysis. City staff assigned priority level which dictated the timing of these projects in our forecast. Some of the major projects from the impact analysis include the 12" pipe along San Antonio St and a high service pump.

In addition to the impact analysis, this forecast built in a projection of $100,000 annually for repair and replacement (R&R) projects. This amount is not for any specific project, but rather to provide the City the financial capability to repair and replace existing assets. Lastly, two water towers, the San Jacinto Tower and the Wichita Tower, are projected to need maintenance in the next ten years. This water tower maintenance was built into the forecast with the costs for the two projects spread over a four-year period.

After analyzing the priority list for expansion projects and factoring in the need for an annual amount for repair and replacement projects, a multi-year capital forecast was determined. This results in capital expenditures of around $7.5 million over the ten-year forecast.

Figure 3: Water Capital Improvement Program

Description	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
High Priority Expansion	$ -	$ 1,499,137	$ 1,696,103	$ -	$ -
Medium Priority Expansion	-	231,138	-	-	-
Low Priority Expansion	-	-	-	-	-
R&R	102,500	105,063	269,223	275,953	282,852
Total	$ 102,500	$ 1,835,337	$ 1,965,325	$ 275,953	$ 282,852

CAPITAL FINANCING

The capital financing plan includes bond proceeds, which are borrowed to finance major projects, and ongoing rate funded capital, and revenue from impact fees. The plan in Figure 4 was developed to fully fund the CIP shown above after adjusting projects costs for expected 2.5% inflation. To the extent that the City has larger, one-time, capital improvement needs in the future they could consider financing them with debt, as cash funding may require a significant increase in rates that could then be higher than necessary to support a more normalized level of capital expenditures.

Figure 4: Water Capital Financing Plan

Description	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
Projected Bond Issuances	-	913,413	1,696,103	-	-
Impact Fees - Cash	-	565,762	-	-	-
PAYGO	102,500	356,162	269,223	275,953	282,852
Total	$ 102,500	$ 1,835,337	$ 1,965,325	$ 275,953	$ 282,852

Cash Flow Forecast

The final step in the financial planning process involves compiling a cash flow forecast which identifies the revenue adjustments necessary to ensure financial sustainability. Expenses include operating and maintenance expenses related to administrative overhead, operating the distribution system, purchasing water from GBRA, debt service, and ongoing rate funded capital. The City is forecasted to draw down its existing fund balance reserves over the next several years which is a major driver for the need of rate revenue increases. It is currently projected that the City will begin to add to its reserves by FY 2026.

Figure 5: Water Cash Flow Forecast

Description	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
Revenues					
Revenue Adjustment	3.5%	6.0%	6.0%	6.0%	4.0%
Existing Rate Revenues	$ 3,876,199	$ 3,974,456	$ 4,075,535	$ 4,179,516	$ 4,286,483
Additional Rate Revenues	135,667	385,920	664,011	972,580	1,208,830
Total Rate Revenues	$ 4,011,866	$ 4,360,376	$ 4,739,545	$ 5,152,095	$ 5,495,313
Non-Rate Revenues	$ 2,081,587	$ 453,902	$ 462,933	$ 472,280	$ 481,955
Total Revenues	**$ 6,093,453**	**$ 4,814,278**	**$ 5,202,478**	**$ 5,624,376**	**$ 5,977,268**
Revenue Requirement					
Operation and Maintenance (O&M)					
Salaries and Wages	$ 264,903	$ 271,526	$ 278,314	$ 285,272	$ 292,403
Benefits	129,483	121,805	124,851	127,972	131,172
Materials & Supplies	64,898	66,520	68,183	69,888	71,635
Professional Services	7,900	8,098	8,300	8,507	8,720
Property Services	700	718	735	754	773
Capital Expenses	1,752,000	157,850	161,796	165,841	169,987
GBRA Expenses	2,565,310	2,625,710	3,012,775	3,423,506	3,560,836
Other	327,480	251,317	257,600	264,040	270,640
Operation and Maintenance	**$ 5,112,674**	**$ 3,503,542**	**$ 3,912,554**	**$ 4,345,779**	**$ 4,506,167**
Capital					
Debt Service	$ 927,083	$ 966,790	$ 1,048,117	$ 1,048,755	$ 1,083,366
PAYGO Capital	102,500	356,162	269,223	275,953	282,852
Total Capital	**$ 1,029,583**	**$ 1,322,952**	**$ 1,317,339**	**$ 1,324,708**	**$ 1,366,218**
Total Revenue Requirement	**$ 6,142,257**	**$ 4,826,494**	**$ 5,229,894**	**$ 5,670,487**	**$ 5,872,384**
Financial Performance					
Beginning Fund Balance	$ 4,817,379	$ 4,768,575	$ 4,756,359	$ 4,728,943	$ 4,682,832
Surplus/(Deficit)	(48,803)	(12,216)	(27,416)	(46,111)	104,883
Ending Operating Fund Balance ($)	**$ 4,768,575**	**$ 4,756,359**	**$ 4,728,943**	**$ 4,682,832**	**$ 4,787,715**
Target Operating Fund Balance ($) (120 Days)	**$ 2,084,050**	**$ 1,569,668**	**$ 1,717,178**	**$ 1,845,779**	**$ 1,996,502**

Financial Plan – Key Finding and Recommendations

- **Key Finding** – current revenue levels are insufficient to sustainably fund the ongoing provision of safe and reliable water service.
- **Recommendations** –
  1. Approve revenue adjustments of 3.5% in 2022 and 6.0% 2023
  2. Preliminary need for 6.0% adjustments in 2024 and 2025, but dependent on growth and GBRA passthrough costs.

Wastewater Financial Plan

Raftelis followed a similar process to develop the financial plan for the wastewater utility. Figure 6 indicates the forecast of wastewater revenue at existing rates.

Figure 6: Wastewater Revenue at Existing Rates

Description	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
Residential	$ 1,471,154	$ 1,507,933	$ 1,545,631	$ 1,584,272	$ 1,623,879
Commercial	520,988	534,013	547,363	561,047	575,074
Industrial	278,553	281,339	284,152	286,994	289,864
Total	$ 2,270,696	$ 2,323,285	$ 2,377,147	$ 2,432,313	$ 2,488,816

Forecast of Expenses

OPERATING EXPENSES

Operating expenses are those which the utility incurs on a consistent day to day basis and which generally do not involve the construction of a capital asset. A significant portion of operating expenses is the treatment cost from GBRA. Over the forecast period, GBRA related expenses account for over 60% of the City's annual operating expenditures. The GBRA related expenses are also inflated at a higher rate of 3.5% compared to other operating expenses that are inflated at 2.5%. This increase is a major driver in the revenue requirement and is a cost that must be passed on the rate payers so the City can meet critical financial metrics such as a healthy fund balance and debt service coverage.

Figure 7: Forecast of Wastewater O&M Expenses

Description	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
Salaries and Wages	$ 192,479	$ 197,291	$ 202,223	$ 207,279	$ 212,461
Benefits	96,742	99,161	101,640	104,181	106,785
Materials & Supplies	81,862	83,909	86,006	88,156	90,360
Professional Services	14,350	14,709	15,076	15,453	15,840
Property Services	1,000	1,025	1,051	1,077	1,104
Capital Expenses	64,100	65,703	67,345	69,029	70,754
GBRA Expenses	1,937,415	1,817,397	1,881,006	1,946,841	2,014,981
Other	546,909	560,582	574,596	588,961	603,685
Total	$ 2,934,857	$ 2,839,775	$ 2,928,943	$ 3,020,977	$ 3,115,970
Percent Related to GBRA	66%	64%	64%	64%	65%

CAPITAL EXPENSES

Capital expenses are incurred to make improvements to wastewater system assets. Many of the projects involve the replacement and maintenance of the City's collection system. Figure 8 indicates the capital improvement program (CIP), as provided by City staff. Similar to water, City staff assigned priority level which dictated the timing of these projects in our forecast and annual amounts for repair and replacement (R&R) were included. Financing for these projects will be discussed in detail below. Some of the major wastewater projects include the 12" pipe from Highway 183 to FM 1322, 12" pipe from State Highway 130 and 12" pipe from Stueve West. There are other similar expansion projects not named here that are from the impact analysis mentioned above. D

Figure 8: Wastewater Capital Improvement Program

Description	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
High Priority Expansion	$ -	$ 1,040,119	$ 1,145,489	$ -	$ -
Medium Priority Expansion	-	-	-	-	1,090,678
Low Priority Expansion	-	-	-	-	-
R&R	102,500	105,063	107,689	110,381	113,141
Total	$ 102,500	$ 1,145,181	$ 1,253,178	$ 110,381	$ 1,203,818

CAPITAL FINANCING

The capital financing plan includes of bond proceeds and ongoing rate funded capital. The plan in Figure 9 was developed to fully fund the CIP shown above after adjusting project costs for expected 2.5% inflation. Bond proceeds are primarily used to fund expansion related projects from the Impact Analysis.

Figure 9: Wastewater Capital Financing Plan

Description	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
Projected Bond Issuances	-	265,808	1,145,489	-	791,986
Impact Fees - Cash	-	774,311	-	-	298,692
PAYGO	102,500	105,063	107,689	110,381	113,141
Total	$ 102,500	$ 1,145,181	$ 1,253,178	$ 110,381	$ 1,203,818

Cash Flow Forecast

The final step in the financial planning process involves compiling a cash flow forecast which identifies the revenue adjustments necessary to ensure financial sustainability. Expenses include operating and maintenance expenses related to administrative overhead, operating the collection system, paying for sewage treatment from GBRA, debt service, and ongoing rate funded capital. As indicated by Figure 10 10, wastewater revenues are not sufficient to meet current expenses. The rate revenue adjustments indicated below will ensure revenues continue to cover expenses and reach a balance above the minimum target.

The primary drivers for the adjustments are increases to operating expenses, mainly driven by an increase in GBRA treatment costs in FY 2022 and capital improvements.

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Figure 10 10: Wastewater Fund - Cash Flow Forecast

Description	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
Revenues					
Revenue Adjustment	8.0%	7.0%	7.0%	7.0%	7.0%
Existing Rate Revenues	$ 2,366,909	$ 2,421,820	$ 2,478,061	$ 2,535,665	$ 2,594,666
Additional Rate Revenues	189,353	376,835	586,042	819,138	1,078,498
Total Rate Revenues	$ 2,556,262	$ 2,798,656	$ 3,064,103	$ 3,354,803	$ 3,673,164
Non-Rate Revenues	$ 193,850	$ 163,850	$ 163,850	$ 163,850	$ 163,850
Total Revenues	**$ 2,750,112**	**$ 2,962,506**	**$ 3,227,953**	**$ 3,518,653**	**$ 3,837,014**
Revenue Requirement					
Operation and Maintenance (O&M)					
Salaries and Wages	$ 192,479	$ 197,291	$ 202,223	$ 207,279	$ 212,461
Benefits	96,742	99,161	101,640	104,181	106,785
Materials & Supplies	81,862	83,909	86,006	88,156	90,360
Professional Services	14,350	14,709	15,076	15,453	15,840
Property Services	1,000	1,025	1,051	1,077	1,104
Capital Expenses	64,100	65,703	67,345	69,029	70,754
GBRA Expenses	1,937,415	1,817,397	1,881,006	1,946,841	2,014,981
Other	546,909	560,582	574,596	588,961	603,685
Operation and Maintenance	**$ 2,934,857**	**$ 2,839,775**	**$ 2,928,943**	**$ 3,020,977**	**$ 3,115,970**
Capital					
Debt Service	$ 163,699	$ 174,802	$ 240,484	$ 245,868	$ 277,841
PAYGO Capital	102,500	105,063	107,689	110,381	113,141
Total Capital	**$ 266,199**	**$ 279,864**	**$ 348,173**	**$ 356,250**	**$ 390,982**
Total Revenue Requirement	**$ 3,201,056**	**$ 3,119,639**	**$ 3,277,116**	**$ 3,377,227**	**$ 3,506,952**

Financial Plan – Key Finding and Recommendations

- **Key Finding** – current revenue levels are insufficient to sustainably fund the ongoing provision of safe and reliable wastewater service.
- **Recommendations** –
  3. Approve revenue adjustments of 8.0% in 2022 and 7.0% 2023
  4. Preliminary need for 7.0% adjustments in 2024 and 2025, but dependent on growth and GBRA passthrough costs.

Rates and Customer Impacts

FIXED CHARGES

When considering an appropriate fixed charge for the City, there are a few important considerations to make. Fixed charges provide revenue stability to a City. The majority of costs are fixed, so having a healthy balance between fixed and variable revenue is important.

Not all costs that the City incurs to provide water and wastewater service are created equal. For example, much of the cost of providing water and wastewater service is not directly under the City's control. These non-

controllable costs place upward pressure on water and wastewater rates, even as City staff work to influence expenses that the City can control. The cost of water purchased and the plant operations expenses for the water and wastewater treatment from GBRA represent a large proportion of the cost of providing service. Still, the rates paid for these services are set by the providers and must be passed on to customers.

Most of the cost of providing water and wastewater service is fixed, which means it is not dependent on how much water a customer uses. Most of the City's costs are incurred to make service available to customers 24 hours a day, 7 days a week, 365 days a year, regardless of how much water customers use on a given day. The City cannot stop maintaining the system when water is not being used and starts again. This concept is known as *readiness to serve*. When considering these factors, it shows the importance of having a steady stream of fixed revenue. The City should adopt an industry-standard approach that recognizes and recovers the higher demand larger meters put on the system, thus the higher fixed costs associated with serving these customers.

VOLUME CHARGES

Raftelis also recommends adopting a revised volume rate structure to address several issues. The current structure applies an inclining block rate to all customers. A common justification for these rates is to encourage conservation, though the current structure does not send clear pricing signals to the customer based on the billing data. Figure 11 below highlights what percentage of bills fall at different consumption levels. When designing inclining block rates, it's important to recognize essential and non-essential usage. The current tiers utilized by the City do not clearly demonstrate this, so we propose changing the tiers to 0-2,000 gallons, 2,001-6,000 gallons, 6,001-10,000 gallons, 10,001-20,000 gallons and 20,001 and above for all residential users. By changing the pricing ratios on these tiers, you can effectively promote conservation by charging a higher amount for non-essential usage, while promoting affordability through the minimum usage, and lower price tiers that would capture "essential" indoor usage.

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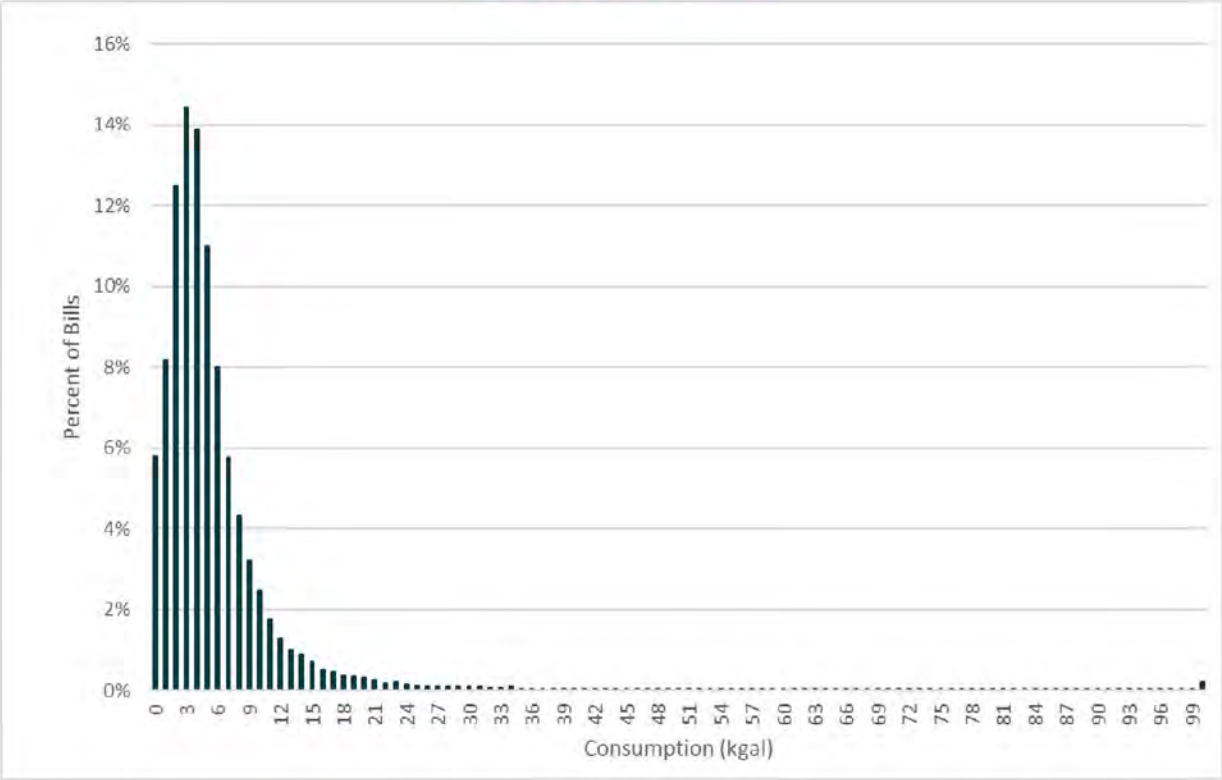
Figure 11: Billing Data



Proposed Water Rates

Once the overall level of revenue recovery was determined and the cost of service completed, Raftelis examined rate structure options to recover the revenue as well as meet the objectives of the City.

Several rate scenarios were prepared for the City to consider. The first scenario does not make any changes to the rate structure and applies an across-the-board increase to current rates. The second scenario adopts a new fixed charge by meter size, changes the tier levels for residential customers and eliminates the tiers for non-residential customers. The proposed rate increases for this option are then applied across-the-board. The third scenario makes the same structural changes as the second scenario, except the entirety of the rate increase is applied to the volume charge. This will have a larger impact on high volume users.

It is recommended that the City adopt Rate Design Scenario 2. The magnitude of the rate increases that are needed to maintain the financial health of the utility would lead to large customer impacts if they are only applied on the volumetric charge. These increases would disproportionately impact higher usage customers. It is recommended that the rate increases are applied across the board after adopting the alternate rate structure as demonstrated by the proposed scenario 2 rate projections.

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Figure 12: Rate Design Scenario 1

Description		Existing 2021	Proposed 2022	Proposed 2023	Proposed 2024	Proposed 2025	Proposed 2026
Meter Service Charge - Residential							
All Meters	$/Mo	$ 23.60	$ 24.43	$ 25.89	$ 27.45	$ 29.09	$ 30.26
Meter Service Charge - Non-Residential							
All Meters	$/Mo	$ 34.33	$ 35.53	$ 37.66	$ 39.92	$ 42.32	$ 44.01
City Distribution							
Residential							
Tier 0 (0-2)	$/1,000	$ -	$ -	$ -	$ -	$ -	$ -
Tier 1 (2-6)	$/1,000	4.80	4.97	5.27	5.58	5.92	6.15
Tier 2 (6-8)	$/1,000	5.05	5.23	5.54	5.87	6.23	6.47
Tier 3 (8-10)	$/1,000	5.30	5.49	5.81	6.16	6.53	6.79
Tier 4 (10+)	$/1,000	6.05	6.26	6.64	7.04	7.46	7.76

Figure 13: Rate Design Scenario 2

Description		Existing 2021	Proposed 2022	Proposed 2023	Proposed 2024	Proposed 2025	Proposed 2026
Meter Service Charge - Residential & Non-Residential							
5/8"	$/Mo	$ 23.60	$ 24.43	$ 25.89	$ 27.45	$ 29.09	$ 30.26
1"	$/Mo	23.60	61.07	64.73	68.61	72.73	75.64
1-1/2"	$/Mo	23.60	122.13	129.46	137.23	145.46	151.28
2"	$/Mo	23.60	195.41	207.13	219.56	232.73	242.04
3"	$/Mo	23.60	366.39	388.37	411.68	436.38	453.83
4"	$/Mo	23.60	610.65	647.29	686.13	727.29	756.39
City Distribution							
Residential							
Tier 0 (0-2)	$/1,000	$ -	$ -	$ -	$ -	$ -	$ -
Tier 1 (2-6)	$/1,000	4.18	4.32	4.58	4.86	5.15	5.35
Tier 2 (6-10)	$/1,000	5.22	5.40	5.73	6.07	6.44	6.69
Tier 3 (10-20)	$/1,000	6.06	6.27	6.64	7.04	7.47	7.76
Tier 4 (20+)	$/1,000	6.68	6.92	7.33	7.77	8.24	8.57
Non-Residential (All Usage)	$/1,000	$ 4.32	$ 4.47	$ 4.74	$ 5.02	$ 5.33	$ 5.54

Figure 14: Rate Design Scenario 3

Description		Existing 2021	Proposed 2022	Proposed 2023	Proposed 2024	Proposed 2025	Proposed 2026
Meter Service Charge - Residential & Non-Residential							
5/8"	$/Mo	$ 23.60	$ 23.60	$ 23.60	$ 23.60	$ 23.60	$ 23.60
1"	$/Mo	23.60	59.00	59.00	59.00	59.00	59.00
1-1/2"	$/Mo	23.60	118.00	118.00	118.00	118.00	118.00
2"	$/Mo	23.60	188.80	188.80	188.80	188.80	188.80
3"	$/Mo	23.60	354.00	354.00	354.00	354.00	354.00
4"	$/Mo	23.60	590.00	590.00	590.00	590.00	590.00
City Distribution							
Residential							
Tier 0 (0-2)	$/1,000	$ -	$ -	$ -	$ -	$ -	$ -
Tier 1 (2-6)	$/1,000	4.18	4.68	5.44	6.24	7.06	7.69
Tier 2 (6-10)	$/1,000	5.22	5.85	6.80	7.79	8.83	9.61
Tier 3 (10-20)	$/1,000	6.06	6.79	7.89	9.04	10.24	11.14
Tier 4 (20+)	$/1,000	6.68	7.49	8.71	9.98	11.30	12.30
Non-Residential (All Usage)	$/1,000	$ 4.73	$ 4.73	$ 5.22	$ 5.73	$ 6.27	$ 6.67

Wastewater Rates

Raftelis recommends across the board rate increases for all wastewater customers. After discussions with City staff, it was determined the current rate structure is effective. Figure 15 below shows the proposed wastewater rates over the forecast period.

Figure 15: Proposed Wastewater Rates

Description		Existing 2021	Proposed 2022	Proposed 2023	Proposed 2024	Proposed 2025	Proposed 2026
Meter Service Charge - Residential							
5/8"	$/Mo	$ 15.51	$ 16.75	$ 17.92	$ 19.18	$ 20.52	$ 21.96
1"	$/Mo	15.51	16.75	17.92	19.18	20.52	21.96
1-1/2"	$/Mo	15.51	16.75	17.92	19.18	20.52	21.96
2"	$/Mo	15.51	16.75	17.92	19.18	20.52	21.96
3"	$/Mo	15.51	16.75	17.92	19.18	20.52	21.96
4"	$/Mo	15.51	16.75	17.92	19.18	20.52	21.96
Meter Service Charge - Non-Residential							
5/8"	$/Mo	$ 19.13	$ 20.66	$ 22.11	$ 23.65	$ 25.31	$ 27.08
1"	$/Mo	19.13	20.66	22.11	23.65	25.31	27.08
1-1/2"	$/Mo	19.13	20.66	22.11	23.65	25.31	27.08
2"	$/Mo	19.13	20.66	22.11	23.65	25.31	27.08
3"	$/Mo	19.13	20.66	22.11	23.65	25.31	27.08
4"	$/Mo	19.13	20.66	22.11	23.65	25.31	27.08
City Distribution							
Residential & Non-Residential							
Tier 0 (0-2)	$/1,000	$ -	$ -	$ -	$ -	$ -	$ -
Tier 1 (2-+)	$/1,000	4.67	5.04	5.40	5.77	6.18	6.61

Combined Bill Comparisons

The following tables display a comparison of 6,000 gallon monthly water and wastewater bills in Lockhart under current and proposed rates to other relevant communities in the area. Additionally, a graph showing a 2" commercial used using 30,000 gallons per month is also shown to demonstrate the impacts to commercial customers.

Numerous factors impact the differences in water and wastewater rates between communities. Each community is unique, so comparisons are not apples to apples. One reason is density (the number of customers per square mile of service area) because the cost of providing water and wastewater service decreases as more customers are served in the same area. The source of water supply also matters. The City incurs a significant amount of costs from GBRA. It is also important to compare bills, rather than rates. A community with a higher monthly fixed charge, for example, might have lower usage charge with the end result being a bill that is similar between the two communities.

Finally, it is important to recognize that lower rates are always a "point in time" comparison. This means that a community that has lower rates now may not have lower rates in the future. Water and wastewater services are very capital intensive. Water and wastewater pipes must be continually repaired and replaced to ensure that safe and reliable service can continue to be provided uninterrupted. Doing so requires a significant amount of labor, heavy machinery, steel and concrete. Deferring this repair and replacement can allow a community to have lower rates, but this cannot go on indefinitely. Eventually these replacements will be needed and rates will need to be increased to cover the costly repairs.

While the projected rate increases will increase the bills for City customers, the rates charged to City customers are still fairly average when comparing to similar communities.

Figure 16: Bill Comparison ¾" Residential using 6,000 gallons per month

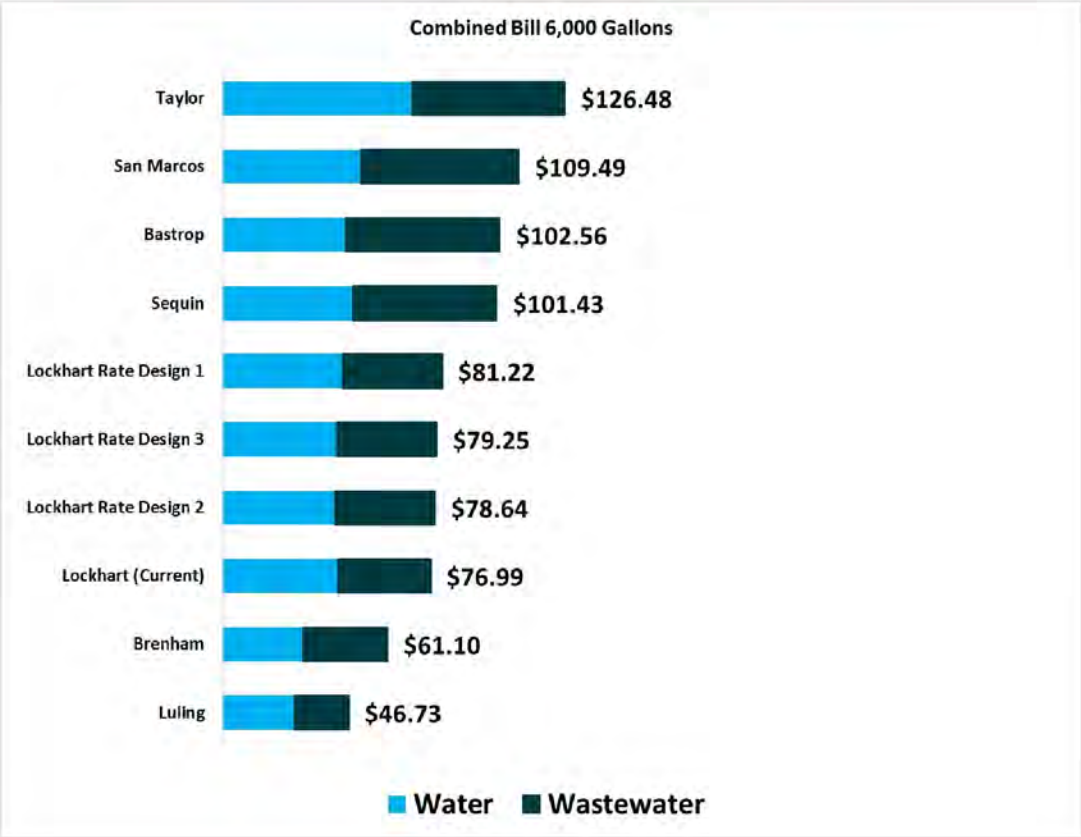

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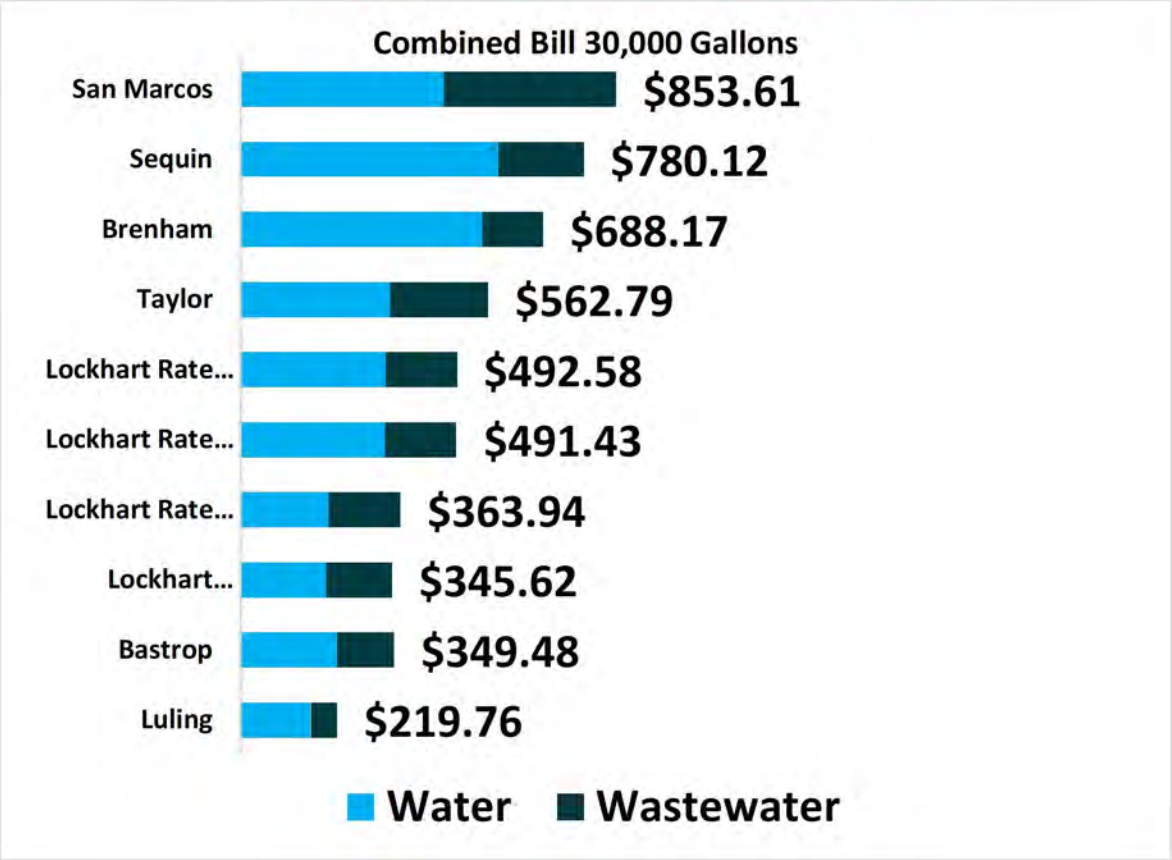
Figure 17: 2" Commercial using 30,000 gallons per month



Results

The City's current revenue levels are insufficient to fund water and wastewater service. For the City to continue to meet key financial metrics, strong rate increases are required for both the water and wastewater utility. Rates have been set to maintain a program of gradual, modest increases and to avoid large, one-time increases when possible. A longer series of more modest rate increases is an effective way to minimize customer impacts and reduce rate shock by phasing them in and utilizing the City's reserves. Rate structure changes are also recommended to promote conservation and affordability for customers. Additionally, changes to the fixed charge will allow the City to collect revenue in fairer and more equitable ways by recognizing the costs associate with larger meter sizes. By adopting the Rate Design 2 scenario presented in this report, the City can ensure a high level of fixed revenue and minimize impacts on low usage customers despite the projected rate increases.

REGULAR MEETING
LOCKHART CITY COUNCIL JULY 6, 2021 6:30 P.M.

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

Council present:
Mayor Pro-Tem Angie Gonzales-Sanchez
Councilmember Kara McGregor
Councilmember Brad Westmoreland
Mayor Lew White
Councilmember Derrick David Bryant
Councilmember Jeffry Michelson

Council absent:
Councilmember Juan Mendoza

Staff present:
Steven Lewis, City Manager
Monte Akers, City Attorney
Mike Kamerlander, Economic Development Dir.
Sean Kelley, Public Works Director
Monte Akers, City Attorney (via Zoom)
Connie Constancio, City Secretary
Victoria Maranan, Public Information Officer
Pam Larison, Finance Director
Dan Gibson, City Planner
Shane Mondin, Building Official

Citizens/Visitors Addressing the Council: Alexandra Worthington, Richard Anzaldua, Alias Armando, Doug Alfier, Skylar Reeves, Josh Hazard, Jason Balser, Matthew Culver, Nick Hudgins, David Raschke, Mary Raschke, Natalie Douga, Scotty Lewis, Linda Landin, and Anna Keiler.

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. He stated that Councilmember Mendoza will either be late or not attend due to a family emergency.

DISCUSSION ONLY
A. DISCUSS MINUTES OF THE CITY COUNCIL MEETINGS OF JUNE 1, 2021, JUNE 7, 2021, JUNE 8, 2021 AND JUNE 15, 2021.
Mayor White requested corrections. There were none.

B. DISCUSS EXTENSION OF THE PROPERTY LICENSE AGREEMENT FOR THE PARKLET ADJACENT TO 101 E. SAN ANTONIO STREET.
Mr. Mondin stated that on March 11, 2021, a Property License Agreement was approved for 1898, LLC dba Little Trouble to construct a parklet adjacent to 101 E. San Antonio Street. The initial term of the Agreement was three and one-half months, which expired June 25, 2021. The Agreement may be extended upon the mutual consent of the parties. Ms. Worthington is requesting an extension of the Agreement for three months. Another business owner has requested information to constructing another parklet on the same block.

There was discussion regarding the amount of time that a parklet can remain available to the public. Mr. Lewis clarified that the City of Lockhart parklet program provides that the City Council can make the determination about how long a parklet can remain open.

Alexandra Worthington of 101 E. San Antonio Street, provided information about the parklet and provided details about how the parklet encourages tourism and shopping in downtown Lockhart. She has had many positive comments about the parklet, and she requested a three month extension.

There was discussion.

Mayor White read a letter of support from Alana Webre about extending the parklet permit at 101 E. San Antonio Street.

C. DISCUSS RESOLUTION 2021-09 FOR AN ECONOMIC DEVELOPMENT PERFORMANCE AGREEMENT FOR A BIG GRANT FAÇADE IMPROVEMENT WITH SOUNDWAVES ART FOUNDATION LOCATED AT 115 N. MAIN STREET.

Mr. Kamerlander stated that the Resolution and Performance Agreement offering a BIG Grant to Soundwaves Art Foundation. Soundwaves is relocating its headquarters from Austin to Lockhart. Soundwaves is an art studio that partners with musicians to create and auction art for the musician's choice of charity. They have partnered with some of the biggest names in the music industry to great success. Soundwaves has purchased the building at 115 N. Main Street and have begun renovation of the inside and expect to do extensive work on the façade. The owner has met with Lockhart Economic Development Corporation (LEDC) and submitted their BIG grant application which provides a 50 percent rebate for the façade improvements up to $20,000. The project requires approval by the Historical Commission and must be permitted by the City. The BIG grant program rebates 50 percent of actual expenditures that have proof of payment once the project is done and cannot go beyond $20,000 per project. The improvements are currently going through the permitting process and will begin once permitted. The Economic Development Performance Agreement outlines the work to be done on the building and the rebate the owners would be entitled to should the work be completed as stated and paid as required. The expected 50 percent rebate is $12,500 on the $25,000 worth of work on the façade. Mr. Kamerlander recommended approval. There was discussion.

D. DISCUSS RESOLUTION 2021-10 FOR AN ECONOMIC DEVELOPMENT PERFORMANCE AGREEMENT FOR A BIG GRANT FAÇADE IMPROVEMENT WITH 2120 ENTERPRISE, LLC LOCATED AT 107 E. SAN ANTONIO STREET.

Mr. Kamerlander stated that 2120 Enterprise LLC is the owner of 107 E. San Antonio Street where Rollfast Ranchwear is located. 2120 purchased the building and have almost completed renovation of the inside and have begun work on the façade recently. The owner has met with LEDC and submitted their BIG grant application which provides a 50 percent rebate for the façade improvements up to $20,000. The project requires approval by the Historical Commission and must be permitted by the city. The BIG grant program rebates 50 percent of actual expenditures that have proof of payment once the project is done and cannot go beyond $20,000 per project. The improvements are currently going through the permitting process and will begin once permitted. The agreement outlines the work to be done on the building and the rebate the owners would be entitled to should the work be completed as stated and paid as required. The expected 50 percent rebate is $7,500 on the $15,000 worth of work on the façade. Mr. Kamerlander recommended approval. There was discussion.

E. DISCUSS AMENDMENT TO THE INTERLOCAL COOPERATION AGREEMENT BETWEEN CALDWELL COUNTY AND THE CITY OF LOCKHART FOR PERFORMANCE OF GOVERNMENTAL FUNCTIONS AND SERVICES IN REGARD TO THE LOCKHART FARMERS MARKET TO AMEND HOURS OF OPERATION.

Mr. Lewis stated that in March 2021, Caldwell County and the City of Lockhart entered into an Interlocal Cooperation Agreement regarding the Lockhart Farmers Market being on the square on weekends. Mayor White indicates that he has been approached by a representative of the Farmers Market to amend the hours to be on the square from 8:00 a.m. until 2:00 p.m., with a setup to begin at 7:30 a.m. and all vendors to be gone by 2:30 p.m.

Mayor White stated that several vendors at the Farmers Market have approached him requesting that they be allowed to remain on the square longer than allowed in the agreement. After discussing the longer hours with the Downtown Business Association, they agreed. There was discussion.

F. DISCUSS ORDINANCE 2021-19 ADDING A NEW ARTICLE IV, TITLED "USE OF PUBLIC AREAS", TO CHAPTER 18, "ENVIRONMENT" OF THE CITY OF LOCKHART CODE OF ORDINANCES TO PROHIBIT CAMPING, BATHING, AND URINATING AND DEFECATING IN PUBLIC AREAS, AND PROVIDING FOR PENALTY NOT TO EXCEED $500.00 FOR EACH OFFENSE.

Mr. Lewis stated that on June 15, 2021, the Council received a presentation by the City Attorney relative to the City's authority to address issues related to homelessness. Following a discussion, the Council directed the City Attorney to draft an ordinance which clarifies and consolidates existing regulations which are applicable and effective in reducing or preventing the effects of homelessness. There was discussion.

G. DISCUSS HOTEL OCCUPANCY TAX (HOT) APPLICATION FOR HILL COUNTRY COOK-OFF ASSOCIATION.

Ms. Larison stated that on April 20, 2021, Mayor White received a request from Richard Anzaldua for HOT funding for the Hill Country Cook-off (HCCO) that will be held on October 15-16, 2021 in Lockhart. On June 10, 2021, the HOT Advisory Board held a special meeting to review the application for funding by the Hill Country Cook-off Association. The request was for $4,000 to be used for advertising, solicitations, promotional programs to attract tourists and convention delegates or registrants to the municipality of its vicinity. The Board voted 4-1 to recommend approval of funding with the conditions of one-half funding prior to the event and one-half funding after the receipt of the post event form and with adequate receipts. The HOT Advisory Board recommended approval of $4,000, one-half upon approval of Council prior to event and one-half after the receipt of the post event form and adequate receipts. There was discussion.

Mayor White requested Richard Anzaldua to address the Council.

Richard Anzaldua and Alias Armando, San Marcos, Texas, of HCCO provided information about HCCO in that they host events throughout the year to raise funds to donate to facilities that care for children with cancer, such as Make a Wish Foundation or the Ronald McDonald House. HCCO has hosted a barbecue cook-off for 16 years in Lockhart, except in 2019 and 2020 due to the pandemic. He stated that when the HCCO cook-off is hosted in Lockhart, all hotels are booked and participants range from Texas, surrounding states and, also throughout the world, such as Japan and Australia. He requested approval of HOT funding and requested that the City of Lockhart co-sponsor the event. There was discussion.

H. DISCUSS FINANCIAL ASSISTANCE TO COURTHOUSE NIGHTS MUSIC EVENTS.
Mayor White stated that the music events are scheduled up until October 2021. He requested the Council's input about possibly providing financial assistance. Funds can be used from the special revenue account such as Sip-n-Stroll. There was discussion.

I. DISCUSSION TO ADDRESS MATTERS RELATED TO COVID-19, IF NECESSARY.
Mayor White announced that vaccinations are no longer offered at the Adams Gym.
RECESS: Mayor White announced that the Council would recess for a break at 7:30 p.m.

REGULAR MEETING

ITEM 1. CALL TO ORDER.
Mayor Lew White called the meeting to order at 7:45 p.m.

ITEM 2. INVOCATION, PLEDGE OF ALLEGIANCE.
Councilmember McGregor gave the Invocation and led the Pledge of Allegiance to the United States and Texas flags.

ITEM 3. PUBLIC COMMENT.
Doug Alfier, Lockhart, stated that the Lockhart Police Department indicates that his property does not qualify for a wrecker storage facility because the property is outside the city limits. He requested assistance with being considered as a vehicle storage facility for the Lockhart Police Department since the property is inside the Lockhart extraterritorial jurisdiction. Mayor White requested Mr. Alfier to consult with city staff about the situation.

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

ITEM 4-A. HOLD A PUBLIC HEARING ON APPLICATION ZC-21-09 BY SKYLAR REEVES ON BEHALF OF EDWARD P. AND ALMA GONZALEZ PEREZ FOR A ZONING CHANGE FROM CLB COMMERCIAL LIGHT BUSINESS DISTRICT AND CMB COMMERCIAL MEDIUM BUSINESS DISTRICT TO CHB COMMERCIAL HEAVY BUSINESS DISTRICT ON A TOTAL OF 0.89 ACRE IN THE BYRD LOCKHART LEAGUE, ABSTRACT NO. 17, AND LOCATED AT 734 AND 738 SOUTH COMMERCE STREET, AND AT 735 SOUTH COLORADO STREET (US 183).
Mayor White opened the public hearing at 7:49 p.m.

Mr. Gibson stated that the applicant proposes a portable food court where food and nonalcoholic beverages would be served from trucks or trailers, and alcoholic beverages would be served inside an adjacent building that will also be a coffee shop. Restrooms would also be provided in one of the existing buildings. Seating will be mostly outside, with canopies providing some shelter from sun and rain. The applicant's intent is for enough food and nonalcoholic beverages to be served that it will be more than 50 percent of the total food beverage sales of the proposed development. However, because the alcohol sales will be independent of the food facilities, there is some risk that the alcoholic beverage sales could exceed 50 percent of the total, in which case the land use, in its entirety, would be classified as a bar. Bars are allowed only in the CHB district and, in addition, require approval of a Specific Use Permit, which would be considered by the Planning and Zoning Commission in a future public hearing. The proposed CHB zoning classification could be considered consistent with the corresponding Land Use Plan map designation of General-Heavy Commercial. However, because there are existing single-family homes

adjacent to the north and west, some uses allowed by the requested CHB zoning would be more incompatible than if the property were to be zoned entirely CMB. Because CMB is a more restrictive classification than CHB, the City Council has the option of changing the proposed zoning from CHB to CMB without starting the public hearing process over again. Mr. Gibson stated that the Planning and Zoning Commission recommend approval of CHB zoning and staff recommends approval of the CMB zoning classification instead of CHB. There was discussion.

Mayor White requested the applicant to address the Council.

Skylar Reeves and Josh Hazard, Dale, provided details about their plans to develop a social gathering area that would combine the properties to offer family oriented outdoor activities. They requested approval of the zoning change. There was discussion.

Mayor White requested citizens to address the Council regarding the zoning change. There were none. He closed the public hearing at 8:20 p.m.

ITEM 4-B. DISCUSSION AND/OR ACTION TO CONSIDER ORDINANCE 2021-17 AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF LOCKHART, TEXAS, TO RECLASSIFY THE PROPERTY KNOWN AS A TOTAL OF 0.89 ACRE IN THE BYRD LOCKHART LEAGUE, ABSTRACT NO. 17, LOCATED AT 734 AND 738 SOUTH COMMERCE STREET, AND AT 735 SOUTH COLORADO STREET (US 183), FROM CLB COMMERCIAL LIGHT BUSINESS DISTRICT AND CMB COMMERCIAL MEDIUM BUSINESS DISTRICT, TO CHB COMMERCIAL HEAVY BUSINESS DISTRICT.

Councilmember Bryant made a motion to approve Ordinance 2021-17, as presented. Councilmember Michelson seconded. The motion passed by a vote of 6-0.

ITEM 4-C. HOLD A PUBLIC HEARING ON APPLICATION ZC-21-08 BY BALSER CUSTOM HOMES ON BEHALF OF ALAN BALSER FOR A ZONING CHANGE FROM AO AGRICULTURAL-OPEN SPACE DISTRICT AND RLD RESIDENTIAL LOW DENSITY DISTRICT TO PDD PLANNED DEVELOPMENT DISTRICT ON 18.58 ACRES IN THE BYRD LOCKHART LEAGUE, ABSTRACT NO. 17, AND LOCATED AT 1107 SILENT VALLEY ROAD (FM 2001), INCLUDING BY REFERENCE ADOPTION OF A PDD DEVELOPMENT PLAN FOR LOCKHART VILLAGE ADDITION PLANNED DEVELOPMENT.

Mayor White opened the public hearing at 8:23 p.m.

Mr. Gibson stated that unlike conventional zoning classifications, which cannot have conditions attached, the PDD classification is subject to the conditions represented by the development plan. The zoning change and PDD development plan must be considered concurrently since the zoning is conditional upon the project being developed as depicted on the plan. The owner is proposing a subdivision consisting of 60 new duplex lots plus one lot for an existing single-family dwelling, a park, and several open-space lots. The reason for the PDD classification instead of a conventional zoning classification such as RMD is that most of the lots do not meet the minimum lot depth and area standard of the DF-1 or DF-2 development types. However, as a trade-off for the deviation in the lot size, the applicant is proposing to far exceed the minimum standards for sidewalks and parkland (including park improvements), and to include several mid-block walkways. The existing private, substandard Meadow Lake Drive will be reconstructed as a public street, and an extension of Stueve Lane will also be constructed to provide access from Silent Valley Road to the new internal streets of the subdivision. The Land Use Plan map designates the location of this development to per acre, so it's close to being consistent with the Low Density Residential designation of the Land Use Plan map. In addition, the extension of Stueve Lane as a collector street is consistent

with the Thoroughfare Plan map of the comprehensive plan. A protest petition was received, and 21 percent of the land area within 200 feet of the subject property is owned by those protesting, so a super-majority affirmative votes is required for approval. Mr. Gibson stated that the Planning and Zoning Commission and staff recommend approval.

Mayor White requested the applicant to address the Council.

Jason Balser, applicant, provided details about the proposed development that would include single-family and multi-family rental housing in Lockhart. There was discussion.

Matthew Culver, Tyler, Texas, spoke in favor of the zoning change and additional rental housing in Lockhart. He also provided details about the Balser family's dedication to the Lockhart community.

There was discussion regarding the process of adding conditions to a development project and about the condition of Mr. Balser's rental property that has multiple code violations.

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

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

Nick Hudgins, 1117 Silent Valley Road, spoke against the zoning change and he expressed disappointment in staff having supportive opinions about the zoning change. He expressed concern about the proposed unforeseen expense of approximately $15,000 to tap into the new water and sewer lines that will be constructed with the development of which the existing homeowners will be required to tap into in order to continue to have water and sewer service.

David Raschke, 1100 Silent Valley Road, spoke against the zoning change because of objection to uses allowed by a PDD Planned Development District, and due to additional flooding at the existing homes with the new development.

Mary Raschke, 1100 Silent Valley Road, spoke against the zoning change. She stated that she does not trust individuals from a large city coming to build in Lockhart. She spoke against rental duplexes being built on Silent Valley Road and encouraged single-family homes.

Natalie Douga and Scotty Lewis, 1111 Silent Valley Road, spoke against the zoning change due to additional traffic, flooding, issues with an existing roadway easement, additional traffic, and removal of several old oak trees.

Linda Landin, 1113 Silent Valley Road, spoke against the zoning change due to danger with additional traffic and flooding.

Anna Keiler, 1109 Silent Valley Road, spoke against the zoning change due of flooding, drainage issues, additional traffic, and an untrustworthy developer.

Mayor White requested additional citizens to address the Council about the zoning change. There were none. He closed the public hearing at 10:05 p.m.

ITEM 4-D. DISCUSSION AND/OR ACTION TO CONSIDER ORDINANCE 2021-18 AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF LOCKHART, TEXAS, TO RECLASSIFY THE PROPERTY KNOWN AS 18.58 ACRES IN THE BYRD LOCKHART 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 PDD PLANNED DEVELOPMENT DISTRICT, INCLUDING BY-REFERENCE ADOPTION OF A PDD DEVELOPMENT PLAN FOR LOCKHART VILLAGE ADDITION PLANNED DEVELOPMENT.

Councilmember McGregor requested clarification about how existing homeowners would tie into the new water main. Mr. Gibson replied that the cost of tapping into the new water mains will be the financial responsibility of the homeowner unless the developer agrees to pay for the taps.

Mayor Pro-Tem Sanchez made a motion to approve Ordinance 2021-18, as presented. The motion failed for the lack of a second vote.

Councilmember Bryant made a motion to deny the zoning change as outlined in Ordinance 2021-18. Councilmember McGregor seconded. The motion passed by a vote of 5-1, with Mayor Pro-Tem Sanchez opposing.

ITEM 5. CONSENT AGENDA

Mayor White announced that the Council would vote on each consent agenda item separately.

ITEM 5-A. APPROVE MINUTES OF THE CITY COUNCIL MEETINGS OF JUNE 1, 2021, JUNE 7, 2021, JUNE 8, 2021, AND JUNE 15, 2021.

Mayor Pro-Tem Sanchez made a motion to approve the minutes. Councilmember McGregor seconded. The motion passed by a vote of 6-0.

ITEM 5-B. APPROVE EXTENSION OF THE PROPERTY LICENSE AGREEMENT FOR THE PARKLET ADJACENT TO 101 E. SAN ANTONIO STREET.

Councilmember Michelson made a motion to only approve the parklet extension for three months with no additional extensions. Councilmember Westmoreland seconded. The motion passed by a vote of 5-1, with Councilmember Bryant opposing.

ITEM 5-C. APPROVE RESOLUTION 2021-09 FOR AN ECONOMIC DEVELOPMENT PERFORMANCE AGREEMENT FOR A BIG GRANT FAÇADE IMPROVEMENT WITH SOUNDWAVES ART FOUNDATION LOCATED AT 115 N. MAIN STREET.

Mayor Pro-Tem Sanchez made a motion to approve Resolution 2021-09, as presented. Councilmember Westmoreland seconded. The motion passed by a vote of 6-0.

ITEM 5-D. APPROVE RESOLUTION 2021-10 FOR AN ECONOMIC DEVELOPMENT PERFORMANCE AGREEMENT FOR A BIG GRANT FAÇADE IMPROVEMENT WITH 2120 ENTERPRISE, LLC LOCATED AT 107 E. SAN ANTONIO STREET.

Mayor Pro-Tem Sanchez made a motion to approve Resolution 2021-10, as presented. Councilmember Bryant seconded. The motion passed by a vote of 6-0.

ITEM 5-E. APPROVE AMENDMENT TO THE INTERLOCAL COOPERATION AGREEMENT BETWEEN CALDWELL COUNTY AND THE CITY OF LOCKHART FOR PERFORMANCE OF GOVERNMENTAL FUNCTIONS AND SERVICES IN REGARD TO THE LOCKHART FARMERS MARKET TO AMEND HOURS OF OPERATION.

Mayor Pro-Tem Sanchez made a motion to approve the amendment to the Interlocal Cooperation Agreement with the amended hours to allow the Lockhart Farmers Market to be gone by 2:30 p.m. Councilmember McGregor seconded. The motion passed by a vote of 6-0.

ITEM 5-F. APPROVE ORDINANCE 2021-19 ADDING A NEW ARTICLE IV, TITLED "USE OF PUBLIC AREAS", TO CHAPTER 18, "ENVIRONMENT" OF THE CITY OF LOCKHART CODE OF ORDINANCES TO PROHIBIT CAMPING, BATHING, AND URINATING AND DEFECATING IN PUBLIC AREAS, AND PROVIDING FOR PENALTY NOT TO EXCEED $500.00 FOR EACH OFFENSE.

There was brief discussion.

Mayor White stated that the item would be tabled to the July 20, 2021 Council meeting due to technical difficulties with communicating with Mr. Akers virtually.

ITEM 5-G. APPROVE HOTEL OCCUPANCY TAX (HOT) APPLICATION FOR HILL COUNTRY COOK-OFF ASSOCIATION.

Councilmember McGregor made a motion to approve the HOT application for the Hill Country Cook-off Association, as presented. Mayor Pro-Tem Sanchez seconded. The motion passed by a vote of 6-0.

ITEM 6-A. DISCUSSION TO CONSIDER FINANCIAL ASSISTANCE TO COURTHOUSE NIGHTS MUSIC EVENTS.

CONSENSUS: After discussion, the consensus of the Council was not to provide financial assistance and to continue in-kind contributions.

ITEM 6-B. DISCUSSION AND/OR ACTION TO CONSIDER ADDRESSING MATTERS RELATED TO COVID-19, IF NECESSARY.

Mayor White announced that there were no changes related to COVID-19.

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

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

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

- Jennifer Huggins, new Receptionist/Secretary at City Hall effective June 29.
- Review of Fiscal Year 2020-2021 3rd Quarter Financials.
- Police Officer Entrance Exam will be held Saturday, July 24, 2021.
- Movie in the Park will be held Saturday, July 10th: Toy Story 4.
- A Risk and Resilience Assessment for the water system, as required by the EPA, has been completed.

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

Mayor Pro-Tem Sanchez thanked the Lockhart Chamber of Commerce and City staff for the successful fireworks show. She also thanked all of the Library staff for the successful reptile event last week.

Councilmember McGregor thanked City staff for the successful fireworks show and for their work on the dog park at City Park. She thanked all for a successful First Friday event.

Councilmember Bryant thanked City staff for their hard work. He wished the Clark Library a Happy 121st Birthday.

Mayor White thanked all involved in the successful fireworks show. He thanked staff for their work on the zoning requests.

ITEM 9. ADJOURNMENT.

Mayor Pro-Tem Sanchez made a motion to adjourn the meeting. Councilmember Westmoreland seconded. The motion passed by a vote of 6-0. The meeting was adjourned at 10:43 p.m.

PASSED and APPROVED this the 3rd day of August 2021.

CITY OF LOCKHART

_____

Lew White, Mayor

ATTEST:

_____

Connie Constancio, TRMC
City Secretary

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

COUNCIL MEETING DATE: August 3, 2021

AGENDA ITEM CAPTION: Discuss the purchase of a powered loading system and powered cot through Stryker Medical for Lockhart EMS Medic 3, and an ambulance remount for Medic 1 through Siddons-Martin Emergency Group utilizing Houston-Galveston Area Council (H-GAC).

ORIGINATING DEPARTMENT AND CONTACT: Fire - Randy Jenkins

ACTION REQUESTED: Approval of Bid

BACKGROUND/SUMMARY/DISCUSSION: The "powered loading and cot system" is a method for managing the stretcher during loading and unloading in the ambulance, while increasing the safety of the patient and personnel. The powered loading system (Stryker MTS Power Load) and the powered ambulance cot (Stryker Power-PRO XT) are for Medic 3, a 2013 ambulance with approximately 176,000 miles. Medic 3 currently does not have a powered loading and cot system. The powered loading and cot system is currently used on other Lockhart EMS ambulances and is sole source through Stryker Medical. The cost for the powered loading and cot system is $53,071.22 plus approximately $3,000 to install for a total of $56,000. A trade-in credit for an existing cot is included.

An ambulance remount is where the patient box of an existing ambulance is removed from the existing cab and chassis and mounted onto a new cab and chassis. The remount will be for Medic 1, a 2016 Demers (Ford cab and chassis) with approximately 211,000 miles. Current cab and chassis will be a trade-in. The best practice is to remount an ambulance at 200,000 miles. The remount will be a new Dodge RAM 4500 Type 1 cab and chassis. The estimated cost including H-GAC fees for the remount is $125,000. Due to the shortage of cab and chassis, the exact cost will depend on the availability once the purchase is approved. Caldwell County has budgeted their 50% share of this purchase.

PROJECT SCHEDULE (if applicable): Delivery approximately six to seven months after issuing of Purchase Order.

AMOUNT & SOURCE OF FUNDING:
Funds Required: $181,000
Account Number: 570-5319-906
Funds Available: $547,560.00
Account Name: EMS Motor Vehicles

FISCAL NOTE (if applicable): N/A

PREVIOUS COUNCIL ACTION: N/A

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

COMMITTEE/BOARD/COMMISSION ACTION: N/A

STAFF RECOMMENDATION/REQUESTED MOTION: Staff recommends approval of the purchase of the powered loading and cot system for Medic 3 and ambulance remount of Medic 1.

LIST OF SUPPORTING DOCUMENTS: 2021 Power-LOAD sole source letter, 2021 Power-PRO XT sole source letter, Power System Brochure, Siddons Martin Remount Quote, Stryker Power Load-Power Cot Quote, Stryker Power Load-Power Cot Quote

stryker

Zac Jordan
Sr. Manager – Brand Marketing
Stryker

Re: 2021 Power-LOAD® Cot Fastener sole source information

To whom it may concern,

Stryker certifies that we are the sole manufacturer of Stryker's Power-LOAD Cot Fastener (Model 6390). This correspondence is to inform you of the characteristics of the Power-LOAD Cot Fastener. These characteristics can be broken down into two primary categories: **qualifications** and **ease of use**.

Stryker's Power-LOAD (Model 6390) Cot Fastener is mounted within the patient compartment and is intended to aid in the loading/unloading of patients. Stryker's Power-LOAD is the only powered cot fastening system that meets the following:

Qualifications:

- IPX6: The system is tested to withstand powerful water jets.
- IEC 60601-1 and IEC 60601-1-2: The Power-LOAD Cot Fastener conforms to industry standards for mechanical and electrical safety for medical electrical devices, as well as electromagnetic compatibility and immunity.
- BS EN-1789:2007, clause 4.5.9 when used with Power-PRO Cot and X-Restraints: This is a European dynamic crash test which subjects a 50th percentile dummy to nominal 10g deceleration for a minimum of 50ms. Following the test there shall be no sharp edges.
- SAE J3027 compliant when used with Stryker's Power-PRO Cot and X-Restraints

Ease of use:

- Provides a linear guide for loading and unloading the cot.
- Allows for remote actuation from Power-PRO foot end controls.
- Engages to the cot during loading and unloading, providing a means of lifting and lowering.
- Safe working load of 870 lb and capable of lifting patients weighing up to 700 lb.
- Mounts inside the patient compartment to prevent environmental exposure and corrosion.
- Power washable.
- Capable of inductively charging Stryker's SMRT Battery.

Please contact your Sales Representative for further information.

Stryker or its affiliated entities own, use, or have applied for the following trademarks or service marks: Power-LOAD, Power-PRO, SMRT, Stryker. All other trademarks are trademarks of their respective owners or holders.

The absence of a product, feature, or service name, or logo from this list does not constitute a waiver of Stryker's trademark or other intellectual property rights concerning that name or logo.

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stryker

Zac Jordan
Sr. Manager – Brand Marketing
Stryker

Re: 2021 Power-PRO™ Cot sole source information

To whom it may concern,

Stryker certifies that we are the sole manufacturer of Stryker's Power-PRO XT Cot (Model 6506). This correspondence is to inform you of the characteristics of the Power-PRO Cot. These characteristics can be broken down into two primary categories: **qualifications** and **ease of use**.

Qualifications:

- IPX6: The system is tested to withstand powerful water jets.
- IEC 60601-1 and IEC 60601-1-2: The Power-PRO XT Cot conforms to industry standards for mechanical and electrical safety for medical electrical devices, as well as electromagnetic compatibility and immunity.
- BS EN-1789:2007, clause 4.5.9 when used with Power-LOAD Cot Fastener and X-Restraints: This is a European dynamic crash test which subjects a 50th percentile dummy to nominal 10g deceleration for a minimum of 50ms. Following the test there shall be no sharp edges.
- Meets SAE J3027 dynamic crash test safety standards when used with Power-LOAD/Performance-LOAD Cot Fastener and X-Restraints.

Ease of use:

- The cot has a weight capacity of 700 lb.
- When unloading with the manual release handle, the cot utilizes hydraulic dampening. Thus, the cot will not abruptly jar the operator or patient.
- The battery is placed at the foot end of the stretcher.
- The cot legs power-retract in 3.5 seconds which speeds load time.
- The cot provides a load height of 36" and is operator adjustable to match the deck height of individual ambulances.
- The foot-end of the cot provides lifting bars and operator controls at two different heights, thus providing optimal ergonomics to most operator heights.
- The foot end of the cot contains a large battery indicator light which displays amber or green which indicates battery level. A warning is given by a flashing amber light, providing the operator the time to change the battery before full depletion of power.
- The Model 6506 has 6" x 2" sealed casters and bearings.
- The cot features a foot end mounted hourly usage meter. This tool can be used to determine the timing of preventative maintenance checks.
- The cot features powder-coating of the aluminum frame (including the patient handling surfaces) and sealed caster bearings, thus reducing aluminum oxidation throughout the cot.
- The cot is power washable.

Please contact your Sales Representative for further information.

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The absence of a product, feature, or service name, or logo from this list does not constitute a waiver of Stryker's trademark or other intellectual property rights concerning that name or logo.

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stryker

Powered
loading system

Reduce the risk of injuries when loading and unloading cots

Being an EMS worker is a demanding job, both physically and emotionally. The repetition of loading and unloading cots in and out of an ambulance day after day can take its toll on the body.

Power-LOAD® powered fastener system

Injury reductions

100%

reduction in cot related injuries saved one service $545,500 in 4.5 years.[4]

99%

of those surveyed agree our Powered System has made their job easier.[5]

Adverse cot events reduced

96%

by one service with the assistance of the Power-LOAD cot fastener system and Power-PRO XT cot.[6]

1 in 4

1 in 4 EMS workers will suffer a career ending back injury within their first four years in the field[1]. The number one cause – Lifting. Our Power-PRO XT powered ambulance cot utilizes a battery-powered hydraulic system effectively raising and lowering a cot at the touch of a button. Use of the Power-PRO XT has proven to reduce spinal loading, resulting in reduced injuries, lost or modified workdays and Workers' Compensation costs, and increased recruitment and retention.

Power-PRO® XT
powered ambulance cot

X-Restraint Package
Meets SAE J3027 dynamic crash test safety standards.

Proven to save guarantee[2,3]

100% reduction in missed safety hooks

At Stryker we stand behind our products. For qualifying purchasers[2], upon standardization, Stryker offers a program that guarantees at least a **50% reduction** in cot-related injuries pertaining to raising, lowering, loading and unloading cots and **100% reduction** in missed safety hooks while unloading cots with the Power-PRO and Power-LOAD in full power operation. If not, Stryker will refund the price paid for the Power-PRO cots and Power-LOAD cot fastening systems.[3]

50% reduction in cot related injuries

Power-PRO® XT

Specifications

Model Number	**6506**
Height[1] (infinite height positioning between lowest and highest position)	
Highest Position	41.5 in. (105 cm)
Lowest Position	14 in. (36 cm)
Length	
Standard	81 in. (206 cm)
Minimum	63 in. (160 cm)
Width	23 in. (58 cm)
Weight[2]	125 lb (57 kg)
Wheels	
Diameter	6 in. (15 cm)
Width	2 in. (5 cm)

Articulation	
Backrest	0–73°
Shock Position	+15°
Optional Knee Gatch	30°
Maximum Weight Capacity[3]	700 lb (318 kg)
Minimum Operator Required	
Occupied Cot	2
Unoccupied Cot	1
Recommended Fastener System	
Power-LOAD	Model 6390
Floor Mount	Model 6370 or 6377
Wall Mount	Model 6371
Recommended Loading Height[4]	Up to 36 in (91 cm)

[1] Height measured from bottom of mattress, at seat section, to ground level.

[2] Cot is weighed with one battery pack, without mattress and restraints.

[3] 700 lb weight capacity with an unassisted lift capacity of 500 lb (Cot loads over 300 lb (136 kg) may require additional assistance to meet the set cot load height).

[4] Can accommodate load decks up to 36 in. Load height can be set between 26 in and 36 in.

Stryker reserves the right to change specifications without notice.

The Power-PRO XT is designed to conform to the Federal Specification for the Star-of-Life Ambulance KKK-A-1822.

The Power-PRO XT is designed to be compatible with competitive cot fastener systems.

Meets dynamic crash standards with Power-LOAD cot fastening system (AS/NZS-4535, BS EN-1789 and SAE J3027 with X-restraints) and Performance-LOAD cot fastening system (SAE J3027 with X-restraints).

Stryker Corporation or its divisions or other corporate affiliated entities own, use or have applied for the following trademarks or service marks: **Performance-LOAD, Power-LOAD, Power-PRO, Stryker,** . All other trademarks are trademarks of their respective owners or holder.

The yellow and black color scheme is a registered trademark of Stryker Corporation

Power-LOAD®

Specifications

Model Number	6390
Length	
Overall length	95 in (241 cm)
Minimum length	89.5 in (228 cm)
Width	24.5 in (62 cm)
Weight	
Total weight	211.5 lb (96.5 kg)
Floor plate assembly	16.5 lb (7.5 kg)
Anchor assembly	23 lb (10.5 kg)
Transfer assembly	67 lb (30.5 kg)
Trolley assembly	105 lb (48 kg)

Maximum weight capacity*	700 lb (318 cm)
Minimum operator required	
Occupied cot	2
Unoccupied cot	1
Recommended loading height 22 in to 36 in (56 cm to 91 cm)	
Battery (6390-001-468)	12 VDC, 5 Ah lead acid battery

Stryker Corporation or its divisions or other corporate affiliated entities own, use or have applied for the following trademarks or service marks: **Flex Financial, Performance-PRO, Power-LOAD, Power-PRO, ProCare, SMRT, Stryker**. All other trademarks are trademarks of their respective owners or holder.

*Maximum weight capacity represents patient weight and assessories. Safe working load of 870 lb (395 kg) represents the sum of the cot total weight and patient.

The Power-LOAD Cot Fastener System is designed to conform to the Federal Specification for the Star-of-Life Ambulance KKK-A-1822.

1. Sanders, Mick J. (2011) Mosby's Paramedic Textbook (4th ed., p. 36)
2. Please contract your sales representative to see if you qualify for the EMS Guarantee.
3. Subject to the terms and conditions of EMS proven to save.
4.Reference: Stryker (2018). EMSStat – Norman Regional Health System Case Study (Case Study on Power-PRO XT cots and Power-LOAD cot fastening systems). Retrieved from: http://ems.stryker.com
5 Reference: Stryker. (2012). Superior Ambulance Case Study [Case Study on Power-PRO XT cots]. Retrieved from: http://ems.stryker.com
6.Emergency Medical Services Authority. (2015). Risk Reduction Success Story: Utilization of the Stryker Power-LOAD Cot Fastener System in the EMSA System. Tulsa, Oklahoma and Oklahoma City, Oklahoma: Emergency Medical Services Authority. *Data provided by EMSA

3800 E. Centre Avenue
Portage, MI 49002 USA
t: 269 329 2100
toll free: 800 327 0770

ems.stryker.com

Mkt Lit-1706 12 DEC 2018 Rev A
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Siddons Martin Emergency Group, LLC
3500 Shelby Lane
Denton, TX 76207
GDN P115891
TXDOT MVD No. A115890

April 6, 2021

Kenneth Seidel
LOCKHART EMS
214 BUFKIN LN
LOCKHART, TX 78644

Proposal For: 2021 Lockhart Remount

Siddons-Martin Emergency Group, LLC is pleased to provide the following proposal to LOCKHART EMS. Unit will comply with all specifications attached and made a part of this proposal. Total price includes delivery FOB LOCKHART EMS and training on operation and use of the apparatus.

Description	Amount
Qty. 1 - F16P-1133 - Dodge Ram 4500 Type 1 **(Unit Price - $117,841.00)** Delivery within 6-7 months of order date QUOTE # - SMEG-0001930-0	
Vehicle Price	$117,841.00
F16P-1133 - UNIT TOTAL	**$117,841.00**
SUB TOTAL	$117,841.00
HGAC AM10-20 (EMS REMOUNT)	$600.00
TOTAL	**$118,441.00**

Price guaranteed for 60 days

Additional: Delivery of the unit(s) is contingent upon chassis availability and signed work order confirmation by Lockhart EMS and Siddons-Martin Emergency Group.

Taxes: Tax is not included in this proposal. In the event that the purchasing organization is not exempt from sales tax or any other applicable taxes and/or the proposed apparatus does not qualify for exempt status, it is the duty of the purchasing organization to pay any and all taxes due. Balance of sale price is due upon acceptance of the apparatus at the factory.

Late Fee: A late fee of .033% of the sale price will be charged per day for overdue payments beginning ten (10) days after the payment is due for the first 30 days. The late fee increases to .044% per day until the payment is received. In the event a prepayment is received after the due date, the discount will be reduced by the same percentages above increasing the cost of the apparatus.

Cancellation: In the event this proposal is accepted and a purchase order is issued then cancelled or terminated by Customer before completion, Siddons-Martin Emergency Group may charge a cancellation fee. The following charge schedule based on costs incurred may be applied:

(A) 10% of the Purchase Price after order is accepted and entered by Manufacturer;
(B) 20% of the Purchase Price after completion of the approval drawings;
(C) 30% of the Purchase Price upon any material requisition.

The cancellation fee will increase accordingly as costs are incurred as the order progresses through engineering and into manufacturing. Siddons-Martin Emergency Group endeavors to mitigate any such costs through the sale of such product to another purchaser; however, the customer shall remain liable for the difference between the purchase price and, if applicable, the sale price obtained by Siddons-Martin Emergency Group upon sale of the product to another purchaser, plus any costs incurred by Siddons-Martin to conduct such sale.

Acceptance: In an effort to ensure the above stated terms and conditions are understood and adhered to, Siddons-Martin Emergency Group, LLC requires an authorized individual from the purchasing organization sign and date this proposal and include it with any purchase order. Upon signing of this proposal, the terms and conditions stated herein will be considered binding and accepted by the Customer. The terms and acceptance of this proposal will be governed by the laws of the state of Texas. No additional terms or conditions will be binding upon Siddons-Martin Emergency Group, LLC unless agreed to in writing and signed by a duly authorized officer of Siddons-Martin Emergency Group, LLC.

Sincerely,

Don Hoyt

I, _____, the authorized representative of LOCKHART EMS, agree to purchase the proposed and agree to the terms of this proposal and the specifications attached hereto.

_____

Signature & Date

stryker

PowerLOAD

Quote Number: 10360660

Version: 1

Prepared For: CITY OF LOCKHART

Attn:

Quote Date: 04/16/2021

Expiration Date: 07/15/2021

Remit to: **Stryker Medical**
P.O. Box 93308
Chicago, IL 60673-3308

Rep: Jordan Costello

Email: jordan.costello@stryker.com

Phone Number:

Mobile: 512-673-0636

Delivery Address		**End User - Shipping - Billing**		**Bill To Account**	
Name:	CITY OF LOCKHART	Name:	CITY OF LOCKHART	Name:	CITY OF LOCKHART
Account #:	1193956	Account #:	1193956	Account #:	1193956
Address:	214 BUFKIN LN	Address:	214 BUFKIN LN	Address:	214 BUFKIN LN
	LOCKART		LOCKART		LOCKART
	Texas 78644		Texas 78644		Texas 78644

Equipment Products:

#	Product	Description	Qty	Sell Price	Total
1.0	639005550001	MTS POWER LOAD	1	$23,200.34	$23,200.34
2.0	6506000000	Power-PRO XT	1	$15,017.35	$15,017.35
2.1	6085033000	PR Cot Retaining Post		$0.00	$0.00
2.2	7777881669	3 Yr X-Frame Powertrain Wrnty		$0.00	$0.00
2.3	7777881670	2 Yr Bumper to Bumper Warranty		$0.00	$0.00
2.4	6506026000	Power Pro Standard Components		$0.00	$0.00
2.5	6500001430	X-RESTRAINT PACKAGE		$0.00	$0.00
2.6	0054030000	DOM SHIP (NOT HI, AK, PR, GM)		$0.00	$0.00
2.7	6506600000	English Manual		$0.00	$0.00
2.8	6085031000	Trendelenburg		$0.00	$0.00
2.9	6060036017	Short Hook		$0.00	$0.00
2.10	6506127000	Power-LOAD Compatible Option		$1,600.65	$1,600.65
2.11	6500028000	120V AC SMRT Charging Kit		$0.00	$0.00
2.12	6500003130	KNEE GATCH BOLSTER MATRSS, XPS		$0.00	$0.00
2.13	6506040000	XPS Option		$1,889.64	$1,889.64
2.14	6085046000	Retractable Head Section O2		$173.74	$173.74

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Email: jordan.costello@stryker.com

Phone Number:

Mobile: 512-673-0636

#	Product	Description	Qty	Sell Price	Total
2.15	0054200994	NO RUNNER		$0.00	$0.00
2.16	6500315000	3 Stage IV Pole PR Option		$325.98	$325.98
2.17	6506012003	STANDARD FOWLER		$0.00	$0.00
2.18	639000010902	LABEL, WIRELESS		$0.00	$0.00
2.19	6500130000	Pocketed Back Rest Pouch		$245.13	$245.13
2.20	6500128000	Head End Storage Flat		$131.60	$131.60
2.21	6500147000	Equipment Hook		$49.89	$49.89
2.22	6506038000	Steer Lock Option		$724.20	$724.20
			Equipment Total:		$43,358.52

Trade In Credit:

Product	Description	Qty	Credit Ea.	Total Credit
TR-SPCOT-PPXT	TRADE-IN-STRYKER POWER COT TOWARDS PURCHASE OF POWERPRO XT	1	-$2,500.00	-$2,500.00

ProCare Products:

#	Product	Description	Years	Qty	Sell Price	Total
4.1	76011PT	ProCare Power-LOAD Prevent Service: Annual onsite preventive maintenance inspection and unlimited repairs including parts, labor and travel with battery coverage for MTS POWER LOAD	6	1	$7,270.20	$7,270.20
4.2	71061PT	ProCare Power-PRO Prevent Service: Annual onsite preventive maintenance inspection and unlimited repairs including parts, labor and travel with battery coverage for Power-PRO XT	5	1	$4,942.50	$4,942.50
				ProCare Total:		$12,212.70

stryker

PowerLOAD

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			P.O. Box 93308
Version:	1		Chicago, IL 60673-3308
Prepared For:	CITY OF LOCKHART	Rep:	Jordan Costello
	Attn:	Email:	jordan.costello@stryker.com
		Phone Number:	
		Mobile:	512-673-0636
Quote Date:	04/16/2021		
Expiration Date:	07/15/2021		

Price Totals:

Grand Total:	$53,071.22

Comments:

Prices: In effect for 60 days.

Terms: Net 30 Days

Contact your local Sales Representative for more information about our flexible payment options.

AUTHORIZED CUSTOMER SIGNATURE

Capital Terms and Conditions:
Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule. Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency. A copy of Stryker Medical's Acute Care capital terms and conditions can be found at https://techweb.stryker.com/Terms_Conditions/index.html. A copy of Stryker Medical's Emergency Care capital terms and conditions can be found at https://www.strykeremergencycare.com/terms.

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Stryker Medical - Accounts Receivable - accountsreceivable@stryker.com - PO BOX 93308 - Chicago, IL 60673-3308

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City of Lockhart, Texas

Council Agenda Item
Cover Sheet

COUNCIL MEETING DATE: August 3, 2021

AGENDA ITEM CAPTION: Discuss recommendation to award bid to Lone Star Paving of Austin, Texas in the amount of $488,740.00 for the 2021 Street Improvements Project to include street improvements to Pendergrass Street, Lakeview Drive, Bluestem Drive, Nueces Street, Sunset Drive, La Feliciana Drive, Aransas Street, Laredo Street, 2nd Street, 3rd Street, 4th Street, Monterrey Street and the Municipal Court parking lot, and appointing the Mayor to sign all contractual documents.

ORIGINATING DEPARTMENT AND CONTACT: Public Works - Sean Kelley

ACTION REQUESTED: Award of Contract

BACKGROUND/SUMMARY/DISCUSSION: On September 17, 2019, City Council approved a 3-year plan to make enhancements on various streets. An aggressive approach to the plan was taken by allocating the use of an additional $400,000 this year in Unassigned Fund Balance one-time expenditures. An amended street improvement plan was approved by City Council on May 4, 2021 to ensure use of the allocated fund for Capital Street Improvements in FY 20-21. Street improvements in this project will include repaving the Municipal Court's parking lot and street resurfacing on:

- Pendergrass Street from San Jacinto St. to Bluestem Dr.
- Lakeview Drive from San Jacinto St. to Bluestem Dr.
- Bluestem Drive from Pendergrass St. to Lakeview Dr.
- Nueces Street from W. San Antonio St. to Bois D' Arc St.
- Sunset Drive from S. Colorado St. to End
- La Feliciana Drive from Clearfork St. to End
- Aransas Street from White Oak St. to South End
- Laredo Street from N. Commerce St. to N. Colorado St.
- 2nd Street from Neches St. to Chihuahua St.
- 3rd Street from Neches St. to Chihuahua St.
- 4th Street from Neches St. to Chihuahua St.
- Monterrey Street from Neches St. to Chihuahua St.

Bids were advertised in compliance with State law for the construction of the 2021 Street Improvements Project. Four (4) bids were received ranging from $488,740.00 to $577,684.00. The lowest bid was submitted by Lone Star Paving. This company has a commendable reputation in the construction business.

PROJECT SCHEDULE (if applicable): Summer 2021

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

AMOUNT & SOURCE OF FUNDING:

Funds Required: $488,740.00

Account Number: 100-5633-433, 100-5616-910 and 570-5319-999

Funds Available: $435,000.00 from One-time expenditure - Council approved. $26,500.00 from Municipal Court Budget. $27,500 from EMS Fund.

Account Name: Streets, Municipal Court and EMS

FISCAL NOTE (if applicable): Required budget amendment for one-time Council approved expenditure to increase requested amount to $435,000 and budget amendment to EMS Fund for $27,500.

PREVIOUS COUNCIL ACTION: September 17, 2019- City Council approved of 3-Year Street Improvements Plan.
During Presentation of Fiscal Year 2020-2021 budget, Council approved the one-time expenditure to increase street improvements to $400,000.

COMMITTEE/BOARD/COMMISSION ACTION: N/A

STAFF RECOMMENDATION/REQUESTED MOTION: Staff respectfully recommends approval of the bid award to Lone Star Paving in the amount of $488,740.00.

LIST OF SUPPORTING DOCUMENTS: Lockhart 2021 Street Improvements Ad, TRC Engineering Bid Tab and Recommendation, Presentation - Street Improvement Plan.

ADVERTISEMENT FOR BIDS

Sealed proposals 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., July 15, 2021** for the **2021 Street Improvements Project**, at which time and place will be publicly opened and read aloud. Any bid received after closing time will be returned unopened.

The project consists of approximately of 24,220 SY 2" Mill, 270 SY 2" Edge Mill, 25,640 SY 2" HMAC and 25,640 SY Trackless Tack on various City streets.

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 Proposal 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 Proposal 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 five (5) business days 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 sixty (60) days after the date on which bids are received.

CITY OF LOCKHART, TEXAS
LEW WHITE, MAYOR

TRC

505 East Huntland Drive
Suite 250
Austin, Texas 78752

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

July 23, 2021

Mr. Steven Lewis, City Manager
City of Lockhart
P.O. Box 239
Lockhart, Texas 78644

RE: 2021 Street Improvements Project
Bid Award Consideration

Dear Mr. Lewis:

Four (4) sealed bids were received at Lockhart City Hall on July 15, 2021 at 11:00 AM for the above-reference project. The total Base and Alternate Bids range from a low of $488,740.00 to a high of $577,684.00 with the low bidder being Lone Star Paving Company of Austin. A bid tabulation is attached for your reference.

It is recommended that, Lone Star Paving Company be awarded the construction project for the total Base and Alternate Bid Proposal in the amount of $488,740.00 for the 2021 Street Improvements Project. The contractor has provided a bid bond and will be required to furnish a Performance Bond and Payment Bond to the City.

If you have any questions regarding this information, please feel free to contact this office.

Sincerely,

Jeff Dahm, P.E.
Austin CES Practice Leader

Enclosures: Bid Tab

City of Lockhart
2021 STREET IMPROVEMENTS PROJECT
Bid Tabulation
July 15, 2021 - 11:00 AM

				Lone Star Paving 11675 Jollyville Rd. #150 Austin, TX 78759		Clark Construction of Texas, Inc. 5140 Gibbs Sprawl Rd. San Antonio, TX 78219	
Item	Item Description	Qty.	Unit	Unit Price	Total	Unit Price	Total
	BASE BID PROPOSAL						
P.1	Pendergrass Street - Mill + Overlay	3,750	S.Y.	$18.00	$67,500.00	$18.11	$67,912.50
P.2	Lakeview Drive - Mill + Overlay	4,060	S.Y.	$18.00	$73,080.00	$18.11	$73,526.60
P.3	Blue Stem Drive - Mill + Overlay	750	S.Y.	$18.00	$13,500.00	$18.11	$13,582.50
P.4	Nueces Street - Mill + Overlay	2,750	S.Y.	$18.00	$49,500.00	$18.11	$49,802.50
P.5	Sunset Drive - Mill + Overlay	3,300	S.Y.	$18.00	$59,400.00	$18.11	$59,763.00
P.6	La Feliciana - Mill + Overlay	2,340	S.Y.	$18.00	$42,120.00	$18.11	$42,377.40
P.7	Aransas Street - Overlay	1,150	S.Y.	$17.50	$20,125.00	$18.11	$20,826.50
P.8	Laredo Street - Overlay	270	S.Y.	$17.50	$4,725.00	$18.11	$4,889.70
P.9	Laredo Street - Edge Mill	190	L.F.	$37.00	$7,030.00	$10.00	$1,900.00
P.10	Municipal Court Parking - Mill + Overlay	3,050	S.Y.	$18.00	$54,900.00	$18.11	$55,235.50
P.11	Adjust Manhole Tops	2	EA	$2,200.00	$4,400.00	$1,675.00	$3,350.00
P.12	Adjust Water Valves	9	EA	$1,300.00	$11,700.00	$990.00	$8,910.00
	TOTAL BASE BID				**$407,980.00**		**$402,076.20**
	ALTERNATE BID ITEM						
P.A.1	2nd Street - Mill + Overlay	1,015	S.Y.	$18.00	$18,270.00	$20.80	$21,112.00
P.A.2	3rd Street - Mill + Overlay	1,015	S.Y.	$18.00	$18,270.00	$20.80	$21,112.00
P.A.3	4th Street - Mill + Overlay	1,015	S.Y.	$18.00	$18,270.00	$20.80	$21,112.00
P.A.4	Monterrey Street - Mill + Overlay	1,175	S.Y.	$18.00	$21,150.00	$20.80	$24,440.00
P.A.5	Adjust Manhole Tops	1	EA	$2,200.00	$2,200.00	$1,675.00	$1,675.00
P.A.6	Adjust Water Valves	2	EA	$1,300.00	$2,600.00	$990.00	$1,980.00
	TOTAL ALTERNATE BID ITEM				**$80,760.00**		**$91,431.00**
	TOTAL BASE + ALTERNATE BID				**$488,740.00**		**$493,507.20**

City of Lockhart
2021 STREET IMPROVEMENTS PROJECT
Bid Tabulation
July 15, 2021 - 11:00 AM

				Alpha Paving Industries LLC PO Box 6565 Round Rock, TX 78683		Smith Paving Inc. 501 Thompson Lane Austin, TX 78742	
Item	Item Description	Qty.	Unit	Unit Price	Total	Unit Price	Total
	BASE BID PROPOSAL						
P.1	Pendergrass Street - Mill + Overlay	3,750	S.Y.	$18.00	$67,500.00	$21.20	$79,500.00
P.2	Lakeview Drive - Mill + Overlay	4,060	S.Y.	$18.00	$73,080.00	$21.20	$86,072.00
P.3	Blue Stem Drive - Mill + Overlay	750	S.Y.	$18.00	$13,500.00	$21.20	$15,900.00
P.4	Nueces Street - Mill + Overlay	2,750	S.Y.	$21.00	$57,750.00	$21.20	$58,300.00
P.5	Sunset Drive - Mill + Overlay	3,300	S.Y.	$20.00	$66,000.00	$21.20	$69,960.00
P.6	La Feliciana - Mill + Overlay	2,340	S.Y.	$23.00	$53,820.00	$21.20	$49,608.00
P.7	Aransas Street - Overlay	1,150	S.Y.	$25.00	$28,750.00	$18.00	$20,700.00
P.8	Laredo Street - Overlay	270	S.Y.	$53.00	$14,310.00	$18.00	$4,860.00
P.9	Laredo Street - Edge Mill	190	L.F.	$14.00	$2,660.00	$14.00	$2,660.00
P.10	Municipal Court Parking - Mill + Overlay	3,050	S.Y.	$20.00	$61,000.00	$27.20	$82,960.00
P.11	Adjust Manhole Tops	2	EA	$6,000.00	$12,000.00	$1,500.00	$3,000.00
P.12	Adjust Water Valves	9	EA	$1,500.00	$13,500.00	$1,200.00	$10,800.00
	TOTAL BASE BID				**$463,870.00**		**$484,320.00**
	ALTERNATE BID ITEM						
P.A.1	2nd Street - Mill + Overlay	1,015	S.Y.	$21.00	$21,315.00	$21.20	$21,518.00
P.A.2	3rd Street - Mill + Overlay	1,015	S.Y.	$21.00	$21,315.00	$21.20	$21,518.00
P.A.3	4th Street - Mill + Overlay	1,015	S.Y.	$21.00	$21,315.00	$21.20	$21,518.00
P.A.4	Monterrey Street - Mill + Overlay	1,175	S.Y.	$21.00	$24,675.00	$21.20	$24,910.00
P.A.5	Adjust Manhole Tops	1	EA	$6,000.00	$6,000.00	$1,500.00	$1,500.00
P.A.6	Adjust Water Valves	2	EA	$1,500.00	$3,000.00	$1,200.00	$2,400.00
	TOTAL ALTERNATE BID ITEM				**$97,620.00**		**$93,364.00**
	TOTAL BASE + ALTERNATE BID				**$561,490.00**		**$577,684.00**

Street Improvement Plan

Amendments to FY 20-21 and Proposed Streets for FY 21-22

Street Paving and Maintenance for FY20-21

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

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

Remaining Streets

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

Added Streets

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

Add Alternative if Funds Available

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

Proposed Street Paving for FY21-22

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

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

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

COUNCIL MEETING DATE: August 3, 2021

AGENDA ITEM CAPTION: Discuss Budget Amendment #56 approving the one-time expenditure to the Street Department for capital improvements and allocating funds to the EMS budget to cover one-half costs associated with the Municipal Court parking lot repairs, as outlined in Ordinance 2021-24.

ORIGINATING DEPARTMENT AND CONTACT: Finance - Pam Larison

ACTION REQUESTED: Ordinance

BACKGROUND/SUMMARY/DISCUSSION: During the preparation of Fiscal Year 2020-2021 City of Lockhart Budget, the Council approved a one-time expenditure to the Street Department in the amount of $400,000 in additional funds to repair city streets.

The Public Works Director has received bids for street repairs and the cost has risen due to increased cost of goods. This increase has also affected the cost of the budgeted paving repairs for Municipal Court. It is staff's request that the Municipal Court parking area be shared with the EMS Fund due to the continued use by both departments.

The presented Budget Amendment will increase the approved one-time expenditure for street repairs to $435,000 to the General Fund and increase the EMS Fund budget by $27,500.

PROJECT SCHEDULE (if applicable): N/A

AMOUNT & SOURCE OF FUNDING:
Funds Required: $488,740
Account Number: 100-5633-911; 100-5316-910; 570-5319-999
Funds Available: $26,500
Account Name: Capital Improvement

FISCAL NOTE (if applicable): N/A

PREVIOUS COUNCIL ACTION: Street Improvements were approved by Council as a one-time expenditure for Fiscal Year 2020-2021.

COMMITTEE/BOARD/COMMISSION ACTION: N/A

STAFF RECOMMENDATION/REQUESTED MOTION: Staff request approval of Budget Amendment #56 as outlined in Ordinance #2021-24.

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

LIST OF SUPPORTING DOCUMENTS: Ordinance 2021 24, Budget Amendment 56.

ORDINANCE 2021-24

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS, AMENDING THE BUDGET FOR THE FISCAL YEAR ENDING 2021 IN ACCORDANCE WITH EXISTING STATUTORY REQUIREMENTS; RE-APPROPRIATING THE VARIOUS AMOUNTS HEREIN, AS ATTACHED IN BUDGET AMENDMENT NO. 56; REPEALING ALL PRIOR ORDINANCES AND ACTIONS IN CONFLICT HEREWITH; AND ESTABLISHING FOR AN EFFECTIVE DATE.

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

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

WHEREAS, said budget amendment in the General Fund will affect the Street Department budget; and

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

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

That Ordinance 2021-24 is hereby adopted amending the General Fund an EMS fund Budget for Fiscal Year 2020-2021 as the same are contained in Budget Amendments 56, which are attached hereto and incorporated herein for all purposes.

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

PASSED, APPROVED, AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS, ON THIS THE 3rd DAY OF AUGUST, 2021.

CITY OF LOCKHART

_____
Lew White, Mayor

Attest:

_____
Connie Constancio, TRMC, City Secretary

APPROVED AS TO FORM:

_____
Monte Akers, City Attorney

CITY OF LOCKHART
BUDGET AMENDMENT FORM

Amendment No. 56

INCREASE	ACCOUNT NO.	Adopted Budget	Current Amendment	Total Budget after Current Amendment
Construction/Project Improvement	100-5633-911	$40,000.00	-$435,000.00	$475,000.00
Capital Outlay	570-5319-999	0.00	-27,450.00	$27,450.00
				0.00
GENERAL FUND - TOTAL APPROPRIATIONS		$40,000.00	-$462,450.00	$502,450.00

DECREASE	ACCOUNT NO.		AMOUNT	
				$0.00
				$0.00
			-	$0.00
				$0.00
GENERAL FUND - TOTAL APPROPRIATIONS		$0.00	$0.00	$0.00

REASON FOR AMENDMENT

Street Improvement project - cost increase caused a higher than approved in one-time expenditure and court paving cost shared with EMS fund.

REQUESTED BY: _____ DATE

APPROVED BY: _____ DATE

POSTED _____
FINANCE DATE

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

COUNCIL MEETING DATE: August 3, 2021

AGENDA ITEM CAPTION: Discuss ratifying the automatic reversion of the MH Manufactured Home District zoning classification as provided in Section 64-196(m) for the Lockhart Code of Ordinances by ordering an amendment of the official zoning map to reclassify Lot 23, Block 2, East Side Addition, consisting of 0.129 acre owned by Jiovanna Llamas and located at 519 San Saba Street, from MH Manufactured Home District to RMD Residential Medium Density District.

ORIGINATING DEPARTMENT AND CONTACT: Development Services - Dan Gibson

ACTION REQUESTED: Other

BACKGROUND/SUMMARY/DISCUSSION: Section 64-196(m) of the zoning ordinance provides that individual lots within the city presently zoned MH and not within a manufactured home subdivision or manufactured home park shall revert to the predominant zoning district classification adjacent to said lot upon removal, or by cessation of occupancy by utility disconnection in excess of 30 days, of an existing mobile or manufactured home thereon. Because the manufactured home that was previously on the subject property have been removed, the zoning has now reverted to RMD, which is the surrounding district classification. Section 64-196(m) further states that the City Council shall ratify such action by an agenda item ordering a corresponding amendment of the zoning map. No notice or hearing is required other than notification to the owner of the property. A map and copy of the notice sent to the owners is attached. The RMD zoning classification allows a site-built single-family dwelling on a parcel of this size.

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: None required.

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

STAFF RECOMMENDATION/REQUESTED MOTION: Ratification of the automatic reversion of the MH Manufactured Home District zoning classification as provided in Section 64-196(m) of the Lockhart Code of Ordinances, by ordering an amendment of the official zoning map to reclassify Lot 23, Block 2, East Side Addition to RMD Residential Medium Density District.

LIST OF SUPPORTING DOCUMENTS: Zoning Reversion map, Zoning Reversion aerial, 519 San Saba MH Zoning Reversion letter

MH ZONING REVERSION

MH TO RMD

519 SAN SABA ST

N

scale 1" = 200'

SUBJECT PROPERTY

ZONING BOUNDARY

N
BELLINGER ST
E LIVE OAK ST
SABINE ST
MONUMENT ST
LOVERS LN
SAN SABA ST
PEDERNALES ST
PEARL ST
NECHES ST
PERSIMMON ST
TRINITY ST
POPLAR ST
ROSEWOOD ST
1035
0
200
400 Feet

CITY OF Lockhart

(512) 398-3461 • FAX (512) 398-5103
P. O. Box 239 • Lockhart, Texas 78644
308 West San Antonio Street

July 27, 2021

Jiovanna Llamas
350 Old Luling Road
Lockhart, TX 78644
llamasjiovanna@utexas.edu

Dear Ms. Llamas:

You are the owner of Lot 23, Block 2, of the Eastside Addition, located at 519 San Saba Street in Lockhart. The property has previously had the "MH" Manufactured Home District zoning classification. However, the manufactured home that was on the property has been removed. Section 64-196(m) of the Lockhart Zoning Ordinance provides that individual lots zoned "MH" Manufactured Home District and not within a manufactured home subdivision or manufactured home park shall revert to the predominant zoning district classification adjacent to such lot upon removal of the mobile or manufactured home, or by cessation of occupancy of such home by utility disconnection in excess of 30 calendar days. It further states that the City Council shall ratify such action by an agenda item ordering a corresponding amendment of the zoning map.

This is your notice that, because the manufactured home has been removed from your property, the zoning has now reverted to "RMD" Residential Medium Density District. We are required to notify you that the automatic reversion of the zoning classification to RMD is scheduled to be ratified by the Lockhart City Council at their Tuesday, August 3, 2021, meeting at 7:30 PM in the City Council Chamber located at 217 South Main Street, 3rd floor. It will be on the "consent" agenda, as this action is merely a formality. No public notice or hearing is required, and you do *not* need to be present.

Due to this rezoning action, no other manufactured homes may be placed on the property without approval of a specific use permit by the Planning and Zoning Commission. A site-built single-family dwelling is allowed by-right on your lot. If you have any questions about this, I may be reached by e-mail at dgibson@lockhart-tx.org, or by telephone at 512-376-2454.

Cordially,

Dan Gibson

Dan Gibson, AICP
City Planner

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

COUNCIL MEETING DATE: August 3, 2021

AGENDA ITEM CAPTION: Discuss City Manager's Proposed Budget and set two public hearings on the Fiscal Year 2021-2022 Proposed Budget.

ORIGINATING DEPARTMENT AND CONTACT: Finance - Pam Larison

ACTION REQUESTED: Direction

BACKGROUND/SUMMARY/DISCUSSION: According to the City of Lockhart Charter, Article 9, Section 9.07 Public Hearing on Budget, the city council shall hold a public hearing on the budget submitted and all interested persons shall be given an opportunity to be heard for or against any item or the amount of any item therein contained.

The City of Lockhart is required by Charter to hold one public hearing on the Budget. Staff recommends conducting two public hearings to allow the citizens of Lockhart the opportunity to discuss any item or amount presented in the FY 2021-2022 Budget. The following dates are presented to Council for public hearings:

- August 17, 2021 at 6:30 p.m.
- September 7, 2021 at 6:30 p.m.

PROJECT SCHEDULE (if applicable): N/A

AMOUNT & SOURCE OF FUNDING:
Funds Required:
Account Number:
Funds Available:
Account Name:

FISCAL NOTE (if applicable): N/A

PREVIOUS COUNCIL ACTION: Prior Council budget hearing process has been to set two public hearings.

COMMITTEE/BOARD/COMMISSION ACTION: N/A

STAFF RECOMMENDATION/REQUESTED MOTION: Staff respectfully requests the approval of the two dates presented to Council for public hearings on the budget.

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

LIST OF SUPPORTING DOCUMENTS: Budget Discussion Items, Solid Waste Rate Options, Cemetery and Recycling Rates.

Budget Workshop Discussions

July 20th

~~Non-profit reallocation – CARTS~~

ARP Funding - Informational Presentation

One-time Expenditures
- ✓Space Study - $40,000
- ✓Street Improvements - $100,000
- ✓Fire station 1 Renovations – $455,252 w/engineering & architect
- ✓Clark Building Renovations - $59,000

August 3rd

Electric Up-tick impact

Rates
- Tax Rate
- Water & Wastewater Rates
- Solid Waste rates
- Recycle Center rates - non-residents
- Cemetery Fees

One-time Expenditures
- Street – Sidewalks
- City Hall
- Parks & Recreation Improvements
- AWIA Risk & Resilience Assessment – Water Infrastructure

August 17th

Personnel
- Wage adjustments
- Evidence Technician

ARP Funding – Possible Uses

MONTHLY SOLID WASTE RATES

	# of accts		CURRENT	OPTION 1	OPTION 2
Residential	3957	60.6%	**$21.20**	$19.20	$18.20
Senior	900	13.8%	**13.15**	12.15	12.15
Add'l Cart	596	9.1%	**6.18**	6.18	6.18
Recycling	843	12.9%	**5.87**	3.50	4.00
Commercial	234	3.6%	**34.04**	34.04	34.04
	6530	100.0%			
			ANNUAL**	$110,488	$71,308

** THE ANNUAL AMOUNT IS THE TOTAL INCREASE IN FUND BALANCE AFTER OPERATIONAL COSTS AND COST OF SERVICES HAVE BEEN REMOVED.

CEMETERY RATES

-Cemetery plots sold all include perpetual maintenance by the City.

-The City of Lockhart only has cemetery plots for sale in the Northeast Section.

-Section Northeast VI has 172 plots remaining for sale and Sections IV & V have 648 plots remaining for sale.

-Cemetery plot sales average around 50 spaces per year.

-The City assumed maintenance responsibilities for Hooks Cemetery in the 1980's. No spaces are available for sale at Hooks Cemetery.

-Rates are typically raised from time to time to help with increasing maintenance costs and keep up with other municipal market rates.

-City cemetery plot rates may be changed by City Resolution.

CEMETERY RATE HISTORY

- 1971-Cemetery plots were sold 2 for $100 ($50 each)
- 1987-Cemetery plots were sold for $200 each
- 1995-Cemetery plots were sold to present/prior City of Lockhart residents at a rate of $300, present/prior Caldwell County residents were charged $400, and non-county residents were charged $600

Current Rate

- 1999-Cemetery plots are sold to present/prior City of Lockhart residents at a rate of $500, present/prior Caldwell County residents are charged $600, and non-county residents are charged $1,200

RESOLUTION 99 - 15

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS, AMENDING CHARGES FOR CEMETERY SPACES SOLD IN THE LOCKHART MUNICIPAL BURIAL PARK AND ESTABLISHING BURIAL OR INTERMENT FEES TO BE PAID PRIOR TO EACH BURIAL OR INTERMENT:

WHEREAS, the City Council is authorized under Section 14:4 of the Code of Ordinances to, from time to time, amend and establish charges for City services; and,

WHEREAS, the City Council desires to amend charges for such City services as follows:

I. Pricing per cemetery space in the Municipal Burial Park shall be as follows:

Present & Prior Lockhart Residents	$ 500.00
Present & Prior Caldwell County Residents	$ 600.00
Non-Residents of Caldwell County	$ 1,200.00

WHEREAS, the City Council desires to establish burial or interment fees for such City services as follows:

II. Pricing for each burial or interment in the Municipal Burial Park shall be as follows:

Present & Prior Lockhart Residents	$ 100.00
Present & Prior Caldwell County Residents	$ 250.00
Non-Residents of Caldwell County	$ 600.00

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

The City Council of the City of Lockhart, Texas, hereby amends and establishes the charges for the services as stated herein with said charges to become effective upon passage of this resolution.

PASSED, APPROVED, and ADOPTED this the 21st day of September, 1999.

CITY OF LOCKHART

RAY SANDERS, MAYOR

ATTEST:

CONNIE ORTIZ,
CITY SECRETARY

APPROVED AS TO FORM:

TODD A. BLOMERTH, CITY ATTORNEY

2021 CITY-OWNED CEMETERY PRICE COMPARISON

MUNICIPALITY	POPULATION	RESIDENT	COUNTY	NON-RESIDENT	ADULT	CHILD/SMALL
SCHULENBURG	2913	$1,500.00		$2,000.00		
SMITHVILLE	4515	$750.00		$1,500.00		
MCGREGOR	5331	$350.00		$450.00		
LULING	5869				$300.00	
BURNET	6406	$500.00				
LAMPASAS	7982				$1,100.00	
BASTROP / FAIRVIEW CEM.	9242	$1,500.00		$3,500.00		
LOCKHART	14133	$500.00	$600.00	$1,200.00		
TAYLOR	17383				$1,196.00	$597.00
BOERNE	18232	$3,000.00				$1,100.00
SAN BENITO	24243				$950.00	$195.00
COPPERAS COVE	33235				$700.00	$300.00
SAN MARCOS	64776	$1,950.00		$2,450.00		
AVERAGE		**$1,256.25**	**$600.00**	**$1,850.00**	**$849.20**	**$548.00**

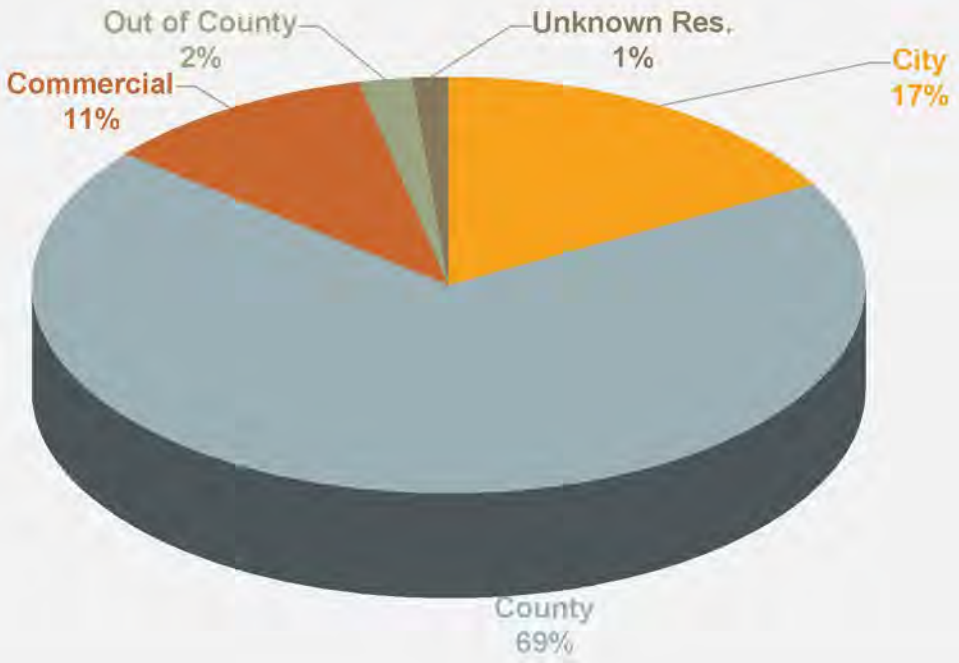
LOCKHART RECYCLING CENTER

-The Recycling Center is paid for out of the Solid Waste Fund (Recycling) and is currently funded by Solid Waste Revenues paid for by City of Lockhart solid waste customers.

-The Recycling Account Expenses include one full time employee, materials/supplies, machinery upkeep, building maintenance expenses, hauling of dumpsters/compactors and any overage of expenses from the annual HHW event that are not covered by grants.

-Beginning August 16th, 2021 glass will no longer be accepted at the Recycling Center.

RECYCLING CENTER VISITOR PARTICIPATION-JULY 2021



JULY 2021 TALLY-CONTINUED

City Residents	132	16.94%
County Residents	537	68.93%
Out of County	16	2.05%
Unknown Residents	11	1.41%
Commercial	83	10.65%
Materials Disposed	-	-
Single Stream	522	56.31%
Cardboard	341	36.79%
Electronics	23	2.48%
Oils	41	4.42%

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

COUNCIL MEETING DATE: August 3, 2021

AGENDA ITEM CAPTION: Discuss partial loan relief to COVID-19 Relief Loan recipients.

ORIGINATING DEPARTMENT AND CONTACT: Finance - Pam Larison

ACTION REQUESTED: Other

BACKGROUND/SUMMARY/DISCUSSION: On July 20, 2021, the City Council instructed the Lockhart Economic Development Director to work with staff to present a one-time loan relief presentation to Council for approval. It was the consensus of Council that $2,500.00 of loan relief would be considered to the recipients of COVID-19 Relief Loans. This amount is being considered because it is the same amount that was allocated for COVID-19 Relief Grants.

In order to continue to support the local business community, partial debt relief will benefit the recipients by reducing their current liability to the City of Lockhart.

PROJECT SCHEDULE (if applicable): Upon approval of Council.

AMOUNT & SOURCE OF FUNDING:
Funds Required: N/A
Account Number: N/A
Funds Available: N/A
Account Name: N/A

FISCAL NOTE (if applicable): The amount of loan relief will total $45,000 applied to 18 total recipients.

PREVIOUS COUNCIL ACTION: N/A

COMMITTEE/BOARD/COMMISSION ACTION: N/A

STAFF RECOMMENDATION/REQUESTED MOTION: Discretion of Council.

LIST OF SUPPORTING DOCUMENTS: Covid-19 Relief loan recipient list

Covid-19 Relief Loans

Balances @ 7/26/2021

		Original Loan	Loan Balance	$2,500 Forgiven	
225-1344	Business #1	5,000.00	4,444.44	$1,944.44	
225-1345	Business #2	5,000.00	4,444.00	$1,944.00	
225-1346	Business #3	7,500.00	6,666.68	$4,166.68	
225-1347	Business #4	7,500.00	6,666.68	$4,166.68	
225-1348	Business #5	5,000.00	3,548.88	$1,048.88	
225-1349	Business #6	5,000.00	4,027.77	$1,527.77	
225-1350	Business #7	7,500.00	5,416.70	$2,916.70	
225-1351	Business #8	7,500.00	6,873.34	$4,373.34	
225-1352	Business #9	7,500.00	7,291.67	$4,791.67	
225-1353	Business #10	7,500.00	6,900.00	$4,400.00	
225-1354	Business #11	5,000.00	4,305.55	$1,805.55	
225-1355	Business #12	5,000.00	4,583.33	$2,083.33	
225-1356	Business #13	5,000.00	4,861.11	$2,361.11	
225-1357	Business #14	5,000.00	4,444.44	$1,944.44	
225-1358	Business #15	5,000.00	4,709.90	$2,209.90	
225-1359	Business #16	5,000.00	4,583.33	$2,083.33	
225-1360	Business #17	7,500.00	6,666.68	$4,166.68	
225-1361	Business #18	7,500.00	5,416.70	$2,916.70	
		110,000.00	95,851.20	$50,851.20	$45,000.00

Covid-19 Relief Loans were set up on a 3-year loan amortization schedule for repayment with no interest.

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

COUNCIL MEETING DATE: August 3, 2021

AGENDA ITEM CAPTION: Discussion regarding matters related to COVID-19, if necessary.

ORIGINATING DEPARTMENT AND CONTACT: Administration - Steven Lewis, Monte Akers

ACTION REQUESTED: Other

BACKGROUND/SUMMARY/DISCUSSION: On May 18, 2021, Governor Abbot issued GA-36 that prohibited governmental entities from mandating face coverings or restricting activities in response to the COVID-19 disaster. As a result, the Lockhart City Council rescinded the Mayor's Declaration to require face coverings and encouraged citizens to continue to follow the CDC guidelines in regard to COVID-19.

Also, as a result of the Governor opening Texas on March 2, 2021 (GA-34), community events are back on schedule such as the Chisholm Trail Roundup, Fireworks show, and City venues such as the city splash pad are open to the public. Face coverings are not required during the events or at city facilities.

An update of COVID-19 orders and Council actions is attached.

Open Meetings Act Suspensions Terminate effective September 1, 2021
In March 2020, Governor Abbott's office granted the Attorney General's request to suspend certain open meetings statutes. The temporary suspension allows for telephonic or videoconference meetings of governmental bodies that are accessible to the public in an effort to reduce in-person meetings, thereby allowing governmental bodies and/or board commissions to hold a meeting virtually without a quorum being present at the meeting location.

On June 30, 2021, the Governor's office approved a request by the Attorney General to lift the open meetings suspensions effective at 12:01 a.m. on September 1, 2021. All Texas governmental bodies subject to the OMA must thereafter conduct their meetings in full compliance with the OMA as written in state law.

The following are provisions in the OMA suspension that will no longer be allowed effective September 1, 2021:
1) Video conferencing capability will change in that a member of the governing body or board can meet virtually but there must be a quorum physically present at the meeting location.
2) Telephone conference meetings will not be allowed to continue and are only allowed in an emergency.

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

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): None.

PREVIOUS COUNCIL ACTION: N/A

COMMITTEE/BOARD/COMMISSION ACTION: N/A

STAFF RECOMMENDATION/REQUESTED MOTION: None.

LIST OF SUPPORTING DOCUMENTS: Update of COVID-19 orders and Council actions and, GA 36.

HISTORY OF COVID-19 ORDERS/COUNCIL ACTIONS

On September 1, 2020, the City Council adopted Resolution 2020-20 renewing and adopting a requirement that commercial establishments in the City post a notice that facial coverings are a requirement of employees and persons entering such establishments. The requirement that such notice be posted shall remain in effect until terminated or amended by the City Council.

On October 7, 2020, Governor Greg Abbott issued Executive Order GA-32 to allow certain bars and similar establishments to operate at 50% capacity with permission from the County Judge. GA-32 increased the occupancy levels for all business establishments other than bars to 75%. GA-32 also provides that outdoor gatherings in excess of 10 people is prohibited unless the Mayor of the City in which the gathering is held, approves of the gathering, and such approval can be made subject to certain conditions or restrictions not inconsistent with GA-32.

Mayor's statement on reduced business capacity in Caldwell County**.** At 12:01 a.m. on Wednesday, January 13, 2021 the provisions of Governor Greg Abbott's Executive Order GA-32 that suspend elective surgeries, close bars and reduce business capacity to 50 percent went into effect in Lockhart and Caldwell County. This was occurring because under GA-32, these specific provisions took effect when a Trauma Service Area had seven consecutive days in which the number of COVID-19 hospitalized patients as a percentage of total capacity exceeded 15 percent. This was the case in Trauma Service Area O, which included Caldwell County.

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

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

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

On May 13, 2021, the CDC announced that fully vaccinated individuals no longer need to mask up or social distance indoors and outdoors, including crowds. Attached is information from the CDC about how to stay safe around individuals that are or are not fully vaccinated.

On June 15, 2021, the consensus of the Council was to continue virtual attendance at meetings.

On June 30, 2021, the Governor's office approved a request by the Attorney General to lift the temporary Open Meetings Act suspensions, effective at 12:01 a.m. on September 1, 2021. The change in virtual meetings is that a member of the governing body or board member may attend a meeting virtually but there must be a quorum physically present at the meeting location.

Executive Order

BY THE
GOVERNOR OF THE STATE OF TEXAS

Executive Department
Austin, Texas
May 18, 2021

EXECUTIVE ORDER
GA 36

Relating to the prohibition of governmental entities and officials from mandating face coverings or restricting activities in response to the COVID-19 disaster.

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

WHEREAS, I issued Executive Order GA-34 on March 2, 2021, to open Texas 100 percent and remove face-covering requirements; and

WHEREAS, since then, COVID-19 hospitalizations and the rate of new COVID-19 cases have continued their steady decline; and

WHEREAS, Executive Order GA-34 specifically provides that "no person may be required by any jurisdiction to wear or to mandate the wearing of a face covering," and, notwithstanding that order, some local governmental entities have caused confusion by nonetheless purporting to require face coverings; and

WHEREAS, Executive Order GA-34 also provides that "there are no COVID-19-related operating limits for any business or other establishment," that any "conflicting order issued by local officials in response to the COVID-19 disaster" is superseded, and that all relevant statutes are suspended to the extent necessary to preclude inconsistent local orders; and

WHEREAS, to further ensure statewide uniformity, and based on the continued improvement of conditions in Texas, revised standards are appropriate to achieve the least restrictive means of combatting COVID-19; and

WHEREAS, in the Texas Disaster Act of 1975, the legislature charged the governor with the responsibility "for meeting … the dangers to the state and people presented by disasters" under Section 418.011 of the Texas Government Code, and expressly granted the governor broad authority to fulfill that responsibility; and

WHEREAS, under Section 418.012, the "governor may issue executive orders … hav[ing] the force and effect of law;" and

WHEREAS, under Section 418.016(a), the "governor may suspend the provisions of any regulatory statute prescribing the procedures for conduct of state business … if strict compliance with the provisions … would in any way prevent, hinder, or delay necessary action in coping with a disaster;" and

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
12:15 pm O'CLOCK

MAY 18 2021

WHEREAS, under Section 418.018(c), the "governor may control ingress and egress to and from a disaster area and the movement of persons and the occupancy of premises in the area;" and

WHEREAS, under Section 418.173, the legislature authorized as "an offense," punishable by a fine up to $1,000, any "failure to comply with the [state emergency management plan] or with a rule, order, or ordinance adopted under the plan;"

NOW, THEREFORE, I, Greg Abbott, Governor of Texas, by virtue of the power and authority vested in me by the Constitution and laws of the State of Texas, do hereby order the following on a statewide basis effective immediately:

1. No governmental entity, including a county, city, school district, and public health authority, and no governmental official may require any person to wear a face covering or to mandate that another person wear a face covering; *provided, however, that*:
   a. state supported living centers, government-owned hospitals, and government-operated hospitals may continue to use appropriate policies regarding the wearing of face coverings; and
   b. the Texas Department of Criminal Justice, the Texas Juvenile Justice Department, and any county and municipal jails acting consistent with guidance by the Texas Commission on Jail Standards may continue to use appropriate policies regarding the wearing of face coverings.
2. Notwithstanding the above, public schools may continue to follow policies regarding the wearing of face coverings to the extent reflected in current guidance by the Texas Education Agency, until June 4, 2021. The Texas Education Agency shall revise its guidance such that, effective 11:59 p.m. on June 4, 2021, no student, teacher, parent, or other staff member or visitor may be required to wear a face covering.
3. This executive order shall supersede any face-covering requirement imposed by any local governmental entity or official, except as explicitly provided in paragraph numbers 1-2. To the extent necessary to ensure that local governmental entities or officials do not impose any such face-covering requirements, I hereby suspend the following:
   a. Sections 418.1015(b) and 418.108 of the Texas Government Code;
   b. Chapter 81, Subchapter E of the Texas Health and Safety Code;
   c. Chapters 121, 122, and 341 of the Texas Health and Safety Code;
   d. Chapter 54 of the Texas Local Government Code; and
   e. any other statute invoked by any local governmental entity or official in support of a face-covering requirement.

   Pursuant to the legislature's command in Section 418.173 of the Texas Government Code and the State's emergency management plan, the imposition of any such face-covering requirement by a local governmental entity or official constitutes a "failure to comply with" this executive order that is subject to a fine up to $1,000, beginning at 11:59 p.m. on May 21, 2021.

4. Under Executive Order GA-34, business activities and legal proceedings are free to proceed without COVID-19-related limitations imposed by local governmental entities or officials, in all counties not in an area of high hospitalizations as defined in that executive order. Executive Order GA-34 also superseded any conflicting local order in response to the COVID-19 disaster, and directed that all relevant laws

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SECRETARY OF STATE
12:15pm O'CLOCK

MAY 18 2021

are suspended to the extent necessary to preclude any such inconsistent local orders. Pursuant to the legislature's command in Section 418.173 of the Texas Government Code and the State's emergency management plan, the imposition of any conflicting or inconsistent limitation by a local governmental entity or official constitutes a "failure to comply with" this executive order that is subject to a fine up to $1,000, beginning at 11:59 p.m. on May 21, 2021.

This executive order supersedes subparagraph numbers 1(b) and 2(c)(iii) of Executive Order GA-34, but does not otherwise supersede Executive Orders GA-10, GA-13, GA-34, or GA-35. This executive order shall remain in effect and in full force unless it is modified, amended, rescinded, or superseded by the governor. This executive order may also be amended by proclamation of the governor.

Given under my hand this the 18th day of May, 2021.

GREG ABBOTT
Governor

ATTESTED BY:

RUTH R. HUGHS
Secretary of State

FILED IN THE OFFICE OF THE SECRETARY OF STATE
12:15pm O'CLOCK

MAY 18 2021

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

COUNCIL MEETING DATE: August 3, 2021

AGENDA ITEM CAPTION: Discussion regarding citywide mosquito spraying.

ORIGINATING DEPARTMENT AND CONTACT: Administration - Sean Kelley, Steven Lewis

ACTION REQUESTED: Other

BACKGROUND/SUMMARY/DISCUSSION:

At the last City Council meeting, July 20th, Mr. Jason Wolcott raised his concerns over mosquitoes and asked the City to explore options for mosquito control. Council directed City Staff to do research on mosquito abatement programs throughout the state to be presented and discussed tonight.

The City Manager's Office prepared a PowerPoint presentation with its findings on the matter, compiling recommendations from the CDC, the Texas Department of State Health Services, Texas A&M AgriLife Extension, and the State of Texas.

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):

PREVIOUS COUNCIL ACTION: On July 20th, Council directed City Staff to do research options relative to mosquito abatement programs throughout the state.

COMMITTEE/BOARD/COMMISSION ACTION: N/A

STAFF RECOMMENDATION/REQUESTED MOTION: N/A

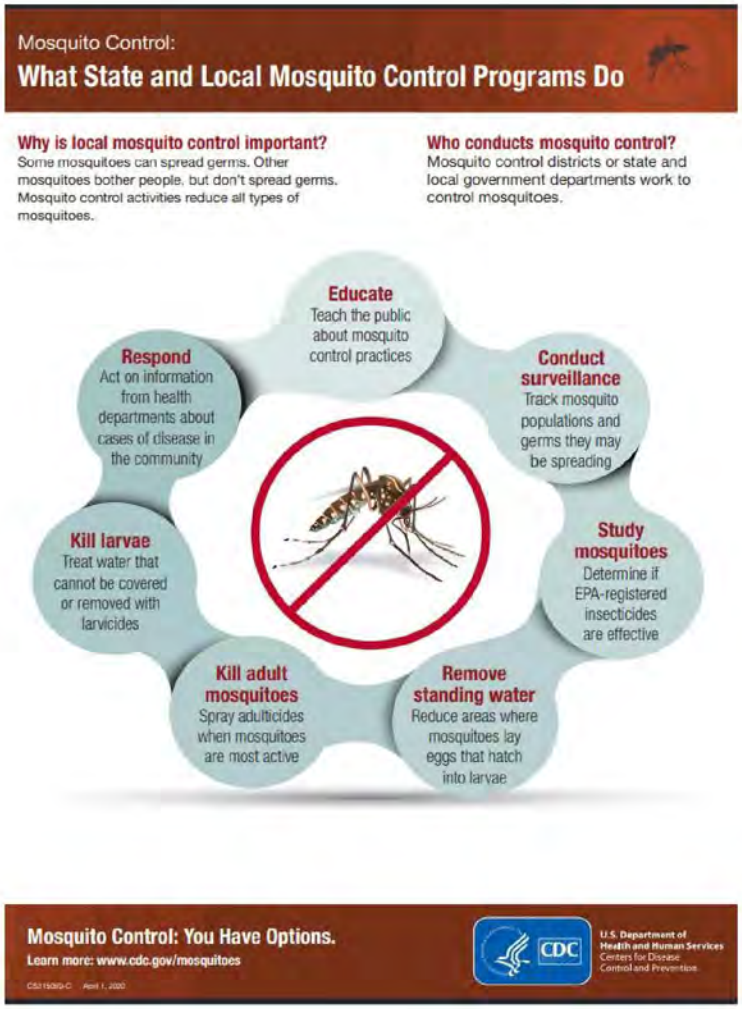
LIST OF SUPPORTING DOCUMENTS: Mosquito Control Options

MOSQUITO CONTROL PROGRAMS

CITY OF
Lockhart
TEXAS

WHY IS MOSQUITO CONTROL IMPORTANT?

- Some mosquitoes are harmful and can spread viruses like West Nile, dengue, Zika, and parasites like malaria.
- Local government departments and mosquito control professionals track the numbers and types of mosquitoes in an area and the germs they may be spreading. When infected adult mosquitoes are spreading germs to people, acting quickly can stop further spread and prevent people from getting sick. Professionals share prevention information with the public and use multiple methods at the same time to kill mosquito larvae and adult mosquitoes.



LOCKHART MOSQUITO CONTROL HISTORY

1990s

Lockhart resident complains about mosquito spraying affecting respiratory health.

2000-2007

City used larvicide cakes and sprayed for mosquitoes. Last recorded instance of the City spraying was in 2007.

2007 and 2012

City conducted surveys on mosquito control asking surrounding municipalities—Taylor, Bastrop, Luling, Seguin, Gonzales, and San Marcos.

2012 - Present

The City has been using mosquito dunks for vector control.

TEXAS MOSQUITO CONTROL DISTRICTS

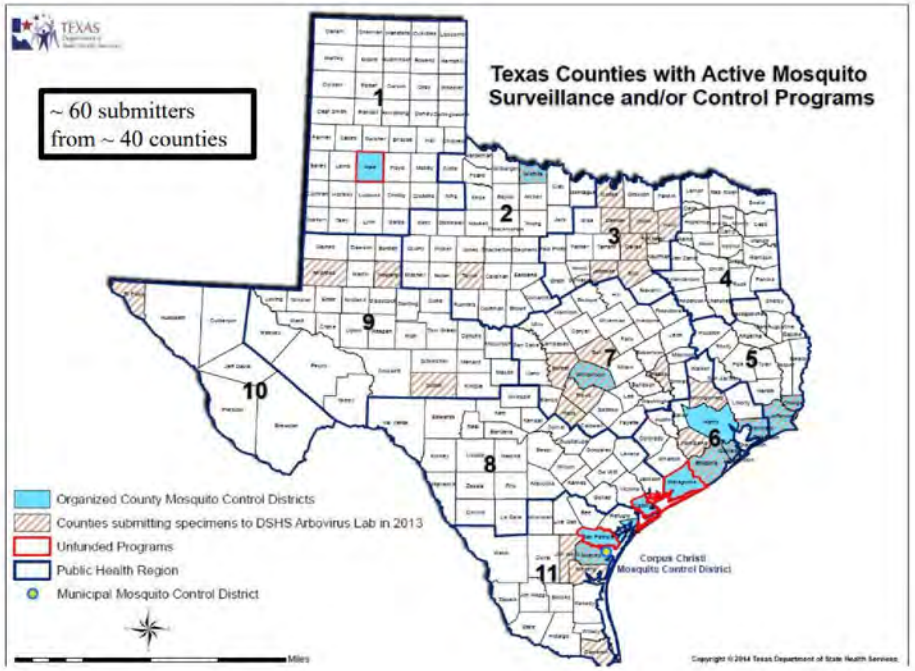
- According to Texas state law, only counties may establish mosquito control districts through voter approval. It reads:

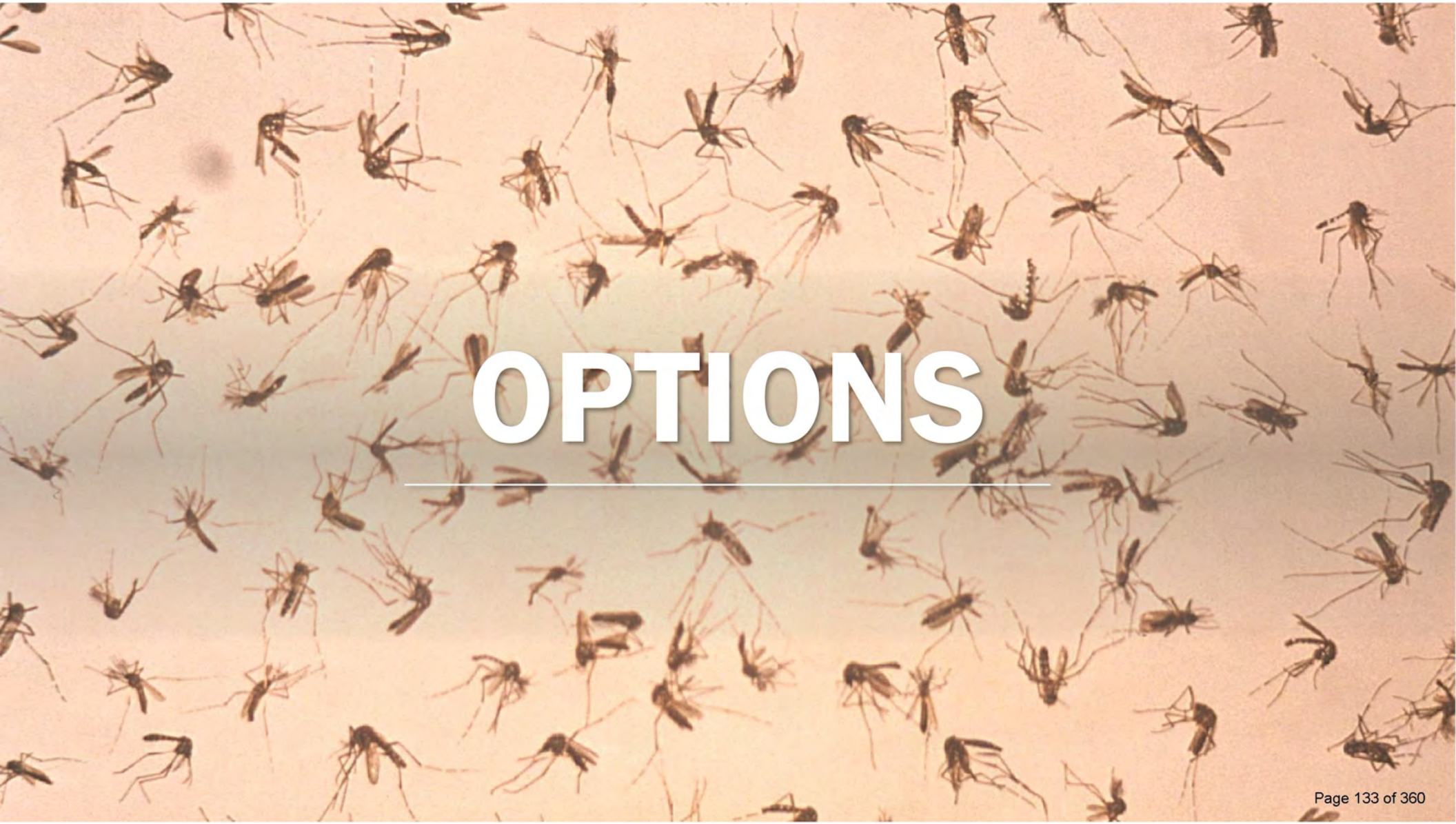
  "Sec. 344.001. ELECTION ON ESTABLISHMENT AND TAX LEVY. The county judge on being petitioned by at least 200 qualified voters of the county may order an election to determine if the qualified voters of the county desire the:

  (1) establishment of a mosquito control district in all or a portion of the county for the purpose of eradicating mosquitoes in the area; and

  (2) levy of a tax not to exceed 25 cents on each $100 of the taxable value of property taxable by the district to finance the program..."

- However, according to the Texas Department of State Health Services, there are 15 established mosquito control districts in Texas.
  - Counties: Hale, Wichita, Williamson, Harris, Orange, Jefferson, Chambers, Galveston, Brazoria, Matagorda, Calhoun, San Patricio, Nueces, Aransas




OPTIONS

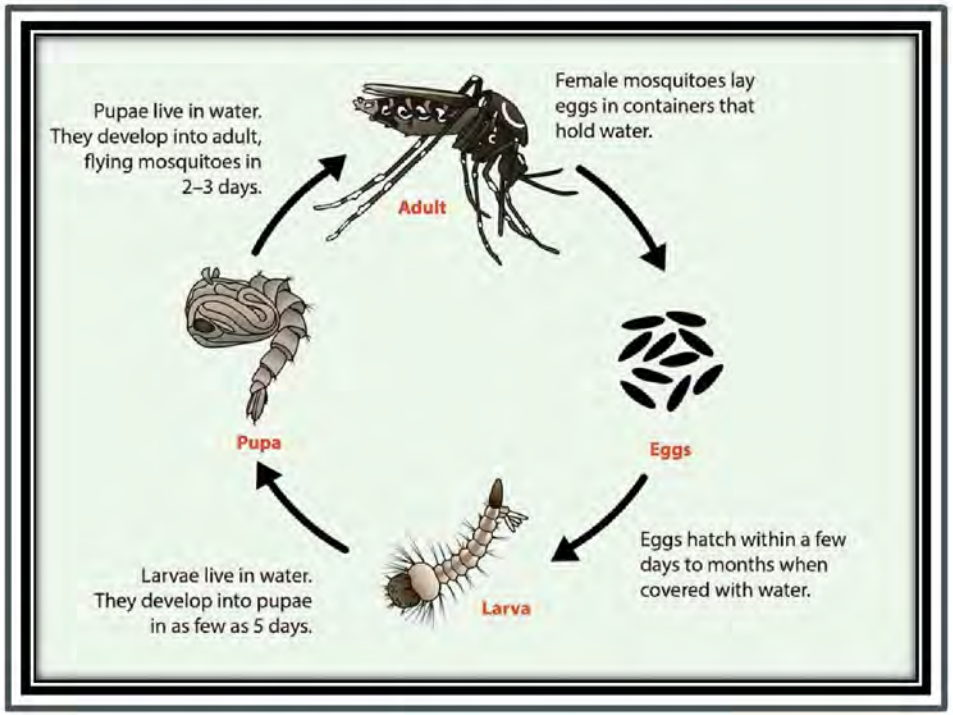
OPTIONS

- Larvicides
  - Liquids – Liquid larvicide products are applied directly to water using backpack sprayers and truck- or aircraft-mounted sprayers.
  - Dunks, tablets, bits, pellets, granules, briquettes – These forms of larvicide are applied to areas where mosquitoes lay eggs.
  - Bti (*Bacillus thuringiensis subspecies israelensis*)
- Adulticides
  - Coils
  - Foggers
  - Sprays or aerosols

LARVICIDES

- **Larvicides** are a type of insecticide used to control mosquitoes indoors and outdoors around your home. They work by killing mosquito larvae and pupae before they can grow into biting adults. When used according to product label instructions, larvicides do not harm people, pets, or the environment.
- Use larvicides where mosquitoes lay eggs to help reduce the number of mosquitoes in an area.
- Larvicides come in many forms:
  - Liquids
  - Tablets
  - Bti (see next slide)
  - Pellets
  - Granules
  - Briquettes

LARVICIDES (CONT.) - BTI



- Bti (*Bacillus thuringiensis subspecies israelensis):* a naturally occurring bacteria found in the soil, kills mosquito larvae before they can complete their life cycle.
  - Comes in many forms:
    - Dunks
    - Tablets
    - Briquettes
    - Pellets
    - Granules
    - Liquid.
  - Bti is not harmful to people, honeybees, animals, and the environment when used as directed.

ADULTICIDES

- An **adulticide** is a type of insecticide used to kill adult mosquitoes. Adulticides may be applied by a mosquito control program, a licensed pest control professional, or as a do-it-yourself application. Adulticides can be used outdoors. Some adulticides kill adult mosquitoes immediately and some continue to kill mosquitoes over longer periods of time. When used according to product label instructions, adulticides do not harm people, pets, or the environment.
- Apply adulticides where mosquitoes rest:
  - Outdoors, mosquitoes rest under plants, in dense brush or tall grasses, and on the undersides of leaves on trees and bushes. They can also rest under the eaves on buildings, under decks and porches, and in moist, shady areas.
- Mosquito adulticides come in different forms:
  - Coils
  - Foggers
  - Yard sprays or aerosols

MOSQUITO CONTROL COMPARISON

Spraying

VERSUS

Dunking

MOSQUITO CONTROL COMPARISON

Spraying

- Can suppress mosquito activity for up to a month.
- Depending on the type of chemical used, it may harm beneficial insects, such as bees, butterflies, and predator insects.
- Professional applications usually cost more but will last longer.
- Professional applicators use a powerful fan to blow residual spray up into dense foliage.

Dunking

- Have little effect on the environment and lower impact than adulticides.
- Safe for non-target insects and mammals.
- Usually effective for up to 30 days.

TO SPRAY OR NOT TO SPRAY?

Pros

- The extremely small droplet aerosols utilized in adult mosquito control are designed to impact primarily on adult mosquitoes that are out at the time of the spraying.
- Degradation of these small droplets is rapid, leaving little or no residue in the target area at ground level.
- When truck spraying is done correctly, it does not cause asthma attacks.
- When applied according to label instructions, EPA-registered insecticides do not pose a risk to human health or the environment.
- If people prefer to stay inside when spraying takes place they can, but it is not necessary.
  - There is a possibility that spraying larvicides, like Bti, or adulticides can cause eye irritation if a person is outside when spraying takes place.

Cons

- Some EPA-approved insecticides (pyrethroids) may harm beneficial insects, such as bees, butterflies, and predator insects.
  - Organophospates, like Naled, can also affect the nervous system.
- Limited reach, the City can only spray public right of way (streets).
- Results are temporary.
- Mosquitoes will build resistance to some spray chemicals if not planned correctly.

IF LOCKHART DECIDES TO SPRAY…

- The City has a mosquito spraying machine, but it's unknown if it's operational.
  - Only licensed staff, in which we don't have any, may operate the machine.
- City Staff called several vendors in the area, along with one in Beaumont, and learned that none of them spray for municipalities. They only provide residential and/or commercial services.

SOURCES

- Centers for Disease Control and Prevention, Mosquito Control in a Community | Mosquitoes | CDC
- Texas A&M Agrilife Extension, Mosquito Control Products - dunks, foggers, sprays, misters (tamu.edu)
- American Mosquito Control Association, FAQ - American Mosquito Control Association
- U.S. Environmental Protection Agency, https://www.regulations.gov/document/EPA-HQ-OPP-2010-0384-0048
  - EPA explainer on Naled: https://www.epa.gov/mosquitocontrol/naled-mosquito-control
- https://www.texasobserver.org/mosquitoes-are-bad-so-are-the-chemicals-some-texas-cities-are-using-to-kill-them/
- Texan Mosquito Systems, https://texanmosquitosystems.com/mosquito-systems-installation/houston-texas-mosquito-misting-system-cost/#:~:text=Extermination%20Services&text=Mosquito%20control%20services%20can%20cost,from%20%2470%2D%20100%20per%20visit.
- Texas Association of Counties, TLCO Cover Pages (county.org)
- State of Texas, HEALTH AND SAFETY CODE CHAPTER 344. MOSQUITO CONTROL DISTRICTS (texas.gov)
- Texas Department of State Health Services, https://www.dshs.state.tx.us/docs/TAB4aIDTaskforce_0416_Sidwa.pdf

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

COUNCIL MEETING DATE: August 3, 2021

AGENDA ITEM CAPTION: Hold a PUBLIC HEARING on application ZC-21-10 by Andrew Dodson on behalf of Melvin H. Alex and JoNelle Schulze, and discussion and/or action to consider Ordinance 2021-23, for a **Zoning Change** from *AO Agricultural-Open Space District* to *CHB Commercial Heavy Business District* on 15.171 acres in the James George Survey, Abstract 9, located at 1501 and 1503 Blackjack Street (FM 20).

ORIGINATING DEPARTMENT AND CONTACT: Development Services - Dan Gibson

ACTION REQUESTED: Ordinance

BACKGROUND/SUMMARY/DISCUSSION: The subject property currently contains a tire shop at the front of the property and a water pump business midway along the east side of the property. However, the property is for sale, and the application states that the proposed use of the property is a large civil construction company with an office and equipment yard. This would be considered a heavy commercial use, which the CHB zoning classification would accommodate. There is a small area of CHB zoning adjacent to the west side of the subject property, and on the south side of Blackjack Street. The potential transition of land use intensity with the existing IL zoning adjacent to the southeast portion of the subject property, and with the existing PI zoning adjacent to the west, is acceptable, but the proposed CHB zoning does not provide a compatible transition to the existing RMD zoning along much of the eastern boundary where future residential development is anticipated. The Land Use Plan map designates the front (south) portion of the property as future General-Heavy Commercial, which is consistent with the requested CHB zoning. However, the future land use designation for the rear (north) portion is Low Density Residential, which is far from being compatible with CHB, which is our highest intensity commercial zoning classification. One person inquired about the proposed zoning and use of the property, but no opposition has been expressed either in writing or in person at the Planning and Zoning Commission hearing. ***Additional information is contained in the attached staff report.***

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.

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

PREVIOUS COUNCIL ACTION: N.A.

COMMITTEE/BOARD/COMMISSION ACTION: At their July 28th meeting, the Planning and Zoning Commission voted 4-1 to recommend APPROVAL.

STAFF RECOMMENDATION/REQUESTED MOTION: Staff recommends APPROVAL if there is no public opposition. Otherwise, staff would recommend resubmission of an application that would rezone only the front portion of the property to CHB. Thus far, no opposition has been expressed.

LIST OF SUPPORTING DOCUMENTS: zc2110 ordinance, Exhibit A, ZC2110 case map, ZC2110 zoning map, ZC2110 future landuse map, ZC2110 aerial photo, zc2110 staff report, Application, Owner's letter

ORDINANCE 2021-23

AN ORDINANCE OF THE CITY OF LOCKHART, TEXAS, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF LOCKHART, TEXAS, TO RECLASSIFY THE PROPERTY KNOWN AS 15.171 ACRES IN THE JAMES GEORGE SURVEY, ABSTRACT NO. 9, LOCATED AT 1501 AND 1503 BLACKJACK STREET (FM 20), FROM AO AGRICULTURAL–OPEN SPACE DISTRICT TO CHB COMMERCIAL HEAVY BUSINESS DISTRICT.

WHEREAS, on July 28, 2021, 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-21-10 as 15.171 acres in the James George Survey, Abstract No. 9, more particularly described in Exhibit "A" and located at 1501 and 1503 Blackjack Street (FM 20), 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 3rd DAY OF AUGUST, 2021.

CITY OF LOCKHART

_____

Lew White, Mayor

ATTEST:

APPROVED AS TO FORM:

_____

Connie Constancio, TRMC, City Secretary

_____

Monte Akers, City Attorney

EXHIBIT "A"

HINKLE SURVEYORS

All of a certain tract or parcel of land situated in the City of Lockhart, Caldwell County, Texas and being a part of the James George Survey A-9 and being also a part of a tract of land called 18.197 acres and conveyed to Melvin H. Alex by deed recorded in Volume 410 Page 307 of the Deed Records of Caldwell County, Texas and being more particularly described as follows:

BEGINNING *at a capped iron pin found stamped "HINKLE SURVEYORS" in the SW corner of the above mentioned 18.197 acre tract and the apparent SE corner of a tract of land called 1.921 acres and conveyed to DMI Enterprises LLC by deed recorded in Instrument #130753 of the Official Public Records of Caldwell County, Texas and in the North line of Blackjack Street for the SW corner this tract.*

THENCE N 09°03'31" W *with the West line of the said 18.197 acre tract and the apparent East line of the above mentioned DMI tract* **331.35 feet** *to a capped iron pin found stamped "HINKLE SURVEYORS" used for basis of bearing in the apparent NE corner of the said DMI tract and the apparent SE corner of a tract of land conveyed to Caldwell County by deed recorded in Volume 483 Page 399 of the said Deed Records for an angle point this tract.*

THENCE N 09°11'00" W *with the West line of the said 18.197 acre tract and the apparent East line of the said Caldwell County tract* **1330.79 feet** *to a capped iron pin found stamped "MMLSI 2093" used for basis of bearing in the NW corner of the said 18.197 acre tract and the apparent NE corner of the said Caldwell County tract and the apparent South line of a tract of land called 19.367 acres and conveyed to Alejandro Gutierrez by deed recorded in Volume 474 Page 273 of the said Official Public Records for the NW corner this tract.*

THENCE N 79°25'05" E *with the North line of the said 18.197 acre tract and the apparent South line of the above mentioned Gutierrez tract* **468.93 feet** *to a ½" iron pin found in the NE corner of the said 18.197 acre tract and the NW corner of Lot 2 of Reyna Acres as recorded in Plat Cabinet C Slide 48 of the Plat Records of Caldwell County, Texas for the NE corner this tract.*

THENCE S 09°44'30" E *with the East line of the said 18.197 acre tract and the West line of Lot 2* **444.82 feet** *to a ½" iron pin found in the SW corner of the said Lot 2 and the apparent NW corner of a called 4.156 acres and conveyed to Diamond Willow Properties LLC by deed recorded in Instrument #132062 of the said Official Public Records and described in Instrument #126278 of the said Official Public Records for an angle point this tract.*

THENCE S 09°50'14" E *with the East line of the said 18.197 acre tract and the apparent West line of the said 4.156 acre tract* **468.62 feet** *to a ½" iron pin found in the apparent NE corner of a tract of land called 1.00 acres and conveyed to DMI Enterprises LLC by deed recorded in Instrument #130754 of the said Official Public Records for a reentrant corner this tract.*

THENCE *over and across the said 18.197 acre tract for the following two (2) courses:*

©Hinkle Surveyors 2021 Firm Registration No. 100866-00

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

HINKLE SURVEYORS

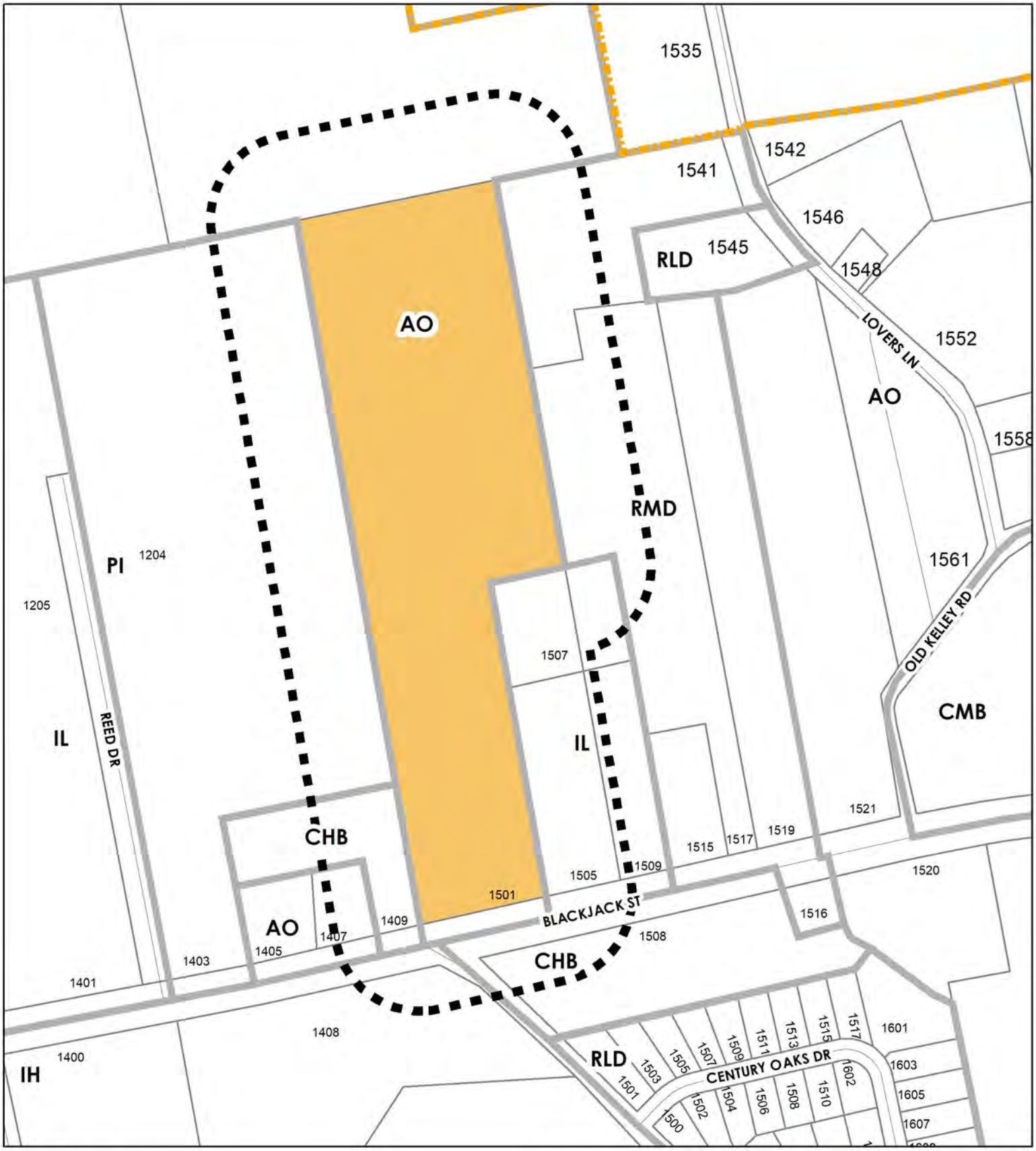
(1) S 78°12'37" W *with the North line of the said 1.00 acre tract* **177.02 feet** *to a capped ½" iron pin set stamped "HINKLE SURVEYORS" in the NW corner of the said 1.00 acre tract for an ell corner this tract.*
(2) S 09°48'30" E *with the West line of the said 1.00 acre tract and the apparent West line of a tract of land called 2.000 acres and conveyed to DMI Enterprises LLC by deed recorded in Instrument #2016-003013 of the said Official Public Records* **738.61 feet** *to a capped ½" iron pin set stamped "HINKLE SURVEYORS" in the South line of the said 18.197 acre tract and the apparent SW corner of the said 2.000 acre tract for the SE corner this tract.*

THENCE S 78°18'41" W *with the South line of the said 18.197 acre tract and the North line of Blackjack Street* **310.71 feet** *to the place of beginning containing* **15.171 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 June 17, 2021. ***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.

Jerry L. Hinkle, R.P.L.S. #5459

©Hinkle Surveyors 2021 Firm Registration No. 100866-00
P.O. Box 1027 Lockhart, Texas 78644 Phone (512) 398-2000
Fax (512) 398-7683 Email: contact@hinklesurveyors.com



ZC-21-10

AO TO CHB

1501 & 1503 BLACKJACK ST

N

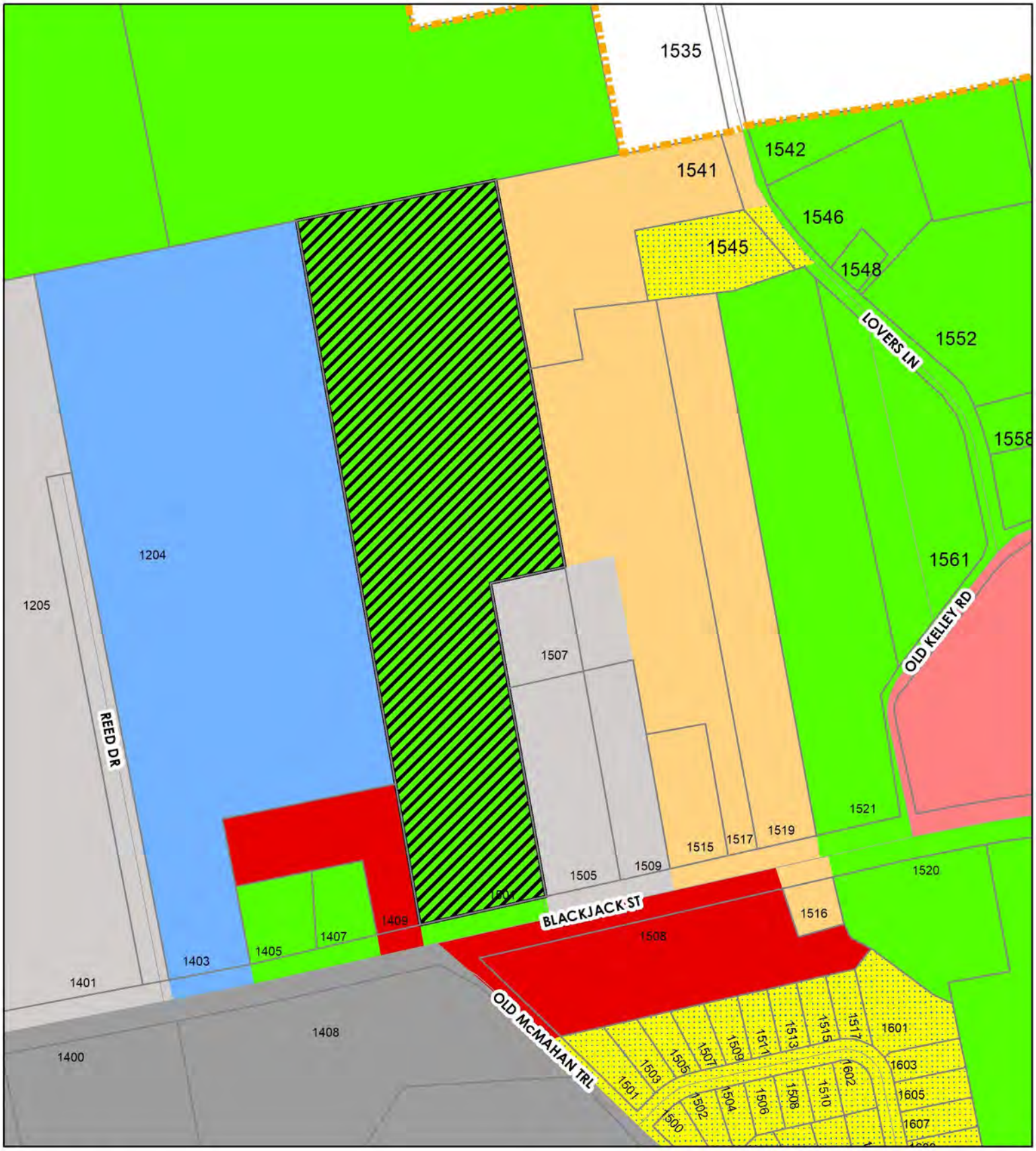
scale 1" = 300'

SUBJECT PROPERTY

ZONING BOUNDARY

CITY LIMITS

200 FT BUFFER



ZC-21-10

AO TO CHB

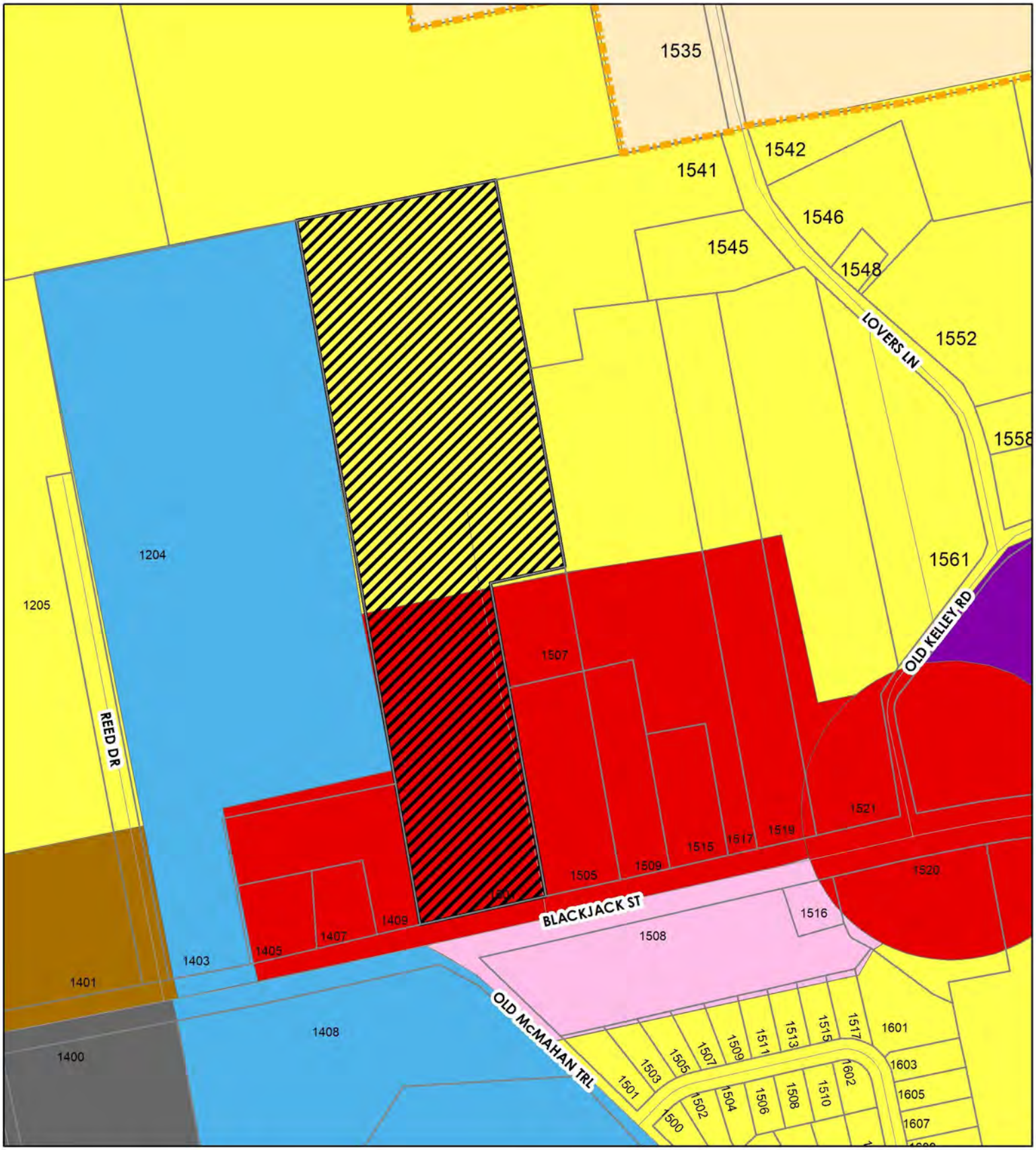
1501 & 1503 BLACKJACK ST

N

scale 1" = 300'

ZONING DISTRICTS

- AGRICULTURAL-OPEN SPACE
- COMMERCIAL HEAVY BUSINESS
- COMMERCIAL MEDIUM BUSINESS
- INDUSTRIAL HEAVY
- INDUSTRIAL LIGHT
- PUBLIC AND INSTITUTIONAL
- RESIDENTIAL LOW DENSITY
- RESIDENTIAL MEDIUM DENSITY



FUTURE LANDUSE

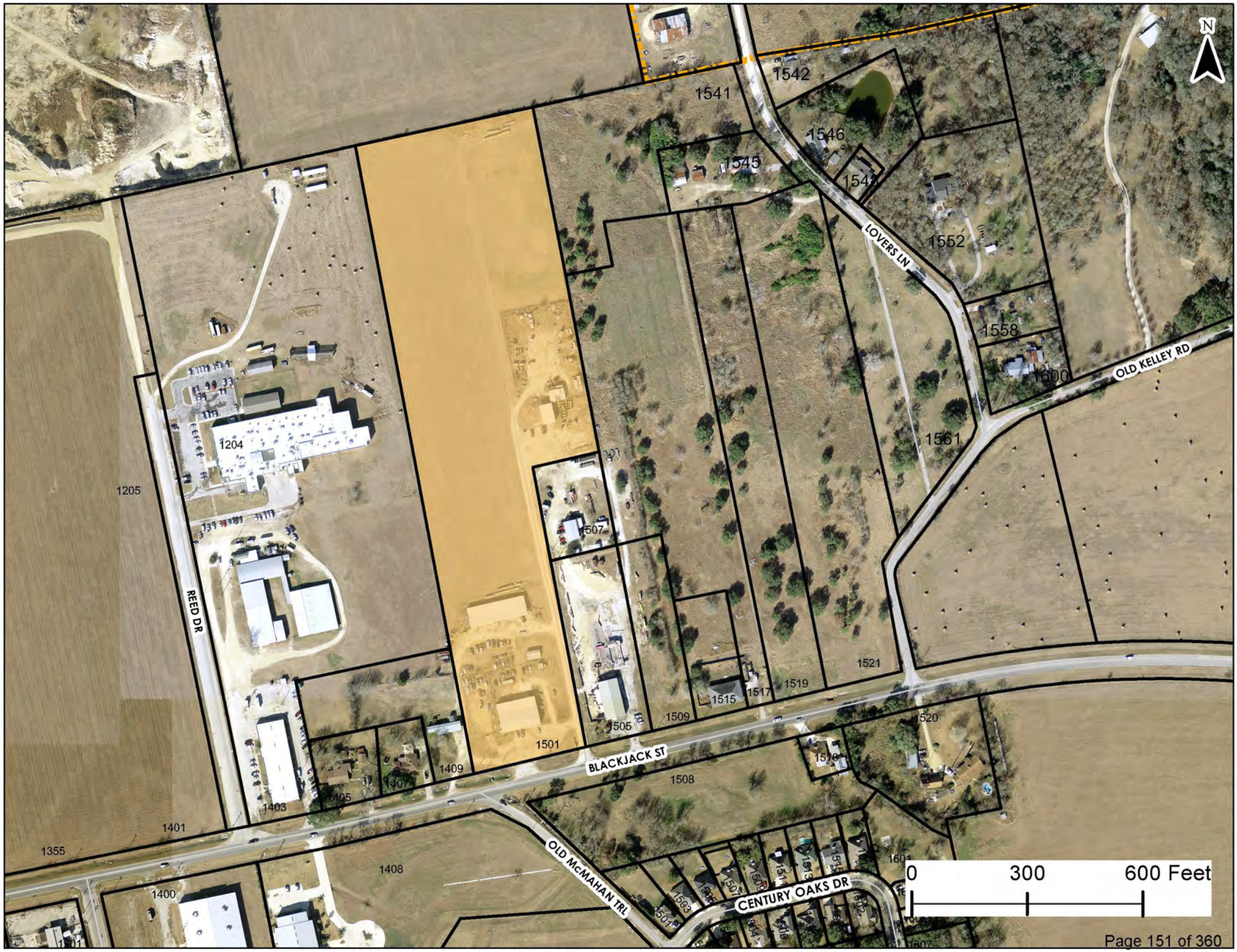
AO TO CHB

1501 & 1503 BLACKJACK ST

N

scale 1" = 300'

- AGRICULTURE/RURAL DEVELOPMENT
- GENERAL-HEAVY COMMERCIAL
- INDUSTRY
- LIGHT-MEDIUM COMMERCIAL
- MIXED RETAIL, OFFICE, RESIDENTIAL
- PUBLIC AND INSTITUTIONAL
- RESIDENTIAL, HIGH DENSITY
- RESIDENTIAL, LOW DENSITY


N
1542
1541
1546
1545
1543
LOVERS LN
1552
1558
1600
OLD KELLEY RD
1561
1204
1205
1507
REED DR
1521
1519
1517
1515
1509
1505
1501
1520
1510
1508
BLACKJACK ST
1409
1407
1405
1403
1401
1355
1408
1400
OLD McMAHAN TRL
CENTURY OAKS DR
1601
0
300
600 Feet

PLANNING DEPARTMENT REPORT ZONING CHANGE

CASE SUMMARY

STAFF: Dan Gibson, City Planner CASE NUMBER: ZC-21-10
REPORT DATE: July 21, 2021
PLANNING AND ZONING COMMISSION HEARING DATE: July 28, 2021
CITY COUNCIL HEARING DATE: August 3, 2021
REQUESTED CHANGE: AO to CHB
STAFF RECOMMENDATION: ***Approval if there are no objections from owners of abutting or nearby properties***
PLANNING AND ZONING COMMISSION RECOMMENDATION: ***Approval***

BACKGROUND DATA

APPLICANT: Andrew Dodson
OWNER: Melvin H. Alex and JoNelle Schulze
SITE LOCATION: 1501 & 1503 Blackjack St. (FM 20)
LEGAL DESCRIPTION: Metes and bounds
SIZE OF PROPERTY: 15.171 acres
EXISTING USE OF PROPERTY: Tire shop and water pumping business
LAND USE PLAN DESIGNATION: General-Heavy Commercial (south part), Low Density Residential (north part)

ANALYSIS OF ISSUES

REASON FOR REQUESTED ZONING CHANGE: The subject property currently contains a tire shop at the front of the property and a water pump business midway along the east side of the property. However, the property is for sale, and the application states that the proposed use of the property is a large civil construction company with an office and equipment yard. This would be considered a heavy commercial use, which the CHB zoning classification would accommodate.

AREA CHARACTERISTICS:

	Existing Use	Zoning	Future Land Use Plan
North	Vacant land	AO	Low Density Residential
East	Vehicle and engine repair shop, Single-family dwellings, Vacant land	IL, RMD	Low Density Residential, General-Heavy Commercial
South	Vacant land	IH, CHB	Light-Medium Commercial, Public and Institutional
West	County buildings, fair grounds, and jail, Manufactured home, Two single-family dwellings	CHB, PI	General—Heavy Commercial, Public and Institutional

TRANSITION OF ZONING DISTRICTS: There is a small area of CHB zoning adjacent to the west side of the subject property, and on the south side of Blackjack Street. The potential transition of land use intensity with the existing IL zoning adjacent to the southeast portion of the subject property, and with the existing PI zoning adjacent to the west, is acceptable, but the proposed CHB zoning does not provide a compatible transition to the existing RMD zoning along much of the eastern boundary where future residential development is anticipated.

ADEQUACY OF INFRASTRUCTURE: All utilities are available. Vehicular access is from Blackjack Street, with an unpaved private drive providing access to the water pump business in the rear.

POTENTIAL NEIGHBORHOOD IMPACT: The CHB district allows virtually all commercial uses, either by-right or as a specific use, including some that are semi-industrial in nature, such as limited industrial manufacturing, warehousing for local sales and distribution, food processing and preparation plant, farm machinery and heavy equipment sales/service/rental/storage, self-storage warehouse, lumber sales and storage, welding/machine shop, and recycling facility for household recyclable materials. Some of these can have negative impacts such as noise and an unattractive appearance that would not be compatible with adjacent residential development, even when partially screened by a fence. Increased traffic would be a consideration for other some other commercial uses allowed such as restaurants, large retail businesses, hotels, commercial outdoor entertainment, etc. Therefore, the CHB district is a high intensity district that may be fine abutting PI, IL, or other CHB zoning, but not where abutting residential zoning.

CONSISTENCY WITH COMPREHENSIVE PLAN: The Land Use Plan map designates the front (south) portion of the property as future General-Heavy Commercial, which is consistent with the requested CHB zoning. However, the future land use designation for the rear (north) portion is Low Density Residential, which is far from being compatible with CHB, which is our highest intensity commercial zoning classification.

ALTERNATIVE CLASSIFICATIONS: CHB is clearly an appropriate zoning for the front of the property since the abutting zoning is CHB and PI on the west side, and IL on the east side. Even if RLD, the zoning classification most consistent with the Low Density Residential future land use designation of the rear portion, does not provide the best land use transition from heavy commercial, a lower intensity commercial designation such as CLB, or perhaps a higher density residential classification such as RLD or RHD, would be a better neighbor for the future residential development on the property adjacent to the east.

RESPONSE TO NOTIFICATION: One person called to obtain more information about the proposed zoning and use of the property.

STAFF RECOMMENDATION: Based on the absence of any opposition, either in writing or in person at the Planning and Zoning Commission meeting, staff recommends approval. If there is opposition expressed at the City Council meeting, we would prefer an application for rezoning only the south portion to CHB, with a less intense zoning classification for the north portion. However, this option is not possible with the current application because there is no boundary description available to delineate the line between the north and south portions of the property. A survey would be required to establish new legal descriptions for assigning two different zoning classifications to the property.

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 Andrew Dodson
ADDRESS 361 Middle Creek
Buda, TX 78610
DAY-TIME TELEPHONE 512-748-3253
E-MAIL dodsoncivil@gmail.com

OWNER NAME Melvin Alex
ADDRESS PO BOX 1076
Lockhart, TX
DAY-TIME TELEPHONE
E-MAIL n/a

PROPERTY

ADDRESS OR GENERAL LOCATION 1501/1503 Blackjack
LEGAL DESCRIPTION (IF PLATTED)
SIZE 15.171 ACRE(S) LAND USE PLAN DESIGNATION HC and Low Dens SF
EXISTING USE OF LAND AND/OR BUILDING(S) Auto Repair and vacant
PROPOSED NEW USE, IF ANY Construction Office and Yard

REQUESTED CHANGE

FROM CURRENT ZONING CLASSIFICATION ~~AG~~ AO
TO PROPOSED ZONING CLASSIFICATION CHB
REASON FOR REQUEST Pursuant to land use plan, owner would like to rezone property to CHB to make the zoning consistent with the use New owner will be bringing a large civil construction company to Lockhart to have room for expanded office and equipment yard

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 $ 453.94 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 _____ DATE May 12, 2021

OFFICE USE ONLY

ACCEPTED BY Dan Gibson RECEIPT NUMBER 01016208

DATE SUBMITTED 7-7-21 CASE NUMBER ZC - 21 - 10

DATE NOTICES MAILED 7-12-2021 DATE NOTICE PUBLISHED 7-15-21

PLANNING AND ZONING COMMISSION MEETING DATE 7-28-21

PLANNING AND ZONING COMMISSION RECOMMENDATION Approval

CITY COUNCIL MEETING DATE 8-3-21

DECISION _____

DODSON
CIVIL GROUP

May 12, 2021

City of Lockhart
308 W San Antonio St
Lockhart, TX 78644

RE: Agent Authorization for Rezoning

As the owners of 15.1 +/- acres in the City of Lockhart, Texas. Locally known as 1501 & 1503 Blackjack, Lockhart, Texas. Do hereby grant Andrew Dodson, PE with Dodson Civil Group, to represent us in a proposed rezoning of our property from Agriculture (AG) to Commercial Heavy Business (CHB)

Melvin H. Alex, owner

JoNelle Schulze

DRAFT

REGULAR MEETING
LOCKHART CITY COUNCIL JULY 6, 2021 6:30 P.M.

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

Council present:
Mayor Pro-Tem Angie Gonzales-Sanchez
Councilmember Kara McGregor
Councilmember Brad Westmoreland
Mayor Lew White
Councilmember Derrick David Bryant
Councilmember Jeffry Michelson

Council absent:
Councilmember Juan Mendoza

Staff present:
Steven Lewis, City Manager
Monte Akers, City Attorney
Mike Kamerlander, Economic Development Dir.
Sean Kelley, Public Works Director
Monte Akers, City Attorney (via Zoom)
Connie Constancio, City Secretary
Victoria Maranan, Public Information Officer
Pam Larison, Finance Director
Dan Gibson, City Planner
Shane Mondin, Building Official

Citizens/Visitors Addressing the Council: Alexandra Worthington, Richard Anzaldua, Alias Armando, Doug Alfier, Skylar Reeves, Josh Hazard, Jason Balser, Matthew Culver, Nick Hudgins, David Raschke, Mary Raschke, Natalie Douga, Scotty Lewis, Linda Landin, and Anna Keiler.

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. He stated that Councilmember Mendoza will either be late or not attend due to a family emergency.

DISCUSSION ONLY
A. DISCUSS MINUTES OF THE CITY COUNCIL MEETINGS OF JUNE 1, 2021, JUNE 7, 2021, JUNE 8, 2021 AND JUNE 15, 2021.
Mayor White requested corrections. There were none.

B. DISCUSS EXTENSION OF THE PROPERTY LICENSE AGREEMENT FOR THE PARKLET ADJACENT TO 101 E. SAN ANTONIO STREET.
Mr. Mondin stated that on March 11, 2021, a Property License Agreement was approved for 1898, LLC dba Little Trouble to construct a parklet adjacent to 101 E. San Antonio Street. The initial term of the Agreement was three and one-half months, which expired June 25, 2021. The Agreement may be extended upon the mutual consent of the parties. Ms. Worthington is requesting an extension of the Agreement for three months. Another business owner has requested information to constructing another parklet on the same block.

There was discussion regarding the amount of time that a parklet can remain available to the public. Mr. Lewis clarified that the City of Lockhart parklet program provides that the City Council can make the determination about how long a parklet can remain open.

Alexandra Worthington of 101 E. San Antonio Street, provided information about the parklet and provided details about how the parklet encourages tourism and shopping in downtown Lockhart. She has had many positive comments about the parklet, and she requested a three month extension.

There was discussion.

Mayor White read a letter of support from Alana Webre about extending the parklet permit at 101 E. San Antonio Street.

C. DISCUSS RESOLUTION 2021-09 FOR AN ECONOMIC DEVELOPMENT PERFORMANCE AGREEMENT FOR A BIG GRANT FAÇADE IMPROVEMENT WITH SOUNDWAVES ART FOUNDATION LOCATED AT 115 N. MAIN STREET.

Mr. Kamerlander stated that the Resolution and Performance Agreement offering a BIG Grant to Soundwaves Art Foundation. Soundwaves is relocating its headquarters from Austin to Lockhart. Soundwaves is an art studio that partners with musicians to create and auction art for the musician's choice of charity. They have partnered with some of the biggest names in the music industry to great success. Soundwaves has purchased the building at 115 N. Main Street and have begun renovation of the inside and expect to do extensive work on the façade. The owner has met with Lockhart Economic Development Corporation (LEDC) and submitted their BIG grant application which provides a 50 percent rebate for the façade improvements up to $20,000. The project requires approval by the Historical Commission and must be permitted by the City. The BIG grant program rebates 50 percent of actual expenditures that have proof of payment once the project is done and cannot go beyond $20,000 per project. The improvements are currently going through the permitting process and will begin once permitted. The Economic Development Performance Agreement outlines the work to be done on the building and the rebate the owners would be entitled to should the work be completed as stated and paid as required. The expected 50 percent rebate is $12,500 on the $25,000 worth of work on the façade. Mr. Kamerlander recommended approval. There was discussion.

D. DISCUSS RESOLUTION 2021-10 FOR AN ECONOMIC DEVELOPMENT PERFORMANCE AGREEMENT FOR A BIG GRANT FAÇADE IMPROVEMENT WITH 2120 ENTERPRISE, LLC LOCATED AT 107 E. SAN ANTONIO STREET.

Mr. Kamerlander stated that 2120 Enterprise LLC is the owner of 107 E. San Antonio Street where Rollfast Ranchwear is located. 2120 purchased the building and have almost completed renovation of the inside and have begun work on the façade recently. The owner has met with LEDC and submitted their BIG grant application which provides a 50 percent rebate for the façade improvements up to $20,000. The project requires approval by the Historical Commission and must be permitted by the city. The BIG grant program rebates 50 percent of actual expenditures that have proof of payment once the project is done and cannot go beyond $20,000 per project. The improvements are currently going through the permitting process and will begin once permitted. The agreement outlines the work to be done on the building and the rebate the owners would be entitled to should the work be completed as stated and paid as required. The expected 50 percent rebate is $7,500 on the $15,000 worth of work on the façade. Mr. Kamerlander recommended approval. There was discussion.

E. DISCUSS AMENDMENT TO THE INTERLOCAL COOPERATION AGREEMENT BETWEEN CALDWELL COUNTY AND THE CITY OF LOCKHART FOR PERFORMANCE OF GOVERNMENTAL FUNCTIONS AND SERVICES IN REGARD TO THE LOCKHART FARMERS MARKET TO AMEND HOURS OF OPERATION.

Mr. Lewis stated that in March 2021, Caldwell County and the City of Lockhart entered into an Interlocal Cooperation Agreement regarding the Lockhart Farmers Market being on the square on weekends. Mayor White indicates that he has been approached by a representative of the Farmers Market to amend the hours to be on the square from 8:00 a.m. until 2:00 p.m., with a setup to begin at 7:30 a.m. and all vendors to be gone by 2:30 p.m.

Mayor White stated that several vendors at the Farmers Market have approached him requesting that they be allowed to remain on the square longer than allowed in the agreement. After discussing the longer hours with the Downtown Business Association, they agreed. There was discussion.

F. DISCUSS ORDINANCE 2021-19 ADDING A NEW ARTICLE IV, TITLED "USE OF PUBLIC AREAS", TO CHAPTER 18, "ENVIRONMENT" OF THE CITY OF LOCKHART CODE OF ORDINANCES TO PROHIBIT CAMPING, BATHING, AND URINATING AND DEFECATING IN PUBLIC AREAS, AND PROVIDING FOR PENALTY NOT TO EXCEED $500.00 FOR EACH OFFENSE.

Mr. Lewis stated that on June 15, 2021, the Council received a presentation by the City Attorney relative to the City's authority to address issues related to homelessness. Following a discussion, the Council directed the City Attorney to draft an ordinance which clarifies and consolidates existing regulations which are applicable and effective in reducing or preventing the effects of homelessness. There was discussion.

G. DISCUSS HOTEL OCCUPANCY TAX (HOT) APPLICATION FOR HILL COUNTRY COOK-OFF ASSOCIATION.

Ms. Larison stated that on April 20, 2021, Mayor White received a request from Richard Anzaldua for HOT funding for the Hill Country Cook-off (HCCO) that will be held on October 15-16, 2021 in Lockhart. On June 10, 2021, the HOT Advisory Board held a special meeting to review the application for funding by the Hill Country Cook-off Association. The request was for $4,000 to be used for advertising, solicitations, promotional programs to attract tourists and convention delegates or registrants to the municipality of its vicinity. The Board voted 4-1 to recommend approval of funding with the conditions of one-half funding prior to the event and one-half funding after the receipt of the post event form and with adequate receipts. The HOT Advisory Board recommended approval of $4,000, one-half upon approval of Council prior to event and one-half after the receipt of the post event form and adequate receipts. There was discussion.

Mayor White requested Richard Anzaldua to address the Council.

Richard Anzaldua and Alias Armando, San Marcos, Texas, of HCCO provided information about HCCO in that they host events throughout the year to raise funds to donate to facilities that care for children with cancer, such as Make a Wish Foundation or the Ronald McDonald House. HCCO has hosted a barbecue cook-off for 16 years in Lockhart, except in 2019 and 2020 due to the pandemic. He stated that when the HCCO cook-off is hosted in Lockhart, all hotels are booked and participants range from Texas, surrounding states and, also throughout the world, such as Japan and Australia. He requested approval of HOT funding and requested that the City of Lockhart co-sponsor the event. There was discussion.

H. DISCUSS FINANCIAL ASSISTANCE TO COURTHOUSE NIGHTS MUSIC EVENTS.
Mayor White stated that the music events are scheduled up until October 2021. He requested the Council's input about possibly providing financial assistance. Funds can be used from the special revenue account such as Sip-n-Stroll. There was discussion.

I. DISCUSSION TO ADDRESS MATTERS RELATED TO COVID-19, IF NECESSARY.
Mayor White announced that vaccinations are no longer offered at the Adams Gym.
RECESS: Mayor White announced that the Council would recess for a break at 7:30 p.m.

REGULAR MEETING

ITEM 1. CALL TO ORDER.
Mayor Lew White called the meeting to order at 7:45 p.m.

ITEM 2. INVOCATION, PLEDGE OF ALLEGIANCE.
Councilmember McGregor gave the Invocation and led the Pledge of Allegiance to the United States and Texas flags.

ITEM 3. PUBLIC COMMENT.
Doug Alfier, Lockhart, stated that the Lockhart Police Department indicates that his property does not qualify for a wrecker storage facility because the property is outside the city limits. He requested assistance with being considered as a vehicle storage facility for the Lockhart Police Department since the property is inside the Lockhart extraterritorial jurisdiction. Mayor White requested Mr. Alfier to consult with city staff about the situation.

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

ITEM 4-A. HOLD A PUBLIC HEARING ON APPLICATION ZC-21-09 BY SKYLAR REEVES ON BEHALF OF EDWARD P. AND ALMA GONZALEZ PEREZ FOR A ZONING CHANGE FROM CLB COMMERCIAL LIGHT BUSINESS DISTRICT AND CMB COMMERCIAL MEDIUM BUSINESS DISTRICT TO CHB COMMERCIAL HEAVY BUSINESS DISTRICT ON A TOTAL OF 0.89 ACRE IN THE BYRD LOCKHART LEAGUE, ABSTRACT NO. 17, AND LOCATED AT 734 AND 738 SOUTH COMMERCE STREET, AND AT 735 SOUTH COLORADO STREET (US 183).
Mayor White opened the public hearing at 7:49 p.m.

Mr. Gibson stated that the applicant proposes a portable food court where food and nonalcoholic beverages would be served from trucks or trailers, and alcoholic beverages would be served inside an adjacent building that will also be a coffee shop. Restrooms would also be provided in one of the existing buildings. Seating will be mostly outside, with canopies providing some shelter from sun and rain. The applicant's intent is for enough food and nonalcoholic beverages to be served that it will be more than 50 percent of the total food beverage sales of the proposed development. However, because the alcohol sales will be independent of the food facilities, there is some risk that the alcoholic beverage sales could exceed 50 percent of the total, in which case the land use, in its entirety, would be classified as a bar. Bars are allowed only in the CHB district and, in addition, require approval of a Specific Use Permit, which would be considered by the Planning and Zoning Commission in a future public hearing. The proposed CHB zoning classification could be considered consistent with the corresponding Land Use Plan map designation of General-Heavy Commercial. However, because there are existing single-family homes

adjacent to the north and west, some uses allowed by the requested CHB zoning would be more incompatible than if the property were to be zoned entirely CMB. Because CMB is a more restrictive classification than CHB, the City Council has the option of changing the proposed zoning from CHB to CMB without starting the public hearing process over again. Mr. Gibson stated that the Planning and Zoning Commission recommend approval of CHB zoning and staff recommends approval of the CMB zoning classification instead of CHB. There was discussion.

Mayor White requested the applicant to address the Council.

Skylar Reeves and Josh Hazard, Dale, provided details about their plans to develop a social gathering area that would combine the properties to offer family oriented outdoor activities. They requested approval of the zoning change. There was discussion.

Mayor White requested citizens to address the Council regarding the zoning change. There were none. He closed the public hearing at 8:20 p.m.

ITEM 4-B. DISCUSSION AND/OR ACTION TO CONSIDER ORDINANCE 2021-17 AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF LOCKHART, TEXAS, TO RECLASSIFY THE PROPERTY KNOWN AS A TOTAL OF 0.89 ACRE IN THE BYRD LOCKHART LEAGUE, ABSTRACT NO. 17, LOCATED AT 734 AND 738 SOUTH COMMERCE STREET, AND AT 735 SOUTH COLORADO STREET (US 183), FROM CLB COMMERCIAL LIGHT BUSINESS DISTRICT AND CMB COMMERCIAL MEDIUM BUSINESS DISTRICT, TO CHB COMMERCIAL HEAVY BUSINESS DISTRICT.

Councilmember Bryant made a motion to approve Ordinance 2021-17, as presented. Councilmember Michelson seconded. The motion passed by a vote of 6-0.

ITEM 4-C. HOLD A PUBLIC HEARING ON APPLICATION ZC-21-08 BY BALSER CUSTOM HOMES ON BEHALF OF ALAN BALSER FOR A ZONING CHANGE FROM AO AGRICULTURAL-OPEN SPACE DISTRICT AND RLD RESIDENTIAL LOW DENSITY DISTRICT TO PDD PLANNED DEVELOPMENT DISTRICT ON 18.58 ACRES IN THE BYRD LOCKHART LEAGUE, ABSTRACT NO. 17, AND LOCATED AT 1107 SILENT VALLEY ROAD (FM 2001), INCLUDING BY REFERENCE ADOPTION OF A PDD DEVELOPMENT PLAN FOR LOCKHART VILLAGE ADDITION PLANNED DEVELOPMENT.

Mayor White opened the public hearing at 8:23 p.m.

Mr. Gibson stated that unlike conventional zoning classifications, which cannot have conditions attached, the PDD classification is subject to the conditions represented by the development plan. The zoning change and PDD development plan must be considered concurrently since the zoning is conditional upon the project being developed as depicted on the plan. The owner is proposing a subdivision consisting of 60 new duplex lots plus one lot for an existing single-family dwelling, a park, and several open-space lots. The reason for the PDD classification instead of a conventional zoning classification such as RMD is that most of the lots do not meet the minimum lot depth and area standard of the DF-1 or DF-2 development types. However, as a trade-off for the deviation in the lot size, the applicant is proposing to far exceed the minimum standards for sidewalks and parkland (including park improvements), and to include several mid-block walkways. The existing private, substandard Meadow Lake Drive will be reconstructed as a public street, and an extension of Stueve Lane will also be constructed to provide access from Silent Valley Road to the new internal streets of the subdivision. The Land Use Plan map designates the location of this development to per acre, so it's close to being consistent with the Low Density Residential designation of the Land Use Plan map. In addition, the extension of Stueve Lane as a collector street is consistent

with the Thoroughfare Plan map of the comprehensive plan. A protest petition was received, and 21 percent of the land area within 200 feet of the subject property is owned by those protesting, so a super-majority affirmative votes is required for approval. Mr. Gibson stated that the Planning and Zoning Commission and staff recommend approval.

Mayor White requested the applicant to address the Council.

Jason Balser, applicant, provided details about the proposed development that would include single-family and multi-family rental housing in Lockhart. There was discussion.

Matthew Culver, Tyler, Texas, spoke in favor of the zoning change and additional rental housing in Lockhart. He also provided details about the Balser family's dedication to the Lockhart community.

There was discussion regarding the process of adding conditions to a development project and about the condition of Mr. Balser's rental property that has multiple code violations.

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

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

Nick Hudgins, 1117 Silent Valley Road, spoke against the zoning change and he expressed disappointment in staff having supportive opinions about the zoning change. He expressed concern about the proposed unforeseen expense of approximately $15,000 to tap into the new water and sewer lines that will be constructed with the development of which the existing homeowners will be required to tap into in order to continue to have water and sewer service.

David Raschke, 1100 Silent Valley Road, spoke against the zoning change because of objection to uses allowed by a PDD Planned Development District, and due to additional flooding at the existing homes with the new development.

Mary Raschke, 1100 Silent Valley Road, spoke against the zoning change. She stated that she does not trust individuals from a large city coming to build in Lockhart. She spoke against rental duplexes being built on Silent Valley Road and encouraged single-family homes.

Natalie Douga and Scotty Lewis, 1111 Silent Valley Road, spoke against the zoning change due to additional traffic, flooding, issues with an existing roadway easement, additional traffic, and removal of several old oak trees.

Linda Landin, 1113 Silent Valley Road, spoke against the zoning change due to danger with additional traffic and flooding.

Anna Keiler, 1109 Silent Valley Road, spoke against the zoning change due of flooding, drainage issues, additional traffic, and an untrustworthy developer.

Mayor White requested additional citizens to address the Council about the zoning change. There were none. He closed the public hearing at 10:05 p.m.

ITEM 4-D. DISCUSSION AND/OR ACTION TO CONSIDER ORDINANCE 2021-18 AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF LOCKHART, TEXAS, TO RECLASSIFY THE PROPERTY KNOWN AS 18.58 ACRES IN THE BYRD LOCKHART 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 PDD PLANNED DEVELOPMENT DISTRICT, INCLUDING BY-REFERENCE ADOPTION OF A PDD DEVELOPMENT PLAN FOR LOCKHART VILLAGE ADDITION PLANNED DEVELOPMENT.

Councilmember McGregor requested clarification about how existing homeowners would tie into the new water main. Mr. Gibson replied that the cost of tapping into the new water mains will be the financial responsibility of the homeowner unless the developer agrees to pay for the taps.

Mayor Pro-Tem Sanchez made a motion to approve Ordinance 2021-18, as presented. The motion failed for the lack of a second vote.

Councilmember Bryant made a motion to deny the zoning change as outlined in Ordinance 2021-18. Councilmember McGregor seconded. The motion passed by a vote of 5-1, with Mayor Pro-Tem Sanchez opposing.

ITEM 5. CONSENT AGENDA

Mayor White announced that the Council would vote on each consent agenda item separately.

ITEM 5-A. APPROVE MINUTES OF THE CITY COUNCIL MEETINGS OF JUNE 1, 2021, JUNE 7, 2021, JUNE 8, 2021, AND JUNE 15, 2021.

Mayor Pro-Tem Sanchez made a motion to approve the minutes. Councilmember McGregor seconded. The motion passed by a vote of 6-0.

ITEM 5-B. APPROVE EXTENSION OF THE PROPERTY LICENSE AGREEMENT FOR THE PARKLET ADJACENT TO 101 E. SAN ANTONIO STREET.

Councilmember Michelson made a motion to only approve the parklet extension for three months with no additional extensions. Councilmember Westmoreland seconded. The motion passed by a vote of 5-1, with Councilmember Bryant opposing.

ITEM 5-C. APPROVE RESOLUTION 2021-09 FOR AN ECONOMIC DEVELOPMENT PERFORMANCE AGREEMENT FOR A BIG GRANT FAÇADE IMPROVEMENT WITH SOUNDWAVES ART FOUNDATION LOCATED AT 115 N. MAIN STREET.

Mayor Pro-Tem Sanchez made a motion to approve Resolution 2021-09, as presented. Councilmember Westmoreland seconded. The motion passed by a vote of 6-0.

ITEM 5-D. APPROVE RESOLUTION 2021-10 FOR AN ECONOMIC DEVELOPMENT PERFORMANCE AGREEMENT FOR A BIG GRANT FAÇADE IMPROVEMENT WITH 2120 ENTERPRISE, LLC LOCATED AT 107 E. SAN ANTONIO STREET.

Mayor Pro-Tem Sanchez made a motion to approve Resolution 2021-10, as presented. Councilmember Bryant seconded. The motion passed by a vote of 6-0.

ITEM 5-E. APPROVE AMENDMENT TO THE INTERLOCAL COOPERATION AGREEMENT BETWEEN CALDWELL COUNTY AND THE CITY OF LOCKHART FOR PERFORMANCE OF GOVERNMENTAL FUNCTIONS AND SERVICES IN REGARD TO THE LOCKHART FARMERS MARKET TO AMEND HOURS OF OPERATION.

Mayor Pro-Tem Sanchez made a motion to approve the amendment to the Interlocal Cooperation Agreement with the amended hours to allow the Lockhart Farmers Market to be gone by 2:30 p.m. Councilmember McGregor seconded. The motion passed by a vote of 6-0.

ITEM 5-F. APPROVE ORDINANCE 2021-19 ADDING A NEW ARTICLE IV, TITLED "USE OF PUBLIC AREAS", TO CHAPTER 18, "ENVIRONMENT" OF THE CITY OF LOCKHART CODE OF ORDINANCES TO PROHIBIT CAMPING, BATHING, AND URINATING AND DEFECATING IN PUBLIC AREAS, AND PROVIDING FOR PENALTY NOT TO EXCEED $500.00 FOR EACH OFFENSE.

There was brief discussion.

Mayor White stated that the item would be tabled to the July 20, 2021 Council meeting due to technical difficulties with communicating with Mr. Akers virtually.

ITEM 5-G. APPROVE HOTEL OCCUPANCY TAX (HOT) APPLICATION FOR HILL COUNTRY COOK-OFF ASSOCIATION.

Councilmember McGregor made a motion to approve the HOT application for the Hill Country Cook-off Association, as presented. Mayor Pro-Tem Sanchez seconded. The motion passed by a vote of 6-0.

ITEM 6-A. DISCUSSION TO CONSIDER FINANCIAL ASSISTANCE TO COURTHOUSE NIGHTS MUSIC EVENTS.

CONSENSUS: After discussion, the consensus of the Council was not to provide financial assistance and to continue in-kind contributions.

ITEM 6-B. DISCUSSION AND/OR ACTION TO CONSIDER ADDRESSING MATTERS RELATED TO COVID-19, IF NECESSARY.

Mayor White announced that there were no changes related to COVID-19.

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

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

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

- Jennifer Huggins, new Receptionist/Secretary at City Hall effective June 29.
- Review of Fiscal Year 2020-2021 3rd Quarter Financials.
- Police Officer Entrance Exam will be held Saturday, July 24, 2021.
- Movie in the Park will be held Saturday, July 10th: Toy Story 4.
- A Risk and Resilience Assessment for the water system, as required by the EPA, has been completed.

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

Mayor Pro-Tem Sanchez thanked the Lockhart Chamber of Commerce and City staff for the successful fireworks show. She also thanked all of the Library staff for the successful reptile event last week.

Councilmember McGregor thanked City staff for the successful fireworks show and for their work on the dog park at City Park. She thanked all for a successful First Friday event.

Councilmember Bryant thanked City staff for their hard work. He wished the Clark Library a Happy 121st Birthday.

Mayor White thanked all involved in the successful fireworks show. He thanked staff for their work on the zoning requests.

ITEM 9. ADJOURNMENT.

Mayor Pro-Tem Sanchez made a motion to adjourn the meeting. Councilmember Westmoreland seconded. The motion passed by a vote of 6-0. The meeting was adjourned at 10:43 p.m.

PASSED and APPROVED this the 3rd day of August 2021.

CITY OF LOCKHART

_____

Lew White, Mayor

ATTEST:

_____

Connie Constancio, TRMC
City Secretary

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

COUNCIL MEETING DATE: August 3, 2021

AGENDA ITEM CAPTION: Approve the purchase of a powered loading system and powered cot through Stryker Medical for Lockhart EMS Medic 3, and an ambulance remount for Medic 1 through Siddons-Martin Emergency Group utilizing Houston-Galveston Area Council (H-GAC).

ORIGINATING DEPARTMENT AND CONTACT: Fire - Randy Jenkins

ACTION REQUESTED: Approval of Bid

BACKGROUND/SUMMARY/DISCUSSION: The "powered loading and cot system" is a method for managing the stretcher during loading and unloading in the ambulance, while increasing the safety of the patient and personnel. The powered loading system (Stryker MTS Power Load) and the powered ambulance cot (Stryker Power-PRO XT) are for Medic 3, a 2013 ambulance with approximately 176,000 miles. Medic 3 currently does not have a powered loading and cot system. The powered loading and cot system is currently used on other Lockhart EMS ambulances and is sole source through Stryker Medical. The cost for the powered loading and cot system is $53,071.22 plus approximately $3,000 to install for a total of $56,000. A trade-in credit for an existing cot is included.

An ambulance remount is where the patient box of an existing ambulance is removed from the existing cab and chassis and mounted onto a new cab and chassis. The remount will be for Medic 1, a 2016 Demers (Ford cab and chassis) with approximately 211,000 miles. Current cab and chassis will be a trade-in. The best practice is to remount an ambulance at 200,000 miles. The remount will be a new Dodge RAM 4500 Type 1 cab and chassis. The estimated cost including H-GAC fees for the remount is $125,000. Due to the shortage of cab and chassis, the exact cost will depend on the availability once the purchase is approved. Caldwell County has budgeted their 50% share of this purchase.

PROJECT SCHEDULE (if applicable): Delivery approximately six to seven months after issuing of Purchase Order.

AMOUNT & SOURCE OF FUNDING:
Funds Required: $181,000
Account Number: 570-5319-906
Funds Available: $547,560.00
Account Name: EMS Motor Vehicles

FISCAL NOTE (if applicable): N/A

PREVIOUS COUNCIL ACTION: N/A

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

COMMITTEE/BOARD/COMMISSION ACTION: N/A

STAFF RECOMMENDATION/REQUESTED MOTION: Staff recommends approval of the purchase of the powered loading and cot system for Medic 3 and ambulance remount of Medic 1.

LIST OF SUPPORTING DOCUMENTS: 2021 Power-LOAD sole source letter, 2021 Power-PRO XT sole source letter, Power System Brochure, Siddons Martin Remount Quote, Stryker Power Load-Power Cot Quote, Stryker Power Load-Power Cot Quote

stryker

Zac Jordan
Sr. Manager – Brand Marketing
Stryker

Re: 2021 Power-LOAD® Cot Fastener sole source information

To whom it may concern,

Stryker certifies that we are the sole manufacturer of Stryker's Power-LOAD Cot Fastener (Model 6390). This correspondence is to inform you of the characteristics of the Power-LOAD Cot Fastener. These characteristics can be broken down into two primary categories: **qualifications** and **ease of use**.

Stryker's Power-LOAD (Model 6390) Cot Fastener is mounted within the patient compartment and is intended to aid in the loading/unloading of patients. Stryker's Power-LOAD is the only powered cot fastening system that meets the following:

Qualifications:

- IPX6: The system is tested to withstand powerful water jets.
- IEC 60601-1 and IEC 60601-1-2: The Power-LOAD Cot Fastener conforms to industry standards for mechanical and electrical safety for medical electrical devices, as well as electromagnetic compatibility and immunity.
- BS EN-1789:2007, clause 4.5.9 when used with Power-PRO Cot and X-Restraints: This is a European dynamic crash test which subjects a 50th percentile dummy to nominal 10g deceleration for a minimum of 50ms. Following the test there shall be no sharp edges.
- SAE J3027 compliant when used with Stryker's Power-PRO Cot and X-Restraints

Ease of use:

- Provides a linear guide for loading and unloading the cot.
- Allows for remote actuation from Power-PRO foot end controls.
- Engages to the cot during loading and unloading, providing a means of lifting and lowering.
- Safe working load of 870 lb and capable of lifting patients weighing up to 700 lb.
- Mounts inside the patient compartment to prevent environmental exposure and corrosion.
- Power washable.
- Capable of inductively charging Stryker's SMRT Battery.

Please contact your Sales Representative for further information.

Stryker or its affiliated entities own, use, or have applied for the following trademarks or service marks: Power-LOAD, Power-PRO, SMRT, Stryker. All other trademarks are trademarks of their respective owners or holders.

The absence of a product, feature, or service name, or logo from this list does not constitute a waiver of Stryker's trademark or other intellectual property rights concerning that name or logo.

M0000001062 REV AA
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stryker

Zac Jordan
Sr. Manager – Brand Marketing
Stryker

Re: 2021 Power-PRO™ Cot sole source information

To whom it may concern,

Stryker certifies that we are the sole manufacturer of Stryker's Power-PRO XT Cot (Model 6506). This correspondence is to inform you of the characteristics of the Power-PRO Cot. These characteristics can be broken down into two primary categories: **qualifications** and **ease of use**.

Qualifications:

- IPX6: The system is tested to withstand powerful water jets.
- IEC 60601-1 and IEC 60601-1-2: The Power-PRO XT Cot conforms to industry standards for mechanical and electrical safety for medical electrical devices, as well as electromagnetic compatibility and immunity.
- BS EN-1789:2007, clause 4.5.9 when used with Power-LOAD Cot Fastener and X-Restraints: This is a European dynamic crash test which subjects a 50th percentile dummy to nominal 10g deceleration for a minimum of 50ms. Following the test there shall be no sharp edges.
- Meets SAE J3027 dynamic crash test safety standards when used with Power-LOAD/Performance-LOAD Cot Fastener and X-Restraints.

Ease of use:

- The cot has a weight capacity of 700 lb.
- When unloading with the manual release handle, the cot utilizes hydraulic dampening. Thus, the cot will not abruptly jar the operator or patient.
- The battery is placed at the foot end of the stretcher.
- The cot legs power-retract in 3.5 seconds which speeds load time.
- The cot provides a load height of 36" and is operator adjustable to match the deck height of individual ambulances.
- The foot-end of the cot provides lifting bars and operator controls at two different heights, thus providing optimal ergonomics to most operator heights.
- The foot end of the cot contains a large battery indicator light which displays amber or green which indicates battery level. A warning is given by a flashing amber light, providing the operator the time to change the battery before full depletion of power.
- The Model 6506 has 6" x 2" sealed casters and bearings.
- The cot features a foot end mounted hourly usage meter. This tool can be used to determine the timing of preventative maintenance checks.
- The cot features powder-coating of the aluminum frame (including the patient handling surfaces) and sealed caster bearings, thus reducing aluminum oxidation throughout the cot.
- The cot is power washable.

Please contact your Sales Representative for further information.

Stryker or its affiliated entities own, use, or have applied for the following trademarks or service marks: Performance-LOAD, Power-LOAD, Power-PRO, Stryker. All other trademarks are trademarks of their respective owners or holders.

The absence of a product, feature, or service name, or logo from this list does not constitute a waiver of Stryker's trademark or other intellectual property rights concerning that name or logo.

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stryker

Powered
loading system

Reduce the risk of injuries when loading and unloading cots

Being an EMS worker is a demanding job, both physically and emotionally. The repetition of loading and unloading cots in and out of an ambulance day after day can take its toll on the body.

Power-LOAD® powered fastener system

Injury reductions

100%

reduction in cot related injuries saved one service $545,500 in 4.5 years.[4]

99%

of those surveyed agree our Powered System has made their job easier.[5]

Adverse cot events reduced

96%

by one service with the assistance of the Power-LOAD cot fastener system and Power-PRO XT cot.[6]

1 in 4

1 in 4 EMS workers will suffer a career ending back injury within their first four years in the field[1]. The number one cause – Lifting. Our Power-PRO XT powered ambulance cot utilizes a battery-powered hydraulic system effectively raising and lowering a cot at the touch of a button. Use of the Power-PRO XT has proven to reduce spinal loading, resulting in reduced injuries, lost or modified workdays and Workers' Compensation costs, and increased recruitment and retention.

Power-PRO® XT
powered ambulance cot

X-Restraint Package
Meets SAE J3027 dynamic crash test safety standards.

Proven to save guarantee[2,3]

100% reduction in missed safety hooks

At Stryker we stand behind our products. For qualifying purchasers[2], upon standardization, Stryker offers a program that guarantees at least a **50% reduction** in cot-related injuries pertaining to raising, lowering, loading and unloading cots and **100% reduction** in missed safety hooks while unloading cots with the Power-PRO and Power-LOAD in full power operation. If not, Stryker will refund the price paid for the Power-PRO cots and Power-LOAD cot fastening systems.[3]

50% reduction in cot related injuries

Power-PRO® XT

Specifications

Model Number	**6506**
Height[1] (infinite height positioning between lowest and highest position)	
Highest Position	41.5 in. (105 cm)
Lowest Position	14 in. (36 cm)
Length	
Standard	81 in. (206 cm)
Minimum	63 in. (160 cm)
Width	23 in. (58 cm)
Weight[2]	125 lb (57 kg)
Wheels	
Diameter	6 in. (15 cm)
Width	2 in. (5 cm)

Articulation	
Backrest	0–73°
Shock Position	+15°
Optional Knee Gatch	30°
Maximum Weight Capacity[3]	700 lb (318 kg)
Minimum Operator Required	
Occupied Cot	2
Unoccupied Cot	1
Recommended Fastener System	
Power-LOAD	Model 6390
Floor Mount	Model 6370 or 6377
Wall Mount	Model 6371
Recommended Loading Height[4]	Up to 36 in (91 cm)

[1] Height measured from bottom of mattress, at seat section, to ground level.

[2] Cot is weighed with one battery pack, without mattress and restraints.

[3] 700 lb weight capacity with an unassisted lift capacity of 500 lb (Cot loads over 300 lb (136 kg) may require additional assistance to meet the set cot load height).

[4] Can accommodate load decks up to 36 in. Load height can be set between 26 in and 36 in.

Stryker reserves the right to change specifications without notice.

The Power-PRO XT is designed to conform to the Federal Specification for the Star-of-Life Ambulance KKK-A-1822.

The Power-PRO XT is designed to be compatible with competitive cot fastener systems.

Meets dynamic crash standards with Power-LOAD cot fastening system (AS/NZS-4535, BS EN-1789 and SAE J3027 with X-restraints) and Performance-LOAD cot fastening system (SAE J3027 with X-restraints).

Stryker Corporation or its divisions or other corporate affiliated entities own, use or have applied for the following trademarks or service marks: **Performance-LOAD, Power-LOAD, Power-PRO, Stryker,** . All other trademarks are trademarks of their respective owners or holder.

The yellow and black color scheme is a registered trademark of Stryker Corporation

Power-LOAD®

Specifications

Model Number	6390
Length	
Overall length	95 in (241 cm)
Minimum length	89.5 in (228 cm)
Width	24.5 in (62 cm)
Weight	
Total weight	211.5 lb (96.5 kg)
Floor plate assembly	16.5 lb (7.5 kg)
Anchor assembly	23 lb (10.5 kg)
Transfer assembly	67 lb (30.5 kg)
Trolley assembly	105 lb (48 kg)

Maximum weight capacity*	700 lb (318 cm)
Minimum operator required	
Occupied cot	2
Unoccupied cot	1
Recommended loading height 22 in to 36 in (56 cm to 91 cm)	
Battery (6390-001-468)	12 VDC, 5 Ah lead acid battery

Stryker Corporation or its divisions or other corporate affiliated entities own, use or have applied for the following trademarks or service marks: **Flex Financial, Performance-PRO, Power-LOAD, Power-PRO, ProCare, SMRT, Stryker**. All other trademarks are trademarks of their respective owners or holder.

*Maximum weight capacity represents patient weight and assessories. Safe working load of 870 lb (395 kg) represents the sum of the cot total weight and patient.

The Power-LOAD Cot Fastener System is designed to conform to the Federal Specification for the Star-of-Life Ambulance KKK-A-1822.

1. Sanders, Mick J. (2011) Mosby's Paramedic Textbook (4th ed., p. 36)
2. Please contract your sales representative to see if you qualify for the EMS Guarantee.
3. Subject to the terms and conditions of EMS proven to save.
4.Reference: Stryker (2018). EMSStat – Norman Regional Health System Case Study (Case Study on Power-PRO XT cots and Power-LOAD cot fastening systems). Retrieved from: http://ems.stryker.com
5 Reference: Stryker. (2012). Superior Ambulance Case Study [Case Study on Power-PRO XT cots]. Retrieved from: http://ems.stryker.com
6.Emergency Medical Services Authority. (2015). Risk Reduction Success Story: Utilization of the Stryker Power-LOAD Cot Fastener System in the EMSA System. Tulsa, Oklahoma and Oklahoma City, Oklahoma: Emergency Medical Services Authority. *Data provided by EMSA

3800 E. Centre Avenue
Portage, MI 49002 USA
t: 269 329 2100
toll free: 800 327 0770

ems.stryker.com

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Siddons Martin Emergency Group, LLC
3500 Shelby Lane
Denton, TX 76207
GDN P115891
TXDOT MVD No. A115890

April 6, 2021

Kenneth Seidel
LOCKHART EMS
214 BUFKIN LN
LOCKHART, TX 78644

Proposal For: 2021 Lockhart Remount

Siddons-Martin Emergency Group, LLC is pleased to provide the following proposal to LOCKHART EMS. Unit will comply with all specifications attached and made a part of this proposal. Total price includes delivery FOB LOCKHART EMS and training on operation and use of the apparatus.

Description	Amount
Qty. 1 - F16P-1133 - Dodge Ram 4500 Type 1 **(Unit Price - $117,841.00)** Delivery within 6-7 months of order date QUOTE # - SMEG-0001930-0	
Vehicle Price	$117,841.00
F16P-1133 - UNIT TOTAL	**$117,841.00**
SUB TOTAL	$117,841.00
HGAC AM10-20 (EMS REMOUNT)	$600.00
TOTAL	**$118,441.00**

Price guaranteed for 60 days

Additional: Delivery of the unit(s) is contingent upon chassis availability and signed work order confirmation by Lockhart EMS and Siddons-Martin Emergency Group.

Taxes: Tax is not included in this proposal. In the event that the purchasing organization is not exempt from sales tax or any other applicable taxes and/or the proposed apparatus does not qualify for exempt status, it is the duty of the purchasing organization to pay any and all taxes due. Balance of sale price is due upon acceptance of the apparatus at the factory.

Late Fee: A late fee of .033% of the sale price will be charged per day for overdue payments beginning ten (10) days after the payment is due for the first 30 days. The late fee increases to .044% per day until the payment is received. In the event a prepayment is received after the due date, the discount will be reduced by the same percentages above increasing the cost of the apparatus.

Cancellation: In the event this proposal is accepted and a purchase order is issued then cancelled or terminated by Customer before completion, Siddons-Martin Emergency Group may charge a cancellation fee. The following charge schedule based on costs incurred may be applied:

(A) 10% of the Purchase Price after order is accepted and entered by Manufacturer;
(B) 20% of the Purchase Price after completion of the approval drawings;
(C) 30% of the Purchase Price upon any material requisition.

The cancellation fee will increase accordingly as costs are incurred as the order progresses through engineering and into manufacturing. Siddons-Martin Emergency Group endeavors to mitigate any such costs through the sale of such product to another purchaser; however, the customer shall remain liable for the difference between the purchase price and, if applicable, the sale price obtained by Siddons-Martin Emergency Group upon sale of the product to another purchaser, plus any costs incurred by Siddons-Martin to conduct such sale.

Acceptance: In an effort to ensure the above stated terms and conditions are understood and adhered to, Siddons-Martin Emergency Group, LLC requires an authorized individual from the purchasing organization sign and date this proposal and include it with any purchase order. Upon signing of this proposal, the terms and conditions stated herein will be considered binding and accepted by the Customer. The terms and acceptance of this proposal will be governed by the laws of the state of Texas. No additional terms or conditions will be binding upon Siddons-Martin Emergency Group, LLC unless agreed to in writing and signed by a duly authorized officer of Siddons-Martin Emergency Group, LLC.

Sincerely,

Don Hoyt

I, _____, the authorized representative of LOCKHART EMS, agree to purchase the proposed and agree to the terms of this proposal and the specifications attached hereto.

_____

Signature & Date

stryker

PowerLOAD

Quote Number: 10360660

Version: 1

Prepared For: CITY OF LOCKHART

Attn:

Quote Date: 04/16/2021

Expiration Date: 07/15/2021

Remit to: **Stryker Medical**
P.O. Box 93308
Chicago, IL 60673-3308

Rep: Jordan Costello

Email: jordan.costello@stryker.com

Phone Number:

Mobile: 512-673-0636

Delivery Address		**End User - Shipping - Billing**		**Bill To Account**	
Name:	CITY OF LOCKHART	Name:	CITY OF LOCKHART	Name:	CITY OF LOCKHART
Account #:	1193956	Account #:	1193956	Account #:	1193956
Address:	214 BUFKIN LN	Address:	214 BUFKIN LN	Address:	214 BUFKIN LN
	LOCKART		LOCKART		LOCKART
	Texas 78644		Texas 78644		Texas 78644

Equipment Products:

#	Product	Description	Qty	Sell Price	Total
1.0	639005550001	MTS POWER LOAD	1	$23,200.34	$23,200.34
2.0	6506000000	Power-PRO XT	1	$15,017.35	$15,017.35
2.1	6085033000	PR Cot Retaining Post		$0.00	$0.00
2.2	7777881669	3 Yr X-Frame Powertrain Wrnty		$0.00	$0.00
2.3	7777881670	2 Yr Bumper to Bumper Warranty		$0.00	$0.00
2.4	6506026000	Power Pro Standard Components		$0.00	$0.00
2.5	6500001430	X-RESTRAINT PACKAGE		$0.00	$0.00
2.6	0054030000	DOM SHIP (NOT HI, AK, PR, GM)		$0.00	$0.00
2.7	6506600000	English Manual		$0.00	$0.00
2.8	6085031000	Trendelenburg		$0.00	$0.00
2.9	6060036017	Short Hook		$0.00	$0.00
2.10	6506127000	Power-LOAD Compatible Option		$1,600.65	$1,600.65
2.11	6500028000	120V AC SMRT Charging Kit		$0.00	$0.00
2.12	6500003130	KNEE GATCH BOLSTER MATRSS, XPS		$0.00	$0.00
2.13	6506040000	XPS Option		$1,889.64	$1,889.64
2.14	6085046000	Retractable Head Section O2		$173.74	$173.74

stryker

PowerLOAD

Quote Number:	10360660	Remit to:	**Stryker Medical**
			P.O. Box 93308
Version:	1		Chicago, IL 60673-3308
Prepared For:	CITY OF LOCKHART	Rep:	Jordan Costello
	Attn:	Email:	jordan.costello@stryker.com
		Phone Number:	
		Mobile:	512-673-0636
Quote Date:	04/16/2021		
Expiration Date:	07/15/2021		

#	Product	Description	Qty	Sell Price	Total
2.15	0054200994	NO RUNNER		$0.00	$0.00
2.16	6500315000	3 Stage IV Pole PR Option		$325.98	$325.98
2.17	6506012003	STANDARD FOWLER		$0.00	$0.00
2.18	639000010902	LABEL, WIRELESS		$0.00	$0.00
2.19	6500130000	Pocketed Back Rest Pouch		$245.13	$245.13
2.20	6500128000	Head End Storage Flat		$131.60	$131.60
2.21	6500147000	Equipment Hook		$49.89	$49.89
2.22	6506038000	Steer Lock Option		$724.20	$724.20
			Equipment Total:		$43,358.52

Trade In Credit:

Product	Description	Qty	Credit Ea.	Total Credit
TR-SPCOT-PPXT	TRADE-IN-STRYKER POWER COT TOWARDS PURCHASE OF POWERPRO XT	1	-$2,500.00	-$2,500.00

ProCare Products:

#	Product	Description	Years	Qty	Sell Price	Total
4.1	76011PT	ProCare Power-LOAD Prevent Service: Annual onsite preventive maintenance inspection and unlimited repairs including parts, labor and travel with battery coverage for MTS POWER LOAD	6	1	$7,270.20	$7,270.20
4.2	71061PT	ProCare Power-PRO Prevent Service: Annual onsite preventive maintenance inspection and unlimited repairs including parts, labor and travel with battery coverage for Power-PRO XT	5	1	$4,942.50	$4,942.50
				ProCare Total:		$12,212.70

stryker

PowerLOAD

Quote Number:	10360660	Remit to:	**Stryker Medical**
			P.O. Box 93308
Version:	1		Chicago, IL 60673-3308
Prepared For:	CITY OF LOCKHART	Rep:	Jordan Costello
	Attn:	Email:	jordan.costello@stryker.com
		Phone Number:	
		Mobile:	512-673-0636
Quote Date:	04/16/2021		
Expiration Date:	07/15/2021		

Price Totals:

Grand Total:	$53,071.22

Comments:

Prices: In effect for 60 days.

Terms: Net 30 Days

Contact your local Sales Representative for more information about our flexible payment options.

AUTHORIZED CUSTOMER SIGNATURE

Stryker Medical - Accounts Receivable - accountsreceivable@stryker.com - PO BOX 93308 - Chicago, IL 60673-3308

Capital Terms and Conditions:
Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule. Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency. A copy of Stryker Medical's Acute Care capital terms and conditions can be found at https://techweb.stryker.com/Terms_Conditions/index.html. A copy of Stryker Medical's Emergency Care capital terms and conditions can be found at https://www.strykeremergencycare.com/terms.

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PowerLOAD

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			P.O. Box 93308
Version:	1		Chicago, IL 60673-3308
Prepared For:	CITY OF LOCKHART	Rep:	Jordan Costello
	Attn:	Email:	jordan.costello@stryker.com
		Phone Number:	
		Mobile:	512-673-0636
Quote Date:	04/16/2021		
Expiration Date:	07/15/2021		

Delivery Address		**End User - Shipping - Billing**		**Bill To Account**	
Name:	CITY OF LOCKHART	Name:	CITY OF LOCKHART	Name:	CITY OF LOCKHART
Account #:	1193956	Account #:	1193956	Account #:	1193956
Address:	214 BUFKIN LN	Address:	214 BUFKIN LN	Address:	214 BUFKIN LN
	LOCKART		LOCKART		LOCKART
	Texas 78644		Texas 78644		Texas 78644

Equipment Products:

#	Product	Description	Qty	Sell Price	Total
1.0	639005550001	MTS POWER LOAD	1	$23,200.34	$23,200.34
2.0	6506000000	Power-PRO XT	1	$15,017.35	$15,017.35
2.1	6085033000	PR Cot Retaining Post		$0.00	$0.00
2.2	7777881669	3 Yr X-Frame Powertrain Wrnty		$0.00	$0.00
2.3	7777881670	2 Yr Bumper to Bumper Warranty		$0.00	$0.00
2.4	6506026000	Power Pro Standard Components		$0.00	$0.00
2.5	6500001430	X-RESTRAINT PACKAGE		$0.00	$0.00
2.6	0054030000	DOM SHIP (NOT HI, AK, PR, GM)		$0.00	$0.00
2.7	6506600000	English Manual		$0.00	$0.00
2.8	6085031000	Trendelenburg		$0.00	$0.00
2.9	6060036017	Short Hook		$0.00	$0.00
2.10	6506127000	Power-LOAD Compatible Option		$1,600.65	$1,600.65
2.11	6500028000	120V AC SMRT Charging Kit		$0.00	$0.00
2.12	6500003130	KNEE GATCH BOLSTER MATRSS, XPS		$0.00	$0.00
2.13	6506040000	XPS Option		$1,889.64	$1,889.64
2.14	6085046000	Retractable Head Section O2		$173.74	$173.74

stryker

PowerLOAD

Quote Number: 10360660

Version: 1

Prepared For: CITY OF LOCKHART

Attn:

Quote Date: 04/16/2021

Expiration Date: 07/15/2021

Remit to: **Stryker Medical**
P.O. Box 93308
Chicago, IL 60673-3308

Rep: Jordan Costello

Email: jordan.costello@stryker.com

Phone Number:

Mobile: 512-673-0636

#	Product	Description	Qty	Sell Price	Total
2.15	0054200994	NO RUNNER		$0.00	$0.00
2.16	6500315000	3 Stage IV Pole PR Option		$325.98	$325.98
2.17	6506012003	STANDARD FOWLER		$0.00	$0.00
2.18	639000010902	LABEL, WIRELESS		$0.00	$0.00
2.19	6500130000	Pocketed Back Rest Pouch		$245.13	$245.13
2.20	6500128000	Head End Storage Flat		$131.60	$131.60
2.21	6500147000	Equipment Hook		$49.89	$49.89
2.22	6506038000	Steer Lock Option		$724.20	$724.20
			Equipment Total:		$43,358.52

Trade In Credit:

Product	Description	Qty	Credit Ea.	Total Credit
TR-SPCOT-PPXT	TRADE-IN-STRYKER POWER COT TOWARDS PURCHASE OF POWERPRO XT	1	-$2,500.00	-$2,500.00

ProCare Products:

#	Product	Description	Years	Qty	Sell Price	Total
4.1	76011PT	ProCare Power-LOAD Prevent Service: Annual onsite preventive maintenance inspection and unlimited repairs including parts, labor and travel with battery coverage for MTS POWER LOAD	6	1	$7,270.20	$7,270.20
4.2	71061PT	ProCare Power-PRO Prevent Service: Annual onsite preventive maintenance inspection and unlimited repairs including parts, labor and travel with battery coverage for Power-PRO XT	5	1	$4,942.50	$4,942.50
				ProCare Total:		$12,212.70

stryker

PowerLOAD

Quote Number:	10360660	Remit to:	**Stryker Medical**
			P.O. Box 93308
Version:	1		Chicago, IL 60673-3308
Prepared For:	CITY OF LOCKHART	Rep:	Jordan Costello
	Attn:	Email:	jordan.costello@stryker.com
		Phone Number:	
		Mobile:	512-673-0636
Quote Date:	04/16/2021		
Expiration Date:	07/15/2021		

Price Totals:

Grand Total:	$53,071.22

Comments:

Prices: In effect for 60 days.

Terms: Net 30 Days

Contact your local Sales Representative for more information about our flexible payment options.

AUTHORIZED CUSTOMER SIGNATURE

Stryker Medical - Accounts Receivable - accountsreceivable@stryker.com - PO BOX 93308 - Chicago, IL 60673-3308

Capital Terms and Conditions:
Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule. Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency. A copy of Stryker Medical's Acute Care capital terms and conditions can be found at https://techweb.stryker.com/Terms_Conditions/index.html. A copy of Stryker Medical's Emergency Care capital terms and conditions can be found at https://www.strykeremergencycare.com/terms.

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

COUNCIL MEETING DATE: August 3, 2021

AGENDA ITEM CAPTION: Approve recommendation to award bid to Lone Star Paving of Austin, Texas in the amount of $488,740.00 for the 2021 Street Improvements Project to include street improvements to Pendergrass Street, Lakeview Drive, Bluestem Drive, Nueces Street, Sunset Drive, La Feliciana Drive, Aransas Street, Laredo Street, 2nd Street, 3rd Street, 4th Street, Monterrey Street and the Municipal Court parking lot, and appointing the Mayor to sign all contractual documents.

ORIGINATING DEPARTMENT AND CONTACT: Public Works - Sean Kelley

ACTION REQUESTED: Award of Contract

BACKGROUND/SUMMARY/DISCUSSION: On September 17, 2019, City Council approved a 3-year plan to make enhancements on various streets. An aggressive approach to the plan was taken by allocating the use of an additional $400,000 this year in Unassigned Fund Balance one-time expenditures. An amended street improvement plan was approved by City Council on May 4, 2021 to ensure use of the allocated fund for Capital Street Improvements in FY 20-21. Street improvements in this project will include repaving the Municipal Court's parking lot and street resurfacing on:

- Pendergrass Street from San Jacinto St. to Bluestem Dr.
- Lakeview Drive from San Jacinto St. to Bluestem Dr.
- Bluestem Drive from Pendergrass St. to Lakeview Dr.
- Nueces Street from W. San Antonio St. to Bois D' Arc St.
- Sunset Drive from S. Colorado St. to End
- La Feliciana Drive from Clearfork St. to End
- Aransas Street from White Oak St. to South End
- Laredo Street from N. Commerce St. to N. Colorado St.
- 2nd Street from Neches St. to Chihuahua St.
- 3rd Street from Neches St. to Chihuahua St.
- 4th Street from Neches St. to Chihuahua St.
- Monterrey Street from Neches St. to Chihuahua St.

Bids were advertised in compliance with State law for the construction of the 2021 Street Improvements Project. Four (4) bids were received ranging from $488,740.00 to $577,684.00. The lowest bid was submitted by Lone Star Paving. This company has a commendable reputation in the construction business.

PROJECT SCHEDULE (if applicable): Summer 2021

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

AMOUNT & SOURCE OF FUNDING:

Funds Required: $488,740.00

Account Number: 100-5633-433, 100-5616-910 and 570-5319-999

Funds Available: $435,000.00 from One-time expenditure - Council approved. $26,500.00 from Municipal Court Budget. $27,500 from EMS Fund.

Account Name: Streets, Municipal Court and EMS

FISCAL NOTE (if applicable): Required budget amendment for one-time Council approved expenditure to increase requested amount to $435,000 and budget amendment to EMS Fund for $27,500.

PREVIOUS COUNCIL ACTION: September 17, 2019- City Council approved of 3-Year Street Improvements Plan.
During Presentation of Fiscal Year 2020-2021 budget, Council approved the one-time expenditure to increase street improvements to $400,000.

COMMITTEE/BOARD/COMMISSION ACTION: N/A

STAFF RECOMMENDATION/REQUESTED MOTION: Staff respectfully recommends approval of the bid award to Lone Star Paving in the amount of $488,740.00.

LIST OF SUPPORTING DOCUMENTS: Lockhart 2021 Street Improvements Ad, TRC Engineering Bid Tab and Recommendation, Presentation - Street Improvement Plan.

ADVERTISEMENT FOR BIDS

Sealed proposals 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., July 15, 2021** for the **2021 Street Improvements Project**, at which time and place will be publicly opened and read aloud. Any bid received after closing time will be returned unopened.

The project consists of approximately of 24,220 SY 2" Mill, 270 SY 2" Edge Mill, 25,640 SY 2" HMAC and 25,640 SY Trackless Tack on various City streets.

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 Proposal 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 Proposal 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 five (5) business days 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 sixty (60) days after the date on which bids are received.

CITY OF LOCKHART, TEXAS
LEW WHITE, MAYOR

TRC

505 East Huntland Drive
Suite 250
Austin, Texas 78752

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

July 23, 2021

Mr. Steven Lewis, City Manager
City of Lockhart
P.O. Box 239
Lockhart, Texas 78644

RE: 2021 Street Improvements Project
Bid Award Consideration

Dear Mr. Lewis:

Four (4) sealed bids were received at Lockhart City Hall on July 15, 2021 at 11:00 AM for the above-reference project. The total Base and Alternate Bids range from a low of $488,740.00 to a high of $577,684.00 with the low bidder being Lone Star Paving Company of Austin. A bid tabulation is attached for your reference.

It is recommended that, Lone Star Paving Company be awarded the construction project for the total Base and Alternate Bid Proposal in the amount of $488,740.00 for the 2021 Street Improvements Project. The contractor has provided a bid bond and will be required to furnish a Performance Bond and Payment Bond to the City.

If you have any questions regarding this information, please feel free to contact this office.

Sincerely,

Jeff Dahm, P.E.
Austin CES Practice Leader

Enclosures: Bid Tab

City of Lockhart
2021 STREET IMPROVEMENTS PROJECT
Bid Tabulation
July 15, 2021 - 11:00 AM

				Lone Star Paving 11675 Jollyville Rd. #150 Austin, TX 78759		Clark Construction of Texas, Inc. 5140 Gibbs Sprawl Rd. San Antonio, TX 78219	
Item	Item Description	Qty.	Unit	Unit Price	Total	Unit Price	Total
	BASE BID PROPOSAL						
P.1	Pendergrass Street - Mill + Overlay	3,750	S.Y.	$18.00	$67,500.00	$18.11	$67,912.50
P.2	Lakeview Drive - Mill + Overlay	4,060	S.Y.	$18.00	$73,080.00	$18.11	$73,526.60
P.3	Blue Stem Drive - Mill + Overlay	750	S.Y.	$18.00	$13,500.00	$18.11	$13,582.50
P.4	Nueces Street - Mill + Overlay	2,750	S.Y.	$18.00	$49,500.00	$18.11	$49,802.50
P.5	Sunset Drive - Mill + Overlay	3,300	S.Y.	$18.00	$59,400.00	$18.11	$59,763.00
P.6	La Feliciana - Mill + Overlay	2,340	S.Y.	$18.00	$42,120.00	$18.11	$42,377.40
P.7	Aransas Street - Overlay	1,150	S.Y.	$17.50	$20,125.00	$18.11	$20,826.50
P.8	Laredo Street - Overlay	270	S.Y.	$17.50	$4,725.00	$18.11	$4,889.70
P.9	Laredo Street - Edge Mill	190	L.F.	$37.00	$7,030.00	$10.00	$1,900.00
P.10	Municipal Court Parking - Mill + Overlay	3,050	S.Y.	$18.00	$54,900.00	$18.11	$55,235.50
P.11	Adjust Manhole Tops	2	EA	$2,200.00	$4,400.00	$1,675.00	$3,350.00
P.12	Adjust Water Valves	9	EA	$1,300.00	$11,700.00	$990.00	$8,910.00
	TOTAL BASE BID				**$407,980.00**		**$402,076.20**
	ALTERNATE BID ITEM						
P.A.1	2nd Street - Mill + Overlay	1,015	S.Y.	$18.00	$18,270.00	$20.80	$21,112.00
P.A.2	3rd Street - Mill + Overlay	1,015	S.Y.	$18.00	$18,270.00	$20.80	$21,112.00
P.A.3	4th Street - Mill + Overlay	1,015	S.Y.	$18.00	$18,270.00	$20.80	$21,112.00
P.A.4	Monterrey Street - Mill + Overlay	1,175	S.Y.	$18.00	$21,150.00	$20.80	$24,440.00
P.A.5	Adjust Manhole Tops	1	EA	$2,200.00	$2,200.00	$1,675.00	$1,675.00
P.A.6	Adjust Water Valves	2	EA	$1,300.00	$2,600.00	$990.00	$1,980.00
	TOTAL ALTERNATE BID ITEM				**$80,760.00**		**$91,431.00**
	TOTAL BASE + ALTERNATE BID				**$488,740.00**		**$493,507.20**

City of Lockhart
2021 STREET IMPROVEMENTS PROJECT
Bid Tabulation
July 15, 2021 - 11:00 AM

				Alpha Paving Industries LLC PO Box 6565 Round Rock, TX 78683		Smith Paving Inc. 501 Thompson Lane Austin, TX 78742	
Item	Item Description	Qty.	Unit	Unit Price	Total	Unit Price	Total
	BASE BID PROPOSAL						
P.1	Pendergrass Street - Mill + Overlay	3,750	S.Y.	$18.00	$67,500.00	$21.20	$79,500.00
P.2	Lakeview Drive - Mill + Overlay	4,060	S.Y.	$18.00	$73,080.00	$21.20	$86,072.00
P.3	Blue Stem Drive - Mill + Overlay	750	S.Y.	$18.00	$13,500.00	$21.20	$15,900.00
P.4	Nueces Street - Mill + Overlay	2,750	S.Y.	$21.00	$57,750.00	$21.20	$58,300.00
P.5	Sunset Drive - Mill + Overlay	3,300	S.Y.	$20.00	$66,000.00	$21.20	$69,960.00
P.6	La Feliciana - Mill + Overlay	2,340	S.Y.	$23.00	$53,820.00	$21.20	$49,608.00
P.7	Aransas Street - Overlay	1,150	S.Y.	$25.00	$28,750.00	$18.00	$20,700.00
P.8	Laredo Street - Overlay	270	S.Y.	$53.00	$14,310.00	$18.00	$4,860.00
P.9	Laredo Street - Edge Mill	190	L.F.	$14.00	$2,660.00	$14.00	$2,660.00
P.10	Municipal Court Parking - Mill + Overlay	3,050	S.Y.	$20.00	$61,000.00	$27.20	$82,960.00
P.11	Adjust Manhole Tops	2	EA	$6,000.00	$12,000.00	$1,500.00	$3,000.00
P.12	Adjust Water Valves	9	EA	$1,500.00	$13,500.00	$1,200.00	$10,800.00
	TOTAL BASE BID				**$463,870.00**		**$484,320.00**
	ALTERNATE BID ITEM						
P.A.1	2nd Street - Mill + Overlay	1,015	S.Y.	$21.00	$21,315.00	$21.20	$21,518.00
P.A.2	3rd Street - Mill + Overlay	1,015	S.Y.	$21.00	$21,315.00	$21.20	$21,518.00
P.A.3	4th Street - Mill + Overlay	1,015	S.Y.	$21.00	$21,315.00	$21.20	$21,518.00
P.A.4	Monterrey Street - Mill + Overlay	1,175	S.Y.	$21.00	$24,675.00	$21.20	$24,910.00
P.A.5	Adjust Manhole Tops	1	EA	$6,000.00	$6,000.00	$1,500.00	$1,500.00
P.A.6	Adjust Water Valves	2	EA	$1,500.00	$3,000.00	$1,200.00	$2,400.00
	TOTAL ALTERNATE BID ITEM				**$97,620.00**		**$93,364.00**
	TOTAL BASE + ALTERNATE BID				**$561,490.00**		**$577,684.00**

Street Improvement Plan

Amendments to FY 20-21 and Proposed Streets for FY 21-22

Street Paving and Maintenance for FY20-21

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

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

Remaining Streets

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

Added Streets

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

Add Alternative if Funds Available

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

Proposed Street Paving for FY21-22

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

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

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

COUNCIL MEETING DATE: August 3, 2021

AGENDA ITEM CAPTION: Approve Budget Amendment #56 approving the one-time expenditure to the Street Department for capital improvements and allocating funds to the EMS budget to cover one-half costs associated with the Municipal Court parking lot repairs, as outlined in Ordinance 2021-24.

ORIGINATING DEPARTMENT AND CONTACT: Finance - Pam Larison

ACTION REQUESTED: Ordinance

BACKGROUND/SUMMARY/DISCUSSION: During the preparation of Fiscal Year 2020-2021 City of Lockhart Budget, the Council approved a one-time expenditure to the Street Department in the amount of $400,000 in additional funds to repair city streets.

The Public Works Director has received bids for street repairs and the cost has risen due to increased cost of goods. This increase has also affected the cost of the budgeted paving repairs for Municipal Court. It is staff's request that the Municipal Court parking area be shared with the EMS Fund due to the continued use by both departments.

The presented Budget Amendment will increase the approved one-time expenditure for street repairs to $435,000 to the General Fund and increase the EMS Fund budget by $27,500.

PROJECT SCHEDULE (if applicable): N/A

AMOUNT & SOURCE OF FUNDING:
Funds Required: $488,740
Account Number: 100-5633-911; 100-5316-910; 570-5319-999
Funds Available: $26,500
Account Name: Capital Improvement

FISCAL NOTE (if applicable): N/A

PREVIOUS COUNCIL ACTION: Street Improvements were approved by Council as a one-time expenditure for Fiscal Year 2020-2021.

COMMITTEE/BOARD/COMMISSION ACTION: N/A

STAFF RECOMMENDATION/REQUESTED MOTION: Staff request approval of Budget

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

Amendment #56 as outlined in Ordinance #2021-24.

LIST OF SUPPORTING DOCUMENTS: Ordinance 2021 24, Budget Amendment 56.

ORDINANCE 2021-24

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS, AMENDING THE BUDGET FOR THE FISCAL YEAR ENDING 2021 IN ACCORDANCE WITH EXISTING STATUTORY REQUIREMENTS; RE-APPROPRIATING THE VARIOUS AMOUNTS HEREIN, AS ATTACHED IN BUDGET AMENDMENT NO. 56; REPEALING ALL PRIOR ORDINANCES AND ACTIONS IN CONFLICT HEREWITH; AND ESTABLISHING FOR AN EFFECTIVE DATE.

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

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

WHEREAS, said budget amendment in the General Fund will affect the Street Department budget; and

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

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

That Ordinance 2021-24 is hereby adopted amending the General Fund an EMS fund Budget for Fiscal Year 2020-2021 as the same are contained in Budget Amendments 56, which are attached hereto and incorporated herein for all purposes.

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

PASSED, APPROVED, AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS, ON THIS THE 3rd DAY OF AUGUST, 2021.

CITY OF LOCKHART

_____
Lew White, Mayor

Attest:

_____
Connie Constancio, TRMC, City Secretary

APPROVED AS TO FORM:

_____
Monte Akers, City Attorney

CITY OF LOCKHART
BUDGET AMENDMENT FORM

Amendment No. 56

INCREASE	ACCOUNT NO.	Adopted Budget	Current Amendment	Total Budget after Current Amendment
Construction/Project Improvement	100-5633-911	$40,000.00	-$435,000.00	$475,000.00
Capital Outlay	570-5319-999	0.00	-27,450.00	$27,450.00
				0.00
GENERAL FUND - TOTAL APPROPRIATIONS		$40,000.00	-$462,450.00	$502,450.00

DECREASE	ACCOUNT NO.		AMOUNT	
				$0.00
				$0.00
			-	$0.00
				$0.00
GENERAL FUND - TOTAL APPROPRIATIONS		$0.00	$0.00	$0.00

REASON FOR AMENDMENT

Street Improvement project - cost increase caused a higher than approved in one-time expenditure and court paving cost shared with EMS fund.

REQUESTED BY: _____ DATE

APPROVED BY: _____ DATE

POSTED _____
FINANCE DATE

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

COUNCIL MEETING DATE: August 3, 2021

AGENDA ITEM CAPTION: Ratify the automatic reversion of the MH Manufactured Home District zoning classification as provided in Section 64-196(m) for the Lockhart Code of Ordinances by ordering an amendment of the official zoning map to reclassify Lot 23, Block 2, East Side Addition, consisting of 0.129 acre owned by Jiovanna Llamas and located at 519 San Saba Street, from MH Manufactured Home District to RMD Residential Medium Density District.

ORIGINATING DEPARTMENT AND CONTACT: Development Services - Dan Gibson

ACTION REQUESTED: Other

BACKGROUND/SUMMARY/DISCUSSION: Section 64-196(m) of the zoning ordinance provides that individual lots within the city presently zoned MH and not within a manufactured home subdivision or manufactured home park shall revert to the predominant zoning district classification adjacent to said lot upon removal, or by cessation of occupancy by utility disconnection in excess of 30 days, of an existing mobile or manufactured home thereon. Because the manufactured home that was previously on the subject property have been removed, the zoning has now reverted to RMD, which is the surrounding district classification. Section 64-196(m) further states that the City Council shall ratify such action by an agenda item ordering a corresponding amendment of the zoning map. No notice or hearing is required other than notification to the owner of the property. A map and copy of the notice sent to the owners is attached. The RMD zoning classification allows a site-built single-family dwelling on a parcel of this size.

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: None required.

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

STAFF RECOMMENDATION/REQUESTED MOTION: Ratification of the automatic reversion of the MH Manufactured Home District zoning classification as provided in Section 64-196(m) of the Lockhart Code of Ordinances, by ordering an amendment of the official zoning map to reclassify Lot 23, Block 2, East Side Addition to RMD Residential Medium Density District.

LIST OF SUPPORTING DOCUMENTS: Zoning Reversion map, Zoning Reversion aerial, 519 San Saba MH Zoning Reversion letter

MH ZONING REVERSION

MH TO RMD

519 SAN SABA ST

N

scale 1" = 200'

SUBJECT PROPERTY

ZONING BOUNDARY

N
BELLINGER ST
E LIVE OAK ST
SABINE ST
MONUMENT ST
LOVERS LN
SAN SABA ST
PEDERNALES ST
PEARL ST
NECHES ST
PERSIMMON ST
TRINITY ST
POPLAR ST
ROSEWOOD ST
1035
0
200
400 Feet

CITY OF Lockhart

(512) 398-3461 • FAX (512) 398-5103
P. O. Box 239 • Lockhart, Texas 78644
308 West San Antonio Street

July 27, 2021

Jiovanna Llamas
350 Old Luling Road
Lockhart, TX 78644
llamasjiovanna@utexas.edu

Dear Ms. Llamas:

You are the owner of Lot 23, Block 2, of the Eastside Addition, located at 519 San Saba Street in Lockhart. The property has previously had the "MH" Manufactured Home District zoning classification. However, the manufactured home that was on the property has been removed. Section 64-196(m) of the Lockhart Zoning Ordinance provides that individual lots zoned "MH" Manufactured Home District and not within a manufactured home subdivision or manufactured home park shall revert to the predominant zoning district classification adjacent to such lot upon removal of the mobile or manufactured home, or by cessation of occupancy of such home by utility disconnection in excess of 30 calendar days. It further states that the City Council shall ratify such action by an agenda item ordering a corresponding amendment of the zoning map.

This is your notice that, because the manufactured home has been removed from your property, the zoning has now reverted to "RMD" Residential Medium Density District. We are required to notify you that the automatic reversion of the zoning classification to RMD is scheduled to be ratified by the Lockhart City Council at their Tuesday, August 3, 2021, meeting at 7:30 PM in the City Council Chamber located at 217 South Main Street, 3rd floor. It will be on the "consent" agenda, as this action is merely a formality. No public notice or hearing is required, and you do *not* need to be present.

Due to this rezoning action, no other manufactured homes may be placed on the property without approval of a specific use permit by the Planning and Zoning Commission. A site-built single-family dwelling is allowed by-right on your lot. If you have any questions about this, I may be reached by e-mail at dgibson@lockhart-tx.org, or by telephone at 512-376-2454.

Cordially,

Dan Gibson

Dan Gibson, AICP
City Planner

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

COUNCIL MEETING DATE: August 3, 2021

AGENDA ITEM CAPTION: Presentation and discussion of Raftelis Water and Wastewater Rate Study.

ORIGINATING DEPARTMENT AND CONTACT: Finance - Pam Larison

ACTION REQUESTED: Direction

BACKGROUND/SUMMARY/DISCUSSION: On February 2, 2021, the City Council awarded a contract to Raftelis Financial Consultants, Inc. to perform a water and wastewater rate study.

The purpose of the study is to determine the total cost of providing water and wastewater services, equitably distribute costs to customers, and design rates to safeguard the financial integrity of the city utility systems.

Besides monitoring the City's current capital needs and increasing demand against its current supply, other factors determine if rates are meeting the needs of the systems, maintaining current infrastructure, and meeting debt obligations. This presentation will help the City develop a multi-year financial plan that is achievable to meet debt payments for all Water and Wastewater obligations including the Carrizo Groundwater Project while allowing the City to be prepared for any future capital improvement projects.

PROJECT SCHEDULE (if applicable): N/A

AMOUNT & SOURCE OF FUNDING:
Funds Required:
Account Number:
Funds Available:
Account Name:

FISCAL NOTE (if applicable):

PREVIOUS COUNCIL ACTION: N/A

COMMITTEE/BOARD/COMMISSION ACTION: N/A

STAFF RECOMMENDATION/REQUESTED MOTION: To receive direction from Council concerning water and wastewater rates for Fiscal Year 2021-2022; direction to staff to prepare city code amendments.

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

LIST OF SUPPORTING DOCUMENTS: City of Lockhart Water and Wastewater Rate Study Presentation, City of Lockhart Water and Wastewater Rate Study Report

City of Lockhart

Water and Wastewater Utility Rate Study Results

August 3, 2021

RAFTELIS

Agenda

1. Introduction
2. Rate Study Process
3. Financial Plan Results
4. Rate Design

Rate Study Process

1

Financial Plan

Key Outcome – revenues that sustainably fund the ongoing provision of safe and reliable water service.

2

Rate Design

Key Outcome – rates which reasonably align with class cost of service and meet the objectives of the City of Lockhart.

Financial Planning Process

1

Forecast Revenue Under Existing Rates

Given projected account growth and customer usage patterns, what would our revenues be if rates were left unchanged?

2

Forecast Operating Expenditures

How much will it cost to operate the water utility on a day to day basis?

3

Develop Capital Improvement Financing Plan

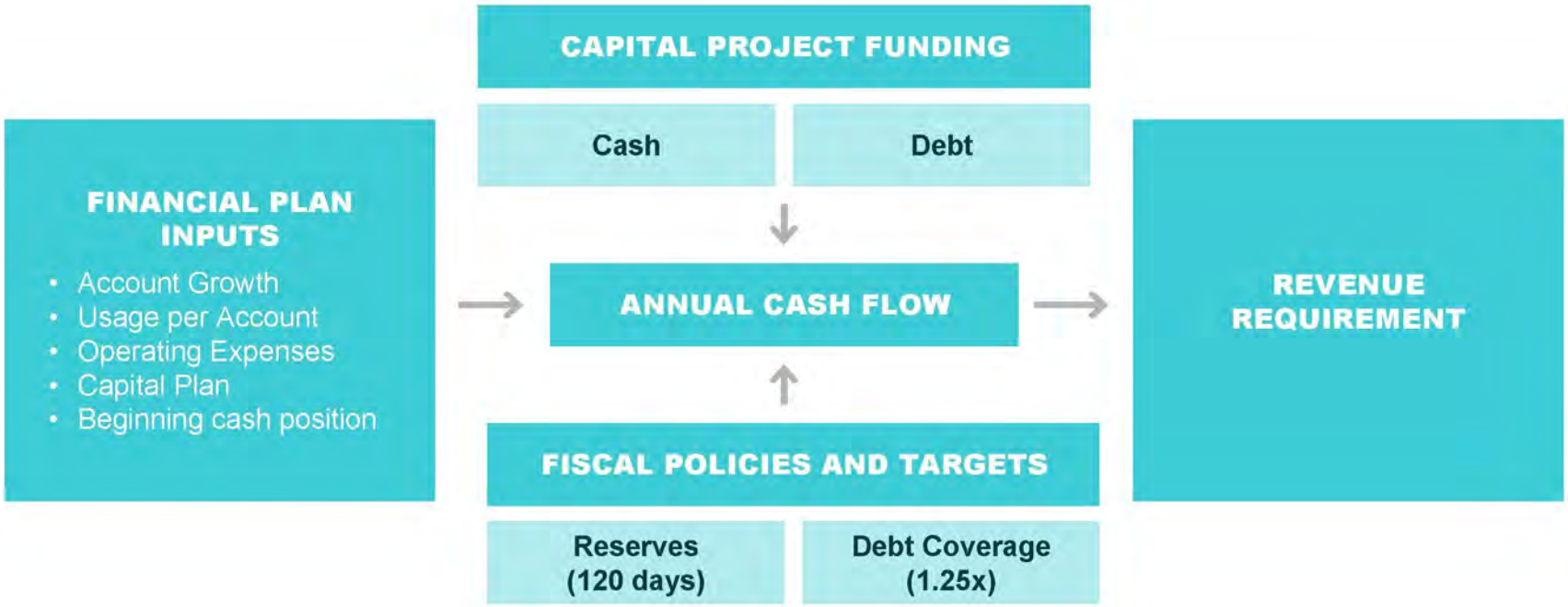
What capital repair and replacement expenditures will be needed? How will they be financed?

4

Evaluate Revenue Sufficiency

Are existing revenues sufficient to fund projected expenditures in a financially sustainable fashion?

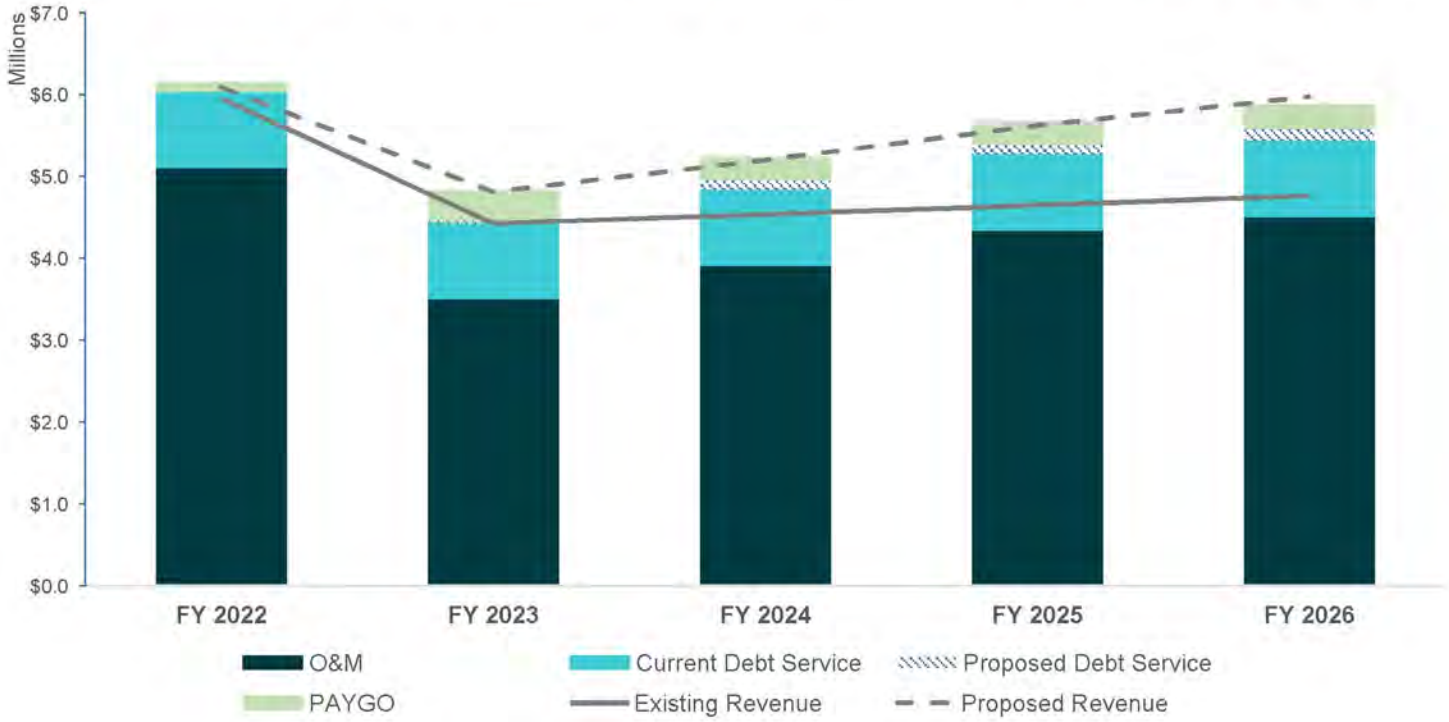
Financial Planning Process



Financial Plan - Water

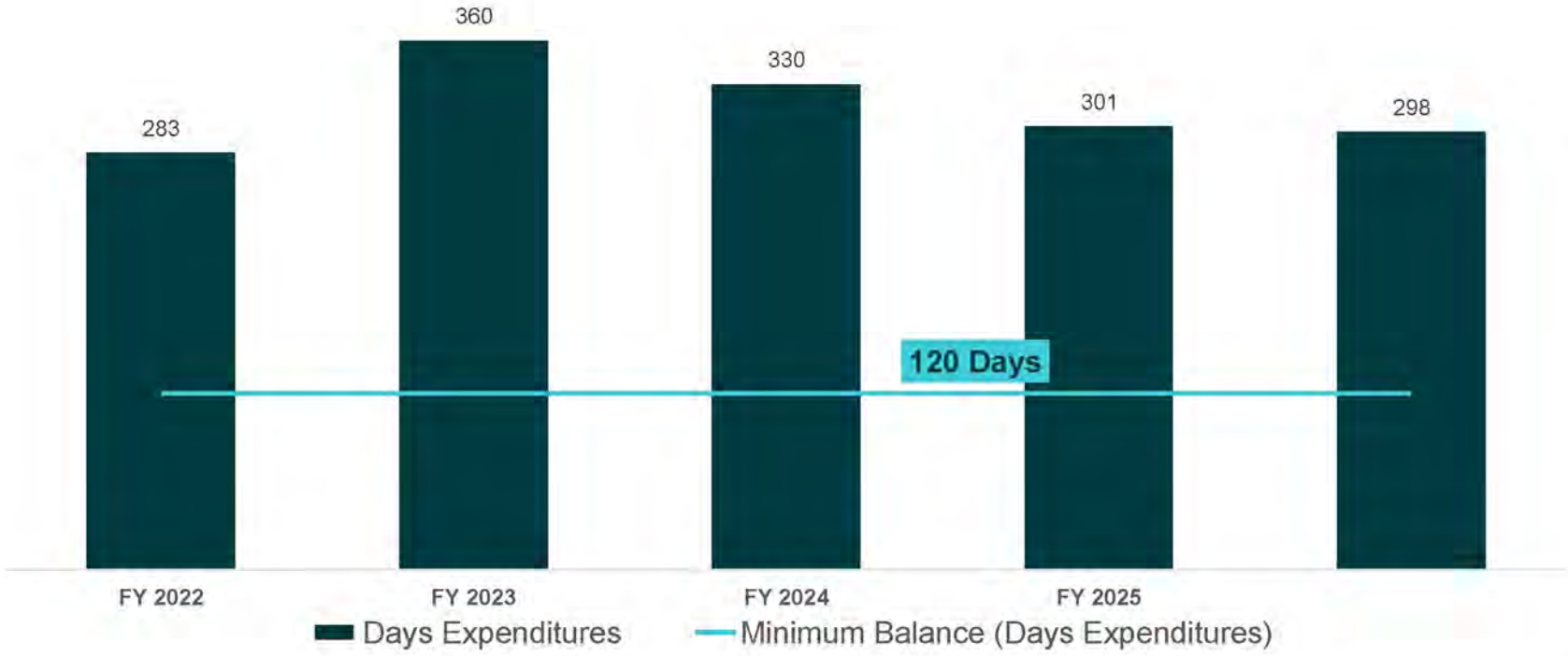
- Key Finding – Current revenue levels (i.e., in the absence of a rate adjustment) are insufficient to sustainably fund water service.
- Key Drivers
  - Increasing O&M costs – GBRA, inflationary increases
  - Cash (PAYGO) funding of repair and replacement capital and equipment
  - Capital improvements related to growth
  - Maintain minimum of 120 days of expenditures in reserve
  - Debt Service

Financial Plan - Water



Note: FY 22 Revenue increase due to one time ARP Grant of 1.5 Million

Fund Balance - Water



Cash Flow- Water

Financial Plan – Key Finding and Recommendations

Key Finding – current revenue levels are insufficient to sustainably fund the ongoing provision of safe and reliable water service.

Recommendations –

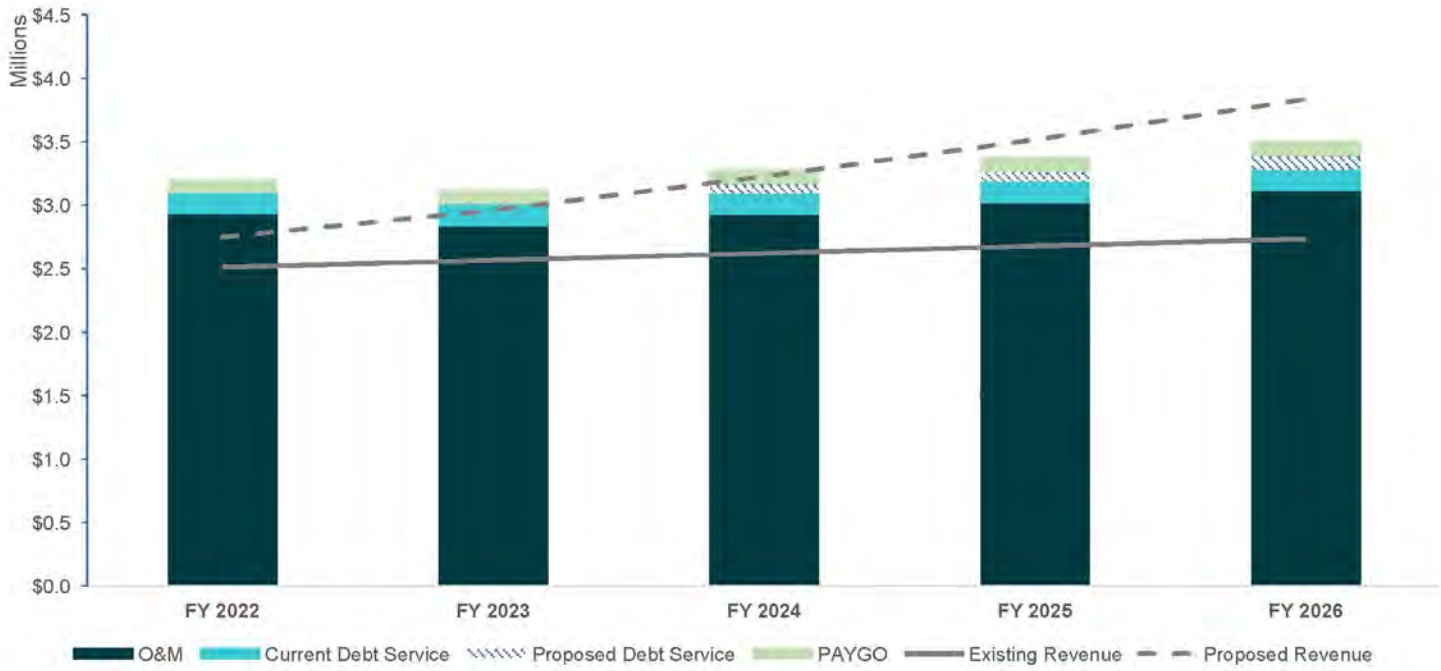
1. Approve revenue adjustments of 3.5% in 2022 and 6.0% 2023
2. Preliminary need for 6.0% adjustments in 2024 and 2025, but dependent on growth and GBRA passthrough costs.

Description	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
Revenues					
Revenue Adjustment	3.5%	6.0%	6.0%	6.0%	4.0%
Existing Rate Revenues	$ 3,876,199	$ 3,974,456	$ 4,075,535	$ 4,179,516	$ 4,286,483
Additional Rate Revenues	135,667	385,920	664,011	972,580	1,208,830
Total Rate Revenues	$ 4,011,866	$ 4,360,376	$ 4,739,545	$ 5,152,095	$ 5,495,313
Non-Rate Revenues	$ 2,081,587	$ 453,902	$ 462,933	$ 472,280	$ 481,955
Total Revenues	**$ 6,093,453**	**$ 4,814,278**	**$ 5,202,478**	**$ 5,624,376**	**$ 5,977,268**
Revenue Requirement					
Operation and Maintenance	**$ 5,112,674**	**$ 3,503,542**	**$ 3,912,554**	**$ 4,345,779**	**$ 4,506,167**
Capital					
Debt Service	$ 927,083	$ 966,790	$ 1,048,117	$ 1,048,755	$ 1,083,366
PAYGO Capital	102,500	356,162	269,223	275,953	282,852
Total Capital	**$ 1,029,583**	**$ 1,322,952**	**$ 1,317,339**	**$ 1,324,708**	**$ 1,366,218**
Total Revenue Requirement	**$ 6,142,257**	**$ 4,826,494**	**$ 5,229,894**	**$ 5,670,487**	**$ 5,872,384**
Financial Performance					
Beginning Fund Balance	$ 4,817,379	$ 4,768,575	$ 4,756,359	$ 4,728,943	$ 4,682,832
Surplus/(Deficit)	(48,803)	(12,216)	(27,416)	(46,111)	104,883
Ending Operating Fund Balance ($)	**$ 4,768,575**	**$ 4,756,359**	**$ 4,728,943**	**$ 4,682,832**	**$ 4,787,715**
Target Operating Fund Balance ($) (120 Days)	**$ 2,084,050**	**$ 1,569,668**	**$ 1,717,178**	**$ 1,845,779**	**$ 1,996,502**

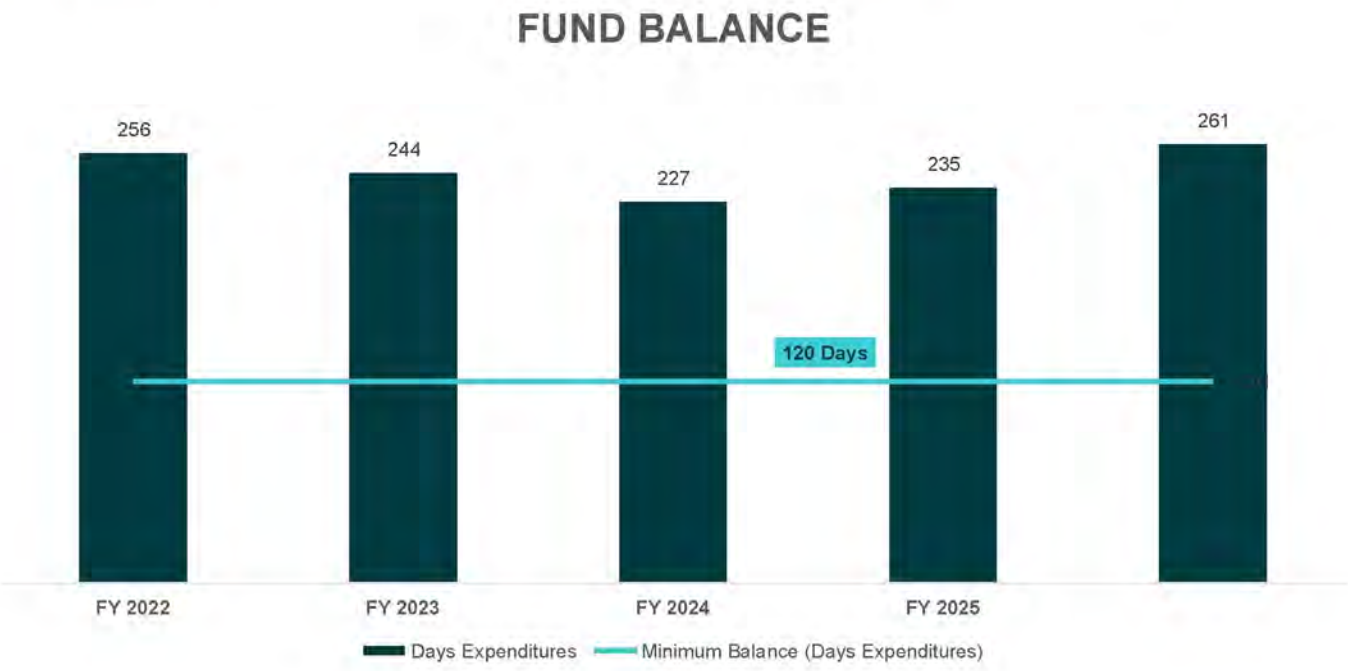
Financial Plan - Sewer

- Key Finding – Current revenue levels (i.e., in the absence of a rate adjustment) are insufficient to sustainably fund wastewater service.
- Key Drivers
  - Increasing O&M costs – 30% Increase in GBRA treatment costs
  - Last Rate Increase 2013; Base Fee only
  - Cash (PAYGO) funding of repair and replacement capital and equipment
  - Capital improvements related to growth
  - Maintain minimum of 120 days of expenditures in reserve
  - Debt Service

Financial Plan - Sewer



Fund Balance - Sewer



Cash Flow- Sewer

Financial Plan – Key Finding and Recommendations

Key Finding – current revenue levels are insufficient to sustainably fund the ongoing provision of safe and reliable wastewater service.

Recommendations –

1. Approve revenue adjustments of 8.0% in 2022 and 7.0% 2023
2. Preliminary need for 7.0% adjustments in 2024 and 2025, but dependent on growth and GBRA passthrough costs.

Description	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
Revenues					
Revenue Adjustment	8.0%	7.0%	7.0%	7.0%	7.0%
Existing Rate Revenues	$ 2,366,909	$ 2,421,820	$ 2,478,061	$ 2,535,665	$ 2,594,666
Additional Rate Revenues	189,353	376,835	586,042	819,138	1,078,498
Total Rate Revenues	$ 2,556,262	$ 2,798,656	$ 3,064,103	$ 3,354,803	$ 3,673,164
Non-Rate Revenues	$ 193,850	$ 163,850	$ 163,850	$ 163,850	$ 163,850
Total Revenues	**$ 2,750,112**	**$ 2,962,506**	**$ 3,227,953**	**$ 3,518,653**	**$ 3,837,014**
Revenue Requirement					
Operation and Maintenance	**$ 2,934,857**	**$ 2,839,775**	**$ 2,928,943**	**$ 3,020,977**	**$ 3,115,970**
Capital					
Debt Service	$ 163,699	$ 174,802	$ 240,484	$ 245,868	$ 277,841
PAYGO Capital	102,500	105,063	107,689	110,381	113,141
Total Capital	**$ 266,199**	**$ 279,864**	**$ 348,173**	**$ 356,250**	**$ 390,982**
Total Revenue Requirement	**$ 3,201,056**	**$ 3,119,639**	**$ 3,277,116**	**$ 3,377,227**	**$ 3,506,952**
Financial Performance					
Beginning Fund Balance	$ 2,693,504	$ 2,242,561	$ 2,085,427	$ 2,036,264	$ 2,177,690
Surplus/(Deficit)	(450,944)	(157,134)	(49,163)	141,426	330,062
Ending Operating Fund Balance ($)	**$ 2,242,561**	**$ 2,085,427**	**$ 2,036,264**	**$ 2,177,690**	**$ 2,507,752**
Target Operating Fund Balance ($) (120 Days)	**$ 1,102,826**	**$ 1,076,124**	**$ 1,191,415**	**$ 1,261,296**	**$ 1,401,384**

Rate Design

Pricing Objectives

Conservation

A pricing structure that encourages permanent reductions in water usage through more efficient use of water.

Affordability

Economically disadvantaged customers should be able to afford essential water services.

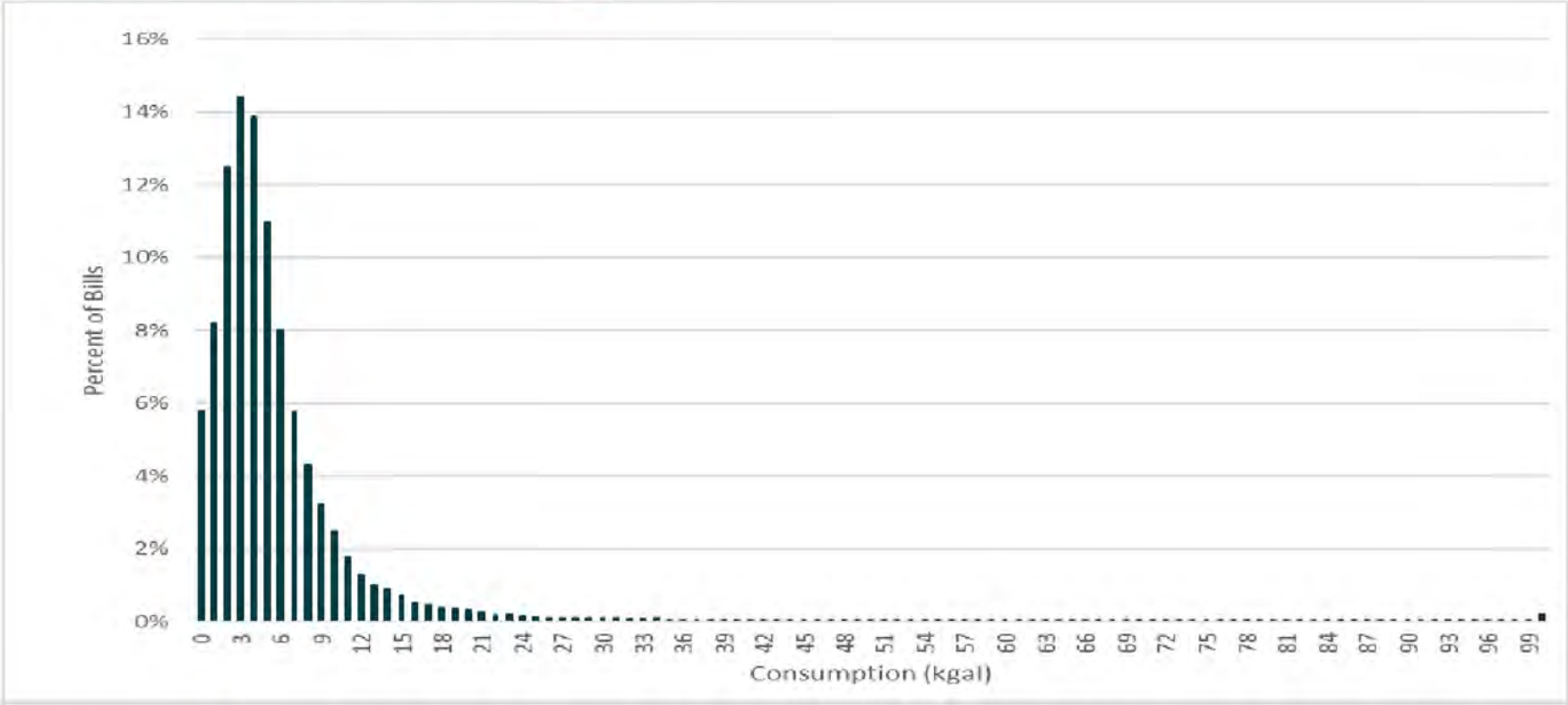
Rate Design

Existing Residential Water Consumption

Block	Bills	Usage	Cumulative Bill	Cumulative Usage	Usage in Block	% Bills	% Usage in Block
-	3,107	-	3,107	-	-	6%	0%
1	4,461	4,461	7,568	4,461	45,959	15%	17%
2	6,688	13,376	14,256	17,837	87,457	29%	33%
3	7,612	22,836	21,868	40,673	122,267	45%	46%
4	6,792	27,168	28,660	67,841	149,465	58%	56%
5	5,449	27,245	34,109	95,086	169,871	70%	63%
6	3,868	23,208	37,977	118,294	184,828	77%	69%
7	2,751	19,257	40,728	137,551	195,917	83%	73%
8	1,916	15,328	42,644	152,879	204,255	87%	76%
9	1,312	11,808	43,956	164,687	210,677	90%	78%
10	1,014	10,140	44,970	174,827	215,787	92%	80%
11	722	7,942	45,692	182,769	219,883	93%	82%
12	511	6,132	46,203	188,901	223,257	94%	83%
13	366	4,758	46,569	193,659	226,120	95%	84%

Historical billing data was used to recommend rates that would promote conservation in the upper tiers and affordability in the lower tiers.

Rate Design


16%
14%
12%
10%
8%
6%
4%
2%
0%
Percent of Bills
0
3
6
9
12
15
18
21
24
27
30
33
36
39
42
45
48
51
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60
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69
72
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99
Consumption (kgal)

Water Rate Design Scenarios

Scenario 1: Status Quo

Scenario 2: Fixed Charge by Meter Size & Tiers Adjustments (Recommended)

Scenario 3: Fixed Charge by Meter Size and Tier Adjustments (Keep Fixed Charge Flat)

Residential Recommend Tier Change

			Proposed 2022
Residential			
Tier 0 (0-2)	$/1,000	$	-
Tier 1 (2-6)	$/1,000		4.97
Tier 2 (6-8)	$/1,000		5.23
Tier 3 (8-10)	$/1,000		5.49
Tier 4 (10+)	$/1,000		6.26
Residential			
Tier 0 (0-2)	$/1,000	$	-
Tier 1 (2-6)	$/1,000		4.32
Tier 2 (6-10)	$/1,000		5.40
Tier 3 (10-20)	$/1,000		6.27
Tier 4 (20+)	$/1,000		6.92

Scenario 1: Status Quo

Description		Existing 2021	Proposed 2022	Proposed 2023	Proposed 2024	Proposed 2025	Proposed 2026
Meter Service Charge - Residential							
All Meters	$/Mo	$ 23.60	$ 24.43	$ 25.89	$ 27.45	$ 29.09	$ 30.26
Meter Service Charge - Non-Residential							
All Meters	$/Mo	$ 34.83	$ 36.05	$ 38.21	$ 40.50	$ 42.93	$ 44.65
City Distribution							
Residential							
Tier 0 (0-2)	$/1,000	$ -	$ -	$ -	$ -	$ -	$ -
Tier 1 (2-6)	$/1,000	4.80	4.97	5.27	5.58	5.92	6.15
Tier 2 (6-8)	$/1,000	5.05	5.23	5.54	5.87	6.23	6.47
Tier 3 (8-10)	$/1,000	5.30	5.49	5.81	6.16	6.53	6.79
Tier 4 (10+)	$/1,000	6.05	6.26	6.64	7.04	7.46	7.76

Scenario 2: Fixed Charge by Meter Size & Tiers Adjustments (Recommended)

Description		Existing 2021	Proposed 2022	Proposed 2023	Proposed 2024	Proposed 2025	Proposed 2026
Meter Service Charge - Residential & Non-Residential							
5/8"	$/Mo	$ 23.60	$ 24.43	$ 25.89	$ 27.45	$ 29.09	$ 30.26
1"	$/Mo	23.60	61.07	64.73	68.61	72.73	75.64
1-1/2"	$/Mo	23.60	122.13	129.46	137.23	145.46	151.28
2"	$/Mo	23.60	195.41	207.13	219.56	232.73	242.04
3"	$/Mo	23.60	366.39	388.37	411.68	436.38	453.83
4"	$/Mo	23.60	610.65	647.29	686.13	727.29	756.39
City Distribution							
Residential							
Tier 0 (0-2)	$/1,000	$ -	$ -	$ -	$ -	$ -	$ -
Tier 1 (2-6)	$/1,000	4.18	4.32	4.58	4.86	5.15	5.35
Tier 2 (6-10)	$/1,000	5.22	5.40	5.73	6.07	6.44	6.69
Tier 3 (10-20)	$/1,000	6.06	6.27	6.64	7.04	7.47	7.76
Tier 4 (20+)	$/1,000	6.68	6.92	7.33	7.77	8.24	8.57
Non-Residential (All Usage)	$/1,000	$ 4.32	$ 4.47	$ 4.74	$ 5.02	$ 5.33	$ 5.54

Scenario 3: Fixed Charge by Meter Size and Tier Adjustments (Keep Fixed Charge Flat)

Description		Existing 2021	Proposed 2022	Proposed 2023	Proposed 2024	Proposed 2025	Proposed 2026
Meter Service Charge - Residential & Non-Residential							
5/8"	$/Mo	$ 23.60	$ 23.60	$ 23.60	$ 23.60	$ 23.60	$ 23.60
1"	$/Mo	23.60	59.00	59.00	59.00	59.00	59.00
1-1/2"	$/Mo	23.60	118.00	118.00	118.00	118.00	118.00
2"	$/Mo	23.60	188.80	188.80	188.80	188.80	188.80
3"	$/Mo	23.60	354.00	354.00	354.00	354.00	354.00
4"	$/Mo	23.60	590.00	590.00	590.00	590.00	590.00
City Distribution							
Residential							
Tier 0 (0-2)	$/1,000	$ -	$ -	$ -	$ -	$ -	$ -
Tier 1 (2-6)	$/1,000	4.18	4.68	5.44	6.24	7.06	7.69
Tier 2 (6-10)	$/1,000	5.22	5.85	6.80	7.79	8.83	9.61
Tier 3 (10-20)	$/1,000	6.06	6.79	7.89	9.04	10.24	11.14
Tier 4 (20+)	$/1,000	6.68	7.49	8.71	9.98	11.30	12.30
Non-Residential (All Usage)	$/1,000	$ 4.73	$ 4.73	$ 5.22	$ 5.73	$ 6.27	$ 6.67

Residential Rate Impacts (5/8" Meter and 6,000 gallons)

Description	Existing 2021	Proposed 2022	Proposed 2023	Proposed 2024	Proposed 2025	Proposed 2026
Scenario 1						
Monthly Bill	$ 42.80	$ 44.30	$ 46.96	$ 49.77	$ 52.76	$ 54.87
Difference $		$ 1.50	$ 2.66	$ 2.82	$ 2.99	$ 2.11
Scenario 2						
Monthly Bill	$ 42.80	$ 41.72	$ 44.22	$ 46.87	$ 49.69	$ 51.67
Difference $		$ (1.08)	$ 2.50	$ 2.65	$ 2.81	$ 1.99
Scenario 3						
Monthly Bill	$ 42.80	$ 42.32	$ 45.37	$ 48.54	$ 51.85	$ 54.34
Difference $		$ (0.48)	$ 3.04	$ 3.17	$ 3.31	$ 2.49

Water Commercial Rate Impacts

(2" Meter and 30,000 gallons)

Description	Existing 2021	Proposed 2022	Proposed 2023	Proposed 2024	Proposed 2025	Proposed 2026
Scenario 1						
Monthly Bill	$ 195.23	$ 202.06	$ 214.19	$ 227.04	$ 240.66	$ 250.29
Difference $		$ 6.83	$ 12.12	$ 12.85	$ 13.62	$ 9.63
Scenario 2						
Monthly Bill	$ 195.23	$ 329.54	$ 349.32	$ 370.28	$ 392.49	$ 408.19
Difference $		$ 134.31	$ 19.77	$ 20.96	$ 22.22	$ 15.70
Scenario 3						
Monthly Bill	$ 195.23	$ 330.70	$ 345.30	$ 360.69	$ 376.94	$ 388.86
Difference $		$ 135.47	$ 14.59	$ 15.40	$ 16.25	$ 11.92

Wastewater Proposed Rates

Description		Existing 2021	Proposed 2022	Proposed 2023	Proposed 2024	Proposed 2025	Proposed 2026
Meter Service Charge - Residential							
5/8"	$/Mo	$ 15.51	$ 16.75	$ 17.92	$ 19.18	$ 20.52	$ 21.96
1"	$/Mo	15.51	16.75	17.92	19.18	20.52	21.96
1-1/2"	$/Mo	15.51	16.75	17.92	19.18	20.52	21.96
2"	$/Mo	15.51	16.75	17.92	19.18	20.52	21.96
3"	$/Mo	15.51	16.75	17.92	19.18	20.52	21.96
4"	$/Mo	15.51	16.75	17.92	19.18	20.52	21.96
Meter Service Charge - Non-Residential							
5/8"	$/Mo	$ 19.13	$ 20.66	$ 22.11	$ 23.65	$ 25.31	$ 27.08
1"	$/Mo	19.13	20.66	22.11	23.65	25.31	27.08
1-1/2"	$/Mo	19.13	20.66	22.11	23.65	25.31	27.08
2"	$/Mo	19.13	20.66	22.11	23.65	25.31	27.08
3"	$/Mo	19.13	20.66	22.11	23.65	25.31	27.08
4"	$/Mo	19.13	20.66	22.11	23.65	25.31	27.08
City Distribution							
Residential & Non-Residential							
Tier 0 (0-2)	$/1,000	$ -	$ -	$ -	$ -	$ -	$ -
Tier 1 (2-+)	$/1,000	4.67	5.04	5.40	5.77	6.18	6.61

Wastewater Residential Rate Impacts

(5/8" Meter and 6,000 gallons)

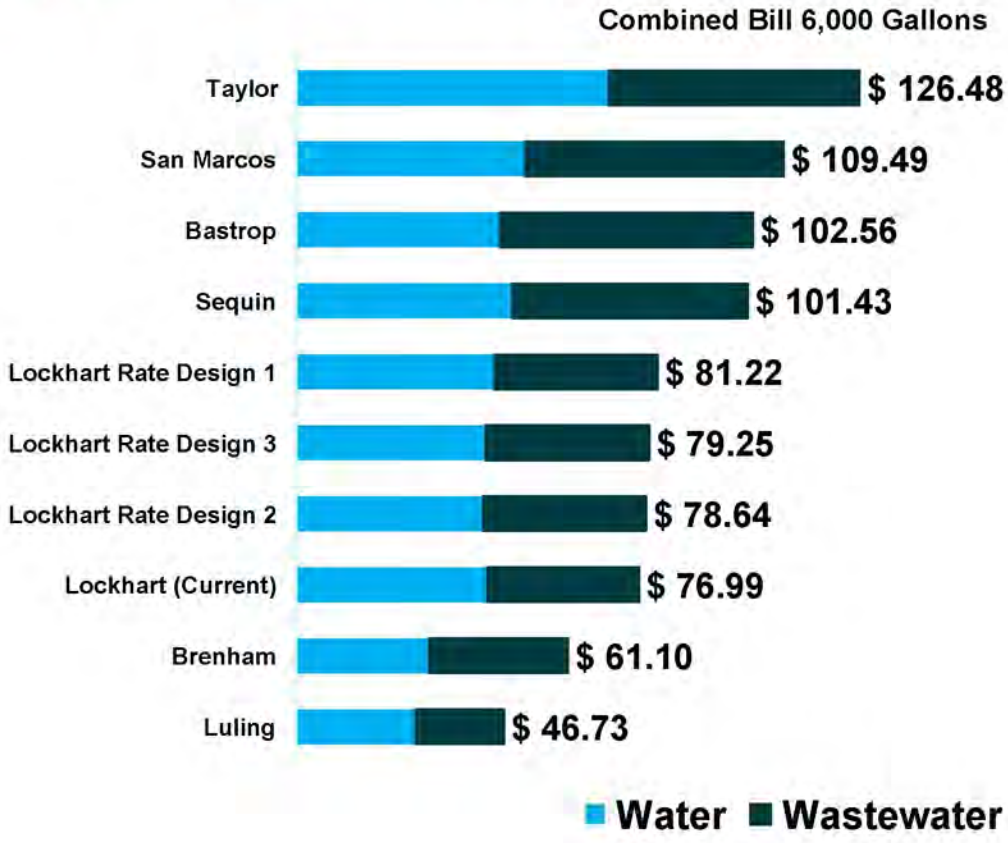
Description	Existing 2021	Proposed 2022	Proposed 2023	Proposed 2024	Proposed 2025	Proposed 2026
Monthly Bill	$ 34.19	$ 36.93	$ 39.51	$ 42.28	$ 45.23	$ 48.40
Difference $		$ 2.74	$ 2.58	$ 2.77	$ 2.96	$ 3.17

Wastewater Commercial Rate Impacts

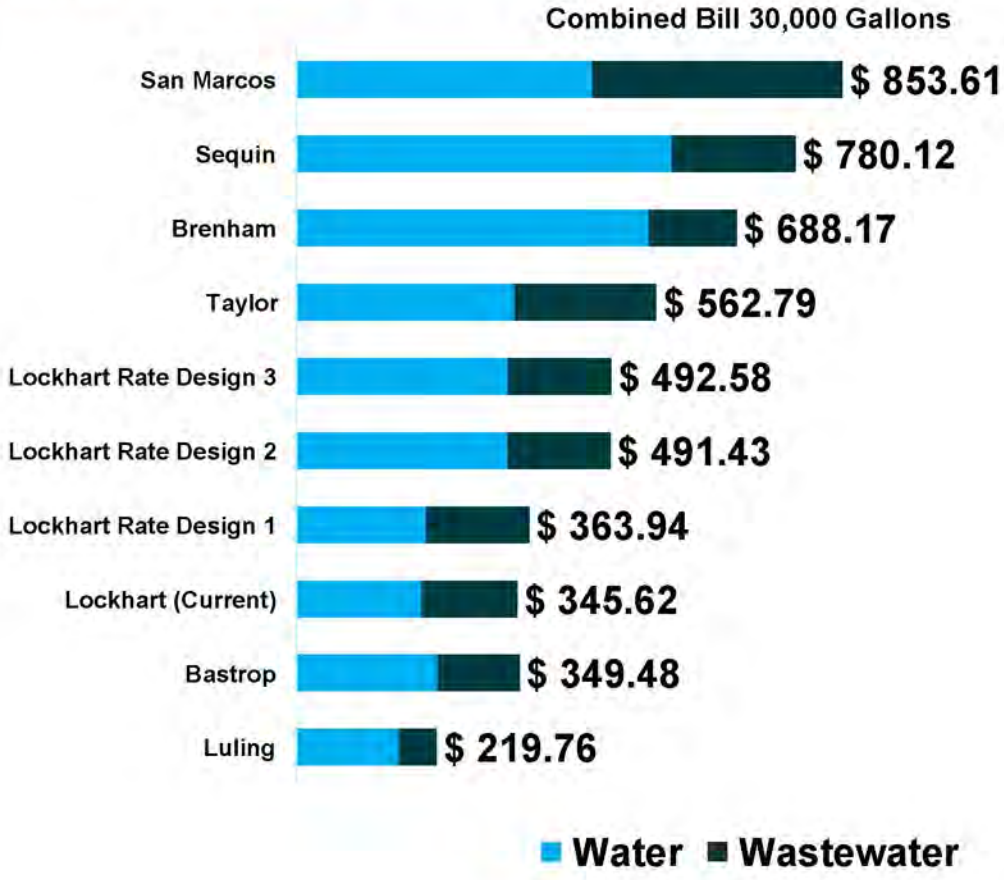
(2" Meter and 30,000 gallons)

Description	Existing 2021	Proposed 2022	Proposed 2023	Proposed 2024	Proposed 2025	Proposed 2026
Monthly Bill	$ 149.89	$ 161.88	$ 173.21	$ 185.34	$ 198.31	$ 212.19
Difference $		$ 11.99	$ 11.33	$ 12.12	$ 12.97	$ 13.88

Combined Residential Monthly Comparison (¾ Inch Meter)



Commercial Monthly Rate Comparison
(2 Inch Meter)



Thank you!

Contacts:

Justin Rasor
737 471 0146 / jrasor@raftelis.com

CITY OF

Lockhart

Water and Wastewater Rate Study

Draft Report / July 2021

RAFTELIS

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Executive Summary

The City of Lockhart (City) engaged Raftelis Financial Consultants, Inc. (Raftelis) to develop water and wastewater financial plans and develop rate structure alternatives to meet the City's objectives. The general objective of the financial planning process is to determine the level of rate revenue required to provide for the financial sustainability of the utilities into the future ensure that the water and wastewater utilities are financially independent. The City has drawn down its existing fund balance reserves over the last several years, and requires strong rate increases over the next seven years to replenish reserves and adequately finance required capital improvements.

STUDY PROCESS

Raftelis worked closely with City staff to conduct the rate study. The study primarily focused on the development of new rates. Rate analysis includes financial planning, cost of service analysis, and rate design. In the financial planning process, the level of rate revenue required to provide for the financial sustainability of the utilities into the future is determined. The cost of service determines how those costs should be recovered from different types of customers. Rate design develops charges that recover sufficient revenue in a fair and equitable manner.

Financial Plan Findings and Recommendations

Key Finding: For this study, the financial plan was developed for a multi-year forecast period. The forecast period uses the City's fiscal year, which runs from October 1 to September 30. Each year shown in the forecast refers to the year ending September 30. Separate financial plans for the water and wastewater utilities were developed to provide each with the resources that are needed to operate self-sustainingly. Based on this analysis, current revenue levels are insufficient to sustainably fund the ongoing provision of safe and reliable water and wastewater service.

Recommendations: We recommend rate revenue adjustments for both the water and wastewater utility over the forecast period to fund the increase in capital and operating expenditures. Due to the growth experienced by the City, it is recommended that staff continue to analyze rates every two years.

The exact impact on customer bills is contingent on implementing the rate recommendations at the end of this report.

COST OF SERVICE ANALYSIS

Key Finding: While the financial planning process determines the overall level of rate revenue necessary to sustain each utility, the cost-of-service analysis determines how that revenue should be recovered from City customers.

Raftelis conducted a cost-of-service analysis to determine the cost to serve different types of customers depending on how they use the water and wastewater systems. This is different than the financial plan, which evaluates revenue sufficiency in total. The cost-of-service analysis seeks to identify the proportion of total expenditures that can be attributed to different types of users based on the principle of cost causation. The utility systems are designed and operated to meet the demands of City customers. This means that the cost to operate and maintain these systems is directly attributable to these demands. That said, not all types of customers (referred to as customer classes) use the utility systems in the same way. The principle of cost causation attributes the cost to provide utility service to the customers that cause them to be incurred based on their demand characteristics. The results of the cost-of-service analysis can be used as a guide to adjust rates to improve alignment between revenues, by customer class, and costs by customer class.

Recommendations: After discussions with City staff, a move towards cost-of-service is not the best option for the City at this time. The recommendation will not affect the impact fee analysis. Raftelis recommends this be revisited again to determine if it is feasible for the City.

RATE DESIGN

Key Finding: Once revenue requirements were identified, Raftelis developed a multi-year rate schedule designed to recover costs more accurately from those who cause the utility to incur them. Raftelis will present three rate scenarios for water and one rate scenario for wastewater for the City to consider. This includes an examination of the current fixed charge and ways to make it fairer and more equitable while increasing fixed revenue for the City.

Recommendations: We recommend that the City adopt the new fixed charge rate structure that acknowledges the readiness-to-serve component associated with larger meter sizes. After analyzing residential billing data, a change to the tier structure is also recommended to align with users and promote conservation. When designing conservation rates, it's important to recognize essential and non-essential usage and how to apply the inclining block. The current tiers utilized by the City do not clearly demonstrate this, so we propose changing the tiers to 0-2,000 gallons, 2,001-6,000 gallons, 6,001-10,000 gallons, 10,001-20,000 gallons and 20,001 and above for all residential users. By changing the pricing ratios on these tiers, you can effectively promote conservation by charging a higher amount for non-essential usage, while promoting affordability through the minimum usage, and lower price tiers that would capture "essential" indoor usage. It is also recommended that the City eliminate the inclining block structure for non-residential users. Non-residential users typically use water more consistently than residential users, making it more difficult to differentiate between essential and non-essential usage. As a result, it is more difficult to send clear pricing signals to non-residential users and is a best practice to charge them a uniform rate.

Water Financial Plan

Financial Planning Methodology

This financial planning process involves three steps:

First, a revenue forecast under existing rates forms the baseline against which any revenue adjustments will be made. Second, a forecast of operating and capital expenses establishes the costs which will need to be recovered from utility rates. The final step involves a detailed cash flow forecast and an evaluation of rate revenue adjustments needed for financial sustainability. The City has two key performance indicators for evaluating financial health besides revenue sufficiency of the utilities.

Unrestricted Fund Balance as a percent of Utility Operating Expenses is a common measure of liquidity. It is a measure of the ability of the utility to deal with unanticipated declines in revenue or emergency expenditures without reducing service quality or dramatically increasing rates. It is determined by dividing the dollar amount of unrestricted fund balance by projected operating expenditures. It is not uncommon for utilities to maintain balances much higher than this minimum. Utilities with the strongest ratings from debt rating agencies (S&P, Fitch and Moody's) frequently maintain balances of great than 100% of annual operating expenses. The City's operating reserve is the equivalent to the unrestricted fund balance.

Debt Service Coverage is a measure of a utility's available revenues after all operating expense are paid to repay bondholders. A typical ratio is calculated by dividing net revenues (revenues, less operating expenses) by annual principal and interest payments. A ratio above 1 indicates that current net revenues (operating revenues less expenses)

are sufficient to meet current debt service obligations with room to spare for unforeseen emergencies. A ratio of less than 1 would mean that the utility does not have sufficient current revenues to cover debt service payment obligations. Debt Service Coverage targets are often defined in the City's bond covenants.

The utility should maintain the ability to deal with unanticipated declines in revenue or emergency expenditures without reducing service quality or dramatically increasing rates. While typical liquidity measures include operating expenses only, we recommend evaluating liquidity with debt service included as this remains an obligation of the utility, regardless of any unforeseen events. While the number of days a utility will seek to maintain will vary by utility, this financial plan targets 120 days. This can be used for working capital (timing differences in revenues and expenditures), temporary revenue shortfalls, or emergency capital repairs.

When possible, rates should also be set to maintain a program of gradual, modest increases to avoid large increases to deal with future expenses. A longer series of more modest rate increases is more equitable for customers than postponing adjustments and requiring painfully large rate increases in the future.

Forecast of Revenue at Existing Rates

Figure 1: Water Revenue at Existing Rates provides the forecast of water revenue at existing rates. Determining revenue under the City's existing rate levels is the first step in developing the financial plan. These revenues form the baseline (i.e. in the absence of any action to adjust rates) against which projected expenditures are compared. This step asks the question: "what would our revenues be, if we did not take any action to adjust rates?"

To determine revenue under existing rates Raftelis projected account growth and usage per account, which results in an overall usage forecast. To establish a baseline of demand, Raftelis reviewed account and water usage data from the previous three years. The study uses 3.0% growth for Residential, 1.5% growth for Commercial, 1.0% growth for Industrial. These growth rates through the forecast period are based on historical data and discussions with City staff. The forecasted accounts were then multiplied by the historical usage per account to determine a forecast of demand for each class. Using these projections, a forecast of revenue under existing rates was calculated to determine the need for future rate adjustments.

Figure 1: Water Revenue at Existing Rates

Description	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
Residential	$ 2,435,730	$ 2,508,802	$ 2,584,066	$ 2,661,588	$ 2,741,436
Commercial	1,005,878	1,031,025	1,056,801	1,083,221	1,110,301
City	66,291	66,291	66,291	66,291	66,291
Industrial	368,299	368,338	368,376	368,415	368,454
Total	$ 3,876,199	$ 3,974,456	$ 4,075,535	$ 4,179,516	$ 4,286,483

Forecast of Expenses

OPERATING EXPENSES

Operating expenses are those which the utility incurs on a consistent day to day basis, and which generally do not involve the construction of a capital asset. Raftelis reviewed the FY 2022 budget and compared it to historical actual spending and found it to be a reasonable basis for the O&M forecast. A significant portion of operating expenses is the purchase of treated water from Guadalupe-Blanco River Authority (GBRA), the City's wholesale water service provider. The City is also pays for operations of two water treatment plants. These treatment plant expenses are

included in the GBRA related expenses shown below. In FY 2021, it is projected that expenses related to GBRA will account for 77% of the City's operating expenditures. Figure 2 shows the forecast of operating expenses and what percent of operating expenditures can be attributed to GBRA.

Figure 2: Forecast of Water O&M

Description	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
Salaries and Wages	$ 264,903	$ 271,526	$ 278,314	$ 285,272	$ 292,403
Benefits	129,483	121,805	124,851	127,972	131,172
Materials & Supplies	64,898	66,520	68,183	69,888	71,635
Professional Services	7,900	8,098	8,300	8,507	8,720
Property Services	700	718	735	754	773
Capital Expenses	1,752,000	157,850	161,796	165,841	169,987
GBRA Expenses	2,565,310	2,625,710	3,012,775	3,423,506	3,560,836
Other	327,480	251,317	257,600	264,040	270,640
Total	$ 5,112,674	$ 3,503,542	$ 3,912,554	$ 4,345,779	$ 4,506,167
Percent Related to GBRA	50%	75%	77%	79%	79%

CAPITAL EXPENSES

Capital expenses are incurred to make improvements to water system assets. Figure 3 indicates the capital improvement program (CIP), as provided by City staff. Financing for these projects will be discussed in detail below.

The majority of these projects involve expansion projects from the Impact Analysis. City staff assigned priority level which dictated the timing of these projects in our forecast. Some of the major projects from the impact analysis include the 12" pipe along San Antonio St and a high service pump.

In addition to the impact analysis, this forecast built in a projection of $100,000 annually for repair and replacement (R&R) projects. This amount is not for any specific project, but rather to provide the City the financial capability to repair and replace existing assets. Lastly, two water towers, the San Jacinto Tower and the Wichita Tower, are projected to need maintenance in the next ten years. This water tower maintenance was built into the forecast with the costs for the two projects spread over a four-year period.

After analyzing the priority list for expansion projects and factoring in the need for an annual amount for repair and replacement projects, a multi-year capital forecast was determined. This results in capital expenditures of around $7.5 million over the ten-year forecast.

Figure 3: Water Capital Improvement Program

Description	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
High Priority Expansion	$ -	$ 1,499,137	$ 1,696,103	$ -	$ -
Medium Priority Expansion	-	231,138	-	-	-
Low Priority Expansion	-	-	-	-	-
R&R	102,500	105,063	269,223	275,953	282,852
Total	$ 102,500	$ 1,835,337	$ 1,965,325	$ 275,953	$ 282,852

CAPITAL FINANCING

The capital financing plan includes bond proceeds, which are borrowed to finance major projects, and ongoing rate funded capital, and revenue from impact fees. The plan in Figure 4 was developed to fully fund the CIP shown above after adjusting projects costs for expected 2.5% inflation. To the extent that the City has larger, one-time, capital improvement needs in the future they could consider financing them with debt, as cash funding may require a significant increase in rates that could then be higher than necessary to support a more normalized level of capital expenditures.

Figure 4: Water Capital Financing Plan

Description	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
Projected Bond Issuances	-	913,413	1,696,103	-	-
Impact Fees - Cash	-	565,762	-	-	-
PAYGO	102,500	356,162	269,223	275,953	282,852
Total	$ 102,500	$ 1,835,337	$ 1,965,325	$ 275,953	$ 282,852

Cash Flow Forecast

The final step in the financial planning process involves compiling a cash flow forecast which identifies the revenue adjustments necessary to ensure financial sustainability. Expenses include operating and maintenance expenses related to administrative overhead, operating the distribution system, purchasing water from GBRA, debt service, and ongoing rate funded capital. The City is forecasted to draw down its existing fund balance reserves over the next several years which is a major driver for the need of rate revenue increases. It is currently projected that the City will begin to add to its reserves by FY 2026.

Figure 5: Water Cash Flow Forecast

Description	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
Revenues					
Revenue Adjustment	3.5%	6.0%	6.0%	6.0%	4.0%
Existing Rate Revenues	$ 3,876,199	$ 3,974,456	$ 4,075,535	$ 4,179,516	$ 4,286,483
Additional Rate Revenues	135,667	385,920	664,011	972,580	1,208,830
Total Rate Revenues	$ 4,011,866	$ 4,360,376	$ 4,739,545	$ 5,152,095	$ 5,495,313
Non-Rate Revenues	$ 2,081,587	$ 453,902	$ 462,933	$ 472,280	$ 481,955
Total Revenues	**$ 6,093,453**	**$ 4,814,278**	**$ 5,202,478**	**$ 5,624,376**	**$ 5,977,268**
Revenue Requirement					
Operation and Maintenance (O&M)					
Salaries and Wages	$ 264,903	$ 271,526	$ 278,314	$ 285,272	$ 292,403
Benefits	129,483	121,805	124,851	127,972	131,172
Materials & Supplies	64,898	66,520	68,183	69,888	71,635
Professional Services	7,900	8,098	8,300	8,507	8,720
Property Services	700	718	735	754	773
Capital Expenses	1,752,000	157,850	161,796	165,841	169,987
GBRA Expenses	2,565,310	2,625,710	3,012,775	3,423,506	3,560,836
Other	327,480	251,317	257,600	264,040	270,640
Operation and Maintenance	**$ 5,112,674**	**$ 3,503,542**	**$ 3,912,554**	**$ 4,345,779**	**$ 4,506,167**
Capital					
Debt Service	$ 927,083	$ 966,790	$ 1,048,117	$ 1,048,755	$ 1,083,366
PAYGO Capital	102,500	356,162	269,223	275,953	282,852
Total Capital	**$ 1,029,583**	**$ 1,322,952**	**$ 1,317,339**	**$ 1,324,708**	**$ 1,366,218**
Total Revenue Requirement	**$ 6,142,257**	**$ 4,826,494**	**$ 5,229,894**	**$ 5,670,487**	**$ 5,872,384**
Financial Performance					
Beginning Fund Balance	$ 4,817,379	$ 4,768,575	$ 4,756,359	$ 4,728,943	$ 4,682,832
Surplus/(Deficit)	(48,803)	(12,216)	(27,416)	(46,111)	104,883
Ending Operating Fund Balance ($)	**$ 4,768,575**	**$ 4,756,359**	**$ 4,728,943**	**$ 4,682,832**	**$ 4,787,715**
Target Operating Fund Balance ($) (120 Days)	**$ 2,084,050**	**$ 1,569,668**	**$ 1,717,178**	**$ 1,845,779**	**$ 1,996,502**

Financial Plan – Key Finding and Recommendations

- **Key Finding** – current revenue levels are insufficient to sustainably fund the ongoing provision of safe and reliable water service.
- **Recommendations** –
  1. Approve revenue adjustments of 3.5% in 2022 and 6.0% 2023
  2. Preliminary need for 6.0% adjustments in 2024 and 2025, but dependent on growth and GBRA passthrough costs.

Wastewater Financial Plan

Raftelis followed a similar process to develop the financial plan for the wastewater utility. Figure 6 indicates the forecast of wastewater revenue at existing rates.

Figure 6: Wastewater Revenue at Existing Rates

Description	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
Residential	$ 1,471,154	$ 1,507,933	$ 1,545,631	$ 1,584,272	$ 1,623,879
Commercial	520,988	534,013	547,363	561,047	575,074
Industrial	278,553	281,339	284,152	286,994	289,864
Total	$ 2,270,696	$ 2,323,285	$ 2,377,147	$ 2,432,313	$ 2,488,816

Forecast of Expenses

OPERATING EXPENSES

Operating expenses are those which the utility incurs on a consistent day to day basis and which generally do not involve the construction of a capital asset. A significant portion of operating expenses is the treatment cost from GBRA. Over the forecast period, GBRA related expenses account for over 60% of the City's annual operating expenditures. The GBRA related expenses are also inflated at a higher rate of 3.5% compared to other operating expenses that are inflated at 2.5%. This increase is a major driver in the revenue requirement and is a cost that must be passed on the rate payers so the City can meet critical financial metrics such as a healthy fund balance and debt service coverage.

Figure 7: Forecast of Wastewater O&M Expenses

Description	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
Salaries and Wages	$ 192,479	$ 197,291	$ 202,223	$ 207,279	$ 212,461
Benefits	96,742	99,161	101,640	104,181	106,785
Materials & Supplies	81,862	83,909	86,006	88,156	90,360
Professional Services	14,350	14,709	15,076	15,453	15,840
Property Services	1,000	1,025	1,051	1,077	1,104
Capital Expenses	64,100	65,703	67,345	69,029	70,754
GBRA Expenses	1,937,415	1,817,397	1,881,006	1,946,841	2,014,981
Other	546,909	560,582	574,596	588,961	603,685
Total	$ 2,934,857	$ 2,839,775	$ 2,928,943	$ 3,020,977	$ 3,115,970
Percent Related to GBRA	66%	64%	64%	64%	65%

CAPITAL EXPENSES

Capital expenses are incurred to make improvements to wastewater system assets. Many of the projects involve the replacement and maintenance of the City's collection system. Figure 8 indicates the capital improvement program (CIP), as provided by City staff. Similar to water, City staff assigned priority level which dictated the timing of these projects in our forecast and annual amounts for repair and replacement (R&R) were included. Financing for these projects will be discussed in detail below. Some of the major wastewater projects include the 12" pipe from Highway 183 to FM 1322, 12" pipe from State Highway 130 and 12" pipe from Stueve West. There are other similar expansion projects not named here that are from the impact analysis mentioned above. D

Figure 8: Wastewater Capital Improvement Program

Description	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
High Priority Expansion	$ -	$ 1,040,119	$ 1,145,489	$ -	$ -
Medium Priority Expansion	-	-	-	-	1,090,678
Low Priority Expansion	-	-	-	-	-
R&R	102,500	105,063	107,689	110,381	113,141
Total	$ 102,500	$ 1,145,181	$ 1,253,178	$ 110,381	$ 1,203,818

CAPITAL FINANCING

The capital financing plan includes of bond proceeds and ongoing rate funded capital. The plan in Figure 9 was developed to fully fund the CIP shown above after adjusting project costs for expected 2.5% inflation. Bond proceeds are primarily used to fund expansion related projects from the Impact Analysis.

Figure 9: Wastewater Capital Financing Plan

Description	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
Projected Bond Issuances	-	265,808	1,145,489	-	791,986
Impact Fees - Cash	-	774,311	-	-	298,692
PAYGO	102,500	105,063	107,689	110,381	113,141
Total	$ 102,500	$ 1,145,181	$ 1,253,178	$ 110,381	$ 1,203,818

Cash Flow Forecast

The final step in the financial planning process involves compiling a cash flow forecast which identifies the revenue adjustments necessary to ensure financial sustainability. Expenses include operating and maintenance expenses related to administrative overhead, operating the collection system, paying for sewage treatment from GBRA, debt service, and ongoing rate funded capital. As indicated by Figure 10 10, wastewater revenues are not sufficient to meet current expenses. The rate revenue adjustments indicated below will ensure revenues continue to cover expenses and reach a balance above the minimum target.

The primary drivers for the adjustments are increases to operating expenses, mainly driven by an increase in GBRA treatment costs in FY 2022 and capital improvements.

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Figure 10 10: Wastewater Fund - Cash Flow Forecast

Description	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025	Forecast 2026
Revenues					
Revenue Adjustment	8.0%	7.0%	7.0%	7.0%	7.0%
Existing Rate Revenues	$ 2,366,909	$ 2,421,820	$ 2,478,061	$ 2,535,665	$ 2,594,666
Additional Rate Revenues	189,353	376,835	586,042	819,138	1,078,498
Total Rate Revenues	$ 2,556,262	$ 2,798,656	$ 3,064,103	$ 3,354,803	$ 3,673,164
Non-Rate Revenues	$ 193,850	$ 163,850	$ 163,850	$ 163,850	$ 163,850
Total Revenues	**$ 2,750,112**	**$ 2,962,506**	**$ 3,227,953**	**$ 3,518,653**	**$ 3,837,014**
Revenue Requirement					
Operation and Maintenance (O&M)					
Salaries and Wages	$ 192,479	$ 197,291	$ 202,223	$ 207,279	$ 212,461
Benefits	96,742	99,161	101,640	104,181	106,785
Materials & Supplies	81,862	83,909	86,006	88,156	90,360
Professional Services	14,350	14,709	15,076	15,453	15,840
Property Services	1,000	1,025	1,051	1,077	1,104
Capital Expenses	64,100	65,703	67,345	69,029	70,754
GBRA Expenses	1,937,415	1,817,397	1,881,006	1,946,841	2,014,981
Other	546,909	560,582	574,596	588,961	603,685
Operation and Maintenance	**$ 2,934,857**	**$ 2,839,775**	**$ 2,928,943**	**$ 3,020,977**	**$ 3,115,970**
Capital					
Debt Service	$ 163,699	$ 174,802	$ 240,484	$ 245,868	$ 277,841
PAYGO Capital	102,500	105,063	107,689	110,381	113,141
Total Capital	**$ 266,199**	**$ 279,864**	**$ 348,173**	**$ 356,250**	**$ 390,982**
Total Revenue Requirement	**$ 3,201,056**	**$ 3,119,639**	**$ 3,277,116**	**$ 3,377,227**	**$ 3,506,952**

Financial Plan – Key Finding and Recommendations

- **Key Finding** – current revenue levels are insufficient to sustainably fund the ongoing provision of safe and reliable wastewater service.
- **Recommendations** –
  3. Approve revenue adjustments of 8.0% in 2022 and 7.0% 2023
  4. Preliminary need for 7.0% adjustments in 2024 and 2025, but dependent on growth and GBRA passthrough costs.

Rates and Customer Impacts

FIXED CHARGES

When considering an appropriate fixed charge for the City, there are a few important considerations to make. Fixed charges provide revenue stability to a City. The majority of costs are fixed, so having a healthy balance between fixed and variable revenue is important.

Not all costs that the City incurs to provide water and wastewater service are created equal. For example, much of the cost of providing water and wastewater service is not directly under the City's control. These non-

controllable costs place upward pressure on water and wastewater rates, even as City staff work to influence expenses that the City can control. The cost of water purchased and the plant operations expenses for the water and wastewater treatment from GBRA represent a large proportion of the cost of providing service. Still, the rates paid for these services are set by the providers and must be passed on to customers.

Most of the cost of providing water and wastewater service is fixed, which means it is not dependent on how much water a customer uses. Most of the City's costs are incurred to make service available to customers 24 hours a day, 7 days a week, 365 days a year, regardless of how much water customers use on a given day. The City cannot stop maintaining the system when water is not being used and starts again. This concept is known as *readiness to serve*. When considering these factors, it shows the importance of having a steady stream of fixed revenue. The City should adopt an industry-standard approach that recognizes and recovers the higher demand larger meters put on the system, thus the higher fixed costs associated with serving these customers.

VOLUME CHARGES

Raftelis also recommends adopting a revised volume rate structure to address several issues. The current structure applies an inclining block rate to all customers. A common justification for these rates is to encourage conservation, though the current structure does not send clear pricing signals to the customer based on the billing data. Figure 11 below highlights what percentage of bills fall at different consumption levels. When designing inclining block rates, it's important to recognize essential and non-essential usage. The current tiers utilized by the City do not clearly demonstrate this, so we propose changing the tiers to 0-2,000 gallons, 2,001-6,000 gallons, 6,001-10,000 gallons, 10,001-20,000 gallons and 20,001 and above for all residential users. By changing the pricing ratios on these tiers, you can effectively promote conservation by charging a higher amount for non-essential usage, while promoting affordability through the minimum usage, and lower price tiers that would capture "essential" indoor usage.

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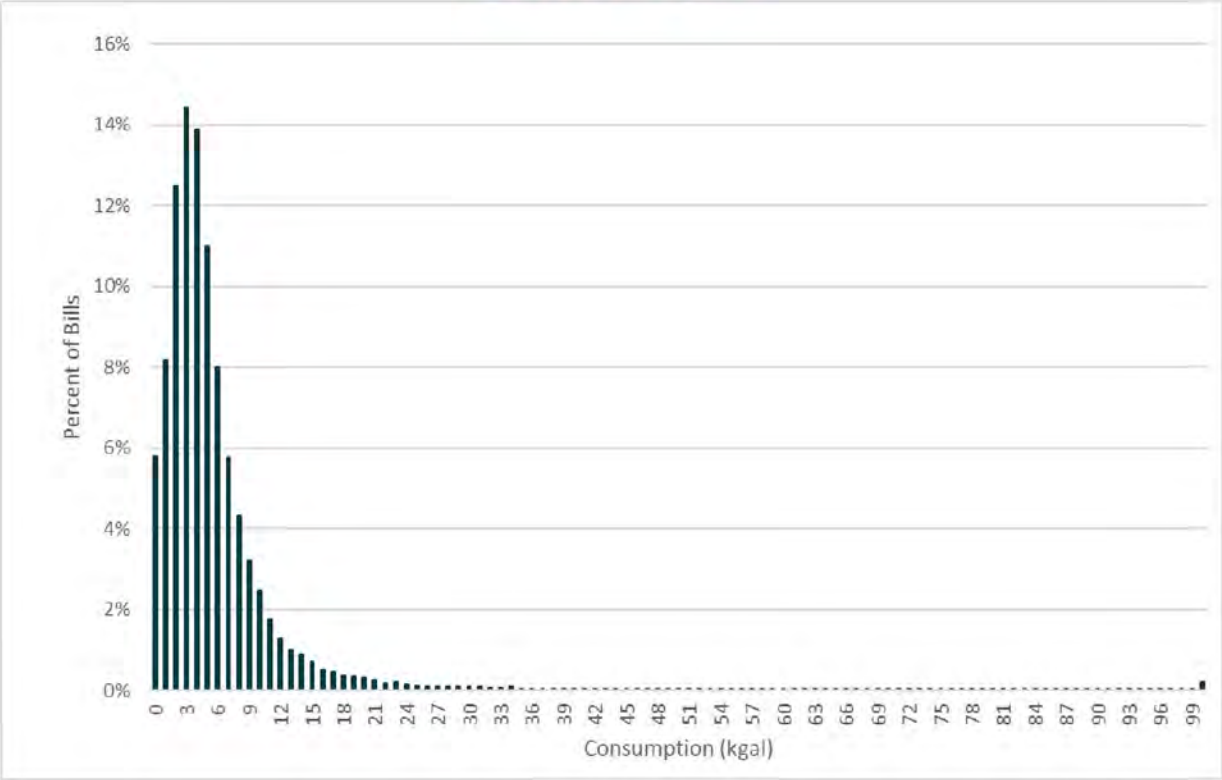
Figure 11: Billing Data



Proposed Water Rates

Once the overall level of revenue recovery was determined and the cost of service completed, Raftelis examined rate structure options to recover the revenue as well as meet the objectives of the City.

Several rate scenarios were prepared for the City to consider. The first scenario does not make any changes to the rate structure and applies an across-the-board increase to current rates. The second scenario adopts a new fixed charge by meter size, changes the tier levels for residential customers and eliminates the tiers for non-residential customers. The proposed rate increases for this option are then applied across-the-board. The third scenario makes the same structural changes as the second scenario, except the entirety of the rate increase is applied to the volume charge. This will have a larger impact on high volume users.

It is recommended that the City adopt Rate Design Scenario 2. The magnitude of the rate increases that are needed to maintain the financial health of the utility would lead to large customer impacts if they are only applied on the volumetric charge. These increases would disproportionately impact higher usage customers. It is recommended that the rate increases are applied across the board after adopting the alternate rate structure as demonstrated by the proposed scenario 2 rate projections.

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Figure 12: Rate Design Scenario 1

Description		Existing 2021	Proposed 2022	Proposed 2023	Proposed 2024	Proposed 2025	Proposed 2026
Meter Service Charge - Residential							
All Meters	$/Mo	$ 23.60	$ 24.43	$ 25.89	$ 27.45	$ 29.09	$ 30.26
Meter Service Charge - Non-Residential							
All Meters	$/Mo	$ 34.33	$ 35.53	$ 37.66	$ 39.92	$ 42.32	$ 44.01
City Distribution							
Residential							
Tier 0 (0-2)	$/1,000	$ -	$ -	$ -	$ -	$ -	$ -
Tier 1 (2-6)	$/1,000	4.80	4.97	5.27	5.58	5.92	6.15
Tier 2 (6-8)	$/1,000	5.05	5.23	5.54	5.87	6.23	6.47
Tier 3 (8-10)	$/1,000	5.30	5.49	5.81	6.16	6.53	6.79
Tier 4 (10+)	$/1,000	6.05	6.26	6.64	7.04	7.46	7.76

Figure 13: Rate Design Scenario 2

Description		Existing 2021	Proposed 2022	Proposed 2023	Proposed 2024	Proposed 2025	Proposed 2026
Meter Service Charge - Residential & Non-Residential							
5/8"	$/Mo	$ 23.60	$ 24.43	$ 25.89	$ 27.45	$ 29.09	$ 30.26
1"	$/Mo	23.60	61.07	64.73	68.61	72.73	75.64
1-1/2"	$/Mo	23.60	122.13	129.46	137.23	145.46	151.28
2"	$/Mo	23.60	195.41	207.13	219.56	232.73	242.04
3"	$/Mo	23.60	366.39	388.37	411.68	436.38	453.83
4"	$/Mo	23.60	610.65	647.29	686.13	727.29	756.39
City Distribution							
Residential							
Tier 0 (0-2)	$/1,000	$ -	$ -	$ -	$ -	$ -	$ -
Tier 1 (2-6)	$/1,000	4.18	4.32	4.58	4.86	5.15	5.35
Tier 2 (6-10)	$/1,000	5.22	5.40	5.73	6.07	6.44	6.69
Tier 3 (10-20)	$/1,000	6.06	6.27	6.64	7.04	7.47	7.76
Tier 4 (20+)	$/1,000	6.68	6.92	7.33	7.77	8.24	8.57
Non-Residential (All Usage)	$/1,000	$ 4.32	$ 4.47	$ 4.74	$ 5.02	$ 5.33	$ 5.54

Figure 14: Rate Design Scenario 3

Description		Existing 2021	Proposed 2022	Proposed 2023	Proposed 2024	Proposed 2025	Proposed 2026
Meter Service Charge - Residential & Non-Residential							
5/8"	$/Mo	$ 23.60	$ 23.60	$ 23.60	$ 23.60	$ 23.60	$ 23.60
1"	$/Mo	23.60	59.00	59.00	59.00	59.00	59.00
1-1/2"	$/Mo	23.60	118.00	118.00	118.00	118.00	118.00
2"	$/Mo	23.60	188.80	188.80	188.80	188.80	188.80
3"	$/Mo	23.60	354.00	354.00	354.00	354.00	354.00
4"	$/Mo	23.60	590.00	590.00	590.00	590.00	590.00
City Distribution							
Residential							
Tier 0 (0-2)	$/1,000	$ -	$ -	$ -	$ -	$ -	$ -
Tier 1 (2-6)	$/1,000	4.18	4.68	5.44	6.24	7.06	7.69
Tier 2 (6-10)	$/1,000	5.22	5.85	6.80	7.79	8.83	9.61
Tier 3 (10-20)	$/1,000	6.06	6.79	7.89	9.04	10.24	11.14
Tier 4 (20+)	$/1,000	6.68	7.49	8.71	9.98	11.30	12.30
Non-Residential (All Usage)	$/1,000	$ 4.73	$ 4.73	$ 5.22	$ 5.73	$ 6.27	$ 6.67

Wastewater Rates

Raftelis recommends across the board rate increases for all wastewater customers. After discussions with City staff, it was determined the current rate structure is effective. Figure 15 below shows the proposed wastewater rates over the forecast period.

Figure 15: Proposed Wastewater Rates

Description		Existing 2021	Proposed 2022	Proposed 2023	Proposed 2024	Proposed 2025	Proposed 2026
Meter Service Charge - Residential							
5/8"	$/Mo	$ 15.51	$ 16.75	$ 17.92	$ 19.18	$ 20.52	$ 21.96
1"	$/Mo	15.51	16.75	17.92	19.18	20.52	21.96
1-1/2"	$/Mo	15.51	16.75	17.92	19.18	20.52	21.96
2"	$/Mo	15.51	16.75	17.92	19.18	20.52	21.96
3"	$/Mo	15.51	16.75	17.92	19.18	20.52	21.96
4"	$/Mo	15.51	16.75	17.92	19.18	20.52	21.96
Meter Service Charge - Non-Residential							
5/8"	$/Mo	$ 19.13	$ 20.66	$ 22.11	$ 23.65	$ 25.31	$ 27.08
1"	$/Mo	19.13	20.66	22.11	23.65	25.31	27.08
1-1/2"	$/Mo	19.13	20.66	22.11	23.65	25.31	27.08
2"	$/Mo	19.13	20.66	22.11	23.65	25.31	27.08
3"	$/Mo	19.13	20.66	22.11	23.65	25.31	27.08
4"	$/Mo	19.13	20.66	22.11	23.65	25.31	27.08
City Distribution							
Residential & Non-Residential							
Tier 0 (0-2)	$/1,000	$ -	$ -	$ -	$ -	$ -	$ -
Tier 1 (2-+)	$/1,000	4.67	5.04	5.40	5.77	6.18	6.61

Combined Bill Comparisons

The following tables display a comparison of 6,000 gallon monthly water and wastewater bills in Lockhart under current and proposed rates to other relevant communities in the area. Additionally, a graph showing a 2" commercial used using 30,000 gallons per month is also shown to demonstrate the impacts to commercial customers.

Numerous factors impact the differences in water and wastewater rates between communities. Each community is unique, so comparisons are not apples to apples. One reason is density (the number of customers per square mile of service area) because the cost of providing water and wastewater service decreases as more customers are served in the same area. The source of water supply also matters. The City incurs a significant amount of costs from GBRA. It is also important to compare bills, rather than rates. A community with a higher monthly fixed charge, for example, might have lower usage charge with the end result being a bill that is similar between the two communities.

Finally, it is important to recognize that lower rates are always a "point in time" comparison. This means that a community that has lower rates now may not have lower rates in the future. Water and wastewater services are very capital intensive. Water and wastewater pipes must be continually repaired and replaced to ensure that safe and reliable service can continue to be provided uninterrupted. Doing so requires a significant amount of labor, heavy machinery, steel and concrete. Deferring this repair and replacement can allow a community to have lower rates, but this cannot go on indefinitely. Eventually these replacements will be needed and rates will need to be increased to cover the costly repairs.

While the projected rate increases will increase the bills for City customers, the rates charged to City customers are still fairly average when comparing to similar communities.

Figure 16: Bill Comparison ¾" Residential using 6,000 gallons per month

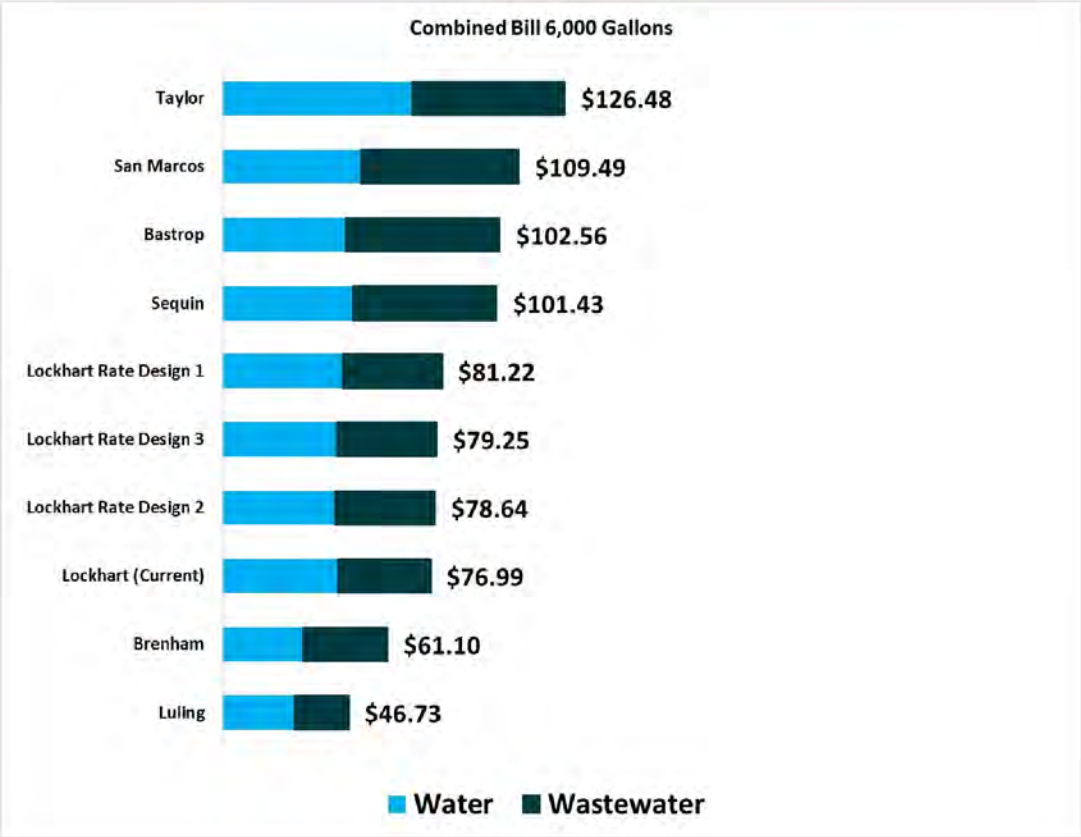

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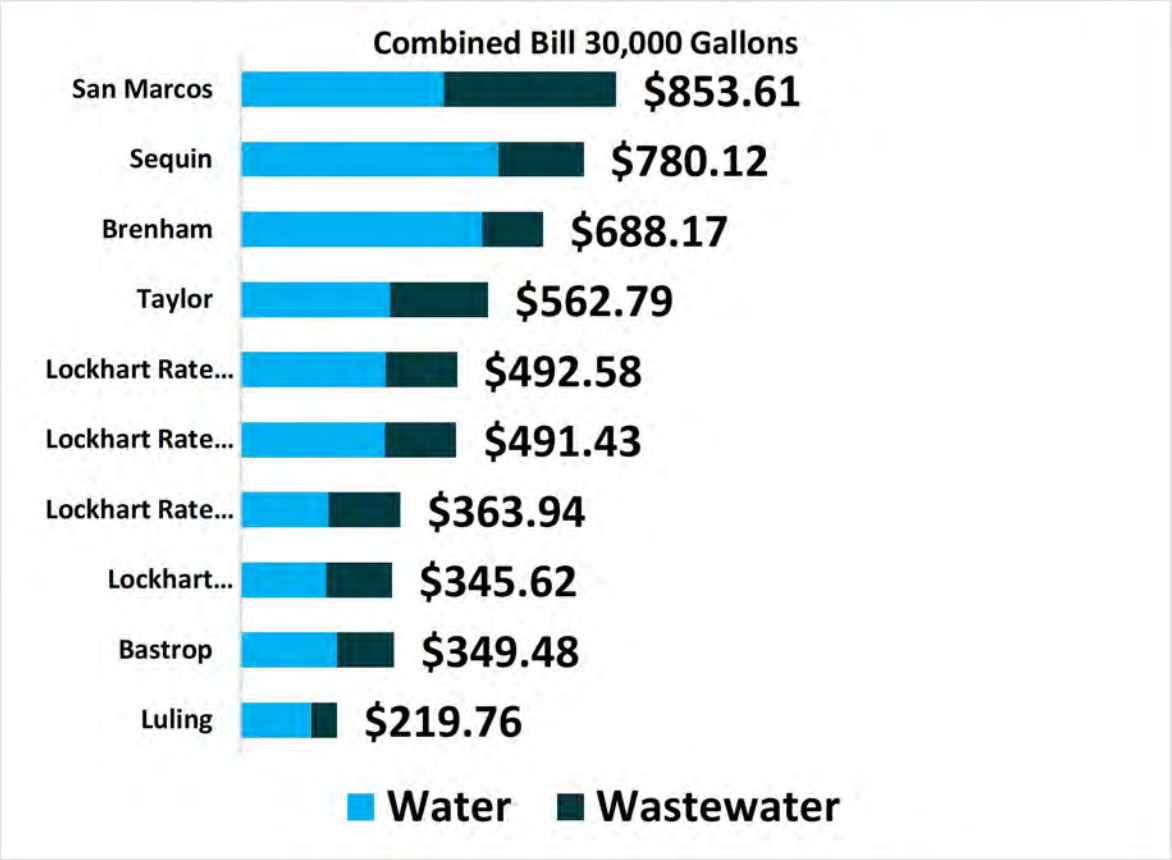
Figure 17: 2" Commercial using 30,000 gallons per month



Results

The City's current revenue levels are insufficient to fund water and wastewater service. For the City to continue to meet key financial metrics, strong rate increases are required for both the water and wastewater utility. Rates have been set to maintain a program of gradual, modest increases and to avoid large, one-time increases when possible. A longer series of more modest rate increases is an effective way to minimize customer impacts and reduce rate shock by phasing them in and utilizing the City's reserves. Rate structure changes are also recommended to promote conservation and affordability for customers. Additionally, changes to the fixed charge will allow the City to collect revenue in fairer and more equitable ways by recognizing the costs associate with larger meter sizes. By adopting the Rate Design 2 scenario presented in this report, the City can ensure a high level of fixed revenue and minimize impacts on low usage customers despite the projected rate increases.

City of Lockhart, Texas

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COUNCIL MEETING DATE: August 3, 2021

AGENDA ITEM CAPTION: Presentation of Downtown Revitalization Project and consider Agreement with TRC Engineers, Inc. for engineering services of conceptual design alternatives of the City of Lockhart Downtown Revitalization Project and authorize the City Manager to sign the agreement.

ORIGINATING DEPARTMENT AND CONTACT: Public Works - Sean Kelley, Steven Lewis

ACTION REQUESTED: Award of Contract

BACKGROUND/SUMMARY/DISCUSSION: On April 13, 2021 City Council directed the City Engineer to prepare a proposal for the Downtown Revitalization Project that would include public meetings, coordination with other governing entities, conceptual design alternatives for the nine block area of downtown, preliminary traffic route evaluation, cultural services, preliminary landscape designs and probable cost for the project. The Downtown Revitalization Project and design alternatives shall keep within the theme of the Sustainable Places Project document adopted and approved by City Council in 2013.

PROJECT SCHEDULE (if applicable):

AMOUNT & SOURCE OF FUNDING:
Funds Required: $88,600.00
Account Number: 416-5633-903
Funds Available:
Account Name: 2015 CO

FISCAL NOTE (if applicable):

PREVIOUS COUNCIL ACTION: City Council Adopted Sustainable Places Project-2013. City Council Directed City Engineer to prepare a proposal for conceptual designs and probable cost- April 13, 2021.

COMMITTEE/BOARD/COMMISSION ACTION:

STAFF RECOMMENDATION/REQUESTED MOTION: Staff recommends approval of Agreement as presented by TRC Engineers.

LIST OF SUPPORTING DOCUMENTS: Agreement with TRC - Lockhart Downtown Project-Concept Design.

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

505 East Huntland Drive
Suite 250
Austin, Texas 78752

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

July 28, 2021

Mr. Steve Lewis, City Manager
City of Lockhart
308 W. San Antonio Street
Lockhart, Texas 78644

RE: City of Lockhart Downtown Revitalization Project
Engineering Services Proposal – Conceptual Design Alternatives

Dear Mr. Lewis:

TRC Engineers, Inc. (TRC) has prepared this Engineering Services Proposal for professional engineering and landscape architecture services for the conceptual level design of the proposed Downtown Revitalization Project which includes utility, drainage, street, hardscape, pedestrian access, landscaping, and other various improvements as defined in the Scope of Work below.

The project consists of improvements within the nine-block area centered around the Lockhart Courthouse. The work will consist of three concept-level design alternatives for review by City Staff and the public at large. At the request of the City, TRC will provide a presentation to City Staff and City Council as well as hold interactive workshops with the public.

TRC will perform the following Scope of Work:

SCOPE OF WORK

A. Coordination Meetings

1. Attend one (1) initial site visit and one (1) kickoff meeting with City staff. The purpose of the meeting and site visit will be to seek input from City staff on desired improvements for incorporation into the design alternatives.
2. Attend one (1) coordination meeting with representatives from TxDOT for project notification and gather input on potential improvements
3. Attend one (1) coordination meeting with representatives from Caldwell County for project notification and to gather input on potential improvements.

B. Conceptual Design Alternative Development

1. The design team will prepare three (3) concept-level design alternatives for enhancing the hardscape, landscape, pedestrian mobility, roads and utilities within the nine-block area.
2. The nine-block area is defined by Walnut Street on the north, Colorado Street (US 183) on the east; Prairie Lea Street on the south; and Church Street on the west.
3. Each alternative layout will include the following improvements:
   a. Hardscape pavement (sidewalk) enhancements
   b. Revised parking configurations along North Main Street and around the Caldwell County Courthouse.
   c. Planting plan identifying landscaped areas with suggested plants.
   d. Accessibility / pedestrian access to include identification of curb ramp locations, curb bulbouts, and pedestrian refuge islands.
   e. Suggested pedestrian scale lighting fixtures
   f. Utility (water, sewer, drainage) and street improvements.
4. Each alternative will be designed to meet the following criteria:
   a. Provide a pedestrian friendly space.
   b. Provide a sense of place and enhance the overall aesthetic for the downtown area.
   c. Preserve as much of the existing parking as possible.
   d. Minimize the overall project cost.
   e. Keep within the theme of the Sustainable Place Project document adopted and approved by the City in 2013 and TRC's presentation to City Council on April 13, 2021.
5. At least one alternative will include the addition of a public plaza north of the courthouse on San Antonio Street.
6. Each alternative will consist of concept-level drawings including scaled plans, necessary elevations, sections, details, and/or reference images to illustrate and support the design concept.

7. Concept level engineer's opinion of probable costs (EOPC) will be prepared for each alternative.

C. Preliminary Traffic Route Evaluation

1. Evaluate up to three (3) traffic route alternatives for the section of North Main Street between San Antonio Street (SH 142) and Walnut Street. The three alternatives shall be:
   a. Closing North Main Street to vehicular traffic completely.
   b. Revise N Main St to one-way northbound and Commerce St to one way southbound.
   c. Revise N Main St to one-way southbound and Commerce St to one-way northbound.
2. Each alternative will be evaluated for the following:
   a. Feasibility of making the change
   b. The effects on traffic to the surrounding streets
   c. The impact to pedestrians
   d. Determining what improvements would likely be necessary.

D. Presentations

1. Attend two (2) Public forums to present each design alternative.
   a. The first public forum will be to present the three initial design concept alternatives and receive comments from the public.
   b. The design alternative(s) will then be updated to incorporate public comments. The second forum will be to present the updated concepts.
2. Attend one (1) City Council meeting to present the final design concept.
3. The design team shall be available to answer questions at each meeting.

E. Cultural Services

1. TRC will perform a cultural resources desktop study and a project consultation with the THC. An archeological file search and review of sources will be

performed using the THC Historic and Archeological Sites Atlas (THC Atlas) and other sources to ensure compliance under the Antiquities Code of Texas within the Area of Potential Effects (APE) and within a 1-kilometer radius of the APE. The THC will review the letter of consultation and provide a response within 30 days of submission.

2. If after consultation, THC determines that an archeological survey of the Project Area is required, then TRC will prepare a separate SOW and cost estimate for this service and submit to the City for approval.

F. Deliverables

1. One (1) electronic (PDF) and up to ten (10) 11" x 17" hard copies of each design alternative and EOPC will be submitted to the City.
2. Larger exhibits may be used for the public forums and council meeting.
3. A final conceptual design report shall be submitted to include:
   a. Summary of the initial three (3) conceptual design alternatives,
   b. Findings from the public meetings,
   c. Final design concept based on input received from the public to be used as the basis of design for final engineering design and construction documents.

ASSUMPTIONS:

As a basis for the preparation of this proposal and the associated cost of services, the following assumptions were made, which if found to be incorrect, may result in additional compensation to TRC:

1. The scope of services is limited to the tasks mentioned above and additional services such as detailed construction documents and construction support will be generated in a separate proposal pending the selection of a preferred alternative by the City and the public at large.
2. Coordination meetings shall be held in Lockhart, TX or over video conferencing.
3. Rialto Studio, Inc. will be used as TRC's subconsultant for professional landscape architecture services.
4. The alternative route evaluations will be based on traffic counts collected within the past year. Traffic counts will be collected by the City during the school year.

EXCLUSIONS:

The following items are specifically excluded from the scope of work but may be added if requested by the City:

- Additional presentations or follow up meetings with City Council.
- Additional layouts or revisions to the initial three alternative design concepts developed.
- Photorealistic three-dimensional images or artistic style renderings.
- Detailed design of drawings or specification development.
- Preparation of permit applications or payment of permit fees.
- Detailed title search or title policy.
- Plat documents, easement or ROW acquisition or negotiations.
- Design of improvements or relocations for electrical lines, gas lines, telephone lines or other franchise utilities.
- Design of stormwater detention of any developed or undeveloped properties unless specifically stated otherwise
- Traffic signal design.

COMPENSATION FOR SERVICES:

TRC will provide the professional engineering services as outlined herein and within the Master Services Agreement executed between the City and TRC, for a total fee as follows:

Coordination Meetings	$5,900.00
Conceptual Design Alternative Development	$53,550.00
Preliminary Traffic Route Evaluation	$4,950.00
Presentations	$15,600.00
Cultural Services	$2,100.00
Final Design Report	$6,500.00
Total (lump sum):	**$88,600.00**

This fee includes labor and material costs associated with the Scope of Work identified above.

TRC's lump sum fee above is based on a continuous flow of work. Any delays or restrictions, caused by customer or customer's sub consultants, which result in idle-time or inefficiencies, could be cause for additional compensation. The payment schedule will be via monthly progress billing.

Changes in scope, including additional scenarios or modification to the scenarios identified above will be evaluated for additional services and/or materials cost through a formal change order process, which results in approval of the additional cost prior to executing the additional work.

This proposal accounts for the currently known effects of the COVID-19 pandemic, but TRC cannot predict any different effects or requirements, such as impacts due to future governmental orders, CDC guidelines, or extended duration of the COVID-19 pandemic.

Fees for services quoted in this Letter of Agreement are valid for a period of time not to exceed 60 days from the date of this letter.

We appreciate the opportunity to assist with this project and are available to proceed immediately with your written approval and payment of the retainer. Please review this Letter of Agreement and, upon acceptance, sign in the space provided below, returning a copy for our files.

Sincerely,

Jeff Dahm, PE
Austin CES Practice Leader.

Mr. Steve Lewis
City Manager

July 28, 2021
Date:

Date

City of Lockhart, Texas

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COUNCIL MEETING DATE: August 3, 2021

AGENDA ITEM CAPTION: Discussion and/or action on City Manager's Proposed Budget and set two public hearings on the Fiscal Year 2021-2022 Proposed Budget.

ORIGINATING DEPARTMENT AND CONTACT: Finance - Pam Larison

ACTION REQUESTED: Direction

BACKGROUND/SUMMARY/DISCUSSION: According to the City of Lockhart Charter, Article 9, Section 9.07 Public Hearing on Budget, the city council shall hold a public hearing on the budget submitted and all interested persons shall be given an opportunity to be heard for or against any item or the amount of any item therein contained.

The City of Lockhart is required by Charter to hold one public hearing on the Budget. Staff recommends conducting two public hearings to allow the citizens of Lockhart the opportunity to discuss any item or amount presented in the FY 2021-2022 Budget. The following dates are presented to Council for public hearings:

- August 17, 2021 at 6:30 p.m.
- September 7, 2021 at 6:30 p.m.

PROJECT SCHEDULE (if applicable): N/A

AMOUNT & SOURCE OF FUNDING:
Funds Required:
Account Number:
Funds Available:
Account Name:

FISCAL NOTE (if applicable): N/A

PREVIOUS COUNCIL ACTION: Prior Council budget hearing process has been to set two public hearings.

COMMITTEE/BOARD/COMMISSION ACTION: N/A

STAFF RECOMMENDATION/REQUESTED MOTION: Staff respectfully requests the approval of the two dates presented to Council for public hearings on the budget.

City of Lockhart, Texas

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LIST OF SUPPORTING DOCUMENTS: Budget Discussion Items, Solid Waste Rate Options, Cemetery and Recycling Rates.

Budget Workshop Discussions

July 20th

~~Non-profit reallocation – CARTS~~

ARP Funding - Informational Presentation

One-time Expenditures
- ✓Space Study - $40,000
- ✓Street Improvements - $100,000
- ✓Fire station 1 Renovations – $455,252 w/engineering & architect
- ✓Clark Building Renovations - $59,000

August 3rd

Electric Up-tick impact

Rates
- Tax Rate
- Water & Wastewater Rates
- Solid Waste rates
- Recycle Center rates - non-residents
- Cemetery Fees

One-time Expenditures
- Street – Sidewalks
- City Hall
- Parks & Recreation Improvements
- AWIA Risk & Resilience Assessment – Water Infrastructure

August 17th

Personnel
- Wage adjustments
- Evidence Technician

ARP Funding – Possible Uses

MONTHLY SOLID WASTE RATES

	# of accts		CURRENT	OPTION 1	OPTION 2
Residential	3957	60.6%	**$21.20**	$19.20	$18.20
Senior	900	13.8%	**13.15**	12.15	12.15
Add'l Cart	596	9.1%	**6.18**	6.18	6.18
Recycling	843	12.9%	**5.87**	3.50	4.00
Commercial	234	3.6%	**34.04**	34.04	34.04
	6530	100.0%			
			ANNUAL**	$110,488	$71,308

** THE ANNUAL AMOUNT IS THE TOTAL INCREASE IN FUND BALANCE AFTER OPERATIONAL COSTS AND COST OF SERVICES HAVE BEEN REMOVED.

CEMETERY RATES

-Cemetery plots sold all include perpetual maintenance by the City.

-The City of Lockhart only has cemetery plots for sale in the Northeast Section.

-Section Northeast VI has 172 plots remaining for sale and Sections IV & V have 648 plots remaining for sale.

-Cemetery plot sales average around 50 spaces per year.

-The City assumed maintenance responsibilities for Hooks Cemetery in the 1980's. No spaces are available for sale at Hooks Cemetery.

-Rates are typically raised from time to time to help with increasing maintenance costs and keep up with other municipal market rates.

-City cemetery plot rates may be changed by City Resolution.

CEMETERY RATE HISTORY

- 1971-Cemetery plots were sold 2 for $100 ($50 each)
- 1987-Cemetery plots were sold for $200 each
- 1995-Cemetery plots were sold to present/prior City of Lockhart residents at a rate of $300, present/prior Caldwell County residents were charged $400, and non-county residents were charged $600

Current Rate

- 1999-Cemetery plots are sold to present/prior City of Lockhart residents at a rate of $500, present/prior Caldwell County residents are charged $600, and non-county residents are charged $1,200

RESOLUTION 99 - 15

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS, AMENDING CHARGES FOR CEMETERY SPACES SOLD IN THE LOCKHART MUNICIPAL BURIAL PARK AND ESTABLISHING BURIAL OR INTERMENT FEES TO BE PAID PRIOR TO EACH BURIAL OR INTERMENT:

WHEREAS, the City Council is authorized under Section 14:4 of the Code of Ordinances to, from time to time, amend and establish charges for City services; and,

WHEREAS, the City Council desires to amend charges for such City services as follows:

I. Pricing per cemetery space in the Municipal Burial Park shall be as follows:

Present & Prior Lockhart Residents	$ 500.00
Present & Prior Caldwell County Residents	$ 600.00
Non-Residents of Caldwell County	$ 1,200.00

WHEREAS, the City Council desires to establish burial or interment fees for such City services as follows:

II. Pricing for each burial or interment in the Municipal Burial Park shall be as follows:

Present & Prior Lockhart Residents	$ 100.00
Present & Prior Caldwell County Residents	$ 250.00
Non-Residents of Caldwell County	$ 600.00

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

The City Council of the City of Lockhart, Texas, hereby amends and establishes the charges for the services as stated herein with said charges to become effective upon passage of this resolution.

PASSED, APPROVED, and ADOPTED this the 21st day of September, 1999.

CITY OF LOCKHART

RAY SANDERS, MAYOR

ATTEST:

CONNIE ORTIZ,
CITY SECRETARY

APPROVED AS TO FORM:

TODD A. BLOMERTH, CITY ATTORNEY

2021 CITY-OWNED CEMETERY PRICE COMPARISON

MUNICIPALITY	POPULATION	RESIDENT	COUNTY	NON-RESIDENT	ADULT	CHILD/SMALL
SCHULENBURG	2913	$1,500.00		$2,000.00		
SMITHVILLE	4515	$750.00		$1,500.00		
MCGREGOR	5331	$350.00		$450.00		
LULING	5869				$300.00	
BURNET	6406	$500.00				
LAMPASAS	7982				$1,100.00	
BASTROP / FAIRVIEW CEM.	9242	$1,500.00		$3,500.00		
LOCKHART	14133	$500.00	$600.00	$1,200.00		
TAYLOR	17383				$1,196.00	$597.00
BOERNE	18232	$3,000.00				$1,100.00
SAN BENITO	24243				$950.00	$195.00
COPPERAS COVE	33235				$700.00	$300.00
SAN MARCOS	64776	$1,950.00		$2,450.00		
AVERAGE		**$1,256.25**	**$600.00**	**$1,850.00**	**$849.20**	**$548.00**

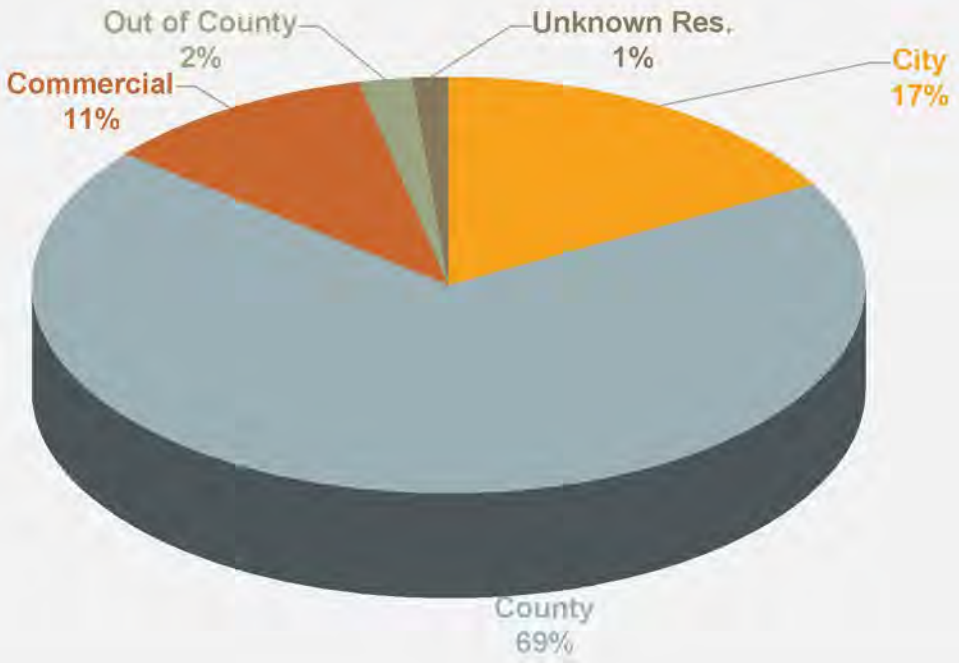
LOCKHART RECYCLING CENTER

-The Recycling Center is paid for out of the Solid Waste Fund (Recycling) and is currently funded by Solid Waste Revenues paid for by City of Lockhart solid waste customers.

-The Recycling Account Expenses include one full time employee, materials/supplies, machinery upkeep, building maintenance expenses, hauling of dumpsters/compactors and any overage of expenses from the annual HHW event that are not covered by grants.

-Beginning August 16th, 2021 glass will no longer be accepted at the Recycling Center.

RECYCLING CENTER VISITOR PARTICIPATION-JULY 2021



JULY 2021 TALLY-CONTINUED

City Residents	132	16.94%
County Residents	537	68.93%
Out of County	16	2.05%
Unknown Residents	11	1.41%
Commercial	83	10.65%
Materials Disposed	-	-
Single Stream	522	56.31%
Cardboard	341	36.79%
Electronics	23	2.48%
Oils	41	4.42%

City of Lockhart, Texas

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COUNCIL MEETING DATE: August 3, 2021

AGENDA ITEM CAPTION: Discussion and/or action to approve partial loan relief to COVID-19 Relief Loan recipients.

ORIGINATING DEPARTMENT AND CONTACT: Finance - Pam Larison

ACTION REQUESTED: Other

BACKGROUND/SUMMARY/DISCUSSION: On July 20, 2021, the City Council instructed the Lockhart Economic Development Director to work with staff to present a one-time loan relief presentation to Council for approval. It was the consensus of Council that $2,500.00 of loan relief would be considered to the recipients of COVID-19 Relief Loans. This amount is being considered because it is the same amount that was allocated for COVID-19 Relief Grants.

In order to continue to support the local business community, partial debt relief will benefit the recipients by reducing their current liability to the City of Lockhart.

PROJECT SCHEDULE (if applicable): Upon approval of Council.

AMOUNT & SOURCE OF FUNDING:
Funds Required: N/A
Account Number: N/A
Funds Available: N/A
Account Name: N/A

FISCAL NOTE (if applicable): The amount of loan relief will total $45,000 applied to 18 total recipients.

PREVIOUS COUNCIL ACTION: N/A

COMMITTEE/BOARD/COMMISSION ACTION: N/A

STAFF RECOMMENDATION/REQUESTED MOTION: Discretion of Council.

LIST OF SUPPORTING DOCUMENTS: Covid-19 Relief loan recipient list

Covid-19 Relief Loans

Balances @ 7/26/2021

		Original Loan	Loan Balance	$2,500 Forgiven	
225-1344	Business #1	5,000.00	4,444.44	$1,944.44	
225-1345	Business #2	5,000.00	4,444.00	$1,944.00	
225-1346	Business #3	7,500.00	6,666.68	$4,166.68	
225-1347	Business #4	7,500.00	6,666.68	$4,166.68	
225-1348	Business #5	5,000.00	3,548.88	$1,048.88	
225-1349	Business #6	5,000.00	4,027.77	$1,527.77	
225-1350	Business #7	7,500.00	5,416.70	$2,916.70	
225-1351	Business #8	7,500.00	6,873.34	$4,373.34	
225-1352	Business #9	7,500.00	7,291.67	$4,791.67	
225-1353	Business #10	7,500.00	6,900.00	$4,400.00	
225-1354	Business #11	5,000.00	4,305.55	$1,805.55	
225-1355	Business #12	5,000.00	4,583.33	$2,083.33	
225-1356	Business #13	5,000.00	4,861.11	$2,361.11	
225-1357	Business #14	5,000.00	4,444.44	$1,944.44	
225-1358	Business #15	5,000.00	4,709.90	$2,209.90	
225-1359	Business #16	5,000.00	4,583.33	$2,083.33	
225-1360	Business #17	7,500.00	6,666.68	$4,166.68	
225-1361	Business #18	7,500.00	5,416.70	$2,916.70	
		110,000.00	95,851.20	$50,851.20	$45,000.00

Covid-19 Relief Loans were set up on a 3-year loan amortization schedule for repayment with no interest.

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

COUNCIL MEETING DATE: August 3, 2021

AGENDA ITEM CAPTION: Discussion regarding matters related to COVID-19, if necessary.

ORIGINATING DEPARTMENT AND CONTACT: Administration - Steven Lewis, Monte Akers

ACTION REQUESTED: Other

BACKGROUND/SUMMARY/DISCUSSION: On May 18, 2021, Governor Abbot issued GA-36 that prohibited governmental entities from mandating face coverings or restricting activities in response to the COVID-19 disaster. As a result, the Lockhart City Council rescinded the Mayor's Declaration to require face coverings and encouraged citizens to continue to follow the CDC guidelines in regard to COVID-19.

Also, as a result of the Governor opening Texas on March 2, 2021 (GA-34), community events are back on schedule such as the Chisholm Trail Roundup, Fireworks show, and City venues such as the city splash pad are open to the public. Face coverings are not required during the events or at city facilities.

An update of COVID-19 orders and Council actions is attached.

Open Meetings Act Suspensions Terminate effective September 1, 2021
In March 2020, Governor Abbott's office granted the Attorney General's request to suspend certain open meetings statutes. The temporary suspension allows for telephonic or videoconference meetings of governmental bodies that are accessible to the public in an effort to reduce in-person meetings, thereby allowing governmental bodies and/or board commissions to hold a meeting virtually without a quorum being present at the meeting location.

On June 30, 2021, the Governor's office approved a request by the Attorney General to lift the open meetings suspensions effective at 12:01 a.m. on September 1, 2021. All Texas governmental bodies subject to the OMA must thereafter conduct their meetings in full compliance with the OMA as written in state law.

The following are provisions in the OMA suspension that will no longer be allowed effective September 1, 2021:
1) Video conferencing capability will change in that a member of the governing body or board can meet virtually but there must be a quorum physically present at the meeting location.
2) Telephone conference meetings will not be allowed to continue and are only allowed in an emergency.

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

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

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): None.

PREVIOUS COUNCIL ACTION: N/A

COMMITTEE/BOARD/COMMISSION ACTION: N/A

STAFF RECOMMENDATION/REQUESTED MOTION: None.

LIST OF SUPPORTING DOCUMENTS: Update of COVID-19 orders and Council actions and, GA 36.

HISTORY OF COVID-19 ORDERS/COUNCIL ACTIONS

On September 1, 2020, the City Council adopted Resolution 2020-20 renewing and adopting a requirement that commercial establishments in the City post a notice that facial coverings are a requirement of employees and persons entering such establishments. The requirement that such notice be posted shall remain in effect until terminated or amended by the City Council.

On October 7, 2020, Governor Greg Abbott issued Executive Order GA-32 to allow certain bars and similar establishments to operate at 50% capacity with permission from the County Judge. GA-32 increased the occupancy levels for all business establishments other than bars to 75%. GA-32 also provides that outdoor gatherings in excess of 10 people is prohibited unless the Mayor of the City in which the gathering is held, approves of the gathering, and such approval can be made subject to certain conditions or restrictions not inconsistent with GA-32.

Mayor's statement on reduced business capacity in Caldwell County**.** At 12:01 a.m. on Wednesday, January 13, 2021 the provisions of Governor Greg Abbott's Executive Order GA-32 that suspend elective surgeries, close bars and reduce business capacity to 50 percent went into effect in Lockhart and Caldwell County. This was occurring because under GA-32, these specific provisions took effect when a Trauma Service Area had seven consecutive days in which the number of COVID-19 hospitalized patients as a percentage of total capacity exceeded 15 percent. This was the case in Trauma Service Area O, which included Caldwell County.

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

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

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

On May 13, 2021, the CDC announced that fully vaccinated individuals no longer need to mask up or social distance indoors and outdoors, including crowds. Attached is information from the CDC about how to stay safe around individuals that are or are not fully vaccinated.

On June 15, 2021, the consensus of the Council was to continue virtual attendance at meetings.

On June 30, 2021, the Governor's office approved a request by the Attorney General to lift the temporary Open Meetings Act suspensions, effective at 12:01 a.m. on September 1, 2021. The change in virtual meetings is that a member of the governing body or board member may attend a meeting virtually but there must be a quorum physically present at the meeting location.

Executive Order

BY THE
GOVERNOR OF THE STATE OF TEXAS

Executive Department
Austin, Texas
May 18, 2021

EXECUTIVE ORDER
GA 36

Relating to the prohibition of governmental entities and officials from mandating face coverings or restricting activities in response to the COVID-19 disaster.

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

WHEREAS, I issued Executive Order GA-34 on March 2, 2021, to open Texas 100 percent and remove face-covering requirements; and

WHEREAS, since then, COVID-19 hospitalizations and the rate of new COVID-19 cases have continued their steady decline; and

WHEREAS, Executive Order GA-34 specifically provides that "no person may be required by any jurisdiction to wear or to mandate the wearing of a face covering," and, notwithstanding that order, some local governmental entities have caused confusion by nonetheless purporting to require face coverings; and

WHEREAS, Executive Order GA-34 also provides that "there are no COVID-19-related operating limits for any business or other establishment," that any "conflicting order issued by local officials in response to the COVID-19 disaster" is superseded, and that all relevant statutes are suspended to the extent necessary to preclude inconsistent local orders; and

WHEREAS, to further ensure statewide uniformity, and based on the continued improvement of conditions in Texas, revised standards are appropriate to achieve the least restrictive means of combatting COVID-19; and

WHEREAS, in the Texas Disaster Act of 1975, the legislature charged the governor with the responsibility "for meeting ... the dangers to the state and people presented by disasters" under Section 418.011 of the Texas Government Code, and expressly granted the governor broad authority to fulfill that responsibility; and

WHEREAS, under Section 418.012, the "governor may issue executive orders ... hav[ing] the force and effect of law;" and

WHEREAS, under Section 418.016(a), the "governor may suspend the provisions of any regulatory statute prescribing the procedures for conduct of state business ... if strict compliance with the provisions ... would in any way prevent, hinder, or delay necessary action in coping with a disaster;" and

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
12:15 pm O'CLOCK

MAY 18 2021

WHEREAS, under Section 418.018(c), the "governor may control ingress and egress to and from a disaster area and the movement of persons and the occupancy of premises in the area;" and

WHEREAS, under Section 418.173, the legislature authorized as "an offense," punishable by a fine up to $1,000, any "failure to comply with the [state emergency management plan] or with a rule, order, or ordinance adopted under the plan;"

NOW, THEREFORE, I, Greg Abbott, Governor of Texas, by virtue of the power and authority vested in me by the Constitution and laws of the State of Texas, do hereby order the following on a statewide basis effective immediately:

1. No governmental entity, including a county, city, school district, and public health authority, and no governmental official may require any person to wear a face covering or to mandate that another person wear a face covering; *provided, however, that*:
   a. state supported living centers, government-owned hospitals, and government-operated hospitals may continue to use appropriate policies regarding the wearing of face coverings; and
   b. the Texas Department of Criminal Justice, the Texas Juvenile Justice Department, and any county and municipal jails acting consistent with guidance by the Texas Commission on Jail Standards may continue to use appropriate policies regarding the wearing of face coverings.
2. Notwithstanding the above, public schools may continue to follow policies regarding the wearing of face coverings to the extent reflected in current guidance by the Texas Education Agency, until June 4, 2021. The Texas Education Agency shall revise its guidance such that, effective 11:59 p.m. on June 4, 2021, no student, teacher, parent, or other staff member or visitor may be required to wear a face covering.
3. This executive order shall supersede any face-covering requirement imposed by any local governmental entity or official, except as explicitly provided in paragraph numbers 1-2. To the extent necessary to ensure that local governmental entities or officials do not impose any such face-covering requirements, I hereby suspend the following:
   a. Sections 418.1015(b) and 418.108 of the Texas Government Code;
   b. Chapter 81, Subchapter E of the Texas Health and Safety Code;
   c. Chapters 121, 122, and 341 of the Texas Health and Safety Code;
   d. Chapter 54 of the Texas Local Government Code; and
   e. any other statute invoked by any local governmental entity or official in support of a face-covering requirement.

   Pursuant to the legislature's command in Section 418.173 of the Texas Government Code and the State's emergency management plan, the imposition of any such face-covering requirement by a local governmental entity or official constitutes a "failure to comply with" this executive order that is subject to a fine up to $1,000, beginning at 11:59 p.m. on May 21, 2021.

4. Under Executive Order GA-34, business activities and legal proceedings are free to proceed without COVID-19-related limitations imposed by local governmental entities or officials, in all counties not in an area of high hospitalizations as defined in that executive order. Executive Order GA-34 also superseded any conflicting local order in response to the COVID-19 disaster, and directed that all relevant laws

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12:15pm O'CLOCK

MAY 18 2021

are suspended to the extent necessary to preclude any such inconsistent local orders. Pursuant to the legislature's command in Section 418.173 of the Texas Government Code and the State's emergency management plan, the imposition of any conflicting or inconsistent limitation by a local governmental entity or official constitutes a "failure to comply with" this executive order that is subject to a fine up to $1,000, beginning at 11:59 p.m. on May 21, 2021.

This executive order supersedes subparagraph numbers 1(b) and 2(c)(iii) of Executive Order GA-34, but does not otherwise supersede Executive Orders GA-10, GA-13, GA-34, or GA-35. This executive order shall remain in effect and in full force unless it is modified, amended, rescinded, or superseded by the governor. This executive order may also be amended by proclamation of the governor.

Given under my hand this the 18th day of May, 2021.

GREG ABBOTT
Governor

ATTESTED BY:

RUTH R. HUGHS
Secretary of State

FILED IN THE OFFICE OF THE SECRETARY OF STATE
12:15pm O'CLOCK

MAY 18 2021

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

COUNCIL MEETING DATE: August 3, 2021

AGENDA ITEM CAPTION: Discussion regarding citywide mosquito spraying.

ORIGINATING DEPARTMENT AND CONTACT: Administration - Sean Kelley, Steven Lewis

ACTION REQUESTED: Other

BACKGROUND/SUMMARY/DISCUSSION:

At the last City Council meeting, July 20th, Mr. Jason Wolcott raised his concerns over mosquitoes and asked the City to explore options for mosquito control. Council directed City Staff to do research on mosquito abatement programs throughout the state to be presented and discussed tonight.

The City Manager's Office prepared a PowerPoint presentation with its findings on the matter, compiling recommendations from the CDC, the Texas Department of State Health Services, Texas A&M AgriLife Extension, and the State of Texas.

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):

PREVIOUS COUNCIL ACTION: On July 20th, Council directed City Staff to do research options relative to mosquito abatement programs throughout the state.

COMMITTEE/BOARD/COMMISSION ACTION: N/A

STAFF RECOMMENDATION/REQUESTED MOTION: N/A

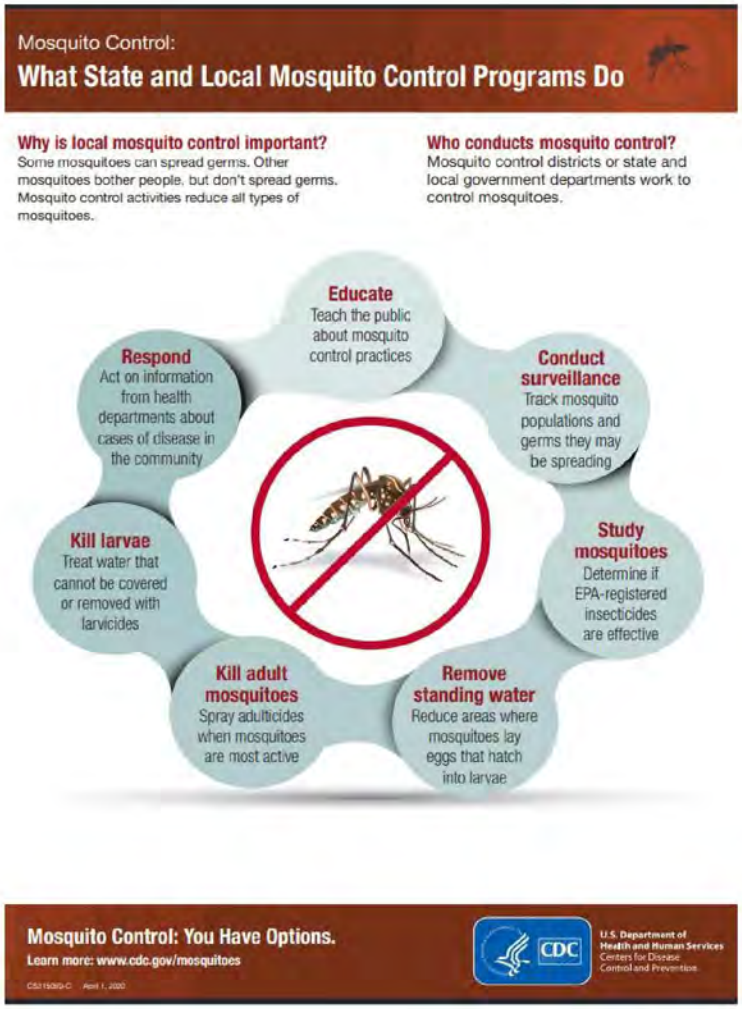
LIST OF SUPPORTING DOCUMENTS: Mosquito Control Options

MOSQUITO CONTROL PROGRAMS

CITY OF Lockhart TEXAS

WHY IS MOSQUITO CONTROL IMPORTANT?

- Some mosquitoes are harmful and can spread viruses like West Nile, dengue, Zika, and parasites like malaria.
- Local government departments and mosquito control professionals track the numbers and types of mosquitoes in an area and the germs they may be spreading. When infected adult mosquitoes are spreading germs to people, acting quickly can stop further spread and prevent people from getting sick. Professionals share prevention information with the public and use multiple methods at the same time to kill mosquito larvae and adult mosquitoes.



LOCKHART MOSQUITO CONTROL HISTORY

1990s

Lockhart resident complains about mosquito spraying affecting respiratory health.

2000-2007

City used larvicide cakes and sprayed for mosquitoes. Last recorded instance of the City spraying was in 2007.

2007 and 2012

City conducted surveys on mosquito control asking surrounding municipalities—Taylor, Bastrop, Luling, Seguin, Gonzales, and San Marcos.

2012 - Present

The City has been using mosquito dunks for vector control.

TEXAS MOSQUITO CONTROL DISTRICTS

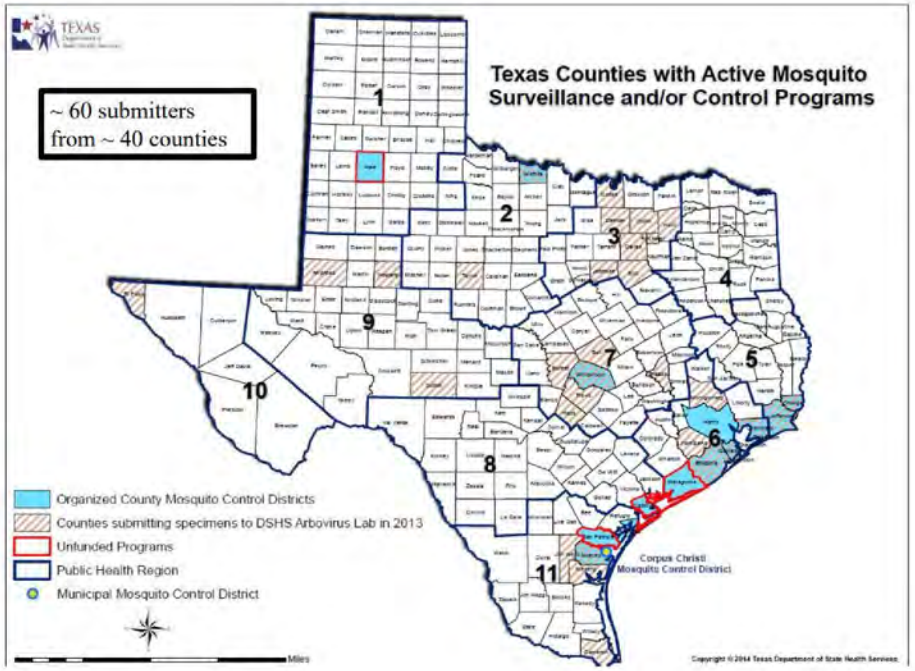
- According to Texas state law, only counties may establish mosquito control districts through voter approval. It reads:

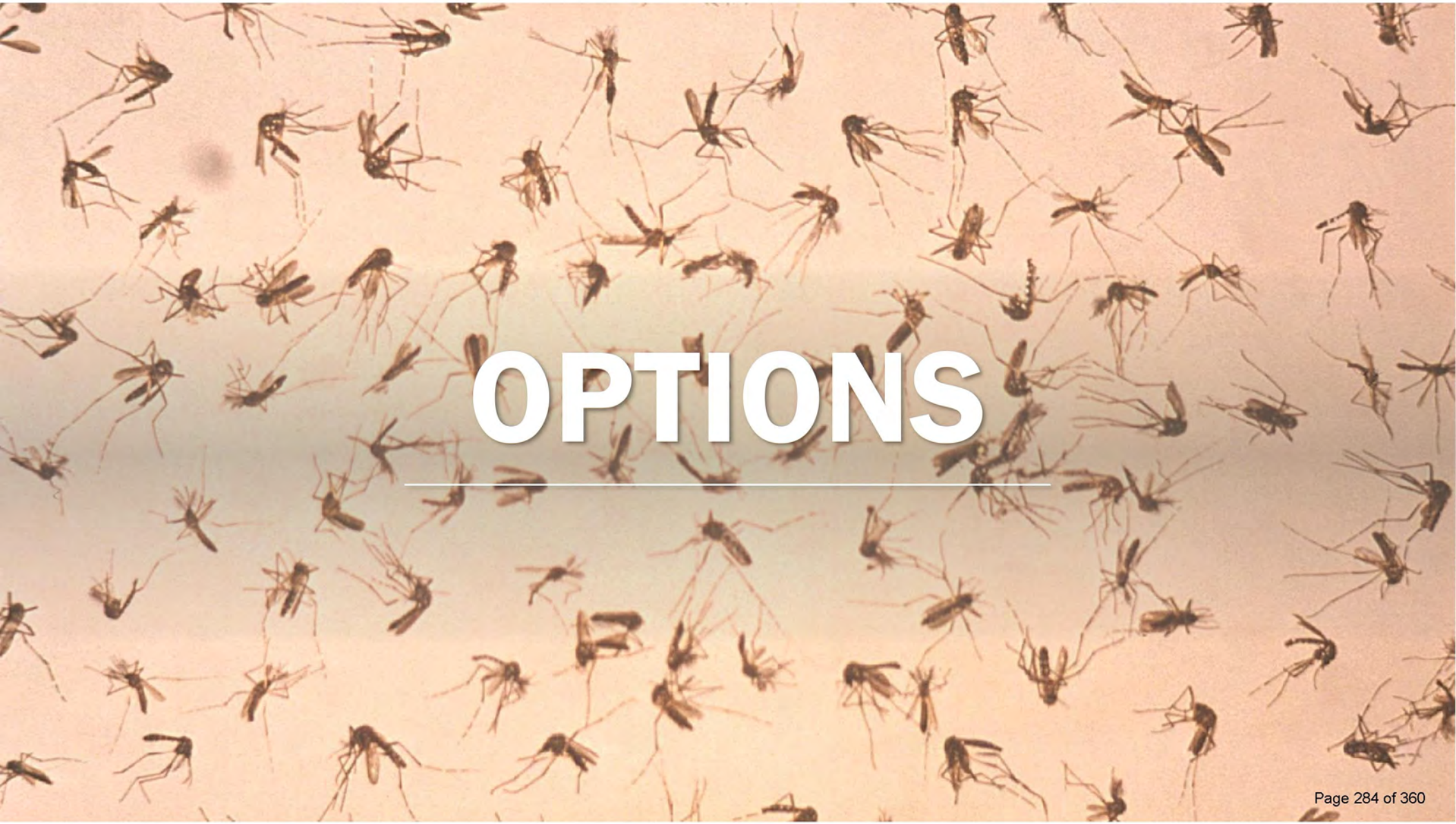
  "Sec. 344.001. ELECTION ON ESTABLISHMENT AND TAX LEVY. The county judge on being petitioned by at least 200 qualified voters of the county may order an election to determine if the qualified voters of the county desire the:

  (1) establishment of a mosquito control district in all or a portion of the county for the purpose of eradicating mosquitoes in the area; and

  (2) levy of a tax not to exceed 25 cents on each $100 of the taxable value of property taxable by the district to finance the program..."

- However, according to the Texas Department of State Health Services, there are 15 established mosquito control districts in Texas.
  - Counties: Hale, Wichita, Williamson, Harris, Orange, Jefferson, Chambers, Galveston, Brazoria, Matagorda, Calhoun, San Patricio, Nueces, Aransas




OPTIONS

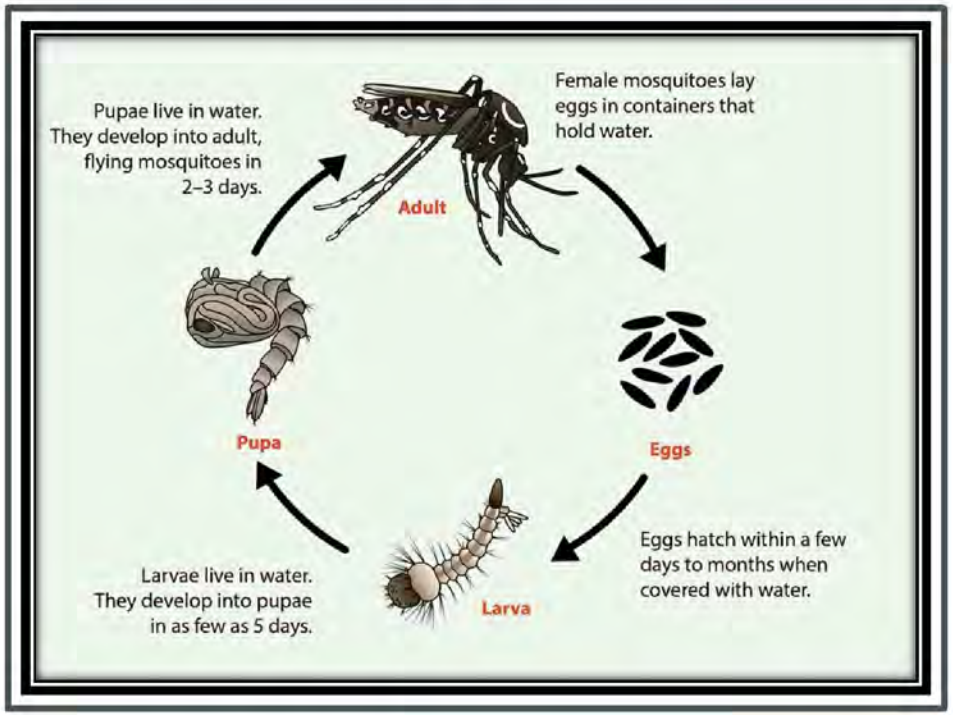
OPTIONS

- Larvicides
  - Liquids – Liquid larvicide products are applied directly to water using backpack sprayers and truck- or aircraft-mounted sprayers.
  - Dunks, tablets, bits, pellets, granules, briquettes – These forms of larvicide are applied to areas where mosquitoes lay eggs.
  - Bti (*Bacillus thuringiensis subspecies israelensis*)
- Adulticides
  - Coils
  - Foggers
  - Sprays or aerosols

LARVICIDES

- **Larvicides** are a type of insecticide used to control mosquitoes indoors and outdoors around your home. They work by killing mosquito larvae and pupae before they can grow into biting adults. When used according to product label instructions, larvicides do not harm people, pets, or the environment.
- Use larvicides where mosquitoes lay eggs to help reduce the number of mosquitoes in an area.
- Larvicides come in many forms:
  - Liquids
  - Tablets
  - Bti (see next slide)
  - Pellets
  - Granules
  - Briquettes

LARVICIDES (CONT.) - BTI



- Bti (*Bacillus thuringiensis subspecies israelensis):* a naturally occurring bacteria found in the soil, kills mosquito larvae before they can complete their life cycle.
  - Comes in many forms:
    - Dunks
    - Tablets
    - Briquettes
    - Pellets
    - Granules
    - Liquid.
  - Bti is not harmful to people, honeybees, animals, and the environment when used as directed.

ADULTICIDES

- An **adulticide** is a type of insecticide used to kill adult mosquitoes. Adulticides may be applied by a mosquito control program, a licensed pest control professional, or as a do-it-yourself application. Adulticides can be used outdoors. Some adulticides kill adult mosquitoes immediately and some continue to kill mosquitoes over longer periods of time. When used according to product label instructions, adulticides do not harm people, pets, or the environment.
- Apply adulticides where mosquitoes rest:
  - Outdoors, mosquitoes rest under plants, in dense brush or tall grasses, and on the undersides of leaves on trees and bushes. They can also rest under the eaves on buildings, under decks and porches, and in moist, shady areas.
- Mosquito adulticides come in different forms:
  - Coils
  - Foggers
  - Yard sprays or aerosols

MOSQUITO CONTROL COMPARISON

Spraying

VERSUS

Dunking

MOSQUITO CONTROL COMPARISON

Spraying

- Can suppress mosquito activity for up to a month.
- Depending on the type of chemical used, it may harm beneficial insects, such as bees, butterflies, and predator insects.
- Professional applications usually cost more but will last longer.
- Professional applicators use a powerful fan to blow residual spray up into dense foliage.

Dunking

- Have little effect on the environment and lower impact than adulticides.
- Safe for non-target insects and mammals.
- Usually effective for up to 30 days.

TO SPRAY OR NOT TO SPRAY?

Pros

- The extremely small droplet aerosols utilized in adult mosquito control are designed to impact primarily on adult mosquitoes that are out at the time of the spraying.
- Degradation of these small droplets is rapid, leaving little or no residue in the target area at ground level.
- When truck spraying is done correctly, it does not cause asthma attacks.
- When applied according to label instructions, EPA-registered insecticides do not pose a risk to human health or the environment.
- If people prefer to stay inside when spraying takes place they can, but it is not necessary.
  - There is a possibility that spraying larvicides, like Bti, or adulticides can cause eye irritation if a person is outside when spraying takes place.

Cons

- Some EPA-approved insecticides (pyrethroids) may harm beneficial insects, such as bees, butterflies, and predator insects.
  - Organophospates, like Naled, can also affect the nervous system.
- Limited reach, the City can only spray public right of way (streets).
- Results are temporary.
- Mosquitoes will build resistance to some spray chemicals if not planned correctly.

IF LOCKHART DECIDES TO SPRAY…

- The City has a mosquito spraying machine, but it's unknown if it's operational.
  - Only licensed staff, in which we don't have any, may operate the machine.
- City Staff called several vendors in the area, along with one in Beaumont, and learned that none of them spray for municipalities. They only provide residential and/or commercial services.

SOURCES

- Centers for Disease Control and Prevention, Mosquito Control in a Community | Mosquitoes | CDC
- Texas A&M Agrilife Extension, Mosquito Control Products - dunks, foggers, sprays, misters (tamu.edu)
- American Mosquito Control Association, FAQ - American Mosquito Control Association
- U.S. Environmental Protection Agency, https://www.regulations.gov/document/EPA-HQ-OPP-2010-0384-0048
  - EPA explainer on Naled: https://www.epa.gov/mosquitocontrol/naled-mosquito-control
- https://www.texasobserver.org/mosquitoes-are-bad-so-are-the-chemicals-some-texas-cities-are-using-to-kill-them/
- Texan Mosquito Systems, https://texanmosquitosystems.com/mosquito-systems-installation/houston-texas-mosquito-misting-system-cost/#:~:text=Extermination%20Services&text=Mosquito%20control%20services%20can%20cost,from%20%2470%2D%20100%20per%20visit.
- Texas Association of Counties, TLCO Cover Pages (county.org)
- State of Texas, HEALTH AND SAFETY CODE CHAPTER 344. MOSQUITO CONTROL DISTRICTS (texas.gov)
- Texas Department of State Health Services, https://www.dshs.state.tx.us/docs/TAB4aIDTaskforce_0416_Sidwa.pdf

LIST OF BOARD/COMMISSION VACANCIES

Updated: 03/17/2021

Board Name	Reappointments/Vacancies	Council member
Board of Adjustment	One Alternate position	Any Councilmember

APPLICATIONS RECEIVED TO BE ON A BOARD/COMMISSION

APPLICANT	BOARD REQUESTED	DATE RECEIVED	RESIDENCE DISTRICT
Dennis McCown	LHPC	August 10, 2020	District 2
Anna Lowe	1st pick - Planning & Zoning 2nd pick – LHPC	August 13, 2020	Caldwell County Resident
Kristopher Krueger	LHPC Library Parks	December 21, 2020	District 3
Elizabeth Pickett	To be determined	December 21, 2020	District 3

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	*Section B101.4, Board Decision,* is amended to read as follows: The construction board of adjustments and appeals shall have the power, as further defined in Appendix B, to hear appeals of decisions and interpretations of the building official and consider variances of the technical codes; and to conduct hearings on determinations of the building official regarding unsafe or dangerous buildings, structures and/or service systems, and to issue orders in accordance with the procedures beginning with section 12-442 of this Code [of Ordinances]. *Section B101.2, Membership of Board,* is amended to read as follows: Each District Council member and the Mayor shall appoint one member to the Construction Board of Appeals making it a five (5) member board and each Councilmember at Large shall appoint an alternate. The term of office of the board members shall be three (3) years, such terms coinciding with the council position making the appointment. The two (2) alternates shall also serve the term coinciding with the council position making the appointments. Vacancies shall be filled for an unexpired term in the manner in which the original appointments are required to be made. Board members shall consist of members who are qualified by experience and/or training to pass on matters pertaining to building construction and are not employees of the City of Lockhart.
NOTES: ELECTRIC BOARD APPOINTMENTS	**Sec. 12-132. Members.** (a) Appointments to the examining and supervisory board of electricians and appeals shall conform to section 2-210 except that the board shall consist of five persons with one being appointed by each district council member and one by the mayor. Each member shall serve three-year terms with such terms to coincide with the council position making the appointment. (b) Each board member shall reside within the county and such board shall include one member who shall be a building contractor; one layman; two members shall be master electricians who are currently licensed by the city; and one member shall be either a building contractor or master electrician licensed by the city. There shall be two ex-officio members, one who shall be the city electrical inspector, and one shall be the fire marshal. **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 filed for an unexpired term in the manner in which the original appointments are required to be made. (Ordinance 06-08, adopted February 7, 2006)

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: (1) Except as may be established by existing city ordinances/resolutions the process for selecting members shall be open to all Lockhart citizens, who must apply for appointment, to include those applying for reappointment. Reappointment shall not be deemed automatic. (2) Council shall seek to appoint the most qualified or best persons available, while also respecting the need for diverse community opinions. (3) No member of any appointed body shall serve on more than one quasi-judicial or advisory board or commission. (4) No appointed body shall deviate from its charge, deliberate items not on its agendas, or speak for the council or City of Lockhart without council authorization. (5) Subject to other qualifications as specifically required for membership on the below boards and commissions, the city council shall have the right (but not the duty) to appoint up to two members who are not Lockhart citizens but who are residents of Caldwell County to the Lockhart Airport Advisory Board, the Eugene Clark Library Board, and the construction board of appeals. **Section 2-210. Method of selection; number of members; terms.** (a) The mayor and city councilmembers shall nominate individuals to serve on boards and commissions. Each nomination shall then be confirmed by a simple majority of the entire city council. (b) Except as provided herein, there shall be seven members appointed to each board or commission corresponding with the seven members or places of the city council. Each city councilmember, except at 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.

Councilmember	Board/Commission	Appointee	Date Appointed
Mayor – Lew White	Airport Board	John Hinnekamp	01/19/21
	Board of Adjustment	Mike Annas	01/19/21
	Construction Board	Raymond DeLeon	01/19/21
	Ec Dev. Corp. ½ Cent Sales Tax	Alan Fielder, Vice-Chair	01/19/21
	Electric Board	Joe Colley, Chair	01/19/21
	Historical Preservation	John Lairsen	01/19/21
	Library Board	Stephanie Riggins	01/19/21
	Parks and Recreation	Karla Tate	02/02/21
	Planning & Zoning	Ron Peterson	01/19/21
	ETJ Rep-Impact Fee Adv Comm	Larry Metzler	01/19/21
District 1 – Juan Mendoza	Airport Board	Larry Burrier	03/07/17
	Board of Adjustment	Lori Rangel	03/07/17
	Construction Board	Mike Votee	12/17/19
	Eco Dev. Corp, ½ Cent Sales Tax	Dyral Thomas	12/17/19
	Electric Board	Frank Gomillion	12/17/19
	Historical Preservation	Christine Ohlendorf	06/02/20
	Library Board	Shirley Williams	12/17/19
	Parks and Recreation	Linda Thompson-Bennett	03/07/17
	Planning & Zoning	Chris St. Leger	12/17/19 CM McGregor on behalf of Councilman Mendoza
District 2– David Bryant	Airport Board	Todd Blomerth	05/05/20
	Board of Adjustment	Shawn Martinez	03/17/21
	Construction Board	Oscar Torres	10/20/20
	Eco Dev. Corp. ½ Cent Sales Tax	Umesh Patel	10/20/20
	Electric Board	James Briceno	10/20/20
	Historical Preservation	Ron Faulstich	10/20/20
	Library Board	Quartermetra Hughes	10/20/20
	Parks and Recreation	Lonnie Jones	04/06/21
	Planning & Zoning	Manuel Oliva	10/20/20

District 3 – Kara McGregor	Airport Board	Ray Chandler	02/06/18
	Board of Adjustment	Anne Clark, Vice-Chair	02/23/21
		Kirk Smith (Alternate)	12/05/17
	Construction Board	Jerry West, Vice-Chair	01/19/21
	Eco Dev. Corp. ½ Cent Sales Tax	Sally Daniel	01/05/21
	Electric Board	John Voigt	01/19/21
	Historical Preservation	Ronda Reagan	01/19/21
	Library Board	Jean Clark Fox, Chair	01/19/21
	Parks and Recreation	Warren Burnett	01/19/21
	Planning & Zoning	Philip McBride, Chair	01/19/21
District 4 - Jeffry Michelson	Airport Board	Mark Brown, Vice-Chair	03/07/17
	Board of Adjustment	Wayne Reeder	12/15/20
	Construction Board	Rick Winnett	12/05/17
	Eco Dev. Corp. ½ Cent Sales Tax	Doug Foster	11/17/20
	Electric Board	Ian Stowe	12/15/20
	Historical Preservation	Michel Royal	07/07/20
	Library Board	Donaly Brice	12/15/20
	Parks and Recreation	Russell Wheeler	12/15/20
	Planning & Zoning	Rick Arnic	12/15/20
Mayor Pro-Tem (At-Large) – Angie Gonzales-Sanchez	Airport Board	Andrew Reyes	01/07/20
	Board of Adjustment	Laura Cline, Chair	01/07/20
	Construction Board	Paul Martinez	01/07/20
	Eco Dev. Corp. ½ Cent Sales Tax	Alfredo Munoz	01/07/20
	Historical Preservation	Ray Ramsey	07/07/20
	Library Board	Jodi King	01/07/20
	Parks and Recreation	Chris Schexnayder	03/07/17
	Planning & Zoning	Philip Ruiz, Vice-Chair	01/07/20

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

	Church Property Ad-hoc Committee (7 members)	Amelia Smith Jackie Westmoreland Todd Blomerth Andy Govea Terry Black Jane Brown Raymond DeLeon Dyral Thomas	09/05/17 – Westmoreland 09/05/17 – Westmoreland 09/05/17 – Mayor White 09/1917 – Sanchez 12/19/17 – McGregor 09/19/17 – Michelson 09/20/17 – Castillo 09/22/17 – Mendoza
	Wayfinding Signage and Community Branding Ad-Hoc Committee (5 members) **THIS COMMITTEE WAS - RE-ESTABLISHED ON MARCH 5, 2019**	Roy Watson Ronda Reagan Sally Daniel Rob Ortiz Bobby Herzog	03/05/19 03/05/19 03/05/19 03/05/19 03/05/19 Appointed by Mayor with consensus of Council
	HOT Advisory Bd	Ray Sanders Alfredo Munoz Archana "Archie" Gandhi Roxanne Rix Steve Lewis and Pam Larison Sally Daniel (Alternate) Janet Grigar (Alternate)	All members appointed by consensus of the Council on 12/03/2019

Lockhart
TEXAS

City of Lockhart

2020-2021 Strategic Priorities

Prepared by:

Opportunity Strategies LLC

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	*N/A Brand new/created in 2020*	
14. Develop fiber down 142, 183, and the Central Business District	*N/A Brand new/created in 2020*	

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	*N/A Brand new/created in 2020*	
8. Sell church property	*N/A Brand new/created in 2020*	
9. Create a Youth Advisory Board to explore options around youth programs/activities	*N/A Brand new/created in 2020*	
10. Implement downtown drainage improvements	*N/A Brand new/created in 2020*	

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

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 1st 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 1st 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 3rd 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 3rd quarter of 2020.	

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

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:

Opportunity Strategies LLC

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
GONZALES-SANCHEZ	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.
MCGREGOR	4	Public relations position work with social media/ get the word out about Lockhart
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
GONZALES-SANCHEZ	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.
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 Facilites	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 recommmended 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 unsighlty 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 accommate 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: 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. 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 sqaure.	GF	Econo Devl
		Pay raise across the board	GF	Employees
		All Department Heads to Budget Salary Increases for all City Employees.	GF	Employees
		Wellness for employees	GF	Employees
		Employee: Possible additional Employee Holiday Time Off-Alternating System. Even though this has been discussed and the reasons for why it cannot be done, I would like to see a time off altenating system, especailly during the holidays. I did appreciate that the city employees were allowed to stay home during our icy, sleet and snow days. The safety of our employees is very important.	GF	Employees
		Subdivision developemnt to attract more businesses to Lockhart. Increase the number of homes, apartments, housing. Our city is growing with new citizens wanting to make Lockhart their home but due to the number of housing available, they wait and or possibly lose interest.	GF	Housing
		Infrastructure	GF	Infrastructure
		Infrastructure improvement- uncurbed streets, street rehab	GF	Infrastructure
		Improve Streets (repairs)	In-House	Infrastructure

CM INITIALS	PRIORITY #	GOALS IDENTIFIED BY COUNCIL FOR FY 18-19: SORTED BY CATEGORY FINAL LIST BY COUNCIL PRIORITIZED BY CATEGORY: SUBMIT TO CITY MGR BY MARCH 1 PLEASE	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	SORTED BY CATEGORY
		Infrastructure: Continue City Infrastructure: Drainage, Street Repairs, Completion of Curbing, Brighter Lighting in Neighborhoods	GF	Infrastructure
		Angled parking for N Main and N Commerce Streets (change during downtown project)	In-House	Parking Downtown
		Parking around and surrounding the square. Issues with larger vehicles parked in areas that are narrow and that make it hard to see oncoming traffic. Our city is growing and we have been very fortunate with our parking however, it is a concern especially when you have the bigger and wider trucks that are parked in an area that is for a moderate size car. It becomes a hazard and a blind spot when trying to reverse out of the parking space and a blind spot for any and all pedestrians.	GF	Parking Downtown
		Continue to work on City Park improvements	Gen Fund	Parks
		Revive all City parks	Grants	Parks
		Work with LISD to establish a community recreation center at Adams Gym, perhaps under Parks (PUBLIC HEALTH/PARKS)	General Fund/Parks & Rec	Parks
		Add 3 positions to the Parks Department, to help facilitate other improvements (PARKS)	General Fund/Parks & Rec	Parks
		Park improvements - consider medium to long range Town branch development	GF	Parks
		Develop a dog park as part of the Stueve Lane Monte Vista Tract (PARKS/ANIMAL SHELTER/PUBLIC HEALTH)	General Fund/Parks & Rec	Parks
		Parks Improvemens: Purchase and update the park equipment to provide safe and fun filled parks for all to use.	GF	Parks
		Start Planning for 2040 plan	GF	Planning
		Police	GF	Police
		Continued Police Community committee involvement, neighborhood watch, gang awareness	GF	Police
		Work with Police Department to bring back drug enforcement program	Gen Fund	Police
		Get back to Neighborhool Townhall Meetings	GF	Police
		Police Task Force: Budget extra funds for a Police Task Force, a Narcotics Officer and a Mental Health Officer to address any drug and gang related problems and mental issues our city is being faced not only on the East side of our city but citywide. Budget for updated training for our police officers. There is alot of training that is free but alot additonal money for registration fees and course material. I am grateful that the Police Department did invest in our Drug Dog and is being utilizied 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
		Devlop 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	Tourisn
		Create a Good Neighbor program (Lockhart Utility Customers can add an additional amount to utility bill to help others)	GF	Utility Customers

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

CM INITIALS	PRIORITY #	GOALS IDENTIFIED BY COUNCIL FOR FY 18-19: SORTED BY CATEGORY	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	SORTED BY CATEGORY	CITY MANAGER COMMENTS
BW	7	Improve communication between City and Chamber of Commerce	In-House	Chamber	City Staff works together with Chambers on all their events by being a co-sponsor with many in-kind services. Robert Tobias attends their meetings and periodically makes presentations about Economic Development Issues.
IC	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
IC	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)	In-House	Parking Downtown	Scheduled with downtown improvements. Should also consider making 100 Blocks of N Main and N Commerce one-way and possibly consider other blocks downtown especially north/south streets.
AGS	10	Parking around and surrounding the square. Issues with larger vehicles parked in areas that are narrow and that make it hard to see oncoming traffic. Our city is growing and we have been very fortunate with our parking however, it is a concern especially when you have the bigger and wider trucks that are parked in an area that is for a moderate size car. It becomes a hazard and a blind spot when trying to reverse out of the parking space and a blind spot for any and all pedestrians.	GF	Parking Downtown	Scheduled with downtown improvements
JEFF M	2	Continue to work on City Park improvements	Gen Fund	Parks	Master Plan near complete
BW	2	Revive all City parks	Grants	Parks	Master Plan near complete
KM	2	Work with LISD to establish a community recreation center at Adams Gym, perhaps under Parks (PUBLIC HEALTH/PARKS)	General Fund/Parks & Rec	Parks	Mayor is visiting with LISD about this
KM	3	Add 3 positions to the Parks Department, to help facilitate other improvements (PARKS)	General Fund/Parks & Rec	Parks	Approx. $100,000 to budget not including equipment and vehicles
LW	3	Park improvements - consider medium to long range Town branch development	GF	Parks	Bond issue needed
KM	4	Develop a dog park as part of the Stueve Lane Monte Vista Tract (PARKS/ANIMAL SHELTER/PUBLIC HEALTH)	General Fund/Parks & Rec	Parks	Estimate on this property is $ 25000 using used fencing. Maintenance and insurance are also cost factors
AGS	8	Parks Improvements: Purchase and update the park equipment to provide safe and fun filled parks for all to use.	GF	Parks	Master Plan near complete
JUAN M	3	Start Planning for 2040 plan	GF	Planning	Needs to be done
JC	3	Police	GF	Police	Chief Pedraza is working on these issues. Recently issued update that was sent to Council.
LW	4	Continued Police Community committee involvement, neighborhood watch, gang awareness	GF	Police	See above
JEFF M	4	Work with Police Department to bring back drug enforcement program	Gen Fund	Police	See above
JUAN M	5	Get back to Neighborhood Townhall Meetings	GF	Police	Will get with Chief about this

CM INITIALS	PRIORITY #	GOALS IDENTIFIED BY COUNCIL FOR FY 18-19: SORTED BY CATEGORY	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	SORTED BY CATEGORY	CITY MANAGER COMMENTS
AGS	5	Police Task Force: Budget extra funds for a Police Task Force, a Narcotics Officer and a Mental Health Officer to address any drug and gang related problems and mental issues our city is being faced not only on the East side of our city but citywide. Budget for updated training for our police officers. There is a lot of training that is free but a lot additional money for registration fees and course material. I am grateful that the Police Department did invest in our Drug Dog and is being utilized by the school as well.	GF	Police	Chief Pedraza reports that Lockhart has two certified mental health officers, and he feels there is sufficient funding for training. He also reports that a new Narcotics Officer would cost about $90,000 for salary/benefits, training, a vehicle, and all required equipment.
LW	10	High School cadet programs for police, fire, EMS	GF	Police/Fire	Will visit with department heads again about this
LW	6	Public relations position to deal with social media	GF	Public Relations	Position would cost with benefits about $45,000 annually and would need more tasks to perform.
JEFF M	6	Public relations position to deal with social media	GF	Public Relations	See above
LW	7	Sidewalk repair and expansion	GF	Sidewalks	Costs average about $25 per linear foot
JEFF M	1	Signage in Lockhart (highway, downtown, and toll road)	Gen Fund	Signage	Wayfinding and Branding Committee in place
LW	5	Wayfinding, branding - develop new entry sign and city property markers	GF	Signage	See above
BW	5	Move Forward with St Paul property project	In-House	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	Devlop an oral history project to support a future "Walking Tour" app for Lo	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		CITY BLDGS
BW	3	Spruce up and clean up City properies		CITY BLDGS
BH	4	Improve City Facilities Appearance	General Fund	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)		ECCONOMIC 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

Priority	Council Person	Goals Submitted	City Manager Comments
1	Castillo	Infastructure	Complete 2015 CO projects and need budget of $250,000 per year for streets, continue water and sewer main replacements; continue electric distribution maintenance plan-get new substation on line. Replace bad water raw water mains and find additional water for the future.
1	Gonzales-Sanchez	Department Heads to Budget Salary Increases for city employees so that we can keep our current city employees.	Est Cost Per % Increase Annually: Gen Fund (Not Civil Serv) $ 29,000; Gen Fund Civil Serv $ 24,000; Other/Utilities: $ 15,000- Add'l
1	Hilburn	Improve City Cemetery with GF Expiring debt saving and/or Cemetery Tax	Cemetery Tax up to 5 cents allowed by State Law. Expiring GF debt committed to Police and Fire increased pay rates. ($132,000)
1	Mendoza	Find ways to use activity center for multi-purpose use. (basketball, volleyball). Funding source: Different companies in town	If approved by Council staff would approach local businesses
1	Michelson	Continue to improve infrastructure (drainage, street repairs) throughout the city	Complete 2015 CO and budget $250,000 per year for street materials
1	Westmoreland	Enforce ordinances that pertain to unsightly properties all over town. Make homeowners/residents (because some may be renters) take pride in their environment. It is an eyesore to drive around town and see overgrown properties, junked cars, and stacks of trash on porches, in yards and driveways. All levels of socio-economic residents in this town have shown evidence of being disrespectful to their environment.	City has no esthetics ordinance currently. The term "unsightly" is subjective and is difficult to prove in court.
1	White	Economic Development-expanding budget to get staff qualified to help Sandra with recruitment, working with LEDC to either build Spec building or invest in more property, Main St program to relieve Sandra of a lot of those duties	Main Street Program would require another person and funding to work with local businesses while Economic Development would conscentrate on new businesses and new jobs
2	Castillo	Economic Development	Need 12-15,000 sf of retail spaces with reasonable lease per sf and buildings that are 20 to 50,000 sf for industrial and maunufacturing
2	Gonzales-Sanchez	Infrastructure: Continue City Infrastructure: Drainage, Street Repairs, Completion of Curbing, Brighter Lighting in Neighborhoods	Complete 2015 CO projects and need budget of $250,000 per year for streets, continue water and sewer main replacements; continue electric distribution maintenance plan-get new substation on line. Replace bad water raw water mains and find additional water for the future. Most streets that lack curbing will need to be totally reconstructed. Brighter LED lights being experimented with since costs have come down.
2	Hilburn	Implement City Signage	Initial required funds up to $40,000 if City Crew does the work; total cost could be more than $70,000
2	Mendoza	New Park equipment. Funding Source: Each Councilmember responsible for a park and finding funding sources	Estimate: $ 400,000 annually over next 4 years based on input from Parks Board Advisory Board
2	Michelson	Continue to improve ways to attract businesses to Lockhart	Need more 12-15,000 sf of retail spaces with reasonable lease per sf and buildings that are 20 to 50,000 sf for industrial and maunufacturing
2	Westmoreland	Create a policy for the residency of future admininstrative positions to live within the Lockhart city limits. If an administrator wants to be employed by the City of Lockhart, they need to reside here. Sharing in the daily lives of our citizens seems crucial to making decisions about Lockhart. They are paid by city taxes.	It is not legal to require all department heads to live in the City limits; only the City Manager is required to do so. All non-24 emergency response employees must live within 25 mintues of City Limis
2	White	Continue street rehab	Need $ 250,000 annually minimum for street work materials
3	Castillo	City Facilites	Not sure what this includes; can asses all departments for physical needs
3	Gonzales-Sanchez	Economic Development: Recurit more businesses especailly retail and continue efforts ; contact existing and vacant bldg owners to see if they are willing to work with City to bring these small retail businesses, as well as industrial; possibly purchasing two downtown county buildings when on the market for possible new businesses in the downtown area. Stronger platform with LEDC with methods to sell Lockhart and attract businesses.	LEDC could fund another report but the company says our numbers still should be good. Costs estimated $22,500 for updating data and recruitment. Prime softgood companies constantly want to be on Highway 183 in 12-15,000 sf and at a reasonalbe cost per sf plus higher traffic counts.

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

Priority	Council Person	Goals Submitted	City Manager Comments
3	Hilburn	Continue improving city streets: Increase Transportation Fund	Current transportation monthly rate is $ 4 for residential and others; $260,000 annual which helps fund labor and equipment, but is not sufficient for materials. Another $250,000 for materials is needed annually.
3	Mendoza	Wi-Fi Free Zones Downtown Square. Funding source City Budget, School District, Downtown sponsors	Rough estimate is about $12,000
3	Michelson	Refurbish City Hall	If atrium removed, add more offices estimated at $45,000 and more outside landscaping estimated at $ 5,000; elevator going in with improvements to restrooms and offices
3	Westmoreland	Approach interested and future businesses cordially. Stringent ordinances (and the way they are approached), scare off some businesses. Let's be friendly in a positive way.	City Mgr respectfully requests names of such businesses. He has met with 18 business representatives over past 15 months that were looking at Lockhart but did not come. Except for the non-residential exterior building esthetics ordinance, none of them indicated a problem with the current ordinances or with staff. The main problems were high land prices and the lack of "ready built retail and industrial buildings", and traffic counts were not high enough. Most thought the impact fee schedules were very reasonable compared to other cities. Will continue to work toward friendlier customer service with simplified ordinances.
3	White	Park master plan to consider park bond issue, recreation dept and staff issues	Master Plan estimate: $ 45,000, recreation dept est at least $ 60,000 for a recreational professional with another $30,000 for equipment and materials
4	Castillo	Employees Wages	Est Cost Per % Increase Annually: Gen Fund (Not Civil Serv) $ 29,000; Gen Fund Civil Serv $ 24,000; Other/Utilities: $ 15,000- Add'l Cost FY 16-17 due to Civil Serv Pay Plan Expansions already apprroved: $ 132,000
4	Gonzales-Sanchez	Police Task Force: Budget extra funds to bring back a much needed Police Task Force to address any drug and gang related problems this city is being faced with especially on the East side of our city. Possibly ask the County to assist with funding.	Initial required funds up to $40,000 if City Crew does the work; total cost could be more than $70,000
4	Hilburn	Continue working on bringing industry to Lockhart: Continue supporting Ms. Mauldin	LEDC is will have sufficient funding to be more aggressive starting FY 16-17
4	Mendoza	Training Start up: Neighborhood Watch Training and Program: Police Budget	Have tried Neighborhood Watch Program in past but was not sustained because of lack of participation. Willing to try again.
4	Michelson	Improve signage on HWY 183 as well as SH130 = directing people to Lockhart	Possibly use of some of the KTB grant money
4	Westmoreland	Evaluate and/or change the degree of the angled parking along the 4 blocks off of the square. This would be: Main Street from Market to Prairie Lea Street; Main Street from San Antonio Street to Walnut Street; Commerce Street from Market Street to Prairie Lea Street, and Commerce Street from San Antonio Street to Walnut Street. These parking spaces were made before long vehicles were made! If ther are cars parked on both sides of the streets, only one care can pass through at a time. Then it becomes a one lane street. I have witnessed a differenct angled parking arrangement, and it provides more room and is much safer for the drivers and pedestrians.	Estimate to black out existing thermoplastic markings, redefine layout, and apply new thermoplastic markings with angle parking =$ 12,000; will probably loose 4 spaces per block. 2 on each side
4	White	Branding and wayfinding—may be included in #1	Initial required funds up to $40,000 if City Crew does the work; total cost could be more than $70,000
5	Castillo	Parks	Estimate: $ 400,000 annually over next 4 years based on input from Parks Board Advisory Board
5	Gonzales-Sanchez	Subdivision development to attract more businesses to Lockhart	Working with 6 more subdivisons, either new or expanding, and possibly one more very large one northwest.
5	Hilburn	Improve tourism in Lockhart - City Council continue to work with and encourage Chambers of Commerce to be more involved	Council can make this directive to Chambers when dividing out HOT funds
5	Mendoza	Finding more funding for Retail Market Study. Zip code demographics with reports. Funding LEDC	LEDC could fund another report but the company says our numbers still should be good. Costs estimated $22,500 for updating data and recruitment.

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

Priority	Council Person	Goals Submitted	City Manager Comments
5	Michelson	Work with LEDC or someone equivalent to build a building to help attract business	Need more 12-15,000 sf of retail spaces with reasonable lease per sf. Most softgood retailers want 12-15,000 on Hwy 183 at a reasonable price and increased traffic volumes
5	White	Sidewalks to include lighting	Funding required; for example San Jacinto to Jr High estimate is $130,000 just for materials along Maple walkway
6	Gonzales-Sanchez	More Events to Attract Tourism in Lockhart and Include Way Finding Signage (Hotels and Restaurants)	Initial required funds up to $40,000 if City Crew does the work; total cost could be more than $70,000. Chambers could use HOT for more tourism.
6	Michelson	Continue to work on City Park improvements	Estimate: $ 400,000 annually over next 4 years based on input from Parks Board Advisory Board
6	White	Pursue possible ESD-EMS district	Legal issue with participation by County and City of Luling preferable
7	Gonzales-Sanchez	Parks Improvemens: Purchase more park equipment to provide safe and fun filled parks for all to use.	Estimate: $ 400,000 annually over next 4 years based on input from Parks Board Advisory Board
7	Mendoza	Start Talks With YMCA Austin again. Seek sponsors funding if necessary	Our population hurt in previous discussions, Will pursue again. They usually want commitment for a minimum number of individuals and families depending on population of not only City but its metro area
7	Michelson	Work on building a civic center/ recreation center	$ 9 million plus land $ 2.5 million for about 20,000 sf plus about $240,000 annual maintenance costs and minimum of $60,000 for utilities; estimated revenues offset is about $60,000; take out recreation center and cost go down about 20%. It has been reported that Bastrop is spending over $500,000 per year to operate its civic center. Revenues not covering costs.
7	White	Cemetery maintenance	Cemetery Tax up to 5 cents allowed by State Law
8	Gonzales-Sanchez	City Hall: Refurbish with Improvements and/or Upgrades	Elevator and improvements to restrooms planned; better offices for Connie and Sandra planned also.
9	Gonzales-Sanchez	Convention Center	$ 9 million plus land $ 2.5 million for about 20,000 sf plus about $240,000 annual maintenance costs and minimum of $60,000 for utilities; estimated revenues offset is about $60,000; take out recreation center and cost go down about 20%. It has been reported that Bastrop is spending over $500,000 per year to operate its civic center. Revenues not covering costs.
10	Gonzales-Sanchez	Employee: Possible additional Employee Holiday Time off-Alternating system	City emlpoyees now have 12 holidays and 1 personal holiday; time off is granted by seniority with department head responsible for keeping sufficient personnel to serve the public needs. Employees also receive at least 2 weeks of vacation time. Those employees required to work on holidays receive their normal pay plus holiday pay.

City of Lockhart

Future Debt Payments as of 9/30/18

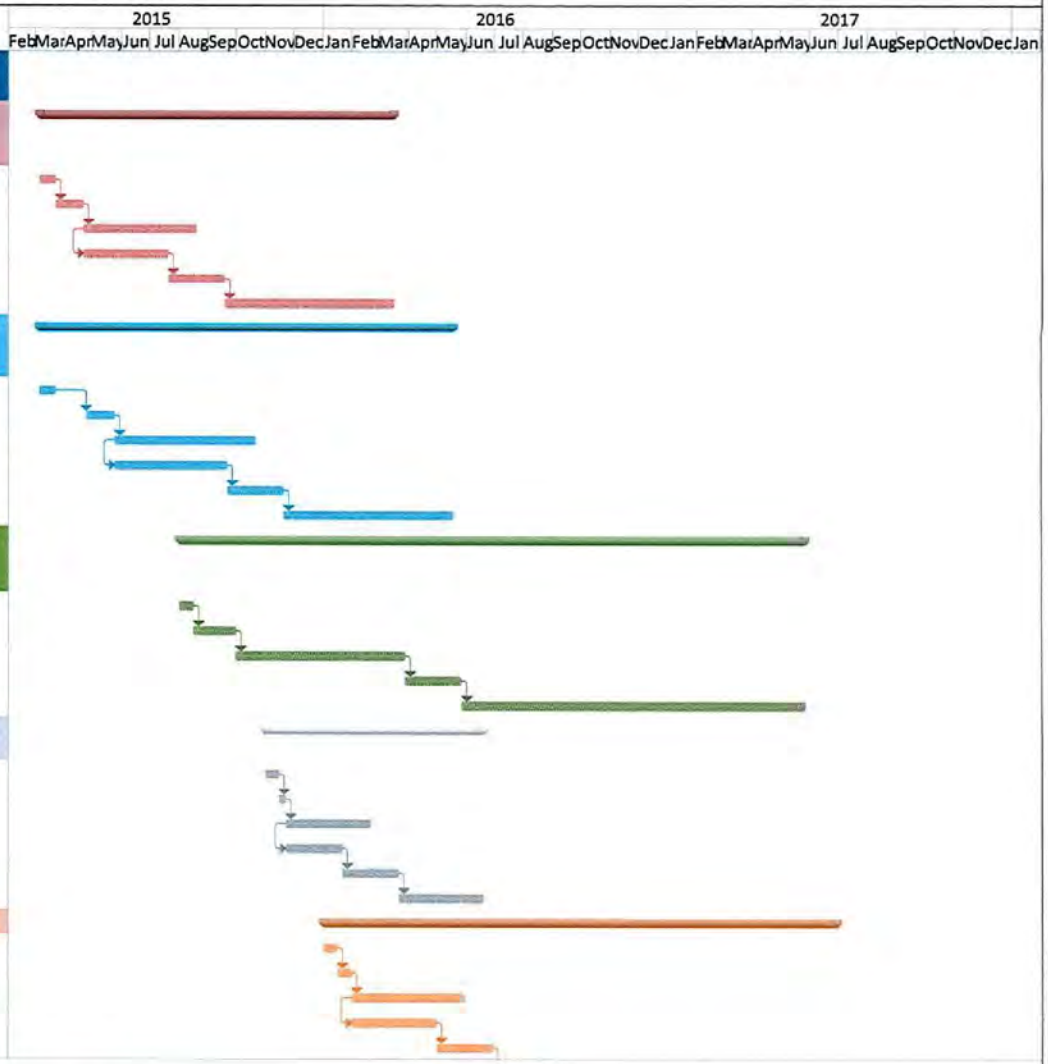
Description		Paid Debt	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL DEBT
General Government																					
Hotel Tax Fund																					
2016 GO Refunding				40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000								400,000
Total Hotel Tax Fund P & I			-	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	-	-	-	-	-	-	-	400,000
LEDC																					
2015 Tax & Revenue	100.00%		48,093	48,044	48,103	48,152	63,645	63,670	63,513	63,543	63,555	63,643	63,687	65,647	65,544	65,575	65,482	65,579	65,538	65,676	1,048,596
																					-
Total LEDC Fund P & I			48,093	48,044	48,103	48,152	63,645	63,670	63,513	63,543	63,555	63,643	63,687	65,647	65,544	65,575	65,482	65,579	65,538	65,676	1,048,596
2015 Capital Projects Fund																					
2015 Tax & Revenue																					-
Total 2015 Capital Projects Fund Fund P & I			-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Drainage																					
2015 Tax & Revenue			100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	1,700,000
																					-
Total Drainage Fund P & I			100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	1,700,000
General Fund																					
2015 Tax & Revenue																					-
Total General Fund P & I			-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Debt Service Fund																					
2006 Tax & Rev CO's	100.00%		47,175	50,535	48,690	46,845															146,070
																					-
2006-A Tax & Rev CO's	93.00%		267,890	267,803	267,332	271,128															806,264
																					-
2015 Tax & Revenue	TRNSF		186,594	186,302	186,653	186,945	279,275	279,421	278,487	278,662	278,735	279,261	279,523	291,203	290,590	290,773	290,222	290,798	290,554	291,374	4,548,778
																					-
2015 Tax & Revenue	12.00%		117,779	117,659	117,803	117,923	155,867	155,927	155,543	155,615	155,645	155,861	155,969	160,769	160,517	160,592	160,365	160,602	160,502	160,831	2,567,990
																					-
2016 GO Refunding	74.84%		171,056	346,930	361,150	353,161	656,899	666,927	661,698	666,974	673,111	670,566	678,350	-	-	-	-	-	-	-	5,735,766
																					-
Total Debt Service Fund P & I			790,494	969,229	981,628	976,002	1,092,041	1,102,275	1,095,728	1,101,251	1,107,491	1,105,688	1,113,842	451,972	451,107	451,365	450,587	451,400	451,056	452,205	13,804,868
Total General Government			**938,587**	**1,157,273**	**1,169,731**	**1,164,154**	**1,295,686**	**1,305,945**	**1,299,241**	**1,304,794**	**1,311,046**	**1,309,331**	**1,317,529**	**617,619**	**616,651**	**616,940**	**616,069**	**616,979**	**616,594**	**617,881**	**16,953,464**

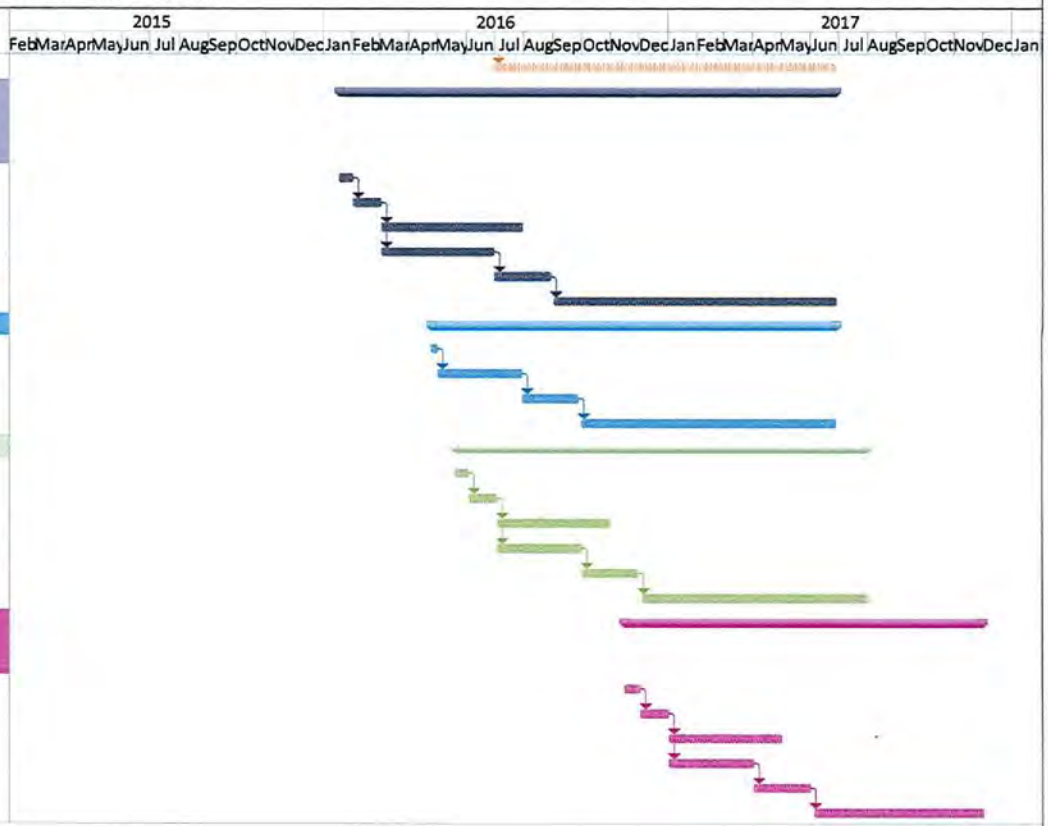
Future Debt Payments as of 9/30/18

Description		Paid Debt	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL DEBT
Proprietary																					
Electric Fund																					
2013 SIB Loan	30.81%		71,151	71,152	71,151	71,151	71,151	71,151	71,151	71,152	71,151	71,151	71,151	71,151	71,151	71,151	71,151	71,152			1,067,268
																					-
																					-
Total Electric Fund P & I		-	71,151	71,152	71,151	71,151	71,151	71,151	71,151	71,152	71,151	71,151	71,151	71,151	71,151	71,151	71,151	71,152	-	-	1,067,268
Water Fund																					
2006A Tax & Rev CO's	7.00%		20,164	20,157	20,122	20,408															60,687
2015 Tax & Revenue	49.60%		486,818	486,322	486,917	487,413	644,248	644,496	642,909	643,207	643,331	644,223	644,670	664,510	663,468	663,778	662,842	663,822	663,406	664,800	10,614,362
2016 GO Refunding	21.81%		49,849	101,103	105,247	102,919	191,435	194,357	192,833	194,371	196,159	195,418	197,686	-	-	-	-	-	-	-	1,671,528
2013 SIB Loan	35.80%		82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676			1,240,140
Total Water Fund P & I		-	639,507	690,258	694,962	693,416	918,359	921,529	918,418	920,254	922,166	922,317	925,032	747,186	746,144	746,454	745,518	746,498	663,406	664,800	13,586,717
Sewer Fund																					
2015 Tax & Revenue	4.30%		42,204	42,161	42,213	42,256	55,852	55,874	55,736	55,752	55,773	55,850	55,889	57,609	57,518	57,545	57,464	57,549	57,513	57,643	920,197
																					-
2016 GO Refunding	3.35%		7,657	15,529	16,166	15,808	29,404	29,853	29,619	29,855	30,130	30,016	30,364	-	-	-	-	-	-	-	256,744
																					-
2013 SIB Loan	33.39%		77,102	77,103	77,102	77,102	77,103	77,102	77,102	77,103	77,102	77,102	77,103	77,102	77,102	77,103	77,102	77,102			1,156,537
																					-
Total Sewer Fund P & I			126,963	134,793	135,481	135,166	162,359	162,829	162,457	162,710	163,005	162,968	163,356	134,711	134,620	134,648	134,566	134,651	57,513	57,643	2,333,478
Total Proprietary Fund P & I		-	**837,621**	**896,203**	**901,594**	**899,733**	**1,151,869**	**1,155,510**	**1,152,026**	**1,154,116**	**1,156,323**	**1,156,436**	**1,159,539**	**953,049**	**951,915**	**952,253**	**951,236**	**952,301**	**720,919**	**722,443**	**16,987,463**
Grand Total			**1,776,208**	**2,053,476**	**2,071,326**	**2,063,887**	**2,447,555**	**2,461,455**	**2,451,267**	**2,458,910**	**2,467,369**	**2,465,767**	**2,477,068**	**1,570,668**	**1,568,566**	**1,569,193**	**1,567,305**	**1,569,280**	**1,337,513**	**1,340,324**	**33,940,927**

City of Lockhart
2015 BOND PROGRAM

Cost	Notes	Task Name	Duration	Start	Finish
$14,124,890.00		TOTAL PROJECT COST			
$2,068,024.00	1	**DRANING 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**			
		Surevying 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
		Construction	365 days	Thu 6/30/16	Thu 6/29/17
$1,355,516.00	6	**SH130 WATER MAN PROJECT - City Line Rd. to Existing Tank, SH 130 @ Hwy. 142, Borchert/Mockingbird, Control Valves, FM 2001**			
		Surevying 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