PUBLIC NOTICE

AGENDA

LOCKHART CITY COUNCIL

September 5, 2023

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

A member or members of the government body holding this meeting may attend via videoconference pursuant to Tex. Gov't Code sec. 551.127. In the event a member or members of the government body holding this meeting attend(s) via videoconference, a quorum of the government body holding this meeting will be physically present at the location identified above.

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 except to the extent specifically authorized under the Texas Open Meetings Act.

DISCUSSION ONLY

A. Discussion regarding updates on City of Lockhart tree trimming operations. 4-15

B. Discuss notification from the Caldwell County Appraisal District regarding nomination of Appraisal District Directors for the 2024-2025 term. 16-23

C. Discuss recommendation to award bid to RDC Paving, LLC of Hutto, Texas in the amount of $776,955.82 for the 2023 Street Improvement Project and appointing the Mayor to sign all contractual documents. 24-30

D. Discussion regarding Ordinance 2023-17 adopting the City of Lockhart's Annual Operating Budget for Fiscal Year 2023-2024 and appropriating resources, beginning October 1, 2023, ending September 30, 2024, for the City of Lockhart, Caldwell County, Texas and the Lockhart Economic Development Corporation and adopting the City's Investment Policy, Financial Policy, and Fund Balance - Stabilization and Excess of Reserves Policies. 31-33

E. Discussion regarding Ordinance 2023-18 levying maintenance and operations property taxes for the use and support of the City of Lockhart, Texas and interest and sinking property taxes for the debt service obligations of the City of Lockhart, Caldwell County, Texas for Fiscal Year 2024, beginning October 1, 2023 and ending September 30, 2024. 34-37

F. Discussion regarding Ordinance 2023-19 repealing uncodified Ordinance 2022-42 in its entirety and adopting this ordinance regarding the City personnel policy manual; removing performance or merit pay for police and fire personnel and adopting a step pay plan for Police and Fire Departments under civil service. 38-43

7:30 P.M. REGULAR MEETING

1. **CALL TO ORDER**
   Mayor Pro-Tem Angie Gonzales-Sanchez

2. **INVOCATION, PLEDGE OF ALLEGIANCE**
   Invocation. Pledge of Allegiance to the United States and Texas flags.

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

4. **PUBLIC HEARING/COUNCIL ACTION**
   A. Hold a PUBLIC HEARING on application ZC-23-06 by Monte J. Guidry and discussion and or action to Consider Ordinance 2023-16 for a **Zoning Change** from *CHB Commercial Heavy Business District* to *RMD Residential Medium Density District* on a total of 0.216 acres in the Byrd Lockhart League, Abstract No. 17, located at 1013 North Colorado Street (US 183). 44-55
   B. Hold a Public Hearing for the City of Lockhart and the Lockhart Economic Development Corporation Fiscal Year 2023-2024 Budget. 56-59
   C. Hold Public Hearing on Proposed Tax Rate for 2023. 60-63

5. **DISCUSSION/ACTION ITEMS**
   A. Discussion and/or action to consider awarding bid to RDC Paving, LLC of Hutto, Texas in the amount of $776,955.82 for the 2023 Street Improvement Project and appointing the Mayor to sign all contractual documents. 64-70
   B. Discussion and/or action to consider Ordinance 2023-17 adopting the City of Lockhart's Annual Operating Budget for Fiscal Year 2023-2024 and appropriating resources, beginning October 1, 2023, ending September 30, 2024, for the City of Lockhart, Caldwell County, Texas and the Lockhart Economic Development Corporation and adopting the City's Investment Policy, Financial Policy, and Fund Balance - Stabilization and Excess of Reserves Policies. 71-73

C. Discussion and/or action to consider Ordinance 2023-18 levying maintenance and operations property taxes for the use and support of the City of Lockhart, Texas and interest and sinking property taxes for the debt service obligations of the City of Lockhart, Caldwell County, Texas for Fiscal Year 2024, beginning October 1, 2023 and ending September 30, 2024. 74-77

D. Discussion and/or action to consider Ordinance 2023-19 repealing uncodified Ordinance 2022-42 in its entirety and adopting this ordinance regarding the City personnel policy manual; removing performance or merit pay for police and fire personnel and adopting a step pay plan for Police and Fire Departments under civil service. 78-83

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

- Texas Monthly has announced the drone show will return for the 2023 BBQ World's Fair.
- Construction for public improvements in Summerside Sections 5 and 6 will begin soon to serve 147 residential lots.
- Election regarding the creation of ESD No. 5 is scheduled for November 7, 2023.
- Update on water conservation efforts.
- Update on Lockhart Industrial Park III projects.
- Update on new traffic signalization at SH 142 and SH 130 and vehicle burglary prevention tips. (Police Chief Williamson)

7. COUNCIL AND STAFF COMMENTS - ITEMS OF COMMUNITY INTEREST

8. ADJOURNMENT

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

Posted on the bulletin board in the Municipal Building, 308 West San Antonio Street, Lockhart, Texas, on the 1st day of September, 2023 at 4:40 p.m.

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

COUNCIL MEETING DATE: September 5, 2023

AGENDA ITEM CAPTION: Discussion regarding updates on City of Lockhart tree trimming operations.

ORIGINATING DEPARTMENT AND CONTACT: Administration - Joseph Resendez, Bobby Leos

ACTION REQUESTED: Other

BACKGROUND/SUMMARY/DISCUSSION: On August 15th, local residents along Guadalupe St. appeared before Council and expressed concern for the potential impact recent tree trimming on their street may affect the health of the trimmed trees. Council directed staff to review the current tree trimming program and provide an update at the September 5th Council meeting.

This report summarizes regulatory requirements, industry standards, municipal operations, and commonly asked questions related to tree-utlity conflicts.

PROJECT SCHEDULE (if applicable):

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

FISCAL NOTE (if applicable):

PREVIOUS COUNCIL ACTION:

COMMITTEE/BOARD/COMMISSION ACTION:

STAFF RECOMMENDATION/REQUESTED MOTION:

LIST OF SUPPORTING DOCUMENTS: Staff Report on Tree Trimming

Introduction

On August 15th, local residents along Guadalupe St. appeared before Council and expressed concern for the potential impact recent tree trimming on their street may affect the health of the trimmed trees. Council directed staff to review the current tree trimming program and provide an update at the September 5th Council meeting.

This report summarizes regulatory requirements, industry standards, municipal operations, and commonly asked questions related to tree-utility conflicts.

Regulatory Requirements

National Electric Safety Code (NESC)

Tree Trimming Section 218.A.1 states:

"Trees that may interfere with ungrounded supply conductors should be trimmed or removed. Normal tree growth, the combined movement of trees and conductors under adverse weather conditions, voltage, and sagging of conductors at elevated temperatures are among the factors to be considered in determining the extent of trimming required."

Occupational Safety and Health Administration (OSHA)

OHSA 1910.269 is the vertical standard pertaining to the generation, transmission, and distribution of electricity. These regulations apply for line-clearance tree trimming that is within 10 feet of electric supply lines for voltages to ground of 50 kilovolts (KV) or less indicating a minimum clearance requirement.

Industry Standards

American National Standards Institute (ANSI)

ANSI Z-133 is the American National Standard for Arboricultural Operations - Pruning, Repairing, Maintaining, and Removing Trees, and Cutting Brush- Safety Requirements. It has the force of law because it is the standard an OSHA compliance officer would reference when identifying safety violations of employees engaged in tree work. Therefore, it is considered the definitive safety standard for arboricultural operations.

In short, ANSI Z-133 defines an electric hazard to exist anytime a tree worker, tool, tree, or any other conductive object is closer than 10 feet from an energized conductor with a voltage of 50,000 volts or less.

Municipal Operations

Authority of City to Trim Trees

The City At orney's office cites the following statutory provision in their opinion let er (Exhibit A) on the mat er:

"State law, in Ch. 311, Transportation Code, provides that a home rule city, such as Lockhart, has exclusive control over its streets and has authority to remove any encroachments or obstructions."

"This authority is part of the City's police power to protect the health, safety, and welfare of its citizens, public safety being the City's principle concern in this mat er."

LCRA System Study

In 2022, the city received the completed Electric System Study from the Lower Colorado River Authority (LCRA). The study was prepared to determine the adequacy of the city's existing electric distribution system, and to identify those improvements necessary to maintain safe and reliable power to our citizen customers over the next five-year time frame.

> **Section 2.10 Tree Trimming Program states:**
>
> "It is recommended that the City continue its tree trimming program in an effort to reduce voltage flicker, outages, losses, and to improve public safety and satisfaction. Trees and tree limbs falling into power lines are the most common cause of outages. Downed power lines caused by falling trees are a public safety hazard. Limbs that touch power lines also increase the cost of purchased power by increasing losses. Finally, utilities that fail to maintain a tree trimming program frequently experience higher than normal expenses during severe storm conditions. Not only does the utility incur many hours of overtime, but they must also purchase additional inventory to replace damaged poles, wire, and electric equipment.
>
> The City of Lockhart tree trimming program could keep the system clear with a tree trimming contractor on site once a year. It is recommended that Lockhart have a tree trimming program of ten weeks per year at an estimated cost of $130,000 per year."

Note: The city maintains 65 miles of overhead distribution lines. The distance from Dr. Eugene Clark Library to the City of San Antonio City Hall (by I-35 S) is 67 miles.

Common Questions

Why does the city need to trim trees in maintaining the electric utility?

In short, reliability. Storms and high winds are the leading cause of power outages. Trees that are too close to power lines can interrupt electric service, damage our infrastructure, and create dangerous situations when the lines go down. A single tree-to-wire contact may interrupt electric service to hundreds of homes and businesses. If electric service is lost to medical facilities, water systems, traffic lights, or emergency service providers, the results can seriously impact the community. One of the best ways to reduce interruption to electric service is by maintaining adequate clearance between power lines and trees by trimming or removing trees that are too close to the power lines.

Why trim trees that aren't touching any electric wires?

In high winds, limbs can sway into lines causing outages and even fires. For that reason, we aim to trim trees before problems occur.

Who trims trees for the City of Lockhart Electric Utility?

The city contracts with line clearance tree companies for tree trimming. The current contractor is McCoy Tree Surgery. In emergency situations, city linemen may trim trees. These contractors use techniques established by the electric and tree care industries to meet federal standards for clearance from power lines while keeping trees healthy.

How far does the city trim trees?

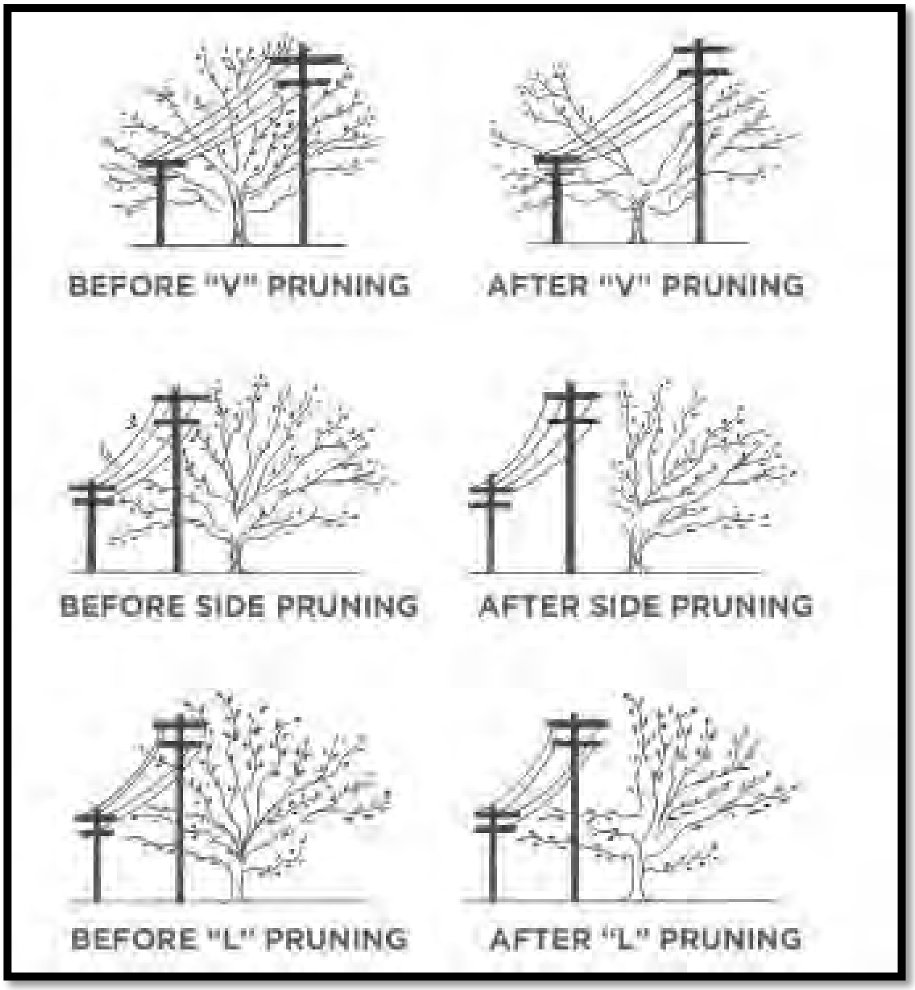
Generally, the city and contractors plan to trim 10 feet of clear space on primary lines. We do not trim around cable or telephone lines. Each company is responsible for maintaining their own assets.

What pruning methods are used during tree trimming?

The most appropriate way to prune trees for electric utility line clearance is by directional pruning. This method removes branches growing toward conductors in favor of those growing away. Directional pruning may not enhance the beauty of your trees. However, it will make them safer and help them maintain healthy growth.

How are the trees trimmed?

The three most common methods are: V, L and side.

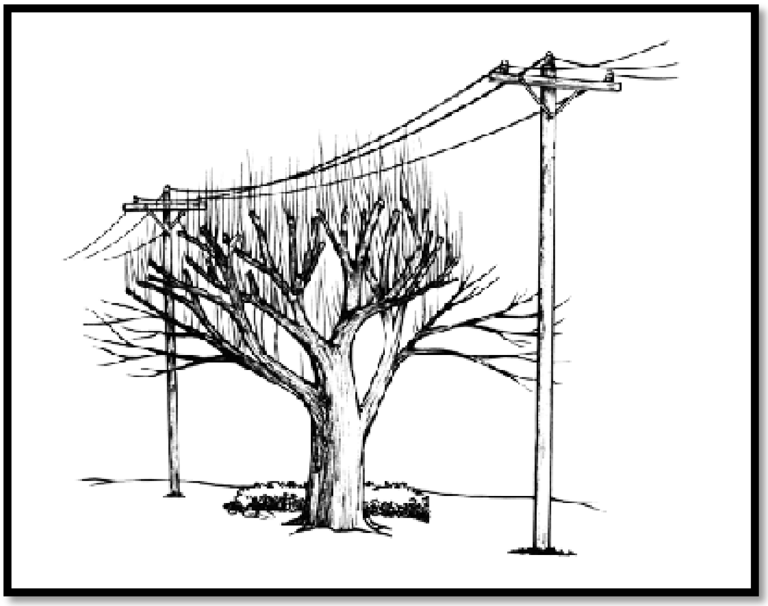


How can I avoid having my trees trimmed?

Thoughtful planting of new trees is the best way to ensure uninterrupted service and minimal future tree trimming. Always be aware of overhead and underground lines before planting trees on your property.

Can you top or prune the whole tree to give it a more symmetrical shape?

Topping (stubbing and rounding over) is bad for trees, and often causes rapid growth back toward the power lines. Generally, we only prune the part of the tree that could affect the lines. This allows the rest of the tree to naturally grow away from the power lines.



How will I be notified if my trees will trimmed?

The city's contractor will notify residents in-person if they are home. A "Tree Trimming and Power Lines" Pamphlet (Exhibit B) is provided to the resident during this notification. If a resident is not home, a door hanger (Exhibit C) will be placed on the door.

Where can I find more information about proper tree care?

The Arbor Day Foundation, the International Society of Arboriculture, and the Tree Care Industry Association, all have valuable information about tree care.

Additional Attachment:

- Utili-Facts – All About Trees and Power Lines (Public Utility Commission of Texas)

Prepared By:

Joseph Resendez, Assistant City Manager
Bobby Leos, Electric Superintendent

EXHIBIT A

MESSER ★ FORT ★ McDONALD
THE MUNICIPAL LAW FIRM
NORTH TEXAS | AUSTIN | ABILENE

August 23, 2023

Mr. Steven Lewis
City Manager
City of Lockhart

Via email: slewis@lockhart-tx.org

Re: Authority of City to trim trees and brush in City ROWs

Dear Mr. Lewis:

Please accept this letter as my legal opinion regarding the authority of the City's Electrical Department personnel to trim or prune trees or brush in or encroaching into the City's ROW.

I have been provided with a copy of the legal opinion letter dated June 17, 2003, from former City Attorney Todd A. Blomerth. He opined therein that the City of Lockhart has an absolute right to deal with obstructions within the City's rights-of-way ("ROWs"), including but not limited to cutting back trees or shrubbery that could affect electrical distribution lines. I am in full agreement with that opinion.

State law, in Ch. 311, Transportation Code, provides that a home rule city, such as Lockhart, has exclusive control over its streets and has authority to remove any encroachments or obstructions. The City's charter provides the same, and a city with an electric utility, such as Lockhart, has a particular need to be able to remove tree limbs or other items that may obstruct or interfere with electric distribution lines.

I agree further with Mr. Blomerth's statement that the City may trim back any growth originating outside of a ROW that is making or may make contact with electrical facilities. This authority is part of the City's police power to protect the health, safety, and welfare of its citizens, public safety being the City's principal concern in this matter.

Please let me know if you have further questions or issues related to this topic.

Yours truly,

Monte Akers
City Attorney

4201 W. Parmer Lane, Building C, Suite 150., Austin TX 78727 ★ Phone: 512-600-2305 ★ Fax: 512.233.0801

WHAT YOU SHOULD EXPECT FROM MCCOY

1. McCoy trimmers will work safely and efficiently to trim trees to obtain the required clearance from power lines.

2. If a major portion of your tree must be removed to obtain the proper clearance, a member of the crew will discuss the situation with you prior to making the cut. In some cases, removal of the tree may be the best option.

3. The crew will leave your yard and driveway area as clean or cleaner than before the work was started.

Please do not ask the crews to trim trees that do not affect the reliability of electric service.

IF YOU NEED TO CONTACT SOMEONE

To verify the legitimacy of the McCoy crews or for more information, contact your McCoy area supervisor:

Julio Falcon
800-462-2393
jfalcon@mccoytree.com

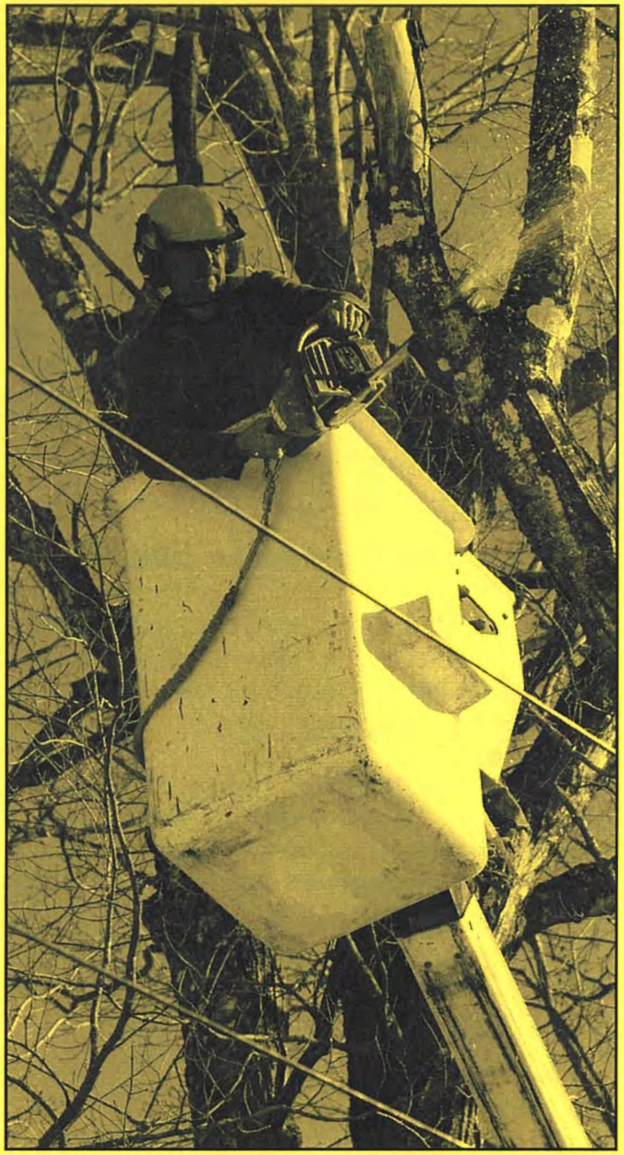
EXHIBIT B

TREE MANAGEMENT COORDINATED THROUGH

LCRA
ENERGY • WATER • COMMUNITY SERVICES

The Lower Colorado River Authority helps city-owned utilities and electric cooperatives keep electricity flowing to their consumers affordably, reliably and safely. Tree management services are coordinated through LCRA.

TREE TRIMMING AND POWER LINES



Tree trimming services are provided by your local utility and McCoy Tree Surgery.

McCoy Tree Surgery

TREES AND POWER LINES DON'T MIX

Trees growing too close to electric lines can cause damage or interrupt power to you or your neighbors. Proper clearances must be maintained to ensure safety and help avoid power outages.

McCoy Tree Surgery, which specializes in vegetation management for the electric utility industry, partners with your local utility to prune trees near electric power lines when it has been determined that branches may, or have begun to, impact power lines.

McCoy's pruning methods comply with industry standards for safety and tree care, and are endorsed by the International Society of Arboriculture and the Tree Care Industry Association. These standards promote quality tree care while ensuring safe and reliable electric service.

There is no charge to you for these tree-trimming services.

UNPRUNED TREES CAUSE POWER OUTAGES

During severe storms, wind-blown or ice-laden tree limbs that contact power lines are the most common cause of electric power outages. Just one tree limb can knock out electric service to dozens of families.

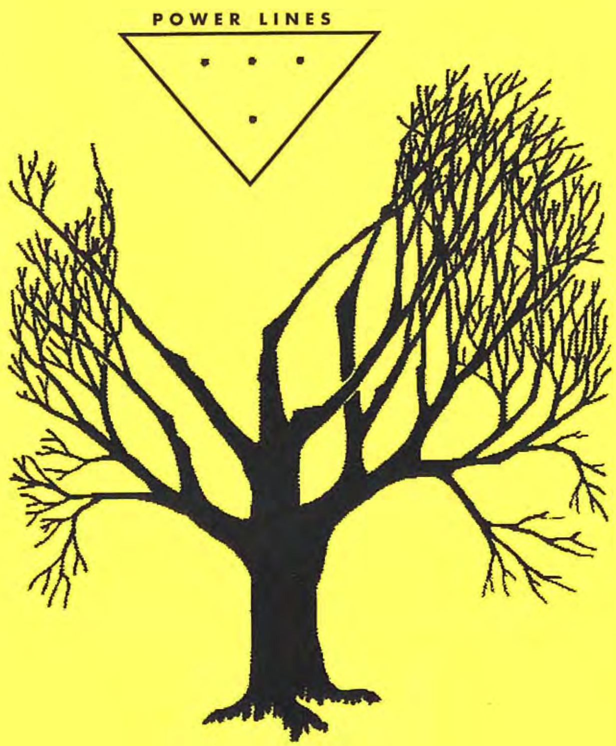
Tree management trimming is designed to virtually eliminate outages caused by trees. Following international arboricultural standards, McCoy workers trim trees so limbs will not interfere with electric lines for at least three years.

PROPER TRIMMING METHODS

Ideally, trees should not be planted beneath power lines. Unfortunately, thousands of trees are growing too close to power lines. These trees must be trimmed to prevent safety hazards and power outages.

How trees are trimmed is important. If trees are not trimmed properly, power outages may occur and your tree may be damaged. McCoy's trimming techniques protect the health of trees and direct the tree to grow away from electric lines through directional trimming.

The illustrations show how trees growing too close to power lines must be trimmed. The four dots represent the electric lines. Notice how trimming helps the tree grow away from the power lines.



Your tree may look like this if it grows to the side of a power line. Notice that proper trimming maintains proper clearance both below and to the sides of the power lines.

WHAT IF DRASTIC TRIMMING IS NEEDED?

In some cases, obtaining the proper clearance from power lines requires removal of a major portion of your tree. If McCoy determines it is necessary to remove large branches all the way to the trunk, this option will be discussed with you prior to trimming.

In order to protect the tree, cuts will only be made at certain arteries. In no case will proper trimming techniques be compromised or a cut made that will harm your tree.

EXHIBIT C

Dear Customer, Date ____ / ____ / ____

Vegetation management specialists under contract with your electric utility will soon be in your neighborhood. These professionals will be pruning trees or clearing brush, away from power lines, that could interfere with essential electric service or become a hazard.

Trees and Power Lines Don't Mix

Trees growing too close to electric lines can cause damage or interrupt service to you or your neighbors. Proper clearances must be maintained to assure safety and to help avoid power outages.

If you are not home on the day of the work, we will proceed in a professional manner with any necessary pruning and clean-up.

If you have any questions concerning the work to be done, please call

Julio Falcon (Area Supervisor)
Voice mail: (800) 462-2393
(leave a message. Julio will call you back.)

Thank you for your cooperation; it's a pleasure to serve you.

City of Lockhart

512-376-8056

McCoy Tree Surger

EXHIBIT C

Estimado Cliente: Fecha __/__/__

Especialistas en jardineria estarán en su área muy pronto. Estos profesionales estan bajo contrato con el servicio de electricidad. Los especialistas podaran las ramas de arboles y arbustos que se encuentren cerca de los cables de electricidad, ya que éstas pueden interferir con su servicio o ser un peligro.

Los Arboles y Los Cables de Electricidad No Se Llevan Bien.

Los arboles que se encuentran muy cerca de los cables de electricidad pueden causar daños o interrumpir el servicio de electricidad para usted y/o para sus vecinos. Al sistema de cableado se le debe de dar mantenimiento para su seguridad y evitar apagones.

Si usted no se encuentra en su casa el día en que se lleve acabo este trabajo, no se preopcupe, nosotros procederemos de una manera profesional limpiando los restos de ramas que hayan sido podadas.

Si usted tiene alguna pregunta acerca de este trabajo, por favor llame a:

Julio Falcon (Supervisor)
Telefonicos: 800-462-2393
(Por favor deje su recado con lada y numero de telefono, Julio se comunicara con UD.)

Gracias por su cooperación; es un placer servirle.

McCoy Tree Surgery

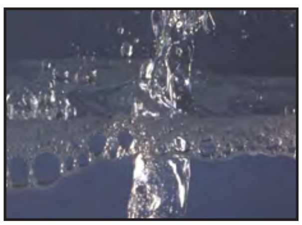
Compania de Electricidad de
City of Lockhart
512-376-8056

A PUBLICATION OF THE PUBLIC UTILITY COMMISSION OF TEXAS

UTILI-FACTS

All About Trees and Power Lines

Trees provide beauty, shade, and habitat for wildlife. They help conserve soil and water and act as wind, noise, and visual buffers. A community's trees are an asset and must be managed to maintain their health and prevent problems. Reliable electric service is also an integral part of our lives. Electric utilities strive to provide safe and reliable electric service. To achieve these goals, they must manage trees near power lines.



Why is it necessary for the wires company to manage trees near power lines?

First and foremost is public safety. Every year in Texas, people are injured or even killed when they climb or prune trees near power lines. High-voltage lines are not insulated, and direct contact usually results in death by electrocution. A tree contacting a power line can also become energized, injuring someone touching the tree. Children should never climb or play in trees near power lines. Trees contacting power lines can also start fires, endangering lives and property.

Many trees are located too close to power lines. Power outages can occur when trees grow into or fall on power lines. Service interruptions caused by trees are more than an inconvenience; they can endanger lives through the failure of life support systems, fire alarms, and traffic signals. Power outages can also be very costly, especially to commercial and industrial customers.

How does the wires company manage trees near power lines?

The wires company routinely requires access to inspect trees near its lines and schedules periodic maintenance. The wires company prunes trees that interfere with power lines and may even need to completely remove a tree because of its condition. When pruning trees, the wires company determines the required distance based on the voltage of the power line and the type of tree.

Some trees need to be pruned more than others to prevent problems. According to the American National Standards Institute A300 Pruning Standards, most wires companies hire professionals to prune trees.

Can I prune my own trees?

NO! By Texas law (Health & Safety Code, Chapter 752), only professionals who are authorized by the wires companies are allowed to prune or remove trees closer than 6 feet to high voltage power lines. These professionals have been properly trained and equipped to do so. Serious injury and even death can occur when untrained persons or homeowners attempt to prune trees closer than 6 feet to high voltage power lines. Call your wires company for assistance.

What trees can be planted near power lines?

Texas has a wide variety of low-growing trees that can be planted near power lines. As a rule, trees planted near power lines should have a mature height of less than 25 feet. Taller growing trees must be planted further away to prevent future problems. Homeowners should evaluate their trees near power lines and help ensure the trees are maintained to acceptable height. Most wires companies have tree planting booklets available to their customers that give advice on types of trees to plant. Remember, before you plant a tree, look up for power lines and call the "Call Before You Dig" toll-free line at 1-800-344-8377 to locate any buried lines.

QUESTIONS:

Call: 1-888-782-8477, in Austin 512-936-7120
(TTY 512-936-7136) (FAX 512-936-7003)

Write: PUC - Customer Protection Division
P.O. Box 13326, Austin, TX 78711-3326

Online: http://www.puc.texas.gov/consumer/complaint/Complaint.aspx

PUBLIC UTILITY COMMISSION OF TEXAS

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

<u>COUNCIL MEETING DATE:</u> September 5, 2023

<u>AGENDA ITEM CAPTION:</u> Discuss notification from the Caldwell County Appraisal District regarding nomination of Appraisal District Directors for the 2024-2025 term.

<u>ORIGINATING DEPARTMENT AND CONTACT:</u> Administration - Steven Lewis

<u>ACTION REQUESTED:</u> Other

<u>BACKGROUND/SUMMARY/DISCUSSION:</u> Attached is a notification from Shanna Ramzinski, Chief Appraiser of the Caldwell County Appraisal District, regarding the nomination of Appraisal District Directors. Nominations for directors for the 2024-2025 term are due to be submitted to the Chief Appraiser by October 15, 2023.

A list of the current Board of Directors is also attached.

<u>PROJECT SCHEDULE (if applicable):</u> N/A

<u>AMOUNT & SOURCE OF FUNDING:</u>
Funds Required:
Account Number:
Funds Available:
Account Name:

<u>FISCAL NOTE (if applicable):</u> N/A

<u>PREVIOUS COUNCIL ACTION:</u> N/A

<u>COMMITTEE/BOARD/COMMISSION ACTION:</u> N/A

<u>STAFF RECOMMENDATION/REQUESTED MOTION:</u> N/A

<u>LIST OF SUPPORTING DOCUMENTS:</u> August 10, 2023 letter regarding Nomination of Appraisal District Directors, List of current Board of Directors

Caldwell County Appraisal District

DATE: August 10, 2023

TO: Taxing Unit Presiding Officers

FROM: Shanna Ramzinski, Chief Appraiser

RE: Nomination of Appraisal District Directors

Dear Members:

Nominations for directors of the Caldwell County Appraisal District for the 2024-2025 term are to be submitted to the chief appraiser on or before **October 15, 2023.** Each taxing unit may nominate one candidate for each position to be filled. All five positions are available for selection, therefore, each unit may nominate up to five candidates.

A director must reside in the appraisal district for at least two years immediately preceding the date he or she takes office, and must not have delinquent property taxes. An employee of a taxing unit is not eligible to serve as a director unless the employee is also an elected official.

The presiding officer of the taxing unit submits the names and addresses of the nominees ***by written resolution*** to the chief appraiser by October 15, 2023. Names submitted after this date will not be listed on the ballot. The resolution must be adopted by majority vote of your taxing unit's governing body. Each unit will then receive a ballot before October 30, 2023.

Enclosed you will find the voting entitlement for each of the voting taxing units. Please submit nominees only at this time.

I have enclosed a document outlining the steps in the selection process and a copy of the Property Tax Code regarding eligibility

Please call on me if you have any questions about the selection process.

Sincerely,

Shanna Ramzinski

Shanna Ramzinski
Chief Appraiser

Encl; Vote allocation
Process letter
Tax Code §6.03

CALDWELL COUNTY APPRAISAL DISTRICT
VOTE ALLOCATION FOR BOARD OF DIRECTORS SELECTION 2024-2025 TERM

TAXING UNIT	2022 TAX LEVY	/	ALL LEVIES	=	Quotient	X	1000	=	Product	X	# Members	=	VOTES	ROUNDED VOTES
CALDWELL COUNTY	$24,032,242.99	/	$78,245,137.88	=	0.3071404	X	1000	=	307.1	X	5	=	1535.7	1536
CITY LOCKHART	$7,059,211.33	/	$78,245,137.88	=	0.09021917	X	1000	=	90.2	X	5	=	451.1	451
CITY LULING	$1,628,544.83	/	$78,245,137.88	=	0.02081337	X	1000	=	20.8	X	5	=	104.1	104
CITY MARTINDALE	$370,640.43	/	$78,245,137.88	=	0.00473691	X	1000	=	4.7	X	5	=	23.7	24
CITY MUSTANG RIDGE	$117,700.29	/	$78,245,137.88	=	0.00150425	X	1000	=	1.5	X	5	=	7.5	8
CITY NIEDERWALD	$53,784.92	/	$78,245,137.88	=	0.00068739	X	1000	=	0.7	X	5	=	3.4	3
CITY OF SAN MARCOS	$201,971.53	/	$78,245,137.88	=	0.00258127	X	1000	=	2.6	X	5	=	12.9	13
CITY OF UHLAND	$29,998.60	/	$78,245,137.88	=	0.00038339	X	1000	=	0.4	X	5	=	1.9	2
LOCKHART ISD	$31,092,500.44	/	$78,245,137.88	=	0.39737294	X	1000	=	397.4	X	5	=	1986.9	1987
LULING ISD	$6,949,638.72	/	$78,245,137.88	=	0.08881879	X	1000	=	88.8	X	5	=	444.1	444
PRAIRIE LEA ISD	$1,881,412.44	/	$78,245,137.88	=	0.0240451	X	1000	=	24.0	X	5	=	120.2	120
HAYS ISD	$1,068,659.36	/	$78,245,137.88	=	0.01365784	X	1000	=	13.7	X	5	=	68.3	68
GONZALES ISD	$510,092.08	/	$78,245,137.88	=	0.00651915	X	1000	=	6.5	X	5	=	32.6	33
SAN MARCOS ISD	$2,752,511.70	/	$78,245,137.88	=	0.03517805	X	1000	=	35.2	X	5	=	175.9	176
WEALDER ISD	$417,721.54	/	$78,245,137.88	=	0.00533863	X	1000	=	5.3	X	5	=	26.7	27
AUSTIN COM COLLEGE	$78,506.68	/	$78,245,137.88	=	0.00100334	X	1000	=	1.0	X	5	=	5.0	5
TOTAL	$78,245,137.88		$78,245,137.88										5000	5001

* = Not including Plum Creek Conservation, Plum Creek Underground, Caldwell-Hays ESD1, Gonzales Underground, Caldwell ESD2, Caldwell ESD3, Caldwell ESD4, Bollinger MUD, Caldwell Co MUD 1, 2, 3, 4, Chisholm MUD 1, Cotton Center MUD 2, Caldwell Valley MUD 1

* = Only Levy within Caldwell County PTC 6.03d

STEPS IN THE VOTING PROCESS TO ELECT DIRECTORS OF THE CALDWELL COUNTY APPRAISAL DISTRICT

1 Chief appraiser delivers written notice of nominations process and voting entitlement before October 1, 2023 to:

County Judge
County Commissioners
Mayors
City Managers
City Secretaries (if no city manager)
School Board Presidents
School Superintendents

2 Governing body adopts resolution nominating from one to five candidates for directors.

3 Presiding officer of governing body submits the resolution naming the unit's nominees to the chief appraiser no later than October 15, 2023.

4 Chief Appraiser delivers ballot to the presiding officer of each governing body before October 30, 2023.

5 Governing body determines its vote by resolution and submits it to the chief appraiser no later than December 15, 2023.

6 Chief appraiser counts the votes, declares the five candidates who receive the most votes elected, and submits the results to the governing bodies and the candidates before December 31, 2023.

NOTES TO DECISIONS

Analysis

Energy & Utilities Law
•Oil, Gas & Mineral Interests
••General Overview
Evidence
•Procedural Considerations
••Burdens of Proof
•••General Overview
Tax Law
•State & Local Taxes
••Real Property Tax
•••General Overview

ENERGY & UTILITIES LAW
Oil, Gas & Mineral Interests
General Overview. — Where a mineral lease crossed county lines, a county appraisal district incorrectly valued the minerals for purposes of ad valorem taxation by calculating the percentage of surface acres in the county and applying that percentage to the mineral interest; its burden under Tex. Tax Code Ann. § 21.01 to prove the situs of the taxable property allowed it to tax only minerals actually in the county, in accordance with the provisions of Tex. Const. art. VIII, § 11 and Tex. Const. art. VIII, § 20 for property to be assessed at fair market value in the county where situated, and of Tex. Tax Code Ann. § 6.01(a), (b) and Tex. Tax Code Ann. § 6.02(a) for an appraisal district in each county. Devon Energy Prod., L.P. v. Hockley County Appraisal Dist., 178 S.W.3d 879, 169 Oil & Gas Rep. 78, 2005 Tex. App. LEXIS 9177 (Tex. App. Amarillo Nov. 3, 2005, no pet.).

EVIDENCE
Procedural Considerations
Burdens of Proof
General Overview. — Where a mineral lease crossed county lines, a county appraisal district incorrectly valued the minerals for purposes of ad valorem taxation by calculating the percentage of surface acres in the county and applying that percentage to the mineral interest; its burden under Tex. Tax Code Ann. § 21.01 to prove the situs of the taxable property allowed it to tax only minerals actually in the county, in accordance with the provisions of Tex. Const. art. VIII, § 11 and Tex. Const. art. VIII, § 20 for property to be assessed at fair market value in the county where situated, and of Tex. Tax Code Ann. § 6.01(a), (b) and Tex. Tax Code Ann. § 6.02(a) for an appraisal district in each county. Devon Energy Prod., L.P. v. Hockley County Appraisal Dist., 178 S.W.3d 879, 169 Oil & Gas Rep. 78, 2005 Tex. App. LEXIS 9177 (Tex. App. Amarillo Nov. 3, 2005, no pet.).

TAX LAW
State & Local Taxes
Real Property Tax
General Overview. — Where a mineral lease crossed county lines, a county appraisal district incorrectly valued the minerals for purposes of ad valorem taxation by calculating the percentage of surface acres in the county and applying that percentage to the mineral interest; its burden under Tex. Tax Code Ann. § 21.01 to prove the situs of the taxable property allowed it to tax only minerals actually in the county, in accordance with the provisions of Tex. Const. art. VIII, § 11 and Tex. Const. art. VIII, § 20 for property to be assessed at fair market value in the county where situated, and of Tex. Tax Code Ann. § 6.01(a), (b) and Tex. Tax Code Ann. § 6.02(a) for an appraisal district in each county. Devon Energy Prod., L.P. v. Hockley County Appraisal Dist., 178 S.W.3d 879, 169 Oil & Gas Rep. 78, 2005 Tex. App. LEXIS 9177 (Tex. App. Amarillo Nov. 3, 2005, no pet.).

ATTORNEY GENERAL OPINIONS

Jurisdiction.
Despite the enactment of House Bill 1010 by the Eightieth Legislature, an appraisal district operating in overlapping territory by operation of Tex. Tax Code Ann. § 6.02(b) retains authority to hear and determine pending corrective motions and taxpayer protests concerning property in that territory that relate to the 2007, or prior, tax year. 2008 Tex. Op. Att'y Gen. GA-0631, 2008 Tex. AG LEXIS 45.

Savings Clause.
After the 2007 legislation that altered the legal framework for appraising property for ad valorem taxation in taxing units located in more than one county, an appraisal district is still responsible for litigation filed against it prior to January 1, 2008, and involving property that is no longer in its appraisal district; the general savings clause continues in effect relevant portions of Tex. Tax Code Ann. § 6.02, such that a taxing district has continuing authority to defend itself in the pending litigation, and a taxing unit has a continuing obligation to pay the related costs. 2008 Tex. Op. Att'y Gen. GA-0590, 2008 Tex. AG LEXIS 2.

Sec. 6.025. Overlapping Appraisal Districts; Joint Procedures [Repealed].

Repealed by Acts 2007, 80th Leg., ch. 648 (H.B. 1010), § 5(3), effective January 1, 2008.

HISTORY: Enacted by Acts 1995, 74th Leg., ch. 186 (H.B. 623), § 1, effective January 1, 1996; am. Acts 1997, 75th Leg., ch. 1357 (H.B. 670), § 1, effective January 1, 1998; am. Acts 1999, 76th Leg., ch. 250 (H.B. 1037), § 1, 2, effective January 1, 2000; am. Acts 2003, 78th Leg., ch. 455 (H.B. 703), § 1, effective January 1, 2004; am. Acts 2003, 78th Leg., ch. 1041 (H.B. 1082), § 1, effective January 1, 2004.

ATTORNEY GENERAL OPINIONS

Overlapping Districts.
With respect to property lying in overlapping appraisal districts, section 6.025(d) of the Tax Code requires the chief appraiser of each of the overlapping districts to enter in the appraisal records the lowest values, appraised and market, listed by any of the overlapping districts. 2004 Tex. Op. Att'y Gen. GA-0283.

Sec. 6.03. Board of Directors.

(a) The appraisal district is governed by a board of directors. Five directors are appointed by the taxing units that participate in the district as provided by this section. If the county assessor-collector is not appointed to the board, the county assessor-collector serves as a nonvoting director. The county assessor-collector is ineligible to serve if the board enters into a contract under Section 6.05(b) or if the commissioners court of the county enters into a contract under

Section 6.24(b). To be eligible to serve on the board of directors, an individual other than a county assessor-collector serving as a nonvoting director must be a resident of the district and must have resided in the district for at least two years immediately preceding the date the individual takes office. An individual who is otherwise eligible to serve on the board is not ineligible because of membership on the governing body of a taxing unit. An employee of a taxing unit that participates in the district is not eligible to serve on the board unless the individual is also a member of the governing body or an elected official of a taxing unit that participates in the district.

(b) Members of the board of directors other than a county assessor-collector serving as a nonvoting director serve two-year terms beginning on January 1 of even-numbered years.

(c) Members of the board of directors other than a county assessor-collector serving as a nonvoting director are appointed by vote of the governing bodies of the incorporated cities and towns, the school districts, the junior college districts, and, if entitled to vote, the conservation and reclamation districts that participate in the district and of the county. A governing body may cast all its votes for one candidate or distribute them among candidates for any number of directorships. Conservation and reclamation districts are not entitled to vote unless at least one conservation and reclamation district in the district delivers to the chief appraiser a written request to nominate and vote on the board of directors by June 1 of each odd-numbered year. On receipt of a request, the chief appraiser shall certify a list by June 15 of all eligible conservation and reclamation districts that are imposing taxes and that participate in the district.

(d) The voting entitlement of a taxing unit that is entitled to vote for directors is determined by dividing the total dollar amount of property taxes imposed in the district by the taxing unit for the preceding tax year by the sum of the total dollar amount of property taxes imposed in the district for that year by each taxing unit that is entitled to vote, by multiplying the quotient by 1,000, and by rounding the product to the nearest whole number. That number is multiplied by the number of directorships to be filled. A taxing unit participating in two or more districts is entitled to vote in each district in which it participates, but only the taxes imposed in a district are used to calculate voting entitlement in that district.

(e) The chief appraiser shall calculate the number of votes to which each taxing unit other than a conservation and reclamation district is entitled and shall deliver written notice to each of those units of its voting entitlement before October 1 of each odd-numbered year. The chief appraiser shall deliver the notice:

(1) to the county judge and each commissioner of the county served by the appraisal district;

(2) to the presiding officer of the governing body of each city or town participating in the appraisal district, to the city manager of each city or town having a city manager, and to the city secretary or clerk, if there is one, of each city or town that does not have a city manager;

(3) to the presiding officer of the governing body of each school district participating in the district and to the superintendent of those school districts; and

(4) to the presiding officer of the governing body of each junior college district participating in the district and to the president, chancellor, or other chief executive officer of those junior college districts.

(f) The chief appraiser shall calculate the number of votes to which each conservation and reclamation district entitled to vote for district directors is entitled and shall deliver written notice to the presiding officer of each conservation and reclamation district of its voting entitlement and right to nominate a person to serve as a director of the district before July 1 of each odd-numbered year.

(g) Each taxing unit other than a conservation and reclamation district that is entitled to vote may nominate by resolution adopted by its governing body one candidate for each position to be filled on the board of directors. The presiding officer of the governing body of the unit shall submit the names of the unit's nominees to the chief appraiser before October 15.

(h) Each conservation and reclamation district entitled to vote may nominate by resolution adopted by its governing body one candidate for the district's board of directors. The presiding officer of the conservation and reclamation district's governing body shall submit the name of the district's nominee to the chief appraiser before July 15 of each odd-numbered year. Before August 1, the chief appraiser shall prepare a nominating ballot, listing all the nominees of conservation and reclamation districts alphabetically by surname, and shall deliver a copy of the nominating ballot to the presiding officer of the board of directors of each district. The board of directors of each district shall determine its vote by resolution and submit it to the chief appraiser before August 15. The nominee on the ballot with the most votes is the nominee of the conservation and reclamation districts in the appraisal district if the nominee received more than 10 percent of the votes entitled to be cast by all of the conservation and reclamation districts in the appraisal district, and shall be named on the ballot with the candidates nominated by the other taxing units. The chief appraiser shall resolve a tie vote by any method of chance.

(i) If no nominee of the conservation and reclamation districts receives more than 10 percent of the votes entitled to be cast under Subsection (h), the chief appraiser, before September 1, shall notify the presiding officer of the board of directors of each conservation and reclamation district of the failure to select a nominee. Each conservation and reclamation district may submit a nominee by September 15 to the chief appraiser as provided by Subsection (h). The chief appraiser shall submit a second nominating ballot by October 1 to the conservation and reclamation districts as provided by Subsection (h). The conservation and reclamation districts shall submit their votes for nomination before October 15 as provided by Subsection (h). The nominee on the second nominating ballot with the most votes is the nominee of the conservation and reclamation districts in the appraisal district and shall be named on the ballot with the candidates nominated by the other taxing units. The chief appraiser shall resolve a tie vote by any method of chance.

(j) Before October 30, the chief appraiser shall prepare a ballot, listing the candidates whose names were timely submitted under Subsections (g) and, if applicable, (h) or (i) alphabetically according to the first letter in each candidate's surname, and shall deliver a copy of the ballot to the presiding officer of the governing body of each taxing unit that is entitled to vote.

(k) **[Effective until January 1, 2022]** The governing body of each taxing unit entitled to vote shall determine its vote by resolution and submit it to the chief appraiser before December 15. The chief appraiser shall count the votes, declare the five candidates who receive the largest cumulative vote totals elected, and submit the results before December 31 to the governing body of each taxing unit in the district and to the candidates. For purposes of determining the number of votes received by the candidates, the candidate receiving the most votes of the conservation and reclamation districts is considered to have received all of the votes cast by conservation and reclamation districts and the other candidates are considered not to have received any votes of the conservation and reclamation districts. The chief appraiser shall resolve a tie vote by any method of chance.

(k) **[Effective January 1, 2022]** Except as provided by Subsection (k-1), the governing body of each taxing unit entitled to vote shall determine its vote by resolution and submit it to the chief appraiser before December 15. The chief appraiser shall count the votes, declare the five candidates who receive the largest cumulative vote totals elected, and submit the results before December 31 to the governing body of each taxing unit in the district and to the candidates. For purposes of determining the number of votes received by the candidates, the candidate receiving the most votes of the conservation and reclamation districts is considered to have received all of the votes cast by conservation and reclamation districts and the other candidates are considered not to have received any votes of the conservation and reclamation districts. The chief appraiser shall resolve a tie vote by any method of chance.

(k-1) **[Effective January 1, 2022]** This subsection applies only to an appraisal district established in a county with a population of 120,000 or more. The governing body of each taxing unit entitled to cast at least five percent of the total votes must determine its vote by resolution adopted at the first or second open meeting of the governing body that is held after the date the chief appraiser delivers the ballot to the presiding officer of the governing body. The governing body must submit its vote to the chief appraiser not later than the third day following the date the resolution is adopted.

(*l*) If a vacancy occurs on the board of directors other than a vacancy in the position held by a county assessor-collector serving as a nonvoting director, each taxing unit that is entitled to vote by this section may nominate by resolution adopted by its governing body a candidate to fill the vacancy. The unit shall submit the name of its nominee to the chief appraiser within 45 days after notification from the board of directors of the existence of the vacancy, and the chief appraiser shall prepare and deliver to the board of directors within the next five days a list of the nominees. The board of directors shall elect by majority vote of its members one of the nominees to fill the vacancy.

(m) [Repealed by Acts 2007, 80th Leg., ch. 648 (H.B. 1010), § 5(4), effective January 1, 2008.]

HISTORY: Enacted by Acts 1979, 66th Leg., ch. 841 (S.B. 621), § 1; am. Acts 1981, 67th Leg., 1st C.S., ch. 13 (H.B. 30), §§ 15, 167(a), effective January 1, 1982; am. Acts 1987, 70th Leg., ch. 59 (S.B. 469), § 1, effective September 1, 1987; am. Acts 1987, 70th Leg., ch. 270 (H.B. 268), § 1, effective August 31, 1987; am. Acts 1989, 71st Leg., ch. 1123 (H.B. 2301), § 2, effective January 1, 1990; am. Acts 1991, 72nd Leg., ch. 20 (S.B. 351), § 15, effective August 26, 1991; am. Acts 1991, 72nd Leg., ch. 371 (H.B. 864), § 1, effective September 1, 1991; am. Acts 1993, 73rd Leg., ch. 347 (S.B. 7), § 4.06, effective May 31, 1993; am. Acts 1997, 75th Leg., ch. 165 (S.B. 898), § 6.73, effective September 1, 1997; am. Acts 1997, 75th Leg., ch. 1039, § 2, effective January 1, 1998; am. Acts 1999, 76th Leg., ch. 705 (H.B. 834), § 1, effective January 1, 2000; am. Acts 2003, 78th Leg., ch. 629 (H.B. 2043), effective June 20, 2003; am. Acts 2007, 80th Leg., ch. 648 (H.B. 1010), § 5(4), effective January 1, 2008; am. Acts 2013, 83rd Leg., ch. 1161 (S.B. 359), § 1, effective June 14, 2013; am. Acts 2021, 87th Leg., ch. 644 (H.B. 988), § 3, effective January 1, 2022.

NOTES TO DECISIONS

Analysis

Constitutional Law
•Equal Protection
••Scope of Protection
Governments
•Local Governments
••Finance
Tax Law
•State & Local Taxes
••Personal Property Tax
•••General Overview
••Real Property Tax
•••Assessment & Valuation
••••General Overview

CONSTITUTIONAL LAW
Equal Protection

Scope of Protection. — Judgment that denied a municipal utility district's request to declare Tex. Tax Code Ann. § 6.03(c), (d), (f), (h), (i) unconstitutional was affirmed because a political subdivision did not have any equal protection rights; equal protection rights were vested in persons. Colony Municipal Utility Dist. v. Appraisal Dist. of Denton County, 626 S.W.2d 930, 1982 Tex. App. LEXIS 3784 (Tex. App. Fort Worth Jan. 13, 1982, no writ).

GOVERNMENTS
Local Governments

Finance. — Appraisal districts were created by statute and constituted political subdivisions of the State and constituted entities independent from the cities and counties within their borders; the McLennan County Appraisal District was neither a city nor a county for purposes of the constitutional provision. Hoppenstein Props. v. McLennan County Appraisal Dist., No. 07-13-00035-CV, 2014 Tex. App. LEXIS 5413 (Tex. App. Amarillo May 20, 2014).

TAX LAW
State & Local Taxes

Personal Property Tax

General Overview. — Three-fourths of county taxing units was not authorized by Tex. Tax Code Ann. § 6.03 to change method of selecting board of director members for local tax appraisal district because state legislature provided a clear formula concerning voting entitlement. Huffman v. Arlington, 619 S.W.2d 425, 1981 Tex. App. LEXIS 3815 (Tex. Civ. App. Fort Worth June 18, 1981, no writ).

(https://caldwellcad.org)

(CURRENT)

Board of Directors

Board of Directors

Board Member	Location
Sally Daniel	Lockhart
Kathy Haigler	Dale
Alfredo Munoz	Lockhart
Linda Hinkle	Lockhart
Kayline Cabe	Dale

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

COUNCIL MEETING DATE: September 5, 2023

AGENDA ITEM CAPTION: Discuss recommendation to award bid to RDC Paving, LLC of Hutto, Texas in the amount of $776,955.82 for the 2023 Street Improvement Project and appointing the Mayor to sign all contractual documents.

ORIGINATING DEPARTMENT AND CONTACT: Public Works - Sean Kelley

ACTION REQUESTED: Approval of Bid

BACKGROUND/SUMMARY/DISCUSSION: In Fiscal Budget Year 2023, six streets,East City Park Road and Fire Station #2 Parking Lot were included for resurfacing and treatment methods specific to each street/surface. Paving improvements included in the 2023 Street Improvement Project are:

- Hickory Street from Colorado Street to Brazos Street
- Hickory Street from S. Commerce Street to S. Main Street
- Olive Street from N. Commerce Street to Kate Street
- Kate Street from Apple Street to Olive Street
- Red Bud Street from Stueve Lane to Woodlawn Street
- Atacosa Street from Prairie Lea Street to Maple Street
- S. Medina Street from Live Oak Street to Clearfork Street.
- City Park Road, east of the pond
- Additive Alternate Bid: Fire Station #2 Parking Lot

The selected improvement methods for the 2023 Street Improvements Project consist of approximately 14,295 SY of 6" Mill and Overlay, approximately 1,000 SY of Flexible Base and Subgrade Excavation and Reconstruction, adjusting Manholes and Water Valves as required on various City streets. Bids for the two Additive Alternate paving locations consisted of the rear parking lot of the Community Facility located at 901 Bois D' Arc Street and the parking lot of Fire Station #2. At this time, staff recommends proceeding with the repaving of Fire Station #2 parking lot (ADD ALT P.A.1) and recommends considering paving the Community Facility parking lot at another time due to the higher than anticipated unit price per square yard.

Bids for the project were advertised in compliance with State Law for the construction of the 2023 Street Improvement Project. Nine (9) bids were received ranging $680,479.32 to $1,163,600.00 for the Base Bid. It is recommended that the bid be awarded to the lowest qualified bidder, RDC Paving, LLC, in the amount of $680,479.37 for the Base Bid amount and $96,476.45 for Fire Station #2 parking lot, for a total of $776,955.82.

PROJECT SCHEDULE (if applicable): Fall 2023

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

AMOUNT & SOURCE OF FUNDING:
Funds Required: $776,955.82
Account Number: 100-5633-911-00, 100-5422-912-00 (ARPA) and 100-5818-999-00
Funds Available: Streets ($605,038), Parks/ARPA ($87,000) and Fire ($105,000)
Account Name:

FISCAL NOTE (if applicable):

PREVIOUS COUNCIL ACTION:

COMMITTEE/BOARD/COMMISSION ACTION:

STAFF RECOMMENDATION/REQUESTED MOTION: The City Engineer and Staff respectfully recommend approval of the Base Bid Award to RDC Paving, LLC in the amount of $776,955.82 for the 2023 Street Improvement Project.

LIST OF SUPPORTING DOCUMENTS: Bid Award Recommendation - 2023 Street Improvements Project, Maps for Lockhart 2023 Street Improvements

TRC
505 East Huntland Drive
Suite 250
Austin, Texas 78752

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

August 30, 2023

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

RE: 2023 Street Improvements Project
Bid Award Recommendation

Dear Mr. Kelley:

Nine (9) sealed bids were received at Lockhart City Council Chambers on August 7, 2023, at 11:00 A.M. for the above-referenced project. The total bids ranged from $867,483.32 from RDC Paving, LLC. of Hutto, Texas to $1,355,975.00 from CK Newberry, LLC., of Karnes City, Texas. A detailed bid tabulation is attached for your reference.

The project consists of approximately 12,430 SY of 6” Mill and Overlay, approximately 1,000 SY of Flexible Base and Subgrade Excavation and Reconstruction, adjusting Manholes and Water Valves as required on various City streets, and all other appurtenances necessary. The Project also has an Add Alternate Bid including approximately 1,865 SY of 6” Mill and Overlay, and approximately 1,750 SY of 2” Mill and Overlay on two (2) City parking lots.

The low bidder, RDC Paving, LLC., has successfully completed similar work in the past. TRC conducted reference checks on similar projects supplied by the Contractor and found that RDC Paving, LLC., completed those projects to the satisfaction of both the Owners and the Engineers.

It is recommended that the City of Lockhart award the project to the low bidder, RDC Paving, LLC., in the amount of $680,479.37 for the Base Bid or in the amount of $867,483.32 for the Base Bid plus Add Alternate Bid amount. The Contractor has a bid bond and will be required to furnish a Standard Form of Agreement, Performance Bond, and Payment Bond to the City.

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

Sincerely,

William A Wachel

William Wachel, PE
Deputy Director - DMS

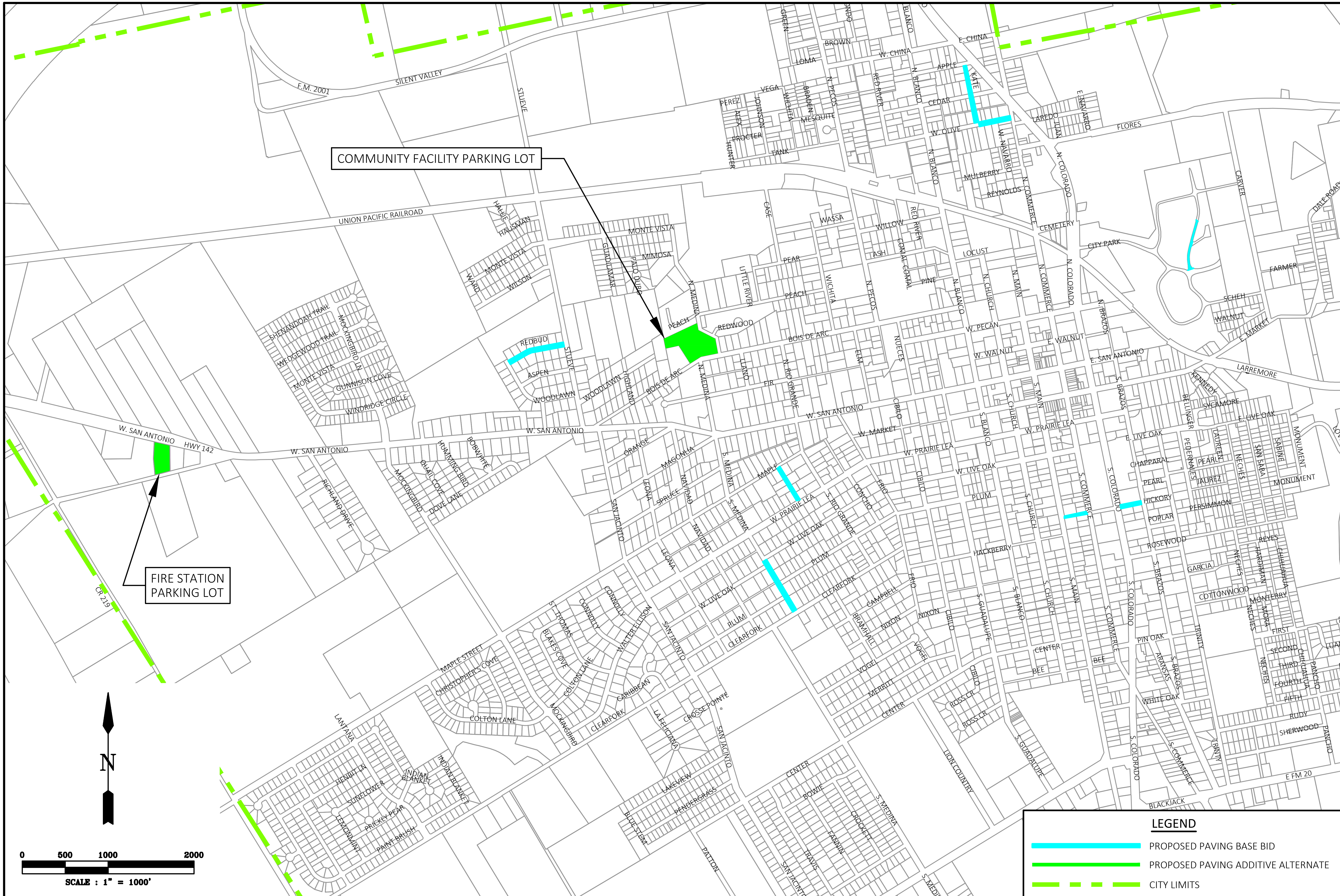
Attachment: Bid Tabulation

City of Lockhart
2023 Street Improvements Project
Bid Tabulation
August 10, 2023 - 11:00 AM

				RDC Paving, LLC. 120 Iron Horse Drive Hutto, Texas 78634		Blacksmith Ventures, LLC. PO Box 188 Bryson, Texas 76427		Texas Materials Group 1320 Arrow Point Dr., Ste 600 Cedar Park, Texas 78613		Lone Star Paving 11675 Jollyville Rd., #150 Austin, Texas 78759		Bennett Paving, Inc. PO Box 2309 Leander, Texas 78646	
Item	**Description**	**Qty.**	**Unit**	**Unit Price**	**Total**	**Unit Price**	**Total**	**Unit Price**	**Total**	**Unit Price**	**Total**	**Unit Price**	**Total**
	BASE BID												
P.1	Performance and Payment Bonds	1	LS	$3,385.47	$3,385.47	$10,000.00	$10,000.00	$1,700.00	$1,700.00	$10,000.00	$10,000.00	$9,000.00	$9,000.00
P.2	Mobilization/Demobilization	1	LS	$3,500.00	$3,500.00	$25,000.00	$25,000.00	$35,000.00	$35,000.00	$10,000.00	$10,000.00	$5,000.00	$5,000.00
P.3	Mill existing asphalt, & other improvements on Hickory Street	830	S.Y.	$51.73	$42,935.90	$52.00	$43,160.00	$54.00	$44,820.00	$56.25	$46,687.50	$53.59	$44,479.70
P.4	Mill exisitng asphalt & other improvements on Hickory Street	790	S.Y.	$51.73	$40,866.70	$52.00	$41,080.00	$54.00	$42,660.00	$56.25	$44,437.50	$53.59	$42,336.10
P.5	Mill existing asphalt & other improvements on Olive Street	1,340	S.Y.	$51.73	$69,318.20	$52.00	$69,680.00	$54.00	$72,360.00	$56.25	$75,375.00	$53.59	$71,810.60
P.6	Mill existing asphalt & other improvements on Kate Street	1,730	S.Y.	$51.73	$89,492.90	$52.00	$89,960.00	$54.00	$93,420.00	$56.25	$97,312.50	$53.59	$92,710.70
P.7	Mill existing asphalt & other improvements on Red Bud Street	2,230	S.Y.	$51.73	$115,357.90	$52.00	$115,960.00	$54.00	$120,420.00	$56.25	$125,437.50	$53.59	$119,505.70
P.8	Mill existing asphalt & other improvements on Atacosa Street	1,270	S.Y.	$51.73	$65,697.10	$52.00	$66,040.00	$54.00	$68,580.00	$56.25	$71,437.50	$53.59	$68,059.30
P.9	Mill existing asphalt & other improvements on S. Medina Street	2,600	S.Y.	$51.73	$134,498.00	$52.00	$135,200.00	$54.00	$140,400.00	$56.25	$146,250.00	$53.59	$139,334.00
P.10	Mill existing asphalt & other improvements on Park Road	1,640	S.Y.	$51.73	$84,837.20	$52.00	$85,280.00	$54.00	$88,560.00	$56.25	$92,250.00	$53.59	$87,887.60
P.11	Excavate & install flexible base & subgrade	1,000	S.Y.	$25.59	$25,590.00	$30.00	$30,000.00	$68.00	$68,000.00	$59.75	$59,750.00	$107.18	$107,180.00
P.12	Adjust manhole tops & encasement	9	EA.	$400.00	$3,600.00	$1,500.00	$13,500.00	$350.00	$3,150.00	$2,310.00	$20,790.00	$200.00	$1,800.00
P.13	Adjust water valves	14	EA.	$100.00	$1,400.00	$250.00	$3,500.00	$200.00	$2,800.00	$2,090.00	$29,260.00	$50.00	$700.00
			TOTAL BASE BID		**$680,479.37**		**$728,360.00**		**$781,870.00**		**$828,987.50**		**$789,803.70**
	ADDITIVE ALTERNATE												
P.A.1	Mill existing asphalt at Fire Station Parking Lot	1,865	S.Y.	$51.73	$96,476.45	$52.00	$96,980.00	$58.00	$108,170.00	$56.25	$104,906.25	$53.59	$99,945.35
P.A.2	Mill existing asphalt at the Community Facility parking lot	1,750	S.Y.	$51.73	$90,527.50	$52.00	$91,000.00	$22.00	$38,500.00	$23.00	$40,250.00	$53.59	$93,782.50
			TOTAL ADD ALTERNATE BID		**$187,003.95**		**$187,980.00**		**$146,670.00**		**$145,156.25**		**$193,727.85**
			TOTAL BASE BID & ADDITIVE BID ITEMS		**$867,483.32**		**$916,340.00**		**$928,540.00**		**$974,143.75**		**$983,531.55**

City of Lockhart
2023 Street Improvements Project
Bid Tabulation
August 10, 2023 - 11:00 AM

				Hayden Paving, Inc. 4710 Windsong Trail Houston, Texas 77084		Westhill Paving, Inc. 3012 FM 621 Ste. A San Marcos, Texas 78666		Alpha Paving Industries, LLC. PO Box 6565 Round Rock, Texas 78683		CK Newberry, LLC. 1538 CR 345 Karnes City, Texas 78118	
Item	**Description**	**Qty.**	**Unit**	**Unit Price**	**Total**	**Unit Price**	**Total**	**Unit Price**	**Total**	**Unit Price**	**Total**
	BASE BID										
P.1	Performance and Payment Bonds	1	LS	$8,097.00	$8,097.00	$45,549.34	$45,549.34	$146,000.00	$146,000.00	$20,000.00	$20,000.00
P.2	Mobilization/Demobilization	1	LS	$32,147.00	$32,147.00	$2,200.00	$2,200.00	$25,000.00	$25,000.00	$160,000.00	$160,000.00
P.3	Mill existing asphalt, & other improvements on Hickory Street	830	S.Y.	$60.00	$49,800.00	$76.12	$63,179.60	$67.00	$55,610.00	$70.00	$58,100.00
P.4	Mill exisitng asphalt & other improvements on Hickory Street	790	S.Y.	$60.00	$47,400.00	$76.35	$60,316.50	$67.00	$52,930.00	$70.00	$55,300.00
P.5	Mill existing asphalt & other improvements on Olive Street	1,340	S.Y.	$60.00	$80,400.00	$74.03	$99,200.20	$67.00	$89,780.00	$70.00	$93,800.00
P.6	Mill existing asphalt & other improvements on Kate Street	1,730	S.Y.	$60.00	$103,800.00	$68.71	$118,868.30	$67.00	$115,910.00	$70.00	$121,100.00
P.7	Mill existing asphalt & other improvements on Red Bud Street	2,230	S.Y.	$60.00	$133,800.00	$61.05	$136,141.50	$67.00	$149,410.00	$70.00	$156,100.00
P.8	Mill existing asphalt & other improvements on Atacosa Street	1,270	S.Y.	$60.00	$76,200.00	$74.67	$94,830.90	$67.00	$85,090.00	$70.00	$88,900.00
P.9	Mill existing asphalt & other improvements on S. Medina Street	2,600	S.Y.	$60.00	$156,000.00	$60.43	$157,118.00	$67.00	$174,200.00	$70.00	$182,000.00
P.10	Mill existing asphalt & other improvements on Park Road	1,640	S.Y.	$60.00	$98,400.00	$69.12	$113,356.80	$67.00	$109,880.00	$70.00	$114,800.00
P.11	Excavate & install flexible base & subgrade	1,000	S.Y.	$27.38	$27,380.00	$41.94	$41,940.00	$75.00	$75,000.00	$45.00	$45,000.00
P.12	Adjust manhole tops & encasement	9	EA.	$2,126.22	$19,135.98	$875.00	$7,875.00	$2,500.00	$22,500.00	$4,500.00	$40,500.00
P.13	Adjust water valves	14	EA.	$1,610.93	$22,553.02	$1,140.00	$15,960.00	$2,000.00	$28,000.00	$2,000.00	$28,000.00
			TOTAL BASE BID		**$855,113.00**		**$956,536.14**		**$1,129,310.00**		**$1,163,600.00**
	ADDITIVE ALTERNATE										
P.A.1	Mill existing asphalt at Fire Station Parking Lot	1,865	S.Y.	$60.00	$111,900.00	$67.00	$124,955.00	$75.00	$139,875.00	$75.00	$139,875.00
P.A.2	Mill existing asphalt at the Community Facility parking lot	1,750	S.Y.	$32.30	$56,525.00	$27.06	$47,355.00	$38.00	$66,500.00	$30.00	$52,500.00
			TOTAL ADD ALTERNATE BID		**$168,425.00**		**$172,310.00**		**$206,375.00**		**$192,375.00**
			TOTAL BASE BID & ADDITIVE BID ITEMS		**$1,023,538.00**		**$1,128,846.14**		**$1,335,685.00**		**$1,355,975.00**



CITY OF LOCKHART, TEXAS
2023 STREET IMPROVEMENTS PROJECT
PROPOSED STREETS

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

DESIGN BY:	OPENA
DRAWN BY:	TFREEMAN
CHECKED BY:	JDAHM
SCALE:	1" = 1000'
JOB NUMBER:	542081

NO.	REVISION	DATE

Lockhart TEXAS

SHEET 3

JULY 2023

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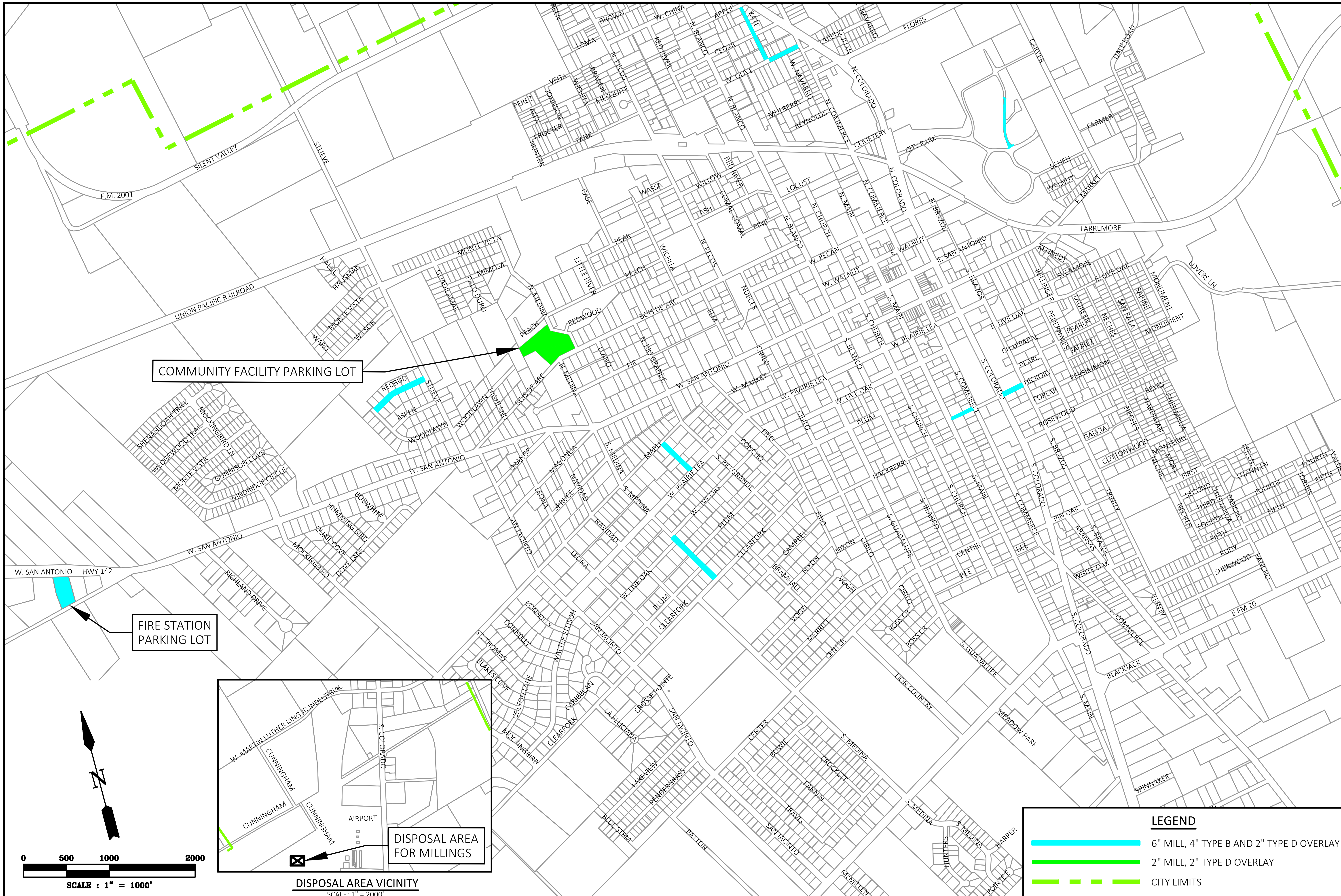

C:\PWWORKING-TRD\D0164863\4 KEYWAY.DWG - 7/11/23

DESIGN BY:	DRAWN BY:	CHECKED BY:	SCALE:	JOB NUMBER:
OPENA	TFREEMAN	JDAHM	1" = 1000'	542081

TRC ENGINEERS, INC.

CITY OF LOCKHART, TEXAS 2023 STREET IMPROVEMENTS PROJECT KEYWAY

Lockhart TEXAS

SHEET 4

JULY 2023

City of Lockhart, Texas

Council Agenda Item
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COUNCIL MEETING DATE: September 5, 2023

AGENDA ITEM CAPTION: Discussion regarding Ordinance 2023-17 adopting the City of Lockhart's Annual Operating Budget for Fiscal Year 2023-2024 and appropriating resources, beginning October 1, 2023, ending September 30, 2024, for the City of Lockhart, Caldwell County, Texas and the Lockhart Economic Development Corporation and adopting the City's Investment Policy, Financial Policy, and Fund Balance - Stabilization and Excess of Reserves Policies.

ORIGINATING DEPARTMENT AND CONTACT: Administration - Steven Lewis, Joseph Resendez

ACTION REQUESTED: Ordinance

BACKGROUND/SUMMARY/DISCUSSION: In accordance with the provisions of Article IX, Section 9.09 of the City of Lockhart Charter - a vote is required for adoption; the budget shall be adopted by the favorable vote of a majority of the members of the whole City Council.

This budget also sets forth the fiduciary policies for the City of Lockhart and the Lockhart Economic Development Corporation for the fiscal year October 1, 2023 and ending September 30, 2024. This ordinance will adopt the City's Investment Policy, Financial Policy, and the Fund Balance - Stabilization and Excess of Reserve Policy. The City of Lockhart's Investment Policy must be adopted annually by ordinance according to the City's Charter, Chapter 2256, Section 2256.005.

This agenda item allows for the City Council to suggest any budget allocations or deletions to the budget before a vote is taken. If no additional allocations or deletions are presented, action can be taken to adopt the Fiscal Year 2023-2024 Annual Operating Budget for the City of Lockhart, Caldwell County, Texas and the Lockhart Economic Development Corporation.

PROJECT SCHEDULE (if applicable):

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

FISCAL NOTE (if applicable):

PREVIOUS COUNCIL ACTION:

City of Lockhart, Texas

Council Agenda Item
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COMMITTEE/BOARD/COMMISSION ACTION:

STAFF RECOMMENDATION/REQUESTED MOTION:

LIST OF SUPPORTING DOCUMENTS: Proposed Ordinance 2023-17 - Annual Budget 2024

ORDINANCE 2023-17

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS ADOPTING THE BUDGET AND APPROPRIATING RESOURCES FOR THE FISCAL YEAR 2023-2024, BEGINNING OCTOBER 1, 2023, FOR THE CITY OF LOCKHART, CALDWELL COUNTY, TEXAS; ADOPTING THE FUND BALANCE-STABILIZATION OF EXCESS OF RESERVE POLICY AND CITY OF LOCKHART INVESTMENT POLICY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to the laws of the State of Texas for Home Rule cities and the City Charter for the City of Lockhart, Texas, the budget covering proposed estimated revenues and expenditures for Fiscal Year 2024, beginning October 1, 2023 and ending September 30, 2024, was filed with the City Secretary and notice of public hearing was provided as required, and,

WHEREAS, a public hearing was held by the City Council of the City of Lockhart, Texas, on said budget on August 15, 2023 and September 5, 2023 at which time said budget was presented and considered, and interested citizens were provided an opportunity to be heard by the City Council of the City of Lockhart, and,

WHEREAS, the City Council has reviewed and adopted a fiscal policy titled "Fund Balance-Stabilization of Excess of Reserve Policy"; and

WHEREAS, the City Council has reviewed and adopted a fiscal policy titled "Financial Policy"; and

WHEREAS, the City Council has reviewed and adopted an investment policy titled "City of Lockhart Investment Policy" and has conducted an annual review of the City's Investment Policy, as required by Chapter 2256, Texas Government Code; and

WHEREAS, the City Council, City Manager and staff, after careful deliberate study and considerable debate, have determined the appropriate revenues and expenditures necessary for the maintenance and operations of the City of Lockhart for Fiscal Year 2024.

THEREFORE, BE IT RESOLVED, that the City Council of the CITY OF LOCKHART hereby adopts the Fund Balance-Stabilization of Excess of Reserve Policy; Financial Policy; City of Lockhart Investment Policy; and the Fiscal Year 2024 Annual Budget providing for revenues and expenditures as follows:

Name	Revenues	Expenditures	Difference
General Fund	15,007,306	14,912,796	94,510
Debt Service Fund	1,738,469	1,654,125	84,344
Electric Fund	13,989,885	13,881,245	108,640
Water Fund	5,754,837	5,478,301	276,536
Wastewater Fund	3,525,587	3,312,887	212,700
Solid Waste Fund	2,191,685	2,071,028	120,657
Emergency Medical Service	1,523,200	2,202,429	-679,229
Airport Fund	162,050	139,143	22,907
LEDC	1,179,140	1,179,140	0
Hotel Occupancy Tax Fund	126,420	85,600	40,820

PASSED, APPROVED, ADOPTED and EFFECTIVE this the 5th day of September 2023.

CITY OF LOCKHART

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Lew White, Mayor

ATTEST:

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Julie Bowermon
Assistant City Secretary

APPROVED AS TO FORM:

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Monte Akers
City Attorney

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

COUNCIL MEETING DATE: September 5, 2023

AGENDA ITEM CAPTION: Discussion regarding Ordinance 2023-18 levying maintenance and operations property taxes for the use and support of the City of Lockhart, Texas and interest and sinking property taxes for the debt service obligations of the City of Lockhart, Caldwell County, Texas for Fiscal Year 2024, beginning October 1, 2023 and ending September 30, 2024.

ORIGINATING DEPARTMENT AND CONTACT: Administration - Steven Lewis, Joseph Resendez

ACTION REQUESTED: Ordinance

BACKGROUND/SUMMARY/DISCUSSION: The proposed tax rate is $0.5348 per $100 of assessed value. The Ordinance describes the two required components of the tax rate; Maintenance and Operations (M&O) and Interest and Sinking (I&S).

State law requires a statement regarding the amount by which taxes for maintenance and operations on a $100,000 home will be raised. Based on the proposed tax rate, the maintenance and operations portion of the rate will be $0.4136 per $100 assessed value compared to last year's maintenance and operations rate of $0.4504 per $100 assessed value, resulting in a decrease of $0.0.368 or 8.2%. The interest and sinking portion of the tax rate decreased from $0.1502 to $0.1212 per $100 assessed value, resulting in a decrease of $0.0290 or 19.3%. Therefore, there will be no increase in the maintenance and operations tax due on a $100,000 home.

The City of Lockhart's portion of a homeowner's property tax bill is 26% of their total bill based on current tax rates. The remaining 74% of the tax bill is for property taxes charged by the other taxing jurisdictions, including the Lockhart Independent School District (48%), Caldwell County (24%), Farm-to-Market (0.004%), and Plum Creek Conservation District and Groundwater tax (2%).

Property taxes paid to the City of Lockhart make up approximately 35% of the City's General Fund revenues. Sales tax revenue makes up another 19%, while other fees and services cover the remaining 46%. The revenues from the General Fund provide maintenance and operational support for streets, drainage, parks, infrastructure, police and fire protection.

The verbiage contained within this ordinance is in strict compliance with requirements of Section 26.05(b)(1)(B) of the Texas Tax Code.

PROJECT SCHEDULE (if applicable):

AMOUNT & SOURCE OF FUNDING:

City of Lockhart, Texas

Council Agenda Item
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Funds Required:
Account Number:
Funds Available:
Account Name:

FISCAL NOTE (if applicable):

PREVIOUS COUNCIL ACTION:

COMMITTEE/BOARD/COMMISSION ACTION:

STAFF RECOMMENDATION/REQUESTED MOTION: State law requires that **two separate motions** **and two separate record votes** **be made to adopt these tax rates**:

"I MOVE THAT THE MAINTENANCE AND OPERATIONS RATE BE ADOPTED AT $0.4136 PER $100 OF ASSESSED VALUE AS INDICATED/LISTED IN ORDINANCE 2023-18, THEREBY ADOPTING SAID ORDINANCE."

"I MOVE THAT THE INTEREST AND SINKING RATE BE ADOPTED AT $0.1212 PER $100 OF ASSESSED VALUE AS INDICATED/LISTED IN ORDINANCE 2023-18, THEREBY ADOPTING SAID ORDINANCE."

LIST OF SUPPORTING DOCUMENTS: Proposed Ordinance 2023-18 - Tax Levy 2023

ORDINANCE 2023-18

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS LEVYING MAINTENANCE AND OPERATIONS PROPERTY TAXES FOR THE USE AND SUPPORT OF THE CITY OF LOCKHART, TEXAS AND INTEREST AND SINKING PROPERTY TAXES FOR THE DEBT SERVICE OBLIGATIONS OF THE CITY OF LOCKHART FOR FISCAL YEAR 2023-24, BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024, AND APPROPRIATING EACH PART THEREOF FOR THE SPECIFIC PURPOSES, PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEALER; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the State Legislature enacted Senate Bill 18, which mandated that municipal ordinances establishing annual tax rates must describe an increase in total maintenance and operations taxes compared to the previous year, and the rise of such taxes on a $100,000 home compared to the previous year.

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

1. There is hereby levied and shall be collected a maintenance and operations (M&O) property tax for the use and support of the municipal government of the City of Lockhart, Texas and there is hereby levied and shall be collected an interest and sinking (I&S) property tax to provide for the debt service obligations of the City of Lockhart for Fiscal Year 2024, beginning October 1, 2023, upon all taxable property, within the corporate limits of the City of Lockhart, Texas, as follows:

    a. For the maintenance and operations needs of the City of Lockhart the maintenance and operations (M&O) property tax is hereby adopted as 41.36 cents per each 100 dollars of property valuation. The tax rate will raise more taxes for maintenance and operations than last year’s tax rate. The tax rate will effectively be decreased by 8.2 percent and will decrease taxes for maintenance and operations on a $100,000 home; and,

    b. For the debt service obligations of the City of Lockhart interest and sinking (I&S) property tax is hereby adopted as 12.12 cents per each 100 dollars of property valuation. The tax rate will raise less taxes for interest and sinking than last year’s tax rate. The tax rate will effectively be decreased by 19.3 percent and will decrease taxes to meet debt obligations for Fiscal Year 2023-24.

2. All taxes levied under the Ordinance for the specific purposes named herein shall be and is hereby approved to be collected and appropriated to the account(s) of the City of Lockhart for the specific purpose indicated in each items a and b above, by the Property Tax Assessor/Collector of the City of Lockhart.
3. Severability: if any provision, section, clause, sentence or phrase of this Ordinance is for any reason held to be unconstitutional, void, invalid, or unenforceable, 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 approving this ordinance that no portion, provision, or regulation contained herein shall be inoperative or fail by any reasons of any unconstitutionality or invalidity of any other portion, provision or regulation.
4. Repeal: That all other ordinances, sections, or parts of ordinances heretofore adopted by the City of Lockhart in conflict with provisions set out above in this ordinance are hereby repealed or amended as indicated.
5. Effective date: This ordinance shall become effective and be in full force immediately upon its passage.

PASSED, APPROVED and ADOPTED this the 5th day of September 2023.

CITY OF LOCKHART

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Lew White, Mayor

ATTEST:

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Julie Bowermon
Assistant City Secretary

APPROVED AS TO FORM:

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Monte Akers
City Attorney

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

COUNCIL MEETING DATE: September 5, 2023

AGENDA ITEM CAPTION: Discussion regarding Ordinance 2023-19 repealing uncodified Ordinance 2022-42 in its entirety and adopting this ordinance regarding the City personnel policy manual; removing performance or merit pay for police and fire personnel and adopting a step pay plan for Police and Fire Departments under civil service.

ORIGINATING DEPARTMENT AND CONTACT: Administration - Julie Bowermon

ACTION REQUESTED: Ordinance

BACKGROUND/SUMMARY/DISCUSSION: The FY 23-24 Budget includes a 5% pay increase for all full-time and part-time regular City of Lockhart employees. It also includes an additional 2% pay increase to the civil service pay step plans for police officers and fire fighters, for a total of a 7% increase for these two departments. In compliance with Civil Service, classified police and fire positions are paid per a step pay plan, which is set by ordinance. The proposed ordinance reflects increasing the step plans as included in the budget.

Agencies in central Texas continue to experience unremitting vacancies in public safety positions. Consequently, this 7% adjustment is being proposed to enhance Lockhart's ability to recruit and retain qualified police officers and fire fighters.

PROJECT SCHEDULE (if applicable): N/A

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

FISCAL NOTE (if applicable): The 7% pay increase is included in the proposed FY 23-24 budget.

PREVIOUS COUNCIL ACTION: N/A

COMMITTEE/BOARD/COMMISSION ACTION: N/A

STAFF RECOMMENDATION/REQUESTED MOTION: Staff recommends approval.

City of Lockhart, Texas

Council Agenda Item
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LIST OF SUPPORTING DOCUMENTS: Proposed Ordinance 2023-19

ORDINANCE NO. 2023-19

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS; REPEALING UN-CODIFIED ORDINANCE 2022-42 IN ITS ENTIRETY AND ADOPTING THIS ORDINANCE REGARDING THE CITY PERSONNEL POLICY MANUAL; REMOVING PERFORMANCE OR MERIT PAY FOR POLICE AND FIRE PERSONNEL AND ADOPTING A STEP PAY PLAN FOR POLICE AND FIRE DEPARTMENTS UNDER CIVIL SERVICE; PROVIDING FOR SEVERABILITY; PROVIDING A REPEALER; PROVIDING FOR PUBLICATION; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Lockhart adopted a personnel policy manual on April 8, 1986; and

WHEREAS, certain sections address pay issues; and

WHEREAS, due to the implementation of Chapter 143 of the Texas Local Government Code for the Police Officers and Fire Fighters, "merit" pay for classified police officers and fire fighters was abolished; and

WHEREAS, due to a five (5) percent pay increase for all full-time and part-time regular City of Lockhart employees approved by City Council effective October 1, 2023 and including an additional two (2) percent pay increase specifically for police officers and fire fighters, due to challenges in hiring and retaining qualified police officers and fire fighters, the City believes that public safety will best be served by adjusting step pay plans for police and fire classified personnel; and

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

I. The matters and facts set forth in the preamble are hereby found to be true.

II. The following Step Pay Plans for the Fire Department (Exhibit "A") and Police Department (Exhibit "B") are expressly incorporated by reference and adopted for classified members of the Lockhart Fire Department and Lockhart Police Department.

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

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

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

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

VII. Effective Date: That this ordinance shall become effective on October 1, 2023 beginning with work shifts starting after 12:00 A.M. on October 1, 2023.

PASSED, APPROVED, AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS, ON THIS THE 5th DAY OF SEPTEMBER, 2023.

CITY OF LOCKHART

____
Lew White, Mayor

ATTEST:

____
Julie Bowermon, Assistant City Secretary

APPROVED AS TO FORM:

____
Monte Akers, City Attorney

Fire Department Step Pay Plan Civil Service Personnel Rate Per Hour *Effective October 1, 2023*						
			Tenure[1]			
Firefighter/EMT	**0**	**1**	**3**	**5**	**7+**	
Per Hour	$18.20	$18.87	$19.77	$20.66	$21.13	
			Tenure			
Fire Engineer	**0**	**3**	**6**	**9**	**12+**	
Per Hour	$20.22	$20.66	$21.57	$22.02	$22.47	
			Tenure			
Captain	**0**	**3**	**6**	**9**	**12+**	
Per Hour	$22.47	$23.37	$23.82	$24.25	$24.73	
			Tenure[2]			
Assistant Chief	**0**	**3**	**6**	**9**	**12+**	
Per Hour	$35.91	$36.52	$37.13	$37.75	$40.09	

EXHIBIT "A"

[1] "Tenure" is tenure from the hire date. Therefore, step progression is based on years with the Department, not time in rank.
[2] The Assistant Fire Chief will be exempt from overtime and will be paid on a salary basis.

Police Department Civil Service Personnel Rate Per Hour *Effective October 1, 2023*								
				Tenure[1]				
Police Cadet	**0**							
Per Hour	$22.23							
				Tenure				
Police Officer	**0**	**1**	**2**	**4**	**6**	**8**	10	12+
Per Hour	$29.14	$29.90	$30.67	$31.44	$32.39	$33.35	$34.37	$35.40
				Tenure				
Sergeant	**2**	**4**	**6**	**8**	**10+**			
Per Hour	$36.08	$36.82	$38.04	$39.27	$40.54			
				Tenure				
Lieutenant	**4**	**6**	**8+**					
Per Hour	$41.10	$42.51	$44.01					
				Tenure				
Captain	**4**	**6+**						
Per Hour	$44.16	$46.79						

EXHIBIT “B”

[1] “Tenure” is tenure from the hire date. Therefore, step progression is based on years with the Department, not time in rank.

City of Lockhart, Texas

Council Agenda Item
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COUNCIL MEETING DATE: September 5, 2023

AGENDA ITEM CAPTION: Hold a PUBLIC HEARING on application ZC-23-06 by Monte J. Guidry and discussion and or action to Consider Ordinance 2023-16 for a **Zoning Change** from *CHB Commercial Heavy Business District* to *RMD Residential Medium Density District* on a total of 0.216 acres in the Byrd Lockhart League, Abstract No. 17, located at 1013 North Colorado Street (US 183).

ORIGINATING DEPARTMENT AND CONTACT: Development Services - David Fowler

ACTION REQUESTED: Ordinance

BACKGROUND/SUMMARY/DISCUSSION: This is a reapplication for the zoning change originally requested in ZC-23-03, which had been administratively withdrawn after being incomplete for over three months. The applicant proposes to rezone the subject property for the purpose of permitting the structure on the rear of the lot as an Accessory Dwelling Unit, General. This structure had been illegally converted to a residential dwelling by the prior owner of the property between 2020 and 2022. The existing main house is allowed to be occupied as an existing nonconforming use. However, accessory dwelling units would only be allowed if the property were rezoned to a residential zoning district which allows accessory dwelling units. The subject property has several issues which need to be addressed, including structures encroaching neighboring lots, setback violations, lack of required parking, and unpermitted construction.

The proposed RMD zoning is consistent with the *Medium Density Residential* designation for the property on the future Land Use Plan map. However, the site's commercial zoning along the North Colorado Street Corridor is consistent with neighboring properties. The proposed zoning change would only be the first of several steps required to make the property fully compliant with city codes and to allow the legal use of the accessory dwelling unit. Additional steps would be obtaining a variance, clearing all building code violations and successfully applying for a Specific Use Permit for an Accessory Dwelling Unit-General.

PROJECT SCHEDULE (if applicable): None.

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

FISCAL NOTE (if applicable): None.

City of Lockhart, Texas

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PREVIOUS COUNCIL ACTION: None.

COMMITTEE/BOARD/COMMISSION ACTION: The Planning and Zoning Commission recommended approval by a vote of 4-2 with one abstention at their August 23, 2023 meeting.

STAFF RECOMMENDATION/REQUESTED MOTION: Appoval of Ordiance 2023-16, changing the zoning from CHB Commercial Heavy Business District to RMD Residential Medium Density District

LIST OF SUPPORTING DOCUMENTS: zc2306 ordinance, ZC2306 exhibit a, ZC2306 case map, ZC2306 aerial, ZC2306 zoning, ZC2306 future landuse thoroughfares, zc-23-06 staff report, ZC2306 application

ORDINANCE 2023-16

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 0.216 ACRES IN THE BYRD LOCKHART SURVEY NO. A-17 LOCATED AT 1013 NORTH COLORADO STREET, FROM CHB COMMERCIAL HEAVY BUSINESS DISTRICT TO RMD RESIDENTIAL MEDIUM DENSITY DISTRICT.

WHEREAS, on August 23, 2023, 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-23-06, known as 0.216 acres in the Byrd Lockhart Survey, No. A-17, and more particularly described in Exhibit A and located at 1013 North Colorado Street, will be reclassified from CHB Commercial Heavy Business District to RMD Residential Medium Density District.

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

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

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

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

PASSED, APPROVED, AND ADOPTED AT A REGULAR MEETING OF THE LOCKHART CITY COUNCIL ON THIS THE 5th DAY OF September, 2023

CITY OF LOCKHART

____

Lew White, Mayor

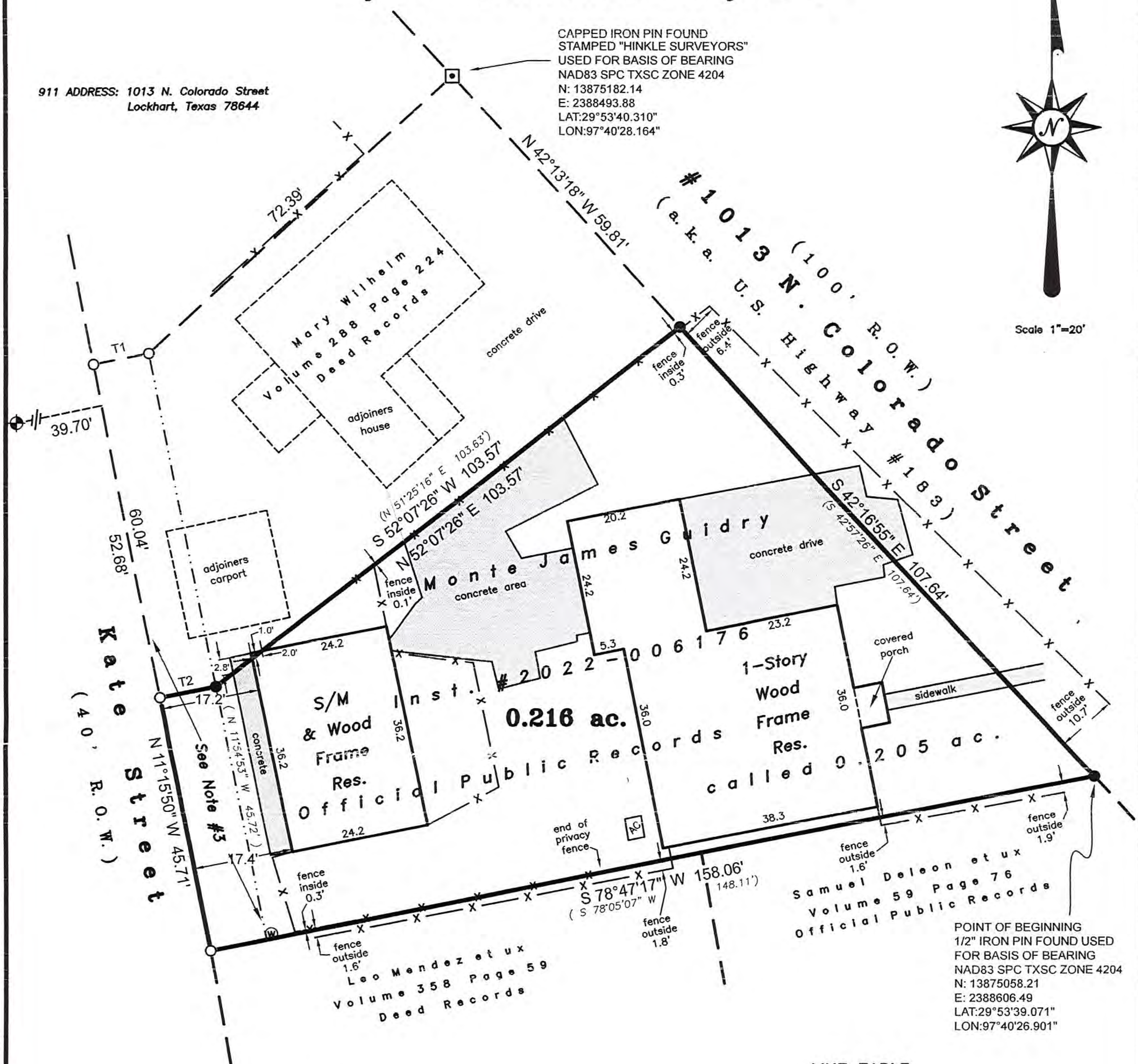
ATTEST: APPROVED AS TO FORM:

____ ____

Julie Bowermon, Deputy City Secretary Monte Akers, City Attorney

EXHIBIT “A”

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



General Notes

1) Before digging call 811 to verify locations of any utilities, pipelines, or other easements of record since the surveyor cannot guarantee the exact position of these encumbrances.

2) The property shown has access to and from a public roadway.

3) THE EAST 10' OF KATE STREET WAS VACATED BY THE CITY OF LOCKHART BY ORDINANCE #03-19 RECORDED IN VOL. 350 PG. 470 OF THE OFFICIAL PUBLIC RECORDS OF CALDWELL COUNTY, TEXAS BUT DOES RETAIN SAID 10' AS A UTILITY AND DRAINAGE EASEMENT.

4) THIS SURVEY IS FOR USE WITH THIS ONE TRANSACTION ONLY.

5) FLOOD ZONES SHOWN ARE APPROXIMATE AND CREATE NO LIABILITY ON THE PART OF THE SURVEYOR AND ARE BASED ON FROM A FLOOD INSURANCE RATE MAP. The property shown lies in Flood Zone(s) according to FEMA Panel #48055C0120E effective date June 19, 2012. Flood Zone "X" is areas determined to be outside the 0.2% annual chance floodplain. WARNING: This flood Statement, as Determined by a H.U.D. – F.I.A. FLOOD HAZARD BOUNDARY MAP, DOES NOT IMPLY that the Property or the improvements thereon will be Free from Flooding or Flood Damage. On rare occasions, Greater Floods Can and Will Occur, and Flood Heights may be increased by Man-Made or Natural Causes.

LINE TABLE

LINE	BEARING	DISTANCE
T1	N 78°44'10" E	10.00'
T2	N 78°44'10" E	10.00'

LEGEND

- ○ CAPPED 1/2" IRON PIN SET STAMPED "HINKLE SURVEYORS"
- ● 1/2" IRON PIN FOUND
- ⊡ CAPPED IRON PIN FOUND STAMPED "HINKLE SURVEYORS"
- CHAIN LINK FENCE POST
- Ⓦ WATER METER
- // SCALE BREAK
- (.........) ORIGINAL DEEDED CALLS
- -X- FENCES MEANDER UNLESS OTHERWISE NOTED

SURVEY DRAWING

Showing a 0.216 acre tract of land out of the Byrd Lockhart Survey A-17 in the City of Lockhart, Caldwell County, Texas and the improvements as found situated thereon. I do hereby certify that (1) the foregoing plat is a true and correct representation of a survey made on the ground under my direct supervision July 27, 2023, (2) No Abstract of Title, title commitment, nor research or record easements were supplied to the Surveyor. There may exist easements of record which could effect this parcel. *THIS SURVEY IS CERTIFIED AND ITS CONTENTS GUARANTEED FOR USE WITH THIS ONE TRANSACTION ONLY DATED THIS DATE. THE SURVEYOR SHALL INCUR NO LIABILITY FOR ANY USE OF THIS SURVEY BEYOND THIS ONE TRANSACTION OR FOR ANY PERSON(S) NOT ASSOCIATED WITH THIS TRANSACTION.* Only those prints containing the raised Surveyor's seal and an original "LIVE" signature should be considered official and relied upon by the user.

STATE OF TEXAS REGISTERED JERRY L. HINKLE 5459 PROFESSIONAL LAND SURVEYOR

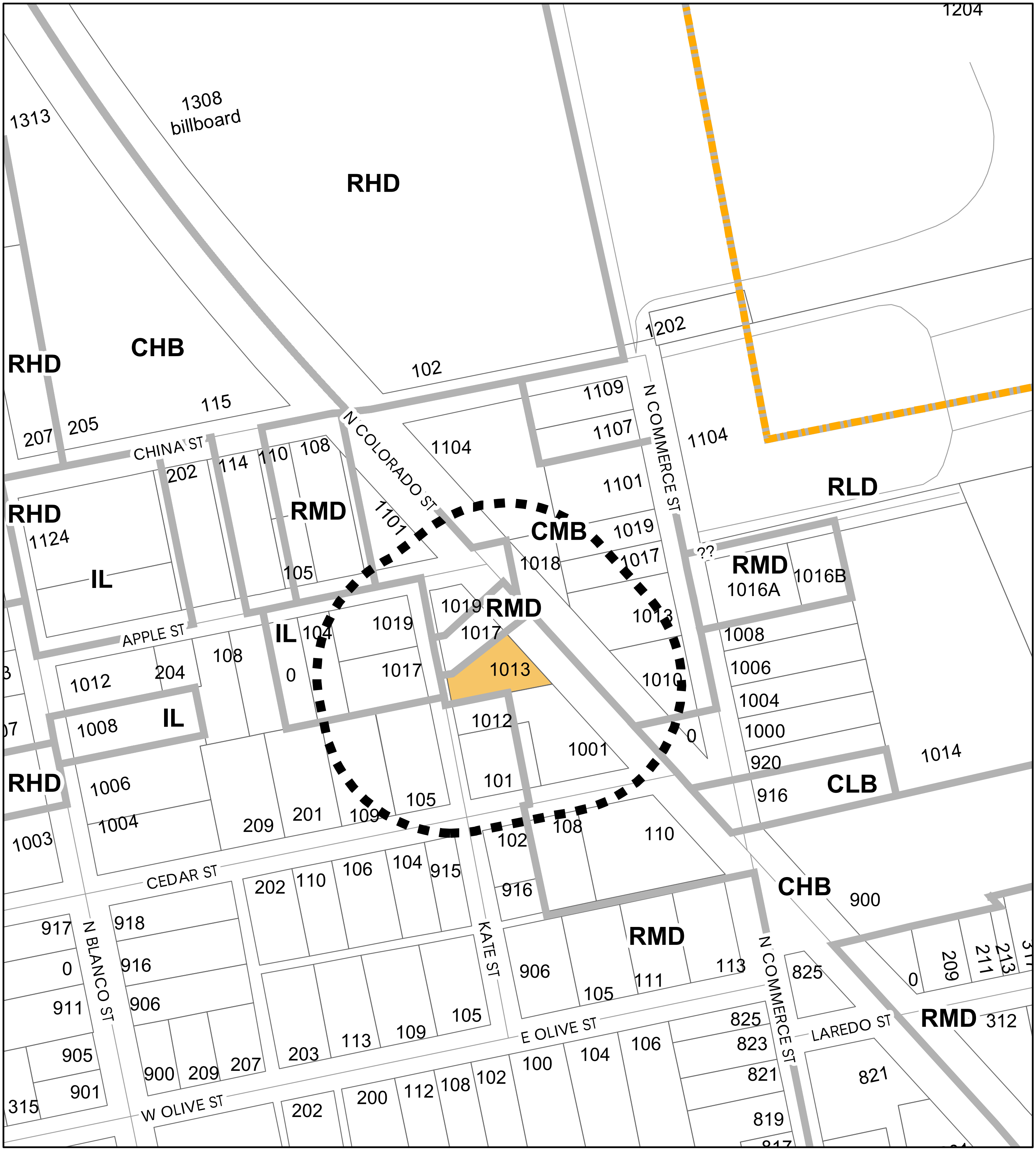
Jerry L. Hinkle, RPLS #5459

Field Book: d.c.	Drawn By: JLH LH
Job No. 20232121	Drawing: 20232121.dwg
Date: July 2023	Word Disk: Begin 07012023
Surveyed By: JLH JDB	Autocad Disk: Begin 07012023

HINKLE SURVEYORS

P.O. Box 1027 1109 S. Main Street Lockhart, TX 78644
Ph: (512) 398-2000 Fax:(512) 398-7683 Email: contact@hinklesurveyors.com *Firm Registration No. 100886-00*

Hinkle Surveyors, 2023



ZC-23-06

CHB TO RMD

1013 N COLORADO ST

N

scale 1" = 200'

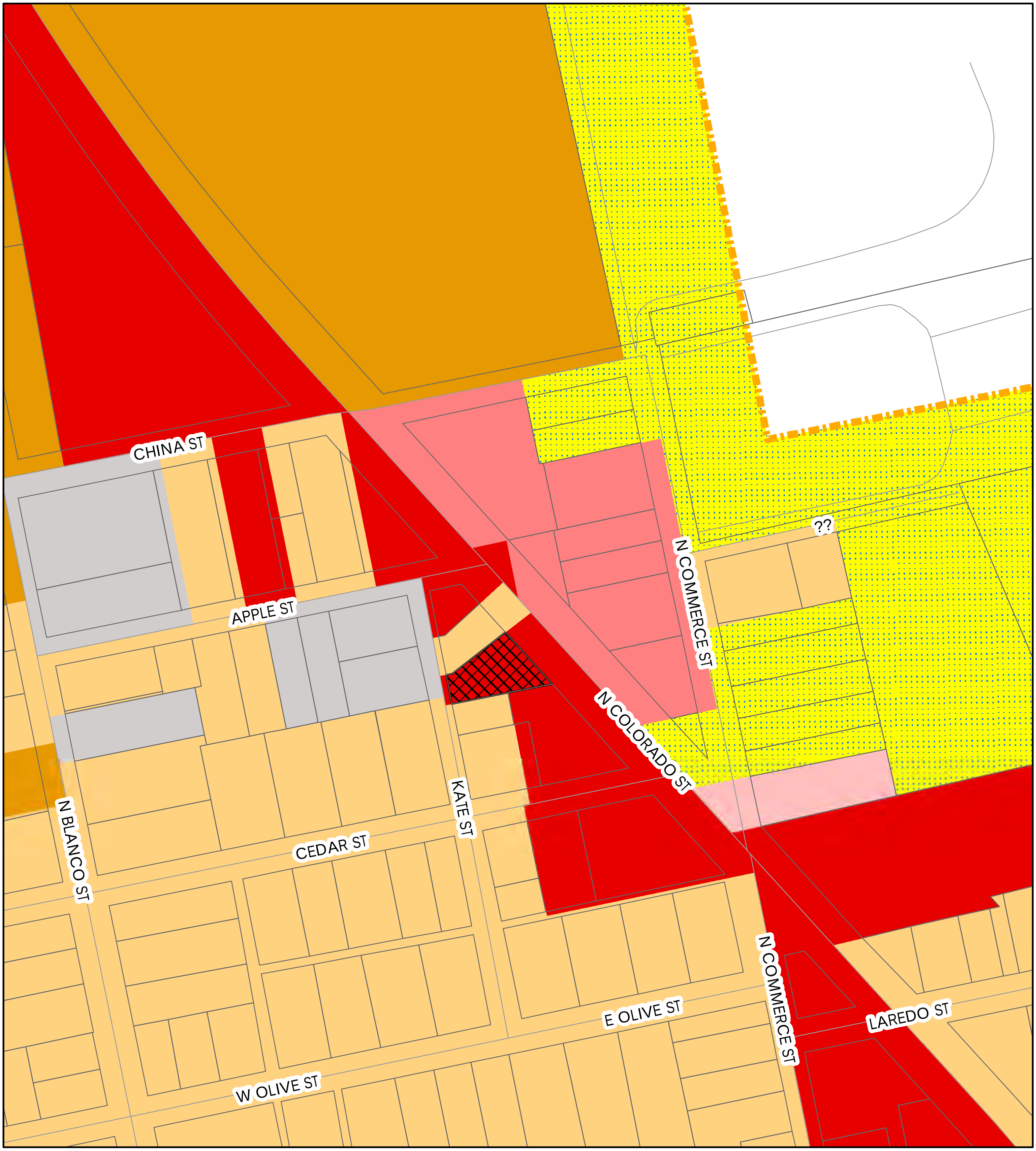
SUBJECT PROPERTY

ZONING BOUNDARY

CITY LIMITS

200 FT BUFFER


LOCKHART ETJ
CHINA ST
APPLE ST
CEDAR ST
W OLIVE ST
E OLIVE ST
LAREDO ST
N BLANCO ST
KATIE ST
N COLORADO ST
N COMMERCE ST
N COMMERCE ST
JUAN ST
??
DR
N
0
200
400 Feet



ZC-23-06

CHB TO RMD

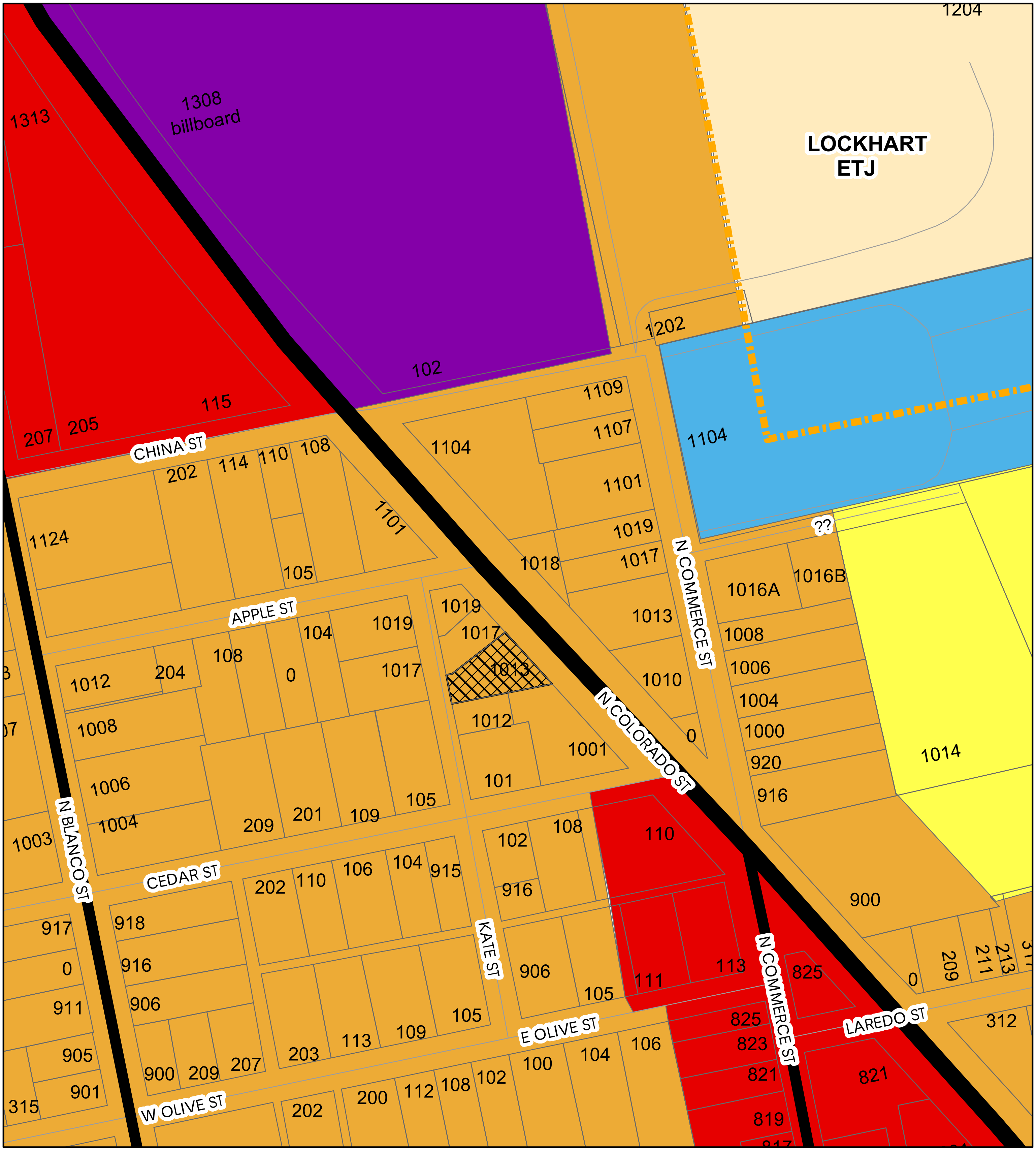
1013 N COLORADO ST

N

scale 1" = 200'

ZONING DISTRICTS

- COMMERCIAL HEAVY BUSINESS
- COMMERCIAL LIGHT BUSINESS
- COMMERCIAL MEDIUM BUSINESS
- INDUSTRIAL LIGHT
- RESIDENTIAL HIGH DENSITY
- RESIDENTIAL LOW DENSITY
- RESIDENTIAL MEDIUM DENSITY



FUTURE LANDUSE & THOROUGHFARES

CHB TO RMD

1013 N COLORADO ST

N

scale 1" = 200'

- AGRICULTURE/RURAL DEVELOPMENT
- GENERAL-HEAVY COMMERCIAL
- MIXED RETAIL, OFFICE, RESIDENTIAL
- PUBLIC AND INSTITUTIONAL
- RESIDENTIAL, LOW DENSITY
- RESIDENTIAL, MEDIUM DENSITY
- EXISTING COLLECTOR
- EXISTING ARTERIAL

PLANNING DEPARTMENT REPORT ZONING CHANGE

CASE SUMMARY

STAFF: David Fowler, Planning Director CASE NUMBER: ZC-23-06
REPORT DATE: August 17, 2023
PLANNING AND ZONING COMMISSION HEARING DATE: August 23, 2023
CITY COUNCIL HEARING DATE: September 5, 2023
REQUESTED CHANGE: CHB to RMD
STAFF RECOMMENDATION: ***Approval if no significant opposition***
PLANNING AND ZONING COMMISSION RECOMMENDATION: ***Approval***

BACKGROUND DATA

APPLICANT: Monte J, Guidry
OWNER: Same
SITE LOCATION: 1013 North Colorado Street
LEGAL DESCRIPTION: Metes and bounds
SIZE OF PROPERTY: 0.216 acres
EXISTING USE OF PROPERTY: Residential
LAND USE PLAN DESIGNATION: *Medium Density Residential*

ANALYSIS OF ISSUES

REASON FOR REQUESTED ZONING CHANGE This is a reapplication for the zoning change originally requested in ZC-23-03. That application had been administratively withdrawn after being incomplete for over three months. A new application was submitted after the applicant was able to provide an updated survey, as Planning and Zoning Commission had requested. The applicant proposes to rezone the subject property for the purpose of permitting the structure on the rear of the lot as an Accessory Dwelling Unit, General. The existing main house is allowed to be occupied as an existing nonconforming use; however accessory dwelling units would only be allowed if the property were rezoned to a residential zoning district which allows accessory dwelling units. The RMD district has been selected, as that zoning district would allow the accessory dwelling, subject to approval of a Specific Use Permit.

AREA CHARACTERISTICS:

	Existing Use	**Zoning**	**Future Land Use Plan**
North	Residential Commercial	RMD, CHB	*Medium Density Residential*
East	Commercial	CMB	*Medium Density Residential*
South	Residential, Commercial	CHB	*Medium Density Residential, General-Heavy Commercial*
West	Residential	RMD, ETJ	*Medium Density Residential, Low-Density Residential*

TRANSITION OF ZONING DISTRICTS: The property's current zoning is consistent with the western frontage of Colorado Street in the area. Other than the lot to the immediate north, all other lots along that frontage share the property's current CHB zoning.

ADEQUACY OF INFRASTRUCTURE: Adequate City water service is currently available in the Kate Street and North Colorado Street rights-of-way. There are 6-inch water and wastewater lines along Kate Street and a 6-inch sewer line in the Colorado Street right-of-way adjacent to the property.

POTENTIAL NEIGHBORHOOD IMPACT: The proposed zoning change would not alter the property's current residential use. However, the proposed accessory dwelling unit could create more traffic on Kate Street.

CONSISTENCY WITH COMPREHENSIVE PLAN: The proposed RMD zoning is consistent with the *Medium Density Residential* designation for the property on the future Land Use Plan map. However, the site's commercial zoning is consistent with neighboring properties along the North Colorado Street Corridor . Despite what the future land use map shows, City staff does not intend to change the corridor's zoning to residential.

ALTERNATIVE CLASSIFICATIONS: None more appropriate.

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

STAFF RECOMMENDATION: Approval if no significant opposition is present. Staff did not recommend approval of the previous application to rezone the site due to the nature of the types of structures on the lot, how the structures are placed on the site, and evidence of unpermitted construction work.

When first approached regarding the permitting of electrical work on the accessory unit, staff had advised the applicant that that the accessory dwelling unit use is not permitted within the property's zoning district, and the only way the garage located on the site could be legally converted to an accessory dwelling unit was through changing the zoning of the property to a residential district and subsequent approval of a Specific Use Permit for an Accessory Dwelling Unit-General. At the time of the previous application, the planning staff was unaware of the full scope of issues facing the property. These issues became more apparent when researching the site's history. The garage structure appears to have been converted illegally into a dwelling unit between 2020 and 2022, before the current owner had purchased the property. No permits were ever issued for the garage conversion. The garage structure appears to violate streetside side setback requirements and may even cross the property line to the north. The rear building does not have paved off-street parking and does not have sufficient room for head-in off-street parking, even after an updated survey shows that 10 feet of right-of-way along Kate Street has been added to the rear of the property. Additionally, a privacy fence has been constructed along the lot line without a permit. According to the survey, the fence encroaches the side lot line to the south. The main house on the lot is also closer to the southern property line than the required five-foot setback.

The City of Lockhart Building Official has identified numerous issues on the site, including electrical violations, hazardous plumbing, as well as the illegal residential conversion and possible issues that could make upgrading the unit to meet codes difficult. Because the garage structure has been in place for some time, it may be legally used as a garage for the main house. However, the illegal conversion of the garage grants no rights to use the structure as an accessory dwelling unit. If the zoning change is approved, several variances would be required prior to the property being eligible for a Specific Use Permit. Similarly, all code violations the Building Official has identified would need to be cleared. Staff has advised the applicant of the many steps that would have to be taken in order to make the accessory dwelling unit legally compliant. While the many issues facing the property will make achieving compliance difficult, the application at hand is solely for the purpose of changing the parcel's zoning. As such, staff recommends approval of the zoning change, absent significant neighborhood opposition, while noting that many steps must precede full approval of the accessory dwelling unit.

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 Jim Gaidry

ADDRESS 4835 Seawillow Rd
Lockhart, TX 78644

DAY-TIME TELEPHONE 713 232 9250

E-MAIL jim@gaidryeast.com

OWNER NAME - Same -

ADDRESS - Same -

DAY-TIME TELEPHONE

E-MAIL jim@gaidryeast.com

PROPERTY

ADDRESS OR GENERAL LOCATION 1013 N Colorado St

LEGAL DESCRIPTION (IF PLATTED) A017 Lockhart, Byrd, Acres 0.216, 0.205 Ac plus +10' Abandoned Street

SIZE 0.216 ACRE(S)

LAND USE PLAN DESIGNATION Residential

EXISTING USE OF LAND AND/OR BUILDING(S) Residential

PROPOSED NEW USE, IF ANY Residential

REQUESTED CHANGE

FROM CURRENT ZONING CLASSIFICATION CHB

TO PROPOSED ZONING CLASSIFICATION RMD

REASON FOR REQUEST Make non conforming use ~~a~~ a
~~more~~ conforming use
use the requested RMD zoning district

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 $ 125 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 [signature] DATE 8-2-23

OFFICE USE ONLY

ACCEPTED BY D. Fowler RECEIPT NUMBER R01238664

DATE SUBMITTED 8/2/2023 CASE NUMBER ZC - 23 - 06

DATE NOTICES MAILED 8-7-2023 DATE NOTICE PUBLISHED 8-10-2023

PLANNING AND ZONING COMMISSION MEETING DATE 8/23/23

PLANNING AND ZONING COMMISSION RECOMMENDATION Approval

CITY COUNCIL MEETING DATE 9/5/2023

DECISION

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

COUNCIL MEETING DATE: September 5, 2023

AGENDA ITEM CAPTION: Hold a Public Hearing for the City of Lockhart and the Lockhart Economic Development Corporation Fiscal Year 2023-2024 Budget.

ORIGINATING DEPARTMENT AND CONTACT: Administration - Steven Lewis, Joseph Resendez

ACTION REQUESTED: Other

BACKGROUND/SUMMARY/DISCUSSION: The City Charter requires that the City Council hold one public hearing for the City of Lockhart Budget to allow for public comments. It was staff's recommendation to hold two hearings to allow citizens an additional opportunity to comment on the proposed budget. This is the final public hearing.

PROJECT SCHEDULE (if applicable):

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

FISCAL NOTE (if applicable):

PREVIOUS COUNCIL ACTION:

COMMITTEE/BOARD/COMMISSION ACTION:

STAFF RECOMMENDATION/REQUESTED MOTION:

LIST OF SUPPORTING DOCUMENTS: 2023-24 PROPOSED BUDGET - Fund Summary, 2023-24 PROPOSED BUDGET - Proposed to Revised Final Budget Reconciliation, 2023-24 PROPOSED BUDGET - Fund Balance Analysis

CITY OF LOCKHART
BUDGET
FISCAL YEAR 2023-24

	2021-22 BUDGET	2021-22 ACTUAL	2022-23 BUDGET	2023-24 REVISED FINAL PROPOSED BUDGET
REVENUE SUMMARY				
GENERAL FUND	12,550,366	12,378,161	17,071,700	15,007,306
DEBT SERVICE FUND	1,186,422	1,229,136	1,667,464	1,738,469
ELECTRIC FUND	12,069,155	12,806,789	13,573,255	13,989,885
WATER FUND	5,744,622	4,227,757	4,934,269	5,754,837
WASTEWATER FUND	3,034,591	2,655,201	4,363,300	3,525,587
SOLID WASTE FUND	2,063,450	1,944,946	2,154,685	2,191,685
EMS FUND	1,338,482	1,338,153	1,721,200	1,523,200
AIRPORT FUND	122,039	108,768	142,039	162,050
LOCKHART ECO DEV FUND	1,093,140	1,296,356	1,179,140	1,179,140
TOTAL - REVENUES	39,202,267	37,985,267	46,807,052	45,072,159

EXPENSE SUMMARY				
GENERAL FUND	13,153,318	11,852,719	16,765,537	14,912,796
DEBT SERVICE FUND	1,186,422	1,290,472	1,667,464	1,654,125
ELECTRIC FUND	12,063,397	11,731,870	13,287,402	13,881,245
WATER FUND	5,582,950	3,735,489	4,917,702	5,478,301
WASTEWATER FUND	2,985,120	2,468,288	4,197,505	3,312,887
SOLID WASTE FUND	1,827,138	1,903,047	1,881,253	2,071,028
EMS FUND	1,283,279	1,342,488	1,582,854	2,202,429
AIRPORT FUND	67,839	37,592	89,441	139,143
LOCKHART ECO DEV FUND	1,092,933	434,125	1,035,381	1,179,140
TOTAL - EXPENSES	39,242,396	34,796,091	45,424,539	44,831,094

FY 2023-2024
PROPOSED TO REVISED FINAL BUDGET RECONCILIATION

Fund	Description	2023-2024 PROPOSED BUDGET	2023-2024 REVISED FINAL BUDGET	Difference $$$	One-Time Expense	Notes
GF	CURRENT PROPERTY TAXES	5,381,668	5,146,839	(234,829)		Preliminary vs. Certified Values
GF	SALES TAXES	2,572,400	2,843,437	271,037		5% Increase from FY23 Pojected Year-End Actual
GF	BUILDING PERMITS	337,662	437,662	100,000		Increase Fees and High Demand
GF	INTEREST EARNINGS	65,000	165,000	100,000		Increased Interest Earnings
			REV Sub-Total:	**236,208**		
GF	CONTR-CARTS	6,000	20,000	14,000	X	City Council Approved Allocation
GF	CONTR-HAYS CLDWELL WOMEN	5,255	9,745	4,490	X	+ $400 (Reallocate $2,000 / 5) + 5% Inc to Base Request ($8,900)
GF	CONTR-HCC ALCOHOL & DRUG	2,000	-	(2,000)	X	No Request
GF	CONTR-CCA MEALS ON WHEELS	8,221	8,800	579	X	+ $400 (Reallocate $2,000 / 5) + 5% Inc to Base Request ($8,000)
GF	CONTR-SR CITIZENS CENTER	4,462	5,085	623	X	+ $400 (Reallocate $2,000 / 5) + 5% Inc to Base Request ($4,462)
GF	CONTR-CASA OF CENTRAL TEX	4,517	13,000	8,483	X	+ $400 (Reallocate $2,000 / 5) + 5% Inc to Base Request ($12,000)
GF	CONTR-CLD CNT CHRISTIAN MINSTRY	6,587	10,900	4,313	X	+ $400 (Reallocate $2,000 / 5) + 5% Inc to Base Request ($10,000)
GF	TRAP, NUETER, RELEASE (TNR)	-	15,000	15,000		Trap, Nueter, Release (TNR) Program
GF	BUILDING & STRUCTURES	-	20,000	20,000	X	$20,000 for Cat Cages ($40,000 Total - $20,000 from Donated Funds)
GF	INCENTIVE PAY	6,300	12,300	6,000		Bilingual Incentive Pay for Spanish Translators
GF	COMPUTER EQUIP & SOFTWARE	65,654	68,904	3,250		Document Management Software
GF	OTHER SUPPLIES	3,000	9,437	6,437	X	Wrap Restraint Devices
GF	OTHER SUPPLIES	9,437	15,037	5,600	X	Breaching Tools
GF	K-9 EXPENSE	12,000	-	(12,000)		Postpone to Future Fiscal Year
GF	PAYROLL CONTINGENCY	56,234	156,234	100,000		Partial Year Funding - 2 Firefighters + Aerial Driver Pay
GF	JULY 4th EVENT	15,000	20,000	5,000	X	Increase Fireworks Allocation / Enhanced Display
GF	INSURANCE	-	3,917	3,917	X	Continue Employee Assistance Program (EAP)
			EXP Sub-Total:	**183,692**		
Electric	INSURANCE	26,200	26,800	600	X	Continue Employee Assistance Program (EAP)
W	INSURANCE	21,000	21,203	203	X	Continue Employee Assistance Program (EAP)
WW	INSURANCE	5,200	5,360	160	X	Continue Employee Assistance Program (EAP)
SW	INSURANCE	3,800	3,920	120	X	Continue Employee Assistance Program (EAP)

FUNDBALANCE ANALYSIS
MAJOR FUNDS FY2023

RESTRICTED	General Fund	Electric Fund	Water Fund	Wastewater Fund	Sanitation Fund
2021-22 Ending Audited Fund Balance	**$ 7,699,704**	**$ 2,907,971**	**$ (584,735)**	**$ 2,312,287**	**$ 894,202**
% of Operating Expenses	**45.18%** 204 days	**30.64%** 76 days	**-15.26%** 5 days	**54.96%** 618 days	**47.34%** 189 days
Required Fund Balance by Policy	**$ 4,260,283**	**$ 3,131,580**	**$ 1,264,539**	**$ 1,388,407**	**$ 623,343**
Fund Balance Policy* (percentage) **(in months)**	**25%** **(3)**	**33%** **(4)**	**33%** **(4)**	**33%** **(4)**	**33%** **(4)**
2022-23 Budgeted Operating Expenses	**17,041,132**	**9,489,635**	**3,831,935**	**4,207,293**	**1,888,917**
Available Unrestricted Fund Balances	**$ 3,439,421**	**$ (223,609)**	**$ (1,849,274)**	**$ 923,880**	**$ 270,859**
Anticipated Increase at end of FY2023	$ 550,000	$ 942,000	$ 220,000	$ 340,000	$ 180,000
	$ 3,989,421	$ 718,391	$ (1,629,274)	$ 1,263,880	$ 450,859
		(AEP deposit $662,000)			

One-Time Expenditures Included in FY 2023-24

6 New Vehicles for PD & equipment	**$ 378,450**
1 New Vehicle for Garage Maintenance	**$ 40,000**
City Hall Renovations	**$ 250,000**
Connect Fiber to all City buildings	**$ 30,000**
Warning Siren #6	**$ 35,000**
Library exterior and interior painting/floors	**$ 100,000**
Fire Station #2 Paving	**$ 96,500**
Hospital Paving	**$ 65,000**
Animal Shelter Rehabilitation/Improvements	**$ 350,000**
Street Resurfacing/Reconstruction	**$ 350,000**
Brush Truck Upgrade	**$ 60,000**
	$ 1,754,950

Anticipated One-Time Expenditures

* Lion's Park Upgrade
* Street Reconstruction/Resurfacing
* City Hall Improvements - Phase II
* Projects from Upcoming Parks Master Plan Update
* Fire Station No. 1 Remodel
* Recommendations from Aquatics Subcommittee Regarding City Park Pool

* The City of Lockhart's Fund Balance Policy requires that the City maintain a percentage of each funds' operating expenditures.
The General Fund is 25% or 3 months and the Utility Funds are 33% or 4 months.

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

COUNCIL MEETING DATE: September 5, 2023

AGENDA ITEM CAPTION: Hold Public Hearing on Proposed Tax Rate for 2023.

ORIGINATING DEPARTMENT AND CONTACT: Administration - Steven Lewis, Joseph Resendez

ACTION REQUESTED: Other

BACKGROUND/SUMMARY/DISCUSSION: City Council is required to hold a public hearing on the proposal to increase the tax revenues if the proposed tax rate exceeds the No New Revenue rate calculated by the Caldwell County Appraisal District. This public hearing is required by the Truth in Taxation laws of the State of Texas.

PROJECT SCHEDULE (if applicable):

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

FISCAL NOTE (if applicable):

PREVIOUS COUNCIL ACTION:

COMMITTEE/BOARD/COMMISSION ACTION:

STAFF RECOMMENDATION/REQUESTED MOTION:

LIST OF SUPPORTING DOCUMENTS: City of Lockhart Publication - 2023 Tax Rate

Statements required in notice if the proposed tax rate exceeds the no-new-revenue tax rate but does not exceed the voter-approval tax rate, as prescribed by Tax Code §26.06(b-2).

NOTICE OF PUBLIC HEARING ON TAX INCREASE

This notice only applies to a taxing unit other than a special taxing unit or municipality with a population of less than 30,000,regardless of whether it is a special taxing unit.

PROPOSED TAX RATE	$ 0.5348	per $100
NO-NEW-REVENUE TAX RATE	$ 0.5300	per $100
VOTER-APPROVAL TAX RATE	$ 0.5348	per $100

The no-new-revenue tax rate is the tax rate for the 2023 *(current tax year)* tax year that will raise the same amount of property tax revenue for City of Lockhart *(name of taxing unit)* from the same properties in both the 2022 *(preceding tax year)* tax year and the 2023 *(current tax year)* tax year.

The voter-approval tax rate is the highest tax rate that City of Lockhart *(name of taxing unit)* may adopt without holding an election to seek voter approval of the rate.

The proposed tax rate is greater than the no-new-revenue tax rate. This means that City of Lockhart *(name of taxing unit)* is proposing to increase property taxes for the 2023 *(current tax year)* tax year.

A PUBLIC HEARING ON THE PROPOSED TAX RATE WILL BE HELD ON 09/05/2023 07:30 PM *(date and time)* at Clark Library Annex-Council Chambers, 217 S. Main St., 3rd Floor, Lockhart, TX *(meeting place)*.

The proposed tax rate is not greater than the voter-approval tax rate. As a result, City of Lockhart *(name of taxing unit)* is not required to hold an election at which voters may accept or reject the proposed tax rate. However, you may express your support for or opposition to the proposed tax rate by contacting the members of the City Council *(name of office responsible for administering the election)* of City of Lockhart *(name of taxing unit)* at their offices or by attending the public hearing mentioned above.

YOUR TAXES OWED UNDER ANY OF THE TAX RATES MENTIONED ABOVE CAN BE CALCULATED AS FOLLOWS:

Property tax amount = (tax rate) x (taxable value of your property) / 100

(List names of all members of the governing body below, showing how each voted on the proposal to consider the tax increase or, if one or more were absent, indicating absences.)

FOR the proposal: Mayor - Lew White, Mayor Pro-Tem - Angie Gonzales-Sanchez, At Large - Brad Westmoreland, District 1 - Juan Mendoza, District 2 - John Castillo, District 3 - Kara McGregor, District 4 - Jeffry Michelson

AGAINST the proposal: ______

PRESENT and not voting: ______

ABSENT: ______

Visit Texas.gov/PropertyTaxes to find a link to your local property tax database on which you can easily access information regarding your property taxes, including information about proposed tax rates and scheduled public hearings of each entity that taxes your property.

The 86th Texas Legislature modified the manner in which the voter-approval tax rate is calculated to limit the rate of growth of property taxes in the state.

The following table compares the taxes imposed on the average residence homestead by City of Lockhart (name of taxing unit) last year to the taxes proposed to the be imposed on the average residence homestead by City of Lockhart (name of taxing unit) this year.

	2022	2023	Change
Total tax rate (per $100 of value)	$0.6006	$0.5348	10.95% decrease
Average homestead taxable value	$209,780	$237,967	13.43% increase
Tax on average homestead	$1,259	$1,272	1.03% increase
Total tax levy on all properties	$6,191,203	$6,512,755	5.19% increase

(Include the following text if these no-new-revenue maintenance and operations rate adjustments apply for the taxing unit)

No-New-Revenue Maintenance and Operations Rate Adjustments

State Criminal Justice Mandate (counties)

The ________________ *(county name)* County Auditor certifies that ________________ *(county name)* County has spent $________________ *(amount minus any amount received from state revenue for such costs)* in the previous 12 months for the maintenance and operations cost of keeping inmates sentenced to the Texas Department of Criminal Justice. ________________ *(county name)* County Sheriff has provided ________________ *(county name)* information on these costs, minus the state revenues received for the reimbursement of such costs.

This increased the no-new-revenue maintenance and operations rate by _______________ /$100.

Indigent Health Care Compensation Expenditures (counties)

The ________________ *(name of taxing unit)* spent $ __________ *(amount)* from July 1 ______________ *(prior year)* to June 30 ________________ *(current year)* on indigent health care compensation procedures at the increased minimum eligibility standards, less the amount of state assistance.

For current tax year, the amount of increase above last year's enhanced indigent health care expenditures is $ _______________ *(amount of increase)*.

This increased the no-new-revenue maintenance and operations rate by _______________ /$100.

Indigent Defense Compensation Expenditures (counties)

The ________________ *(name of taxing unit)* spent $ __________ *(amount)* from July 1 ______________ *(prior year)* to June 30 ________________ *(current year)* to provide appointed counsel for indigent individuals in criminal or civil proceedings in accordance with the schedule of fees adopted under Article 26.05, Code of Criminal Procedure, and to fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure, less the amount of any state grants received. For current tax year, the amount of increase above last year's enhanced indigent defense compensation expenditures is $ _______________ *(amount of increase)*.

This increased the no-new-revenue maintenance and operations rate by _______________ /$100.

Eligible County Hospital Expenditures (cities and counties)

The ________________ *(name of taxing unit)* spent $ __________ *(amount)* from July 1 ______________ *(prior year)* to June 30 ________________ *(current year)* on expenditures to maintain and operate an eligible county hospital.

For current tax year, the amount of increase above last year's eligible county hospital expenditures is $ _______________ *(amount of increase)*.

This increased the no-new revenue maintenance and operations rate by _______________ /$100.

(If the tax assessor for the taxing unit maintains an internet website)

For assistance with tax calculations, please contact the tax assessor for City of Lockhart *(name of taxing unit)* at (512) 398-5550 *(telephone number)* or general@caldwellcad.org *(email address)*, or visit www.caldwellcad.org *(internet website address)* for more information.

(If the tax assessor for the taxing unit does not maintain an internet website)

For assistance with tax calculations, please contact the tax assessor for ________________ *(name of taxing unit)* at ________________ *(telephone number)* or ________________ *(email address)*.

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

COUNCIL MEETING DATE: September 5, 2023

AGENDA ITEM CAPTION: Discussion and/or action to consider awarding bid to RDC Paving, LLC of Hutto, Texas in the amount of $776,955.82 for the 2023 Street Improvement Project and appointing the Mayor to sign all contractual documents.

ORIGINATING DEPARTMENT AND CONTACT: Public Works - Sean Kelley

ACTION REQUESTED: Approval of Bid

BACKGROUND/SUMMARY/DISCUSSION: In Fiscal Budget Year 2023, six streets,East City Park Road and Fire Station #2 Parking Lot were included for resurfacing and treatment methods specific to each street/surface. Paving improvements included in the 2023 Street Improvement Project are:

- Hickory Street from Colorado Street to Brazos Street
- Hickory Street from S. Commerce Street to S. Main Street
- Olive Street from N. Commerce Street to Kate Street
- Kate Street from Apple Street to Olive Street
- Red Bud Street from Stueve Lane to Woodlawn Street
- Atacosa Street from Prairie Lea Street to Maple Street
- S. Medina Street from Live Oak Street to Clearfork Street.
- City Park Road, east of the pond
- Additive Alternate Bid: Fire Station #2 Parking Lot

The selected improvement methods for the 2023 Street Improvements Project consist of approximately 14,295 SY of 6" Mill and Overlay, approximately 1,000 SY of Flexible Base and Subgrade Excavation and Reconstruction, adjusting Manholes and Water Valves as required on various City streets. Bids for the two Additive Alternate paving locations consisted of the rear parking lot of the Community Facility located at 901 Bois D' Arc Street and the parking lot of Fire Station #2. At this time, staff recommends proceeding with the repaving of Fire Station #2 parking lot (ADD ALT P.A.1) and recommends considering paving the Community Facility parking lot at another time due to the higher than anticipated unit price per square yard.

Bids for the project were advertised in compliance with State Law for the construction of the 2023 Street Improvement Project. Nine (9) bids were received ranging $680,479.32 to $1,163,600.00 for the Base Bid. It is recommended that the bid be awarded to the lowest qualified bidder, RDC Paving, LLC, in the amount of $680,479.37 for the Base Bid amount and $96,476.45 for Fire Station #2 parking lot, for a total of $776,955.82.

PROJECT SCHEDULE (if applicable): Fall 2023

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

AMOUNT & SOURCE OF FUNDING:
Funds Required: $776,955.82
Account Number: 100-5633-911-00, 100-5422-912-00 (ARPA) and 100-5818-999-00
Funds Available: Streets ($605,038), Parks/ARPA ($87,000) and Fire ($105,000)
Account Name:

FISCAL NOTE (if applicable):

PREVIOUS COUNCIL ACTION:

COMMITTEE/BOARD/COMMISSION ACTION:

STAFF RECOMMENDATION/REQUESTED MOTION: The City Engineer and Staff respectfully recommend approval of the Base Bid Award to RDC Paving, LLC in the amount of $776,955.82 for the 2023 Street Improvement Project.

LIST OF SUPPORTING DOCUMENTS: Bid Award Recommendation - 2023 Street Improvements Project, Maps for Lockhart 2023 Street Improvements

TRC
505 East Huntland Drive
Suite 250
Austin, Texas 78752
T 512.454.8716
TRCcompanies.com
T.B.P.E. #F-8632

August 30, 2023

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

RE: 2023 Street Improvements Project
Bid Award Recommendation

Dear Mr. Kelley:

Nine (9) sealed bids were received at Lockhart City Council Chambers on August 7, 2023, at 11:00 A.M. for the above-referenced project. The total bids ranged from $867,483.32 from RDC Paving, LLC. of Hutto, Texas to $1,355,975.00 from CK Newberry, LLC., of Karnes City, Texas. A detailed bid tabulation is attached for your reference.

The project consists of approximately 12,430 SY of 6" Mill and Overlay, approximately 1,000 SY of Flexible Base and Subgrade Excavation and Reconstruction, adjusting Manholes and Water Valves as required on various City streets, and all other appurtenances necessary. The Project also has an Add Alternate Bid including approximately 1,865 SY of 6" Mill and Overlay, and approximately 1,750 SY of 2" Mill and Overlay on two (2) City parking lots.

The low bidder, RDC Paving, LLC., has successfully completed similar work in the past. TRC conducted reference checks on similar projects supplied by the Contractor and found that RDC Paving, LLC., completed those projects to the satisfaction of both the Owners and the Engineers.

It is recommended that the City of Lockhart award the project to the low bidder, RDC Paving, LLC., in the amount of $680,479.37 for the Base Bid or in the amount of $867,483.32 for the Base Bid plus Add Alternate Bid amount. The Contractor has a bid bond and will be required to furnish a Standard Form of Agreement, Performance Bond, and Payment Bond to the City.

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

Sincerely,

William A Wachel

William Wachel, PE
Deputy Director - DMS

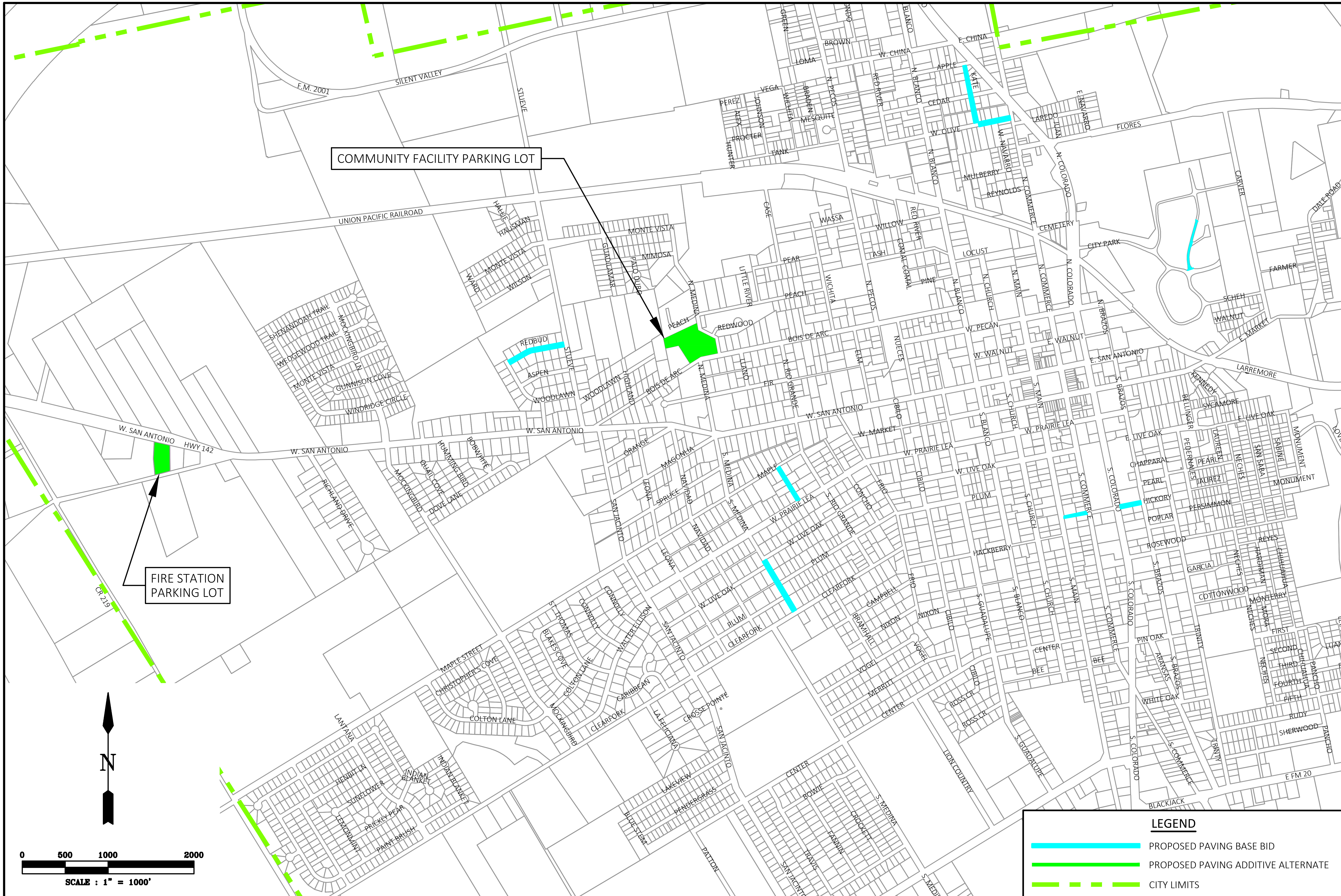
Attachment: Bid Tabulation

City of Lockhart
2023 Street Improvements Project
Bid Tabulation
August 10, 2023 - 11:00 AM

				RDC Paving, LLC. 120 Iron Horse Drive Hutto, Texas 78634		Blacksmith Ventures, LLC. PO Box 188 Bryson, Texas 76427		Texas Materials Group 1320 Arrow Point Dr., Ste 600 Cedar Park, Texas 78613		Lone Star Paving 11675 Jollyville Rd., #150 Austin, Texas 78759		Bennett Paving, Inc. PO Box 2309 Leander, Texas 78646	
Item	**Description**	**Qty.**	**Unit**	**Unit Price**	**Total**	**Unit Price**	**Total**	**Unit Price**	**Total**	**Unit Price**	**Total**	**Unit Price**	**Total**
	BASE BID												
P.1	Performance and Payment Bonds	1	LS	$3,385.47	$3,385.47	$10,000.00	$10,000.00	$1,700.00	$1,700.00	$10,000.00	$10,000.00	$9,000.00	$9,000.00
P.2	Mobilization/Demobilization	1	LS	$3,500.00	$3,500.00	$25,000.00	$25,000.00	$35,000.00	$35,000.00	$10,000.00	$10,000.00	$5,000.00	$5,000.00
P.3	Mill existing asphalt, & other improvements on Hickory Street	830	S.Y.	$51.73	$42,935.90	$52.00	$43,160.00	$54.00	$44,820.00	$56.25	$46,687.50	$53.59	$44,479.70
P.4	Mill exisitng asphalt & other improvements on Hickory Street	790	S.Y.	$51.73	$40,866.70	$52.00	$41,080.00	$54.00	$42,660.00	$56.25	$44,437.50	$53.59	$42,336.10
P.5	Mill existing asphalt & other improvements on Olive Street	1,340	S.Y.	$51.73	$69,318.20	$52.00	$69,680.00	$54.00	$72,360.00	$56.25	$75,375.00	$53.59	$71,810.60
P.6	Mill existing asphalt & other improvements on Kate Street	1,730	S.Y.	$51.73	$89,492.90	$52.00	$89,960.00	$54.00	$93,420.00	$56.25	$97,312.50	$53.59	$92,710.70
P.7	Mill existing asphalt & other improvements on Red Bud Street	2,230	S.Y.	$51.73	$115,357.90	$52.00	$115,960.00	$54.00	$120,420.00	$56.25	$125,437.50	$53.59	$119,505.70
P.8	Mill existing asphalt & other improvements on Atacosa Street	1,270	S.Y.	$51.73	$65,697.10	$52.00	$66,040.00	$54.00	$68,580.00	$56.25	$71,437.50	$53.59	$68,059.30
P.9	Mill existing asphalt & other improvements on S. Medina Street	2,600	S.Y.	$51.73	$134,498.00	$52.00	$135,200.00	$54.00	$140,400.00	$56.25	$146,250.00	$53.59	$139,334.00
P.10	Mill existing asphalt & other improvements on Park Road	1,640	S.Y.	$51.73	$84,837.20	$52.00	$85,280.00	$54.00	$88,560.00	$56.25	$92,250.00	$53.59	$87,887.60
P.11	Excavate & install flexible base & subgrade	1,000	S.Y.	$25.59	$25,590.00	$30.00	$30,000.00	$68.00	$68,000.00	$59.75	$59,750.00	$107.18	$107,180.00
P.12	Adjust manhole tops & encasement	9	EA.	$400.00	$3,600.00	$1,500.00	$13,500.00	$350.00	$3,150.00	$2,310.00	$20,790.00	$200.00	$1,800.00
P.13	Adjust water valves	14	EA.	$100.00	$1,400.00	$250.00	$3,500.00	$200.00	$2,800.00	$2,090.00	$29,260.00	$50.00	$700.00
TOTAL BASE BID					**$680,479.37**		**$728,360.00**		**$781,870.00**		**$828,987.50**		**$789,803.70**
	ADDITIVE ALTERNATE												
P.A.1	Mill existing asphalt at Fire Station Parking Lot	1,865	S.Y.	$51.73	$96,476.45	$52.00	$96,980.00	$58.00	$108,170.00	$56.25	$104,906.25	$53.59	$99,945.35
P.A.2	Mill existing asphalt at the Community Facility parking lot	1,750	S.Y.	$51.73	$90,527.50	$52.00	$91,000.00	$22.00	$38,500.00	$23.00	$40,250.00	$53.59	$93,782.50
TOTAL ADD ALTERNATE BID					**$187,003.95**		**$187,980.00**		**$146,670.00**		**$145,156.25**		**$193,727.85**
TOTAL BASE BID & ADDITIVE BID ITEMS					**$867,483.32**		**$916,340.00**		**$928,540.00**		**$974,143.75**		**$983,531.55**

City of Lockhart
2023 Street Improvements Project
Bid Tabulation
August 10, 2023 - 11:00 AM

				Hayden Paving, Inc. 4710 Windsong Trail Houston, Texas 77084		Westhill Paving, Inc. 3012 FM 621 Ste. A San Marcos, Texas 78666		Alpha Paving Industries, LLC. PO Box 6565 Round Rock, Texas 78683		CK Newberry, LLC. 1538 CR 345 Karnes City, Texas 78118	
Item	**Description**	**Qty.**	**Unit**	**Unit Price**	**Total**	**Unit Price**	**Total**	**Unit Price**	**Total**	**Unit Price**	**Total**
	BASE BID										
P.1	Performance and Payment Bonds	1	LS	$8,097.00	$8,097.00	$45,549.34	$45,549.34	$146,000.00	$146,000.00	$20,000.00	$20,000.00
P.2	Mobilization/Demobilization	1	LS	$32,147.00	$32,147.00	$2,200.00	$2,200.00	$25,000.00	$25,000.00	$160,000.00	$160,000.00
P.3	Mill existing asphalt, & other improvements on Hickory Street	830	S.Y.	$60.00	$49,800.00	$76.12	$63,179.60	$67.00	$55,610.00	$70.00	$58,100.00
P.4	Mill exisitng asphalt & other improvements on Hickory Street	790	S.Y.	$60.00	$47,400.00	$76.35	$60,316.50	$67.00	$52,930.00	$70.00	$55,300.00
P.5	Mill existing asphalt & other improvements on Olive Street	1,340	S.Y.	$60.00	$80,400.00	$74.03	$99,200.20	$67.00	$89,780.00	$70.00	$93,800.00
P.6	Mill existing asphalt & other improvements on Kate Street	1,730	S.Y.	$60.00	$103,800.00	$68.71	$118,868.30	$67.00	$115,910.00	$70.00	$121,100.00
P.7	Mill existing asphalt & other improvements on Red Bud Street	2,230	S.Y.	$60.00	$133,800.00	$61.05	$136,141.50	$67.00	$149,410.00	$70.00	$156,100.00
P.8	Mill existing asphalt & other improvements on Atacosa Street	1,270	S.Y.	$60.00	$76,200.00	$74.67	$94,830.90	$67.00	$85,090.00	$70.00	$88,900.00
P.9	Mill existing asphalt & other improvements on S. Medina Street	2,600	S.Y.	$60.00	$156,000.00	$60.43	$157,118.00	$67.00	$174,200.00	$70.00	$182,000.00
P.10	Mill existing asphalt & other improvements on Park Road	1,640	S.Y.	$60.00	$98,400.00	$69.12	$113,356.80	$67.00	$109,880.00	$70.00	$114,800.00
P.11	Excavate & install flexible base & subgrade	1,000	S.Y.	$27.38	$27,380.00	$41.94	$41,940.00	$75.00	$75,000.00	$45.00	$45,000.00
P.12	Adjust manhole tops & encasement	9	EA.	$2,126.22	$19,135.98	$875.00	$7,875.00	$2,500.00	$22,500.00	$4,500.00	$40,500.00
P.13	Adjust water valves	14	EA.	$1,610.93	$22,553.02	$1,140.00	$15,960.00	$2,000.00	$28,000.00	$2,000.00	$28,000.00
			TOTAL BASE BID		**$855,113.00**		**$956,536.14**		**$1,129,310.00**		**$1,163,600.00**
	ADDITIVE ALTERNATE										
P.A.1	Mill existing asphalt at Fire Station Parking Lot	1,865	S.Y.	$60.00	$111,900.00	$67.00	$124,955.00	$75.00	$139,875.00	$75.00	$139,875.00
P.A.2	Mill existing asphalt at the Community Facility parking lot	1,750	S.Y.	$32.30	$56,525.00	$27.06	$47,355.00	$38.00	$66,500.00	$30.00	$52,500.00
			TOTAL ADD ALTERNATE BID		**$168,425.00**		**$172,310.00**		**$206,375.00**		**$192,375.00**
			TOTAL BASE BID & ADDITIVE BID ITEMS		**$1,023,538.00**		**$1,128,846.14**		**$1,335,685.00**		**$1,355,975.00**



C:\PWWORKING-TRD\D0164863\3 PROPOSED STREETS.DWG - 7/11/23

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

DESIGN BY:	OPENA
DRAWN BY:	TFREEMAN
CHECKED BY:	JDAHM
SCALE:	1" = 1000'
JOB NUMBER:	542081

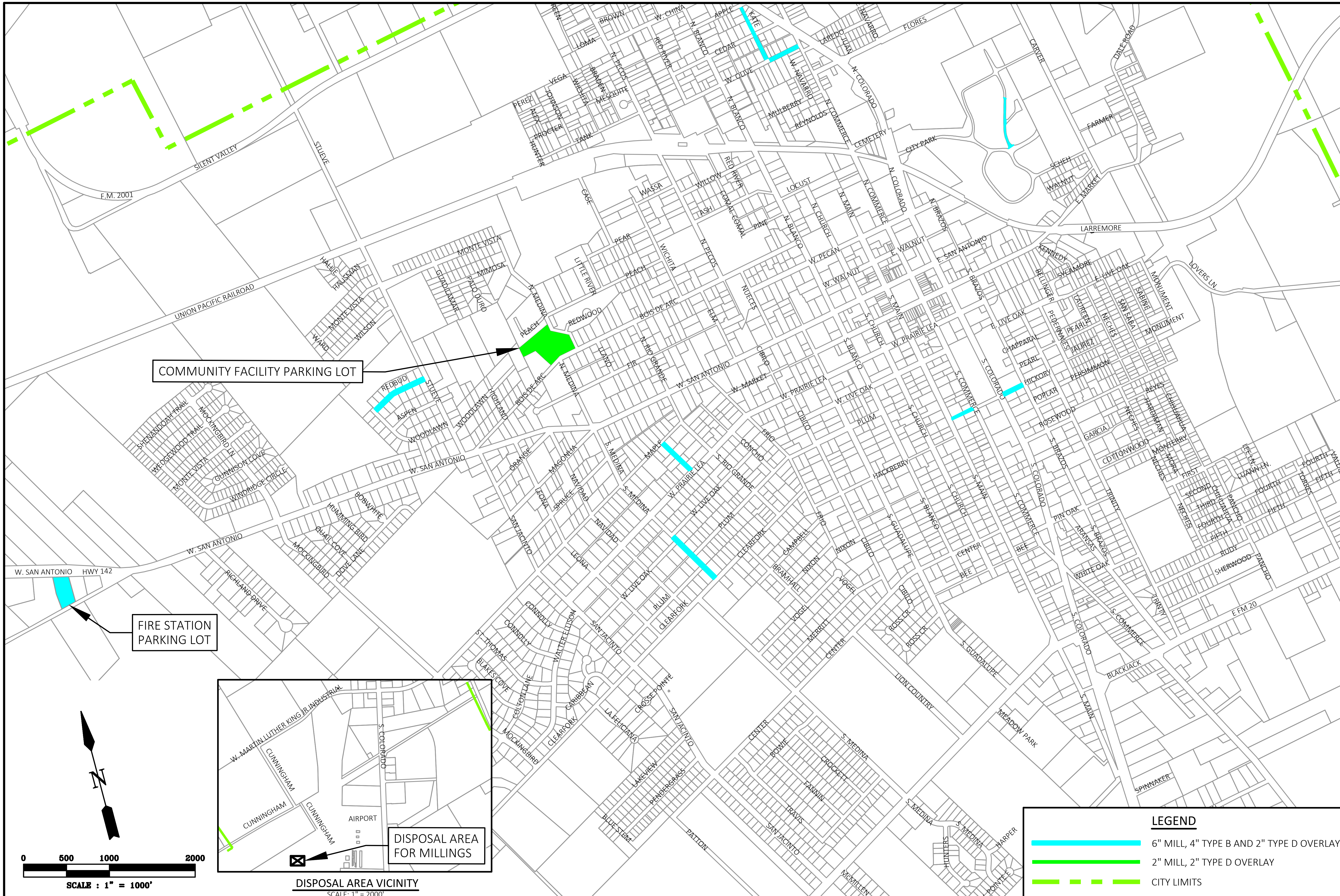
NO. | REVISION | DATE

CITY OF LOCKHART, TEXAS
2023 STREET IMPROVEMENTS PROJECT
PROPOSED STREETS

Lockhart TEXAS

SHEET 3

JULY 2023



C:\PWWORKING-TRD\D0164863\4 KEYWAY.DWG - 7/11/23

DESIGN BY: OPENA
DRAWN BY: TFREEMAN
CHECKED BY: JDAHM
SCALE: 1" = 1000'
JOB NUMBER: 542081

NO. | REVISION | DATE

TRC ENGINEERS, INC.

CITY OF LOCKHART, TEXAS
2023 STREET IMPROVEMENTS PROJECT
KEYWAY

Lockhart TEXAS

SHEET 4

JULY 2023

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

COUNCIL MEETING DATE: September 5, 2023

AGENDA ITEM CAPTION: Discussion and/or action to consider Ordinance 2023-17 adopting the City of Lockhart's Annual Operating Budget for Fiscal Year 2023-2024 and appropriating resources, beginning October 1, 2023, ending September 30, 2024, for the City of Lockhart, Caldwell County, Texas and the Lockhart Economic Development Corporation and adopting the City's Investment Policy, Financial Policy, and Fund Balance - Stabilization and Excess of Reserves Policies.

ORIGINATING DEPARTMENT AND CONTACT: Administration - Steven Lewis, Joseph Resendez

ACTION REQUESTED: Ordinance

BACKGROUND/SUMMARY/DISCUSSION: In accordance with the provisions of Article IX, Section 9.09 of the City of Lockhart Charter - a vote is required for adoption; the budget shall be adopted by the favorable vote of a majority of the members of the whole City Council.

This budget also sets forth the fiduciary policies for the City of Lockhart and the Lockhart Economic Development Corporation for the fiscal year October 1, 2023 and ending September 30, 2024. This ordinance will adopt the City's Investment Policy, Financial Policy, and the Fund Balance - Stabilization and Excess of Reserve Policy. The City of Lockhart's Investment Policy must be adopted annually by ordinance according to the City's Charter, Chapter 2256, Section 2256.005.

This agenda item allows for the City Council to suggest any budget allocations or deletions to the budget before a vote is taken. If no additional allocations or deletions are presented, action can be taken to adopt the Fiscal Year 2023-2024 Annual Operating Budget for the City of Lockhart, Caldwell County, Texas and the Lockhart Economic Development Corporation.

PROJECT SCHEDULE (if applicable):

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

FISCAL NOTE (if applicable):

PREVIOUS COUNCIL ACTION:

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

COMMITTEE/BOARD/COMMISSION ACTION:

STAFF RECOMMENDATION/REQUESTED MOTION:

LIST OF SUPPORTING DOCUMENTS: Proposed Ordinance 2023-17 - Annual Budget 2024

ORDINANCE 2023-17

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS ADOPTING THE BUDGET AND APPROPRIATING RESOURCES FOR THE FISCAL YEAR 2023-2024, BEGINNING OCTOBER 1, 2023, FOR THE CITY OF LOCKHART, CALDWELL COUNTY, TEXAS; ADOPTING THE FUND BALANCE-STABILIZATION OF EXCESS OF RESERVE POLICY AND CITY OF LOCKHART INVESTMENT POLICY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to the laws of the State of Texas for Home Rule cities and the City Charter for the City of Lockhart, Texas, the budget covering proposed estimated revenues and expenditures for Fiscal Year 2024, beginning October 1, 2023 and ending September 30, 2024, was filed with the City Secretary and notice of public hearing was provided as required, and,

WHEREAS, a public hearing was held by the City Council of the City of Lockhart, Texas, on said budget on August 15, 2023 and September 5, 2023 at which time said budget was presented and considered, and interested citizens were provided an opportunity to be heard by the City Council of the City of Lockhart, and,

WHEREAS, the City Council has reviewed and adopted a fiscal policy titled “Fund Balance-Stabilization of Excess of Reserve Policy”; and

WHEREAS, the City Council has reviewed and adopted a fiscal policy titled “Financial Policy”; and

WHEREAS, the City Council has reviewed and adopted an investment policy titled “City of Lockhart Investment Policy” and has conducted an annual review of the City’s Investment Policy, as required by Chapter 2256, Texas Government Code; and

WHEREAS, the City Council, City Manager and staff, after careful deliberate study and considerable debate, have determined the appropriate revenues and expenditures necessary for the maintenance and operations of the City of Lockhart for Fiscal Year 2024.

THEREFORE, BE IT RESOLVED, that the City Council of the CITY OF LOCKHART hereby adopts the Fund Balance-Stabilization of Excess of Reserve Policy; Financial Policy; City of Lockhart Investment Policy; and the Fiscal Year 2024 Annual Budget providing for revenues and expenditures as follows:

Name	Revenues	Expenditures	Difference
General Fund	15,007,306	14,912,796	94,510
Debt Service Fund	1,738,469	1,654,125	84,344
Electric Fund	13,989,885	13,881,245	108,640
Water Fund	5,754,837	5,478,301	276,536
Wastewater Fund	3,525,587	3,312,887	212,700
Solid Waste Fund	2,191,685	2,071,028	120,657
Emergency Medical Service	1,523,200	2,202,429	-679,229
Airport Fund	162,050	139,143	22,907
LEDC	1,179,140	1,179,140	0
Hotel Occupancy Tax Fund	126,420	85,600	40,820

PASSED, APPROVED, ADOPTED and EFFECTIVE this the 5th day of September 2023.

CITY OF LOCKHART

____
Lew White, Mayor

ATTEST:

____
Julie Bowermon
Assistant City Secretary

APPROVED AS TO FORM:

____
Monte Akers
City Attorney

City of Lockhart, Texas

Council Agenda Item
Cover Sheet

COUNCIL MEETING DATE: September 5, 2023

AGENDA ITEM CAPTION: Discussion and/or action to consider Ordinance 2023-18 levying maintenance and operations property taxes for the use and support of the City of Lockhart, Texas and interest and sinking property taxes for the debt service obligations of the City of Lockhart, Caldwell County, Texas for Fiscal Year 2024, beginning October 1, 2023 and ending September 30, 2024.

ORIGINATING DEPARTMENT AND CONTACT: Administration - Steven Lewis, Joseph Resendez

ACTION REQUESTED: Ordinance

BACKGROUND/SUMMARY/DISCUSSION: The proposed tax rate is $0.5348 per $100 of assessed value. The Ordinance describes the two required components of the tax rate; Maintenance and Operations (M&O) and Interest and Sinking (I&S).

State law requires a statement regarding the amount by which taxes for maintenance and operations on a $100,000 home will be raised. Based on the proposed tax rate, the maintenance and operations portion of the rate will be $0.4136 per $100 assessed value compared to last year's maintenance and operations rate of $0.4504 per $100 assessed value, resulting in a decrease of $0.0.368 or 8.2%. The interest and sinking portion of the tax rate decreased from $0.1502 to $0.1212 per $100 assessed value, resulting in a decrease of $0.0290 or 19.3%. Therefore, there will be no increase in the maintenance and operations tax due on a $100,000 home.

The City of Lockhart's portion of a homeowner's property tax bill is 26% of their total bill based on current tax rates. The remaining 74% of the tax bill is for property taxes charged by the other taxing jurisdictions, including the Lockhart Independent School District (48%), Caldwell County (24%), Farm-to-Market (0.004%), and Plum Creek Conservation District and Groundwater tax (2%).

Property taxes paid to the City of Lockhart make up approximately 35% of the City's General Fund revenues. Sales tax revenue makes up another 19%, while other fees and services cover the remaining 46%. The revenues from the General Fund provide maintenance and operational support for streets, drainage, parks, infrastructure, police and fire protection.

The verbiage contained within this ordinance is in strict compliance with requirements of Section 26.05(b)(1)(B) of the Texas Tax Code.

PROJECT SCHEDULE (if applicable):

AMOUNT & SOURCE OF FUNDING:

City of Lockhart, Texas

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

FISCAL NOTE (if applicable):

PREVIOUS COUNCIL ACTION:

COMMITTEE/BOARD/COMMISSION ACTION:

STAFF RECOMMENDATION/REQUESTED MOTION: State law requires that **two separate motions and two separate record votes be made to adopt these tax rates**:

"I MOVE THAT THE MAINTENANCE AND OPERATIONS RATE BE ADOPTED AT $0.4136 PER $100 OF ASSESSED VALUE AS INDICATED/LISTED IN ORDINANCE 2023-18, THEREBY ADOPTING SAID ORDINANCE."

"I MOVE THAT THE INTEREST AND SINKING RATE BE ADOPTED AT $0.1212 PER $100 OF ASSESSED VALUE AS INDICATED/LISTED IN ORDINANCE 2023-18, THEREBY ADOPTING SAID ORDINANCE."

LIST OF SUPPORTING DOCUMENTS: Proposed Ordinance 2023-18 - Tax Levy 2023

ORDINANCE 2023-18

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS LEVYING MAINTENANCE AND OPERATIONS PROPERTY TAXES FOR THE USE AND SUPPORT OF THE CITY OF LOCKHART, TEXAS AND INTEREST AND SINKING PROPERTY TAXES FOR THE DEBT SERVICE OBLIGATIONS OF THE CITY OF LOCKHART FOR FISCAL YEAR 2023-24, BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024, AND APPROPRIATING EACH PART THEREOF FOR THE SPECIFIC PURPOSES, PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEALER; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the State Legislature enacted Senate Bill 18, which mandated that municipal ordinances establishing annual tax rates must describe an increase in total maintenance and operations taxes compared to the previous year, and the rise of such taxes on a $100,000 home compared to the previous year.

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

1. There is hereby levied and shall be collected a maintenance and operations (M&O) property tax for the use and support of the municipal government of the City of Lockhart, Texas and there is hereby levied and shall be collected an interest and sinking (I&S) property tax to provide for the debt service obligations of the City of Lockhart for Fiscal Year 2024, beginning October 1, 2023, upon all taxable property, within the corporate limits of the City of Lockhart, Texas, as follows:

    a. For the maintenance and operations needs of the City of Lockhart the maintenance and operations (M&O) property tax is hereby adopted as 41.36 cents per each 100 dollars of property valuation. The tax rate will raise more taxes for maintenance and operations than last year's tax rate. The tax rate will effectively be decreased by 8.2 percent and will decrease taxes for maintenance and operations on a $100,000 home; and,

    b. For the debt service obligations of the City of Lockhart interest and sinking (I&S) property tax is hereby adopted as 12.12 cents per each 100 dollars of property valuation. The tax rate will raise less taxes for interest and sinking than last year's tax rate. The tax rate will effectively be decreased by 19.3 percent and will decrease taxes to meet debt obligations for Fiscal Year 2023-24.

2. All taxes levied under the Ordinance for the specific purposes named herein shall be and is hereby approved to be collected and appropriated to the account(s) of the City of Lockhart for the specific purpose indicated in each items a and b above, by the Property Tax Assessor/Collector of the City of Lockhart.
3. Severability: if any provision, section, clause, sentence or phrase of this Ordinance is for any reason held to be unconstitutional, void, invalid, or unenforceable, 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 approving this ordinance that no portion, provision, or regulation contained herein shall be inoperative or fail by any reasons of any unconstitutionality or invalidity of any other portion, provision or regulation.
4. Repeal: That all other ordinances, sections, or parts of ordinances heretofore adopted by the City of Lockhart in conflict with provisions set out above in this ordinance are hereby repealed or amended as indicated.
5. Effective date: This ordinance shall become effective and be in full force immediately upon its passage.

PASSED, APPROVED and ADOPTED this the 5th day of September 2023.

CITY OF LOCKHART

____
Lew White, Mayor

ATTEST:

____
Julie Bowermon
Assistant City Secretary

APPROVED AS TO FORM:

____
Monte Akers
City Attorney

City of Lockhart, Texas

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COUNCIL MEETING DATE: September 5, 2023

AGENDA ITEM CAPTION: Discussion and/or action to consider Ordinance 2023-19 repealing uncodified Ordinance 2022-42 in its entirety and adopting this ordinance regarding the City personnel policy manual; removing performance or merit pay for police and fire personnel and adopting a step pay plan for Police and Fire Departments under civil service.

ORIGINATING DEPARTMENT AND CONTACT: Administration - Julie Bowermon

ACTION REQUESTED: Ordinance

BACKGROUND/SUMMARY/DISCUSSION: The FY 23-24 Budget includes a 5% pay increase for all full-time and part-time regular City of Lockhart employees. It also includes an additional 2% pay increase to the civil service pay step plans for police officers and fire fighters, for a total of a 7% increase for these two departments. In compliance with Civil Service, classified police and fire positions are paid per a step pay plan, which is set by ordinance. The proposed ordinance reflects increasing the step plans as included in the budget.

Agencies in central Texas continue to experience unremitting vacancies in public safety positions. Consequently, this 7% adjustment is being proposed to enhance Lockhart's ability to recruit and retain qualified police officers and fire fighters.

PROJECT SCHEDULE (if applicable): N/A

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

FISCAL NOTE (if applicable): The 7% pay increase is included in the proposed FY 23-24 budget.

PREVIOUS COUNCIL ACTION: N/A

COMMITTEE/BOARD/COMMISSION ACTION: N/A

STAFF RECOMMENDATION/REQUESTED MOTION: Staff recommends approval.

City of Lockhart, Texas

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LIST OF SUPPORTING DOCUMENTS: Proposed Ordinance 2023-19, .

ORDINANCE NO. 2023-19

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS; REPEALING UN-CODIFIED ORDINANCE 2022-42 IN ITS ENTIRETY AND ADOPTING THIS ORDINANCE REGARDING THE CITY PERSONNEL POLICY MANUAL; REMOVING PERFORMANCE OR MERIT PAY FOR POLICE AND FIRE PERSONNEL AND ADOPTING A STEP PAY PLAN FOR POLICE AND FIRE DEPARTMENTS UNDER CIVIL SERVICE; PROVIDING FOR SEVERABILITY; PROVIDING A REPEALER; PROVIDING FOR PUBLICATION; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Lockhart adopted a personnel policy manual on April 8, 1986; and

WHEREAS, certain sections address pay issues; and

WHEREAS, due to the implementation of Chapter 143 of the Texas Local Government Code for the Police Officers and Fire Fighters, "merit" pay for classified police officers and fire fighters was abolished; and

WHEREAS, due to a five (5) percent pay increase for all full-time and part-time regular City of Lockhart employees approved by City Council effective October 1, 2023 and including an additional two (2) percent pay increase specifically for police officers and fire fighters, due to challenges in hiring and retaining qualified police officers and fire fighters, the City believes that public safety will best be served by adjusting step pay plans for police and fire classified personnel; and

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

I. The matters and facts set forth in the preamble are hereby found to be true.

II. The following Step Pay Plans for the Fire Department (Exhibit "A") and Police Department (Exhibit "B") are expressly incorporated by reference and adopted for classified members of the Lockhart Fire Department and Lockhart Police Department.

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

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

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

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

VII. Effective Date: That this ordinance shall become effective on October 1, 2023 beginning with work shifts starting after 12:00 A.M. on October 1, 2023.

PASSED, APPROVED, AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS, ON THIS THE 5th DAY OF SEPTEMBER, 2023.

CITY OF LOCKHART

____
Lew White, Mayor

ATTEST: APPROVED AS TO FORM:

____
Julie Bowermon, Assistant City Secretary

____
Monte Akers, City Attorney

Fire Department Step Pay Plan Civil Service Personnel Rate Per Hour *Effective October 1, 2023*						
			Tenure[1]			
Firefighter/EMT	**0**	**1**	**3**	**5**	**7+**	
Per Hour	$18.20	$18.87	$19.77	$20.66	$21.13	
			Tenure			
Fire Engineer	**0**	**3**	**6**	**9**	**12+**	
Per Hour	$20.22	$20.66	$21.57	$22.02	$22.47	
			Tenure			
Captain	**0**	**3**	**6**	**9**	**12+**	
Per Hour	$22.47	$23.37	$23.82	$24.25	$24.73	
			Tenure[2]			
Assistant Chief	**0**	**3**	**6**	**9**	**12+**	
Per Hour	$35.91	$36.52	$37.13	$37.75	$40.09	

EXHIBIT "A"

[1] "Tenure" is tenure from the hire date. Therefore, step progression is based on years with the Department, not time in rank.
[2] The Assistant Fire Chief will be exempt from overtime and will be paid on a salary basis.

Police Department Civil Service Personnel Rate Per Hour *Effective October 1, 2023*								
	Tenure[1]							
Police Cadet	**0**							
Per Hour	$22.23							
	Tenure							
Police Officer	**0**	**1**	**2**	**4**	**6**	**8**	10	12+
Per Hour	$29.14	$29.90	$30.67	$31.44	$32.39	$33.35	$34.37	$35.40
	Tenure							
Sergeant	**2**	**4**	**6**	**8**	**10+**			
Per Hour	$36.08	$36.82	$38.04	$39.27	$40.54			
	Tenure							
Lieutenant	**4**	**6**	**8+**					
Per Hour	$41.10	$42.51	$44.01					
	Tenure							
Captain	**4**	**6+**						
Per Hour	$44.16	$46.79						

EXHIBIT "B"

[1] "Tenure" is tenure from the hire date. Therefore, step progression is based on years with the Department, not time in rank.

Lockhart
TEXAS

2022-2023 Strategic Work Plan

The Strategic Planning Process

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

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

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

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

Day One – Management Team

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

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

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

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

Mission of Lockhart Management Team

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

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

Start – Stop – Continue

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

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

Start

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

Stop

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

Continue

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

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

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

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

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

Day Two – City Council

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

Expectations – City Council

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

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

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

City of Lockhart Vision:

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

Source: Lockhart 2020 Comprehensive Plan

Goal #1: City Facilities

Goal #2: Human Resources/ Staffing

Goal #3: Parks & Recreation

Goal #4: Infrastructure

Goal #5: Modernization & Communications

Goal #6: Development & Quality of Life

Goal #7: Revenue Sustainability

2022-2023 Goals:

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

Goal #1: City Facilities
To begin planning for new city facilities and offices.

Goal #2: Human Resources/Staffing
To enhance our HR services to ensure Lockhart remains a competitive employer.

Goal #3: Parks & Recreation
To develop the Parks & Recreation program and services.

Goal #4: Infrastructure
To enhance physical infrastructure and branded wayfinding throughout Lockhart.

Goal #5: Modernization & Communications
To modernize our in-house and online technology, systems, and communications to serve residents more efficiently and tell the Lockhart story.

Goal #6: Development & Quality of Life
To continually improve the quality of life and employment opportunities of the people of Lockhart.

Goal #7: Revenue Sustainability
To ensure the long-term financial health and sustainability of the City of Lockhart.

Goal #1: City Facilities

To begin planning for new city facilities and offices.

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

Goal #2: Human Resources/Staffing

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

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

Goal #3: Parks & Recreation

To develop the Parks & Recreation program and services.

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

Goal #4: Infrastructure

To enhance physical infrastructure and branded wayfinding throughout Lockhart.

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

Goal #5: Modernization & Communications

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

5.1 PIO (Public Information Officer) to secure proposals for a new website design including:
- Online forms and application portals (permitting, employment, variance requests, etc.)
- Must be mobile responsive platform
- Ensure ease of use and innovative utility of site
- Include a portal to the Lockhart Economic Development Corporation website

5.2 Hire a consultant to 1) build a survey to ask the public what information they seek to find on the City of Lockhart website and 2) compare Lockhart website to other communities with high utilization of an innovative website

5.3 Streamline application processes of permits, developer proposals, engineering, employment, etc. to be placed on website (see 5.1)

5.4 Verify internet access at all City facilities

Goal #6: Development & Quality of Life

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

6.1 Consider proposed sidewalk ordinance
6.2 Facilitate/incentivize more housing options including:
- Rental housing options
- Workforce housing options
- Higher-income housing
- Infill/revitalized housing within centers of commerce (existing or planned)
- Senior/retiree housing

6.3 Continue to promote family-friendly events in Downtown
6.4 Encourage higher development standards (within state legislature contraints) to research modernization techniques and make recommendations to City Manager for consideration
6.5 Continue to implement Animal Control Audit recommendations
6.6 Continue to provide concerts on the square

Goal #7: Revenue Sustainability

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

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

City of Lockhart Leadership

The 2022 City Council and Management Team participating:

City Council:

Lew White, Mayor
Angie Gonzales-Sanchez, Mayor Pro-Tem
Brad Westmoreland, Councilmember At-Large
Juan Mendoza, Councilmember District 1
David Bryant, Councilmember District 2
Kara McGregor, Councilmember District 3
Jeffry Michelson, Councilmember District 4

Management Team:

Steve Lewis, City Manager
Julie Bowermon, Director of Human Resources
Connie Constancio, City Secretary
Travis Hughes, Director of Parks & Recreation
Randy Jenkins, Fire Chief
Mike Kamerlander, Economic Development Director
Sean Kelley, Public Works Director
Pam Larison, Director of Finance
Bobby Leos, Electric Superintendent
Victoria Maranan, Public Information Officer
Bertha Martinez, Director of Library Services
Ernest Pedraza, Chief of Police

Facilitated by Opportunity Strategies LLC

City of Lockhart

2020-2021 Strategic Priorities

Prepared by:

Opportunity Strategies LLC