

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

Council present:

Councilmember John Castillo

Councilmember Juan Mendoza

Mayor Pro-Tem Angie Gonzales-Sanchez

Mayor Lew White

Councilmember Brad Westmoreland

Councilmember Jeffry Michelson

Council absent:

Councilmember John Lairsen

Staff present:

Steve Lewis, City Manager

Joseph Resendez, Assistant City Manager

Sean Kelley, Public Works Director

Megan Brua, City Attorney

Julie Bowermon, City Secretary

Randy Jenkins, Fire Chief

Citizens/Visitors Addressing the Council: Will Wachel of TRC Engineers.

Work Session 6:30 p.m.

Mayor White announced that Councilmember Lairsen will not attend the meeting. He opened the work session and advised the Council, staff and the audience that staff would provide information and explanations about the following items:

DISCUSSION ONLY

A. DISCUSS CITY COUNCIL MINUTES OF THE JUNE 6, 2023 AND JUNE 20, 2023 MEETINGS.

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

B. DISCUSS RAILROAD TRAIN HORN SOUNDING REQUIREMENTS AND THE PROCESS OF ESTABLISHING RAILROAD QUIET ZONES.

Mr. Kelley and Will Wachel of TRC Engineers gave a presentation and there was discussion regarding the process of establishing railroad quiet zones, which locomotive horns are not required to routinely sound through at-grade crossings, and the considerations needed to establish those zones.

The presentation included the following topics:

- What is a Railroad Quiet Zone?
- Railroad History
- Federal Railroad Administration
- Quiet Zone Establishment Process
- Examples of Supplementary Safety Measures
- Railroad Crossing Inventory within Lockhart City Limits
- Cost Considerations
- Potential Funding Opportunities
- Legal Considerations

C. DISCUSS AN UPDATE REGARDING A PROPOSED INTERLOCAL AGREEMENT FOR GROUND LEASES FOR CITY OF LOCKHART EMS STATIONS NOS. 1 AND 2 WITH ESD NO. 5.

Mr. Lewis stated that Mayor White and staff met with representatives from the ESD No. 5 Board regarding a short-term lease of the City's two EMS stations. ESD No. 5 members indicated the Board's desire to assume operational management of the County EMS system on January 1, 2025. Additional discussion centered on Lockhart's population forecasts, development pattern, and the City's existing rolling stock and equipment that could be acquired by the ESD.

In the near term, relative to the City's two EMS stations, it is envisioned that the existing stations could be made available to facilitate the transition. Key provisions of a potential lease include:

1. Term: an initial term of one year and an option for an additional year.
2. Rent: \$1.00 per month. ESD No. 5 responsible for a pro rata share of all utilities, internet, telephone, etc.
3. Use: ESD No. 5 accepts the stations in their present condition and "as is" for their uses. Upgrades and the furnishing of any additional equipment as needed is at the ESD's sole expense.
4. Maintenance: ESD No. 5 is responsible for routine maintenance.
5. Assignment: ESD No. 5 cannot assign or sublet.
6. Insurance: ESD No. 5 must continuously maintain customary property insurance coverages.
7. Indemnification: ESD No. 5 will indemnify and hold the City harmless.

No Council action is required at this time.

D. DISCUSS ORDINANCE 2024-10 ADOPTING THE CITY OF LOCKHART'S DROUGHT CONTINGENCY PLAN AND UTILITY PROFILE COMPLIANCE WITH THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ) AND THE TEXAS WATER DEVELOPMENT BOARD (TWDB).

Mr. Kelley stated that the Texas Commission on Environmental Quality (TCEQ) and the Texas Water Development Board (TWDB) require updates to the Drought Contingency Plan (DCP) and Water Conservation Plan (WCP) every five years. Deadline for adoptions and submissions is May 1, 2024. The purpose of the DCP is to identify water use criteria that would trigger different levels of mandatory water restrictions and enforcement measures for the City if those levels are not met.

The most notable changes to the City's DCP are as follows:

- Revised single day water use triggers to follow 75%, 80%, 85%, and 90% capacity capabilities.
- Revised all stages of 3 consecutive day maximum water use triggers to reflect 85% of single day maximum water use trigger
- Adding the City's Website to the notification section
- Added use of Best Management Practices for Downtown Irrigation for Supply Management
- Adding measurable rain event to Stages 2-6 as requirement for termination
- Adding restrictive hours to patio misters during Stage 2 restrictions
- Stage 2 single day use trigger was revised to 2.56 MG from 3.2 MG, which was also the same as the Stage 3 trigger
- Pass-through use splash pads (Maple Park Splash Pad) to reduce use to no more than 3-days/week during stage 3 conditions and prohibiting use during stage 4 conditions

- Stage 3 limits on landscaping irrigation to 1 day/week to follow GBRA's adopted DCP for Luling water rights
- Stage 4 restriction of commercial carwash operations between the hours of 6am to 10am and 6pm to 10 during Critical Water Shortage Conditions
- Section XII added pertaining to wholesale water contracts

Furthermore, the WCP is used to set water-saving goals for the City over the next ten years. The City of Lockhart has a long-standing history of water conservation practices. The City has been abiding by Stage 1 water restrictions since 2008. During that time, the City of Lockhart had not reached the conditions necessary to achieve Stage 2 Water Restrictions. The DCP and WCP are adopted under the Code of Ordinances Sections 58-7 and is the responsibility of the city manager or designee to implement.

E. DISCUSS THE REAPPOINTMENT OF HOTEL OCCUPANCY TAX (HOT) ADVISORY BOARD MEMBERS FOR A TWO-YEAR TERM BEGINNING APRIL 16, 2024 THROUGH APRIL 15, 2026.

Mr. Resendez stated that according to Ordinance 2019-29, the City of Lockhart's Hotel occupancy Tax (HOT) Advisory Board consists of a five-member board that shall serve two-year terms. The board shall be comprised of the following: a lodging facility representative, the City Manager or his designee, a former member of the City Council, and two citizens nominated by the Mayor. The board member appointments must be confirmed by City Council. The terms for the current board members are from February 2022 through February 2024 and include Sally Daniel, Archana Gandhi, Steve Lewis, Alfredo Munoz, and Ray Sanders. Janet Grigar served as an alternate during this term. All board members, with the exception of Ms. Grigar, have indicated their interest in being reappointed for a new two-year term from April 16, 2024 through April 15, 2026. City Council may confirm reappointments of the same person to the same board for a new term in one meeting. New nominations will require the two-step appointment process. The next meeting of the HOT Advisory Board is tentatively scheduled for Tuesday, April 30th to review 2024 funding applications. The first round of board funding recommendations will be presented to City Council at a future meeting shortly thereafter. Applicants have been encouraged to attend the City Council to make formal presentations.

F. DISCUSS ENTERING INTO AN AGREEMENT WITH BRYCER, LLC (THE COMPLIANCE ENGINE) TO PROVIDE AN INTERNET-BASED TOOL TO ASSIST LOCKHART FIRE RESCUE WITH COLLECTING, ORGANIZING, AND TRACKING FIRE AND LIFE SAFETY SYSTEMS COMPLIANCE.

Chief Jenkins stated that the City of Lockhart has approximately 500 commercial businesses with a small percentage equipped with a fire sprinkler, fire alarm, or kitchen hood system. The adopted fire code requires these life safety systems to be inspected at least annually by a licensed contractor. *The Compliance Engine* provides a secure cloud environment in which third-party contractors who inspect, test, and maintain fire protection systems submit their reports via Brycer, LLC (The Compliance Engine) web portal directly to Lockhart Fire. The fire department will then be able to review, track, and follow-up with businesses to correct deficiencies and maintain systems. *The Compliance Engine* also sends out letters on the city letterhead and/or calls the business when an inspection or maintenance is due. The goal is to obtain 100% compliance and create a comprehensive and accurate database of commercial businesses which have life safety systems, when they were last tested or inspected, and if any open deficiencies exist which may cause the system to not operate properly. There is no cost to the City of Lockhart to enter into the agreement and use of *The Compliance Engine*. Each third-party contractor will pay a \$20 fee to upload a life safety system inspection into *The Compliance Engine*. The fee may be passed down to

business owners. Section 108.3 (Recordkeeping) of the 2018 International Fire Code (IFC) as adopted by the City of Lockhart states “the fire code official is authorized to prescribe the form and format of such recordkeeping. The fire code official is authorized to require that certain required records be filed with the fire code official.” Central Texas cities using *The Compliance Engine* include San Marcos, New Braunfels, Brenham, Austin, Kyle, Leander, Georgetown, Round Rock, Selma, Schertz, Sequin, Taylor and Universal City.

G. DISCUSS THE 2ND QUARTER FISCAL YEAR 2024 INVESTMENT REPORT.

Mr. Resendez stated that the Texas Public Funds Investment Act requires local governments to review and accept the quarterly investment reports for each quarterly reporting period of the fiscal year. He provided details about the 2nd Quarter Investment Report of Fiscal Year End (FYE) 2024, ending March 31, 2024.

RECESS: Mayor White announced that the Council would recess for a break at 7:20 p.m.

ITEM 1. CALL TO ORDER.

Mayor Lew White called the meeting to order at 7:35 p.m.

ITEM 2. INVOCATION, PLEDGE OF ALLEGIANCE.

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

ITEM 3. PUBLIC COMMENT.

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

ITEM 4. CONSENT AGENDA.

Mayor Pro-Tem Sanchez made a motion to approve consent agenda items 4A and 4B. Councilmember Michelson seconded. The motion passed by a vote of 6-0.

The following are the consent agenda items that were approved:

4A: Approve City Council minutes of the June 6, 2023 and June 20, 2023 meetings.

4B: Acceptance of the 2nd Quarter Fiscal Year 2024 Investment Report.

ITEM 5-A. DISCUSSION AND/OR ACTION REGARDING ORDINANCE 2024-10 ADOPTING THE CITY OF LOCKHART'S DROUGHT CONTINGENCY PLAN AND UTILITY PROFILE COMPLIANCE WITH THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ) AND THE TEXAS WATER DEVELOPMENT BOARD (TWDB).

Councilmember Castillo made a motion to approve Ordinance 2024-10, as presented. Councilmember Westmoreland seconded. The motion passed by a vote of 6-0.

ITEM 5-B. DISCUSSION AND/OR ACTION TO CONSIDER REAPPOINTMENT OF HOTEL OCCUPANCY TAX (HOT) ADVISORY BOARD MEMBERS FOR A TWO-YEAR TERM BEGINNING APRIL 16, 2024 THROUGH APRIL 15, 2026.

Mayor Pro-Tem Sanchez made a motion to re-appoint the Hotel Occupancy Tax Advisory Board members, as presented. Councilmember Castillo seconded. The motion passed by a vote of 6-0.

ITEM 5-C. DISCUSSION AND/OR ACTION TO CONSIDER ENTERING INTO AN AGREEMENT WITH BRYCER, LLC (THE COMPLIANCE ENGINE) TO PROVIDE AN

INTERNET-BASED TOOL TO ASSIST LOCKHART FIRE RESCUE WITH COLLECTING, ORGANIZING, AND TRACKING FIRE AND LIFE SAFETY SYSTEMS COMPLIANCE.

Councilmember Westmoreland made a motion to approve the agreement with Brycer, LLC, as presented. Councilmember Castillo seconded. The motion passed by a vote of 6-0.

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

- Hotel Occupancy Tax (HOT) Funding Application Process.
- Update regarding Soccer Mini-Pitch at the LaFleur Soccer Complex.
- Report on LCRA Steps Forward volunteer program at Pecos Park.
- Update regarding Entrance Examinations for Public Safety positions: Police Officer exam April 19th; Fire Fighter exam May 4th.
- Utility extensions underway to the Real Cold storage facility site.
- Courthouse Nights music series begins April 19th.
- Kiwanis 5K Run - April 27th.
- Cinco de Mayo and 5K Run - May 3-4.

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

Councilmember Westmoreland expressed condolences to the family of Jimmy Crouch for their loss.

Councilmember Mendoza thanked the Education Foundation for the successful 50 Lions Who Can Cook event. He invited all to join in the upcoming Kiwanis 5K Run.

Mayor Pro-Tem Sanchez expressed condolences to the Crouch family for their loss. She thanked city employees for their assistance, and all involved with the 50 Lions Who Can Cook event.

Councilmember Castillo requested assistance with parking for disabled veterans in the community. He thanked all involved with the successful 50 Lions Who Can Cook event.

Councilmember Michelson thanked all that were involved with the successful 50 Lions Who Can Cook event.

Mayor White thanked all involved with the successful 50 Lions Who Can Cook event. He expressed condolences to the Crouch family for their loss. He invited all to attend the upcoming Courthouse Nights event and he thanked Rachel Lingvai and all involved with those events.

ITEM 8. ADJOURNMENT

Mayor Pro-Tem Sanchez made a motion to adjourn the meeting. Councilmember Mendoza seconded. The motion passed by a vote of 7-0. The meeting was adjourned at 7:53 p.m.

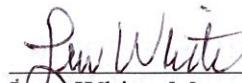
PASSED and APPROVED this the 18th day of March, 2025.

ATTEST:


Julie Bowermon
City Secretary



CITY OF LOCKHART


Lew White, Mayor