

PUBLIC NOTICE

AGENDA

LOCKHART CITY COUNCIL

TUESDAY, FEBRUARY 5, 2019

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

6:30 P.M.

WORK SESSION (No Action)

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

PRESENTATION ONLY

- A. Presentation of a proclamation declaring February as Domestic Violence Awareness Month.

DISCUSSION ONLY

- A. Discuss selection of TRC Engineering as the best qualified Professional Engineering Services Company to assist the City in its Texas Community Development Block Grant Program (CDBG) application preparation and project implementation to the Texas Department of Agriculture for the Community Development Fund contract, if awarded, to support the public infrastructure (water/wastewater) improvements activities for the City of Lockhart, and appointing the Mayor to sign any required documents for the grant. 15-20
- B. Discuss Resolution 2019-05 authorizing the submission of a Texas Community Block Grant Program application to the Texas Department of Agriculture for the Community Development Fund; and authorizing the Mayor to act as the City's Executive Officer and authorized Representative in all matters pertaining to the City's participation in the Community Development Block Grant Program. 21-23
- C. Discuss donating Lockhart Police Department equipment to the Caldwell County Precinct 1 – Justice of the Peace Constable. 24-26
- D. Discuss the Consultant Services Agreement with MuniServices, LLC for Field Audit Services for Hotel Occupancy Tax Revenues. 27-37
- E. Discuss Ordinance 2019-02 amending Chapter 6 "Alcoholic Beverages" of the Code of Ordinances, Section 6-3 "Location of sales restricted", to add an exemption allowing the sale of alcoholic beverages within 300 feet of a church or school in the CCB Commercial Central Business District. 38-42
- F. Discuss Resolution 2016-06 in support of and consenting to the conversion of Maxwell Water Supply Corporation to a Special Utility District operating under Chapter 65, Texas Water Code. 43-54
- G. Discuss update on the status of the new City branding effort. 55

7:30 P.M. REGULAR MEETING

1. CALL TO ORDER

Mayor Lew White

2. INVOCATION, PLEDGE OF ALLEGIANCE

Invocation.

Pledge of Allegiance to the United States and Texas flags.

3. CITIZENS/VISITORS COMMENTS

(The purpose of this item is to allow citizens an opportunity to address the City Council on issues that are not on the agenda. No discussion can be carried out on the citizen/visitor comment.)

4. PUBLIC HEARING/COUNCIL ACTION

A. Hold a public hearing on application ZC-19-01 by Ravi Sahota on behalf of SatCharan Holdings, LLC for a Zoning Change from AO Agricultural-Open Space District to CMB Commercial Medium Business District on Lot 1, Block 1, Lockhart Gateway Addition, located at 2201 West San Antonio Street. 5-14

B. Discussion and/or action to consider Ordinance 2019-01 amending the Official Zoning Map of the City of Lockhart, Texas, to reclassify the property known as Lot 1, Block 1, Lockhart Gateway Addition, located at 2201 West San Antonio Street (SH 142), from AO Agricultural-Open Space District to CMB Commercial Medium Business District.

5. CONSENT AGENDA

A. Approve selection of TRC Engineering as the best qualified Professional Engineering Services Company to assist the City in its Texas Community Development Block Grant Program (CDBG) application preparation and project implementation to the Texas Department of Agriculture for the Community Development Fund contract, if awarded, to support the public infrastructure (water/wastewater) improvements activities for the City of Lockhart, and appointing the Mayor to sign any required documents for the grant. 15-20

B. Approve Resolution 2019-05 authorizing the submission of a Texas Community Block Grant Program application to the Texas Department of Agriculture for the Community Development Fund; and authorizing the Mayor to act as the City's Executive Officer and authorized Representative in all matters pertaining to the City's participation in the Community Development Block Grant Program. 21-23

C. Approve donating Lockhart Police Department equipment to the Caldwell County Precinct 1 – Justice of the Peace Constable. 24-26

D. Approve the Consultant Services Agreement with MuniServices, LLC for Field Audit Services for Hotel Occupancy Tax Revenues. 27-37

6. **DISCUSSION/ACTION ITEMS**

- A. Discussion and/or action to consider Ordinance 2019-02 amending Chapter 6 “Alcoholic Beverages” of the Code of Ordinances, Section 6-3 “Location of sales restricted”, to add an exemption allowing the sale of alcoholic beverages within 300 feet of a church or school in the CCB Commercial Central Business District. 38-42
- B. Discussion and/or action to consider Resolution 2016-06 in support of and consenting to the conversion of Maxwell Water Supply Corporation to a Special Utility District operating under Chapter 65, Texas Water Code. 43-54
- C. Discussion and/or action regarding an update on the status of the new City branding effort. 55
- D. Discussion and/or action regarding appointments to various boards, commissions or committees. 56-63

7. **CITY MANAGER’S REPORT, PRESENTATION AND POSSIBLE DISCUSSION**

- Update on a Natural Gas pipeline, proposed by Kinder Morgan, to extend from the Permian Basin to the Gulf Coast and traversing a portion of Caldwell County.
- Texas Department of Transportation (TxDOT) has initiated discussions to update the City and TxDOT Municipal Maintenance Agreement for roadways and regulatory signage in Lockhart.
- Update on TxDOT’s plans for signalized intersection with pedestrian crossing at the Walmart driveway on US 183 and a future traffic signal at Chisholm Trail intersection.
- 2019 Residential Citywide Cleanup Program scheduled for April 3, 10, 17 and 24, depending on customer location.
- Lockhart Fire Department has received delivery of the new “mini-pumper” – a front line response apparatus.
- Lockhart Police Department will be collaborating with the Lockhart ISD concerning their recent School Safety Exchange with parents and staff in order to strengthen safety/security practices.
- Clark Library Hot Spot Lending Policy to be presented to Council on February 19th.
- Development Services Department is offering a workshop regarding historic district local, State, and Federal tax credit and incentives available to owners of certified historic structures on February 6 at 5:30 p.m. at City Hall-Glosserman Room.
- City collaborating with the Guadalupe-Blanco River Authority (GBRA) to complete the renewal process for the discharge permits for both the Larremore Street and FM 20 wastewater treatment plants.
- Texas A&M FAST Program will be sending undergraduate students for the “BIG GIVE” campaign the weekend of February 15th. Students will be volunteering in the Clark Library reorganizing books.

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

(**Items of Community Interest defined below)

9. **ADJOURNMENT**

** Items of Community Interest includes: 1) expressions of thanks, congratulations or condolence; 2) information regarding holiday schedules; 3) an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public office or public employment is not an honorary or salutary recognition for purposes of this subdivision; 4) a reminder about an upcoming event organized or sponsored by the governing body; 5) information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official employee of the municipality; and 6) announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda. (SB 1182 - effective 09/01/2009)

I certify that the above notice of meeting was posted on the bulletin board in the Municipal Building, 308 West San Antonio Street, Lockhart, Texas, on the 31st day of January 2019 at 5:07 pm. I further certify that the following News Media was properly notified of this meeting as stated above: Lockhart Post-Register



Connie Constancio, TRMC
City Secretary



Work Session Item # _____

Reg. Mtg. Item # _____

**CITY OF LOCKHART
COUNCIL AGENDA ITEM**

CITY SECRETARY'S USE ONLY		Reviewed by Finance	<input type="checkbox"/> Yes	<input type="checkbox"/> Not Applicable
<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Statutory		Reviewed by Legal	<input type="checkbox"/> Yes	<input type="checkbox"/> Not Applicable
Council Meeting Date: February 5, 2018				
Department: Planning			Initials	Date
Department Head: Dan Gibson		Asst. City Manager		
Dept. Signature: <i>Dan Gibson</i>		City Manager <i>[Signature]</i>		
Agenda Coordinator/Contact (include phone #): Dan Gibson 398-3461, x236				
ACTION REQUESTED: <input checked="" type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input type="checkbox"/> CHANGE ORDER <input type="checkbox"/> AGREEMENT <input type="checkbox"/> APPROVAL OF BID <input type="checkbox"/> AWARD OF CONTRACT <input type="checkbox"/> CONSENSUS <input type="checkbox"/> OTHER				
CAPTION				
Hold a PUBLIC HEARING on application ZC-19-01 by Ravi Sahota on behalf of SatCharan Holdings, LLC, and discussion and/or action to consider Ordinance 2019-01, for a Zoning Change from AO Agricultural—Open Space District to CMB Commercial Medium Business District on Lot 1, Block 1, Lockhart Gateway Addition, located at 2201 West San Antonio Street.				
FINANCIAL SUMMARY				
X N/A <input type="checkbox"/> GRANT FUNDS <input type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP <input type="checkbox"/> BUDGETED <input type="checkbox"/> NON-BUDGETED				
SUMMARY OF ITEM				
The owner wishes to develop the subject property for a restaurant and retail center, which are not allowed by the current AO zoning. The subject property abuts existing CMB zoning to the southeast and south. Therefore, the proposed rezoning will essentially be an expansion of the area zoned CMB. A driveway on the adjacent Lot 2 will provide vehicular access through an easement to the subject property. This is necessary due to the TxDOT driveway spacing requirements on State highways. The proposed CMB zoning allows a wide variety of commercial uses including restaurants, offices, retail. Drive-up windows and the sale of vehicle fuel are allowed, but the CMB district does not allow bars. The CMB district will have the potential for additional noise and night lighting, but the development will be required to provide a visual screen along the east property line where adjacent to the Stanton Apartments. The requested CMB zoning classification is not consistent with the High Density Residential future land use designation shown on the Lockhart 2020 Comprehensive Plan Land Use Plan map. However, the property adjacent to the east and northeast was rezoned to RHD to allow the apartments that are currently under construction, and can be considered part of the planned land use allocation for high density residential in this part of the city. The current AO zoning is not any more consistent with the future land use plan than the requested CMB zoning. There has been no public opposition expressed concerning this application. Additional information is available in the attached staff report.				
STAFF RECOMMENDATION				
Staff recommends APPROVAL of Ordinance 2019-01.				
List of Supporting Documents:		Other Board or Commission Recommendation:		
Ordinance, Maps, Staff report, Application form		At their January 23 rd meeting, the Planning and Zoning Commission voted unanimously to recommend APPROVAL. <i>5</i>		

ORDINANCE 2019-01

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 LOT 1, BLOCK 1, LOCKHART GATEWAY ADDITION, LOCATED AT 2201 WEST SAN ANTONIO STREET (SH 142), FROM AO AGRICULTURAL—OPEN SPACE DISTRICT TO CMB COMMERCIAL MEDIUM BUSINESS DISTRICT.

WHEREAS, on January 23, 2019, the Planning and Zoning Commission held a public hearing and voted unanimously 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 above-referenced property described in Zoning Change request ZC-19-01 as Lot 1, Block 1, Lockhart Gateway Addition, consisting of 3.3 acres located at 2201 West San Antonio Street (SH 142), will be reclassified from AO Agricultural—Open Space District to CMB Commercial Medium Business District.

II. 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.

III. 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.

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

V. 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 FEBRUARY, 2019.

CITY OF LOCKHART

Lew White, Mayor

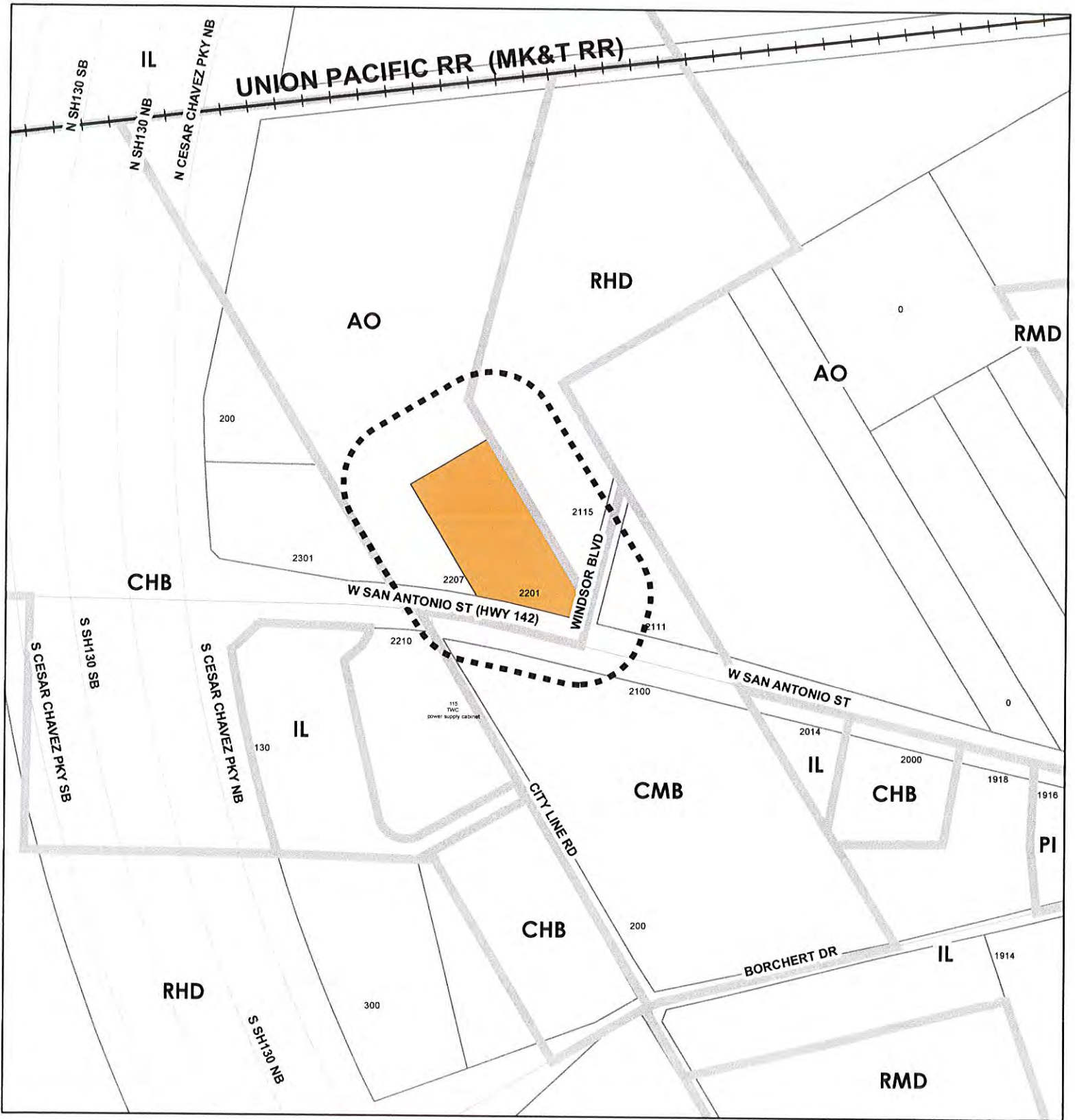
ATTEST:

APPROVED AS TO FORM:

Connie Constancio, TRMC, City Secretary

Peter Gruning, City Attorney

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ZC-19-01

AO TO CMB

2201 W. SAN ANTONIO ST (SH 142)

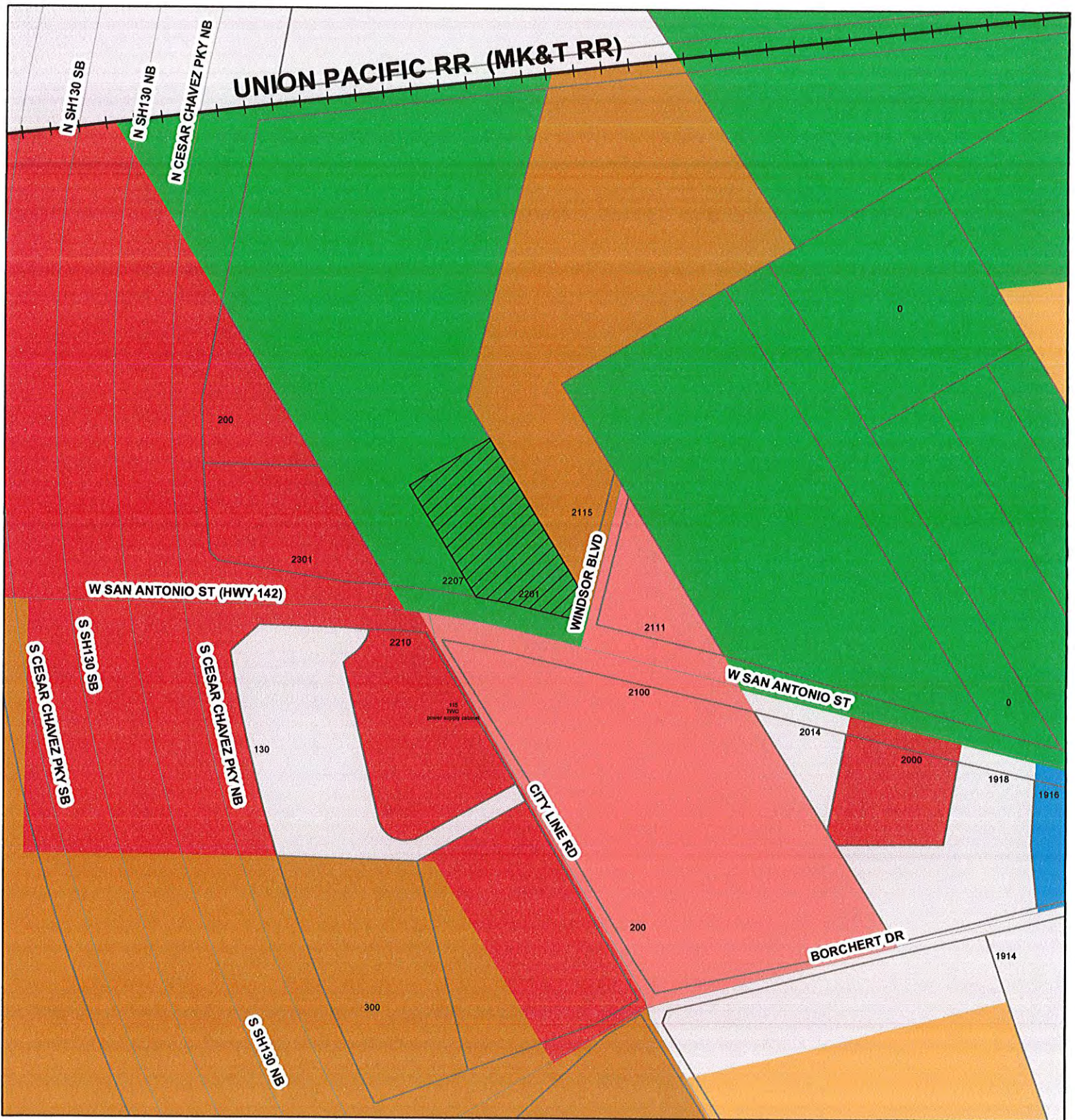


SUBJECT PROPERTY



ZONING BOUNDARY

scale 1" = 400'



ZC-19-01

AO TO CMB

2201 W. SAN ANTONIO ST (SH 142)

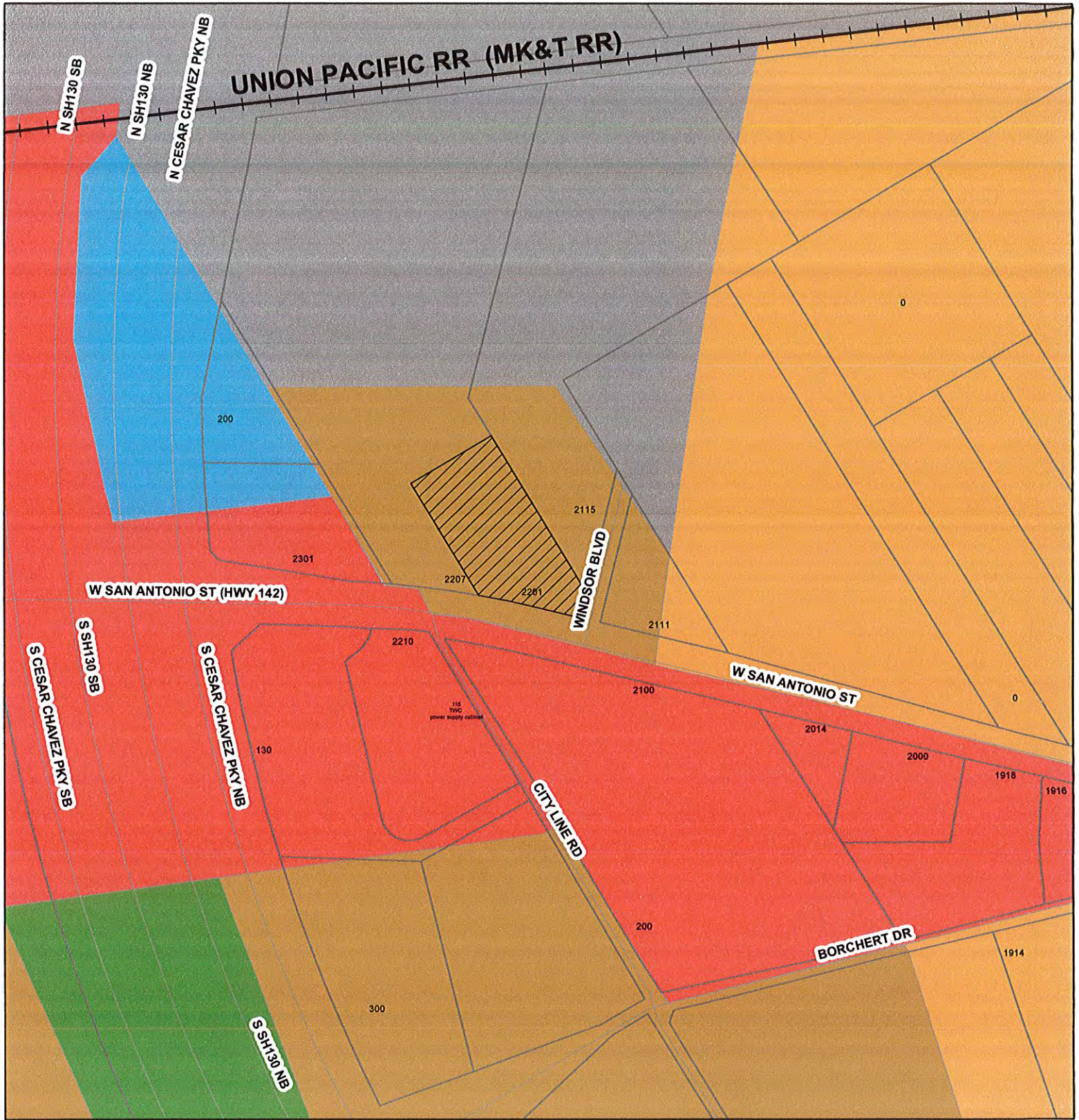


scale 1" = 400'

ZONING DISTRICTS

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





FUTURE LANDUSE

AO TO CMB

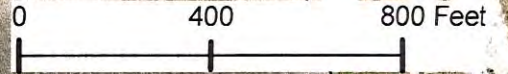
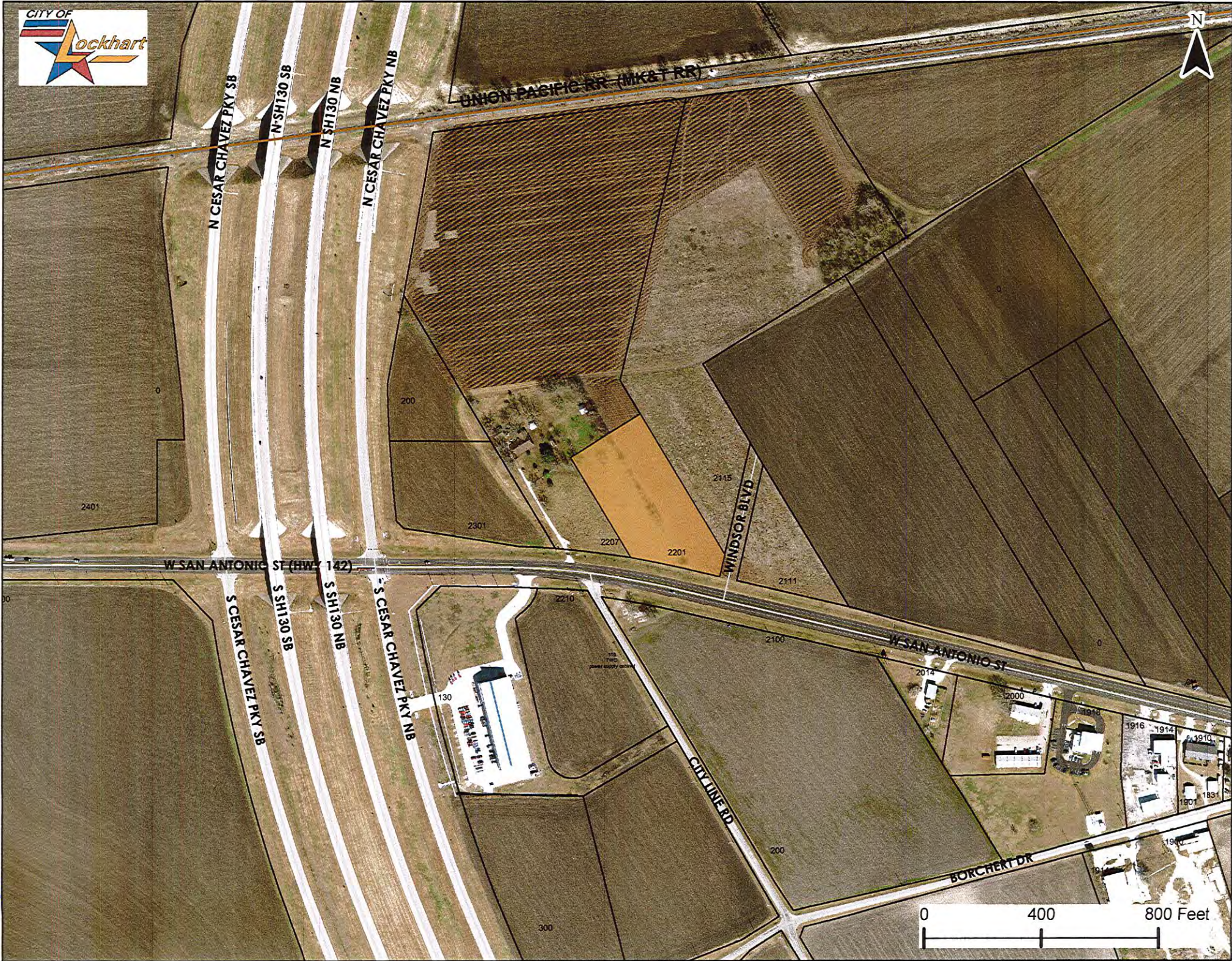
2201 W. SAN ANTONIO ST (SH 142)



- GENERAL-HEAVY COMMERCIAL
- INDUSTRY
- PARKS AND OPEN SPACE
- PUBLIC AND INSTITUTIONAL
- RESIDENTIAL, HIGH DENSITY
- RESIDENTIAL, MEDIUM DENSITY

scale 1" = 400'

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CASE SUMMARY

STAFF: Dan Gibson, City Planner

CASE NUMBER: ZC-19-01

REPORT DATE: January 16, 2019 [Updated 1-24-19]

PLANNING & ZONING COMMISSION HEARING DATE: January 23, 2019

CITY COUNCIL HEARING DATE: February 5, 2019

REQUESTED CHANGE: AO to CMB

STAFF RECOMMENDATION: **Approval**

PLANNING & ZONING COMMISSION RECOMMENDATION: **Approval**

BACKGROUND DATA

APPLICANT(S): Ravi Sahota

OWNER(S): SatCharan Holdings, LLC

SITE LOCATION: 2201 West San Antonio Street (SH 142)

LEGAL DESCRIPTION: Lot 1, Block 1, Lockhart Gateway Addition

SIZE OF PROPERTY: 3.3 acres

EXISTING USE OF PROPERTY: Vacant land

LAND USE PLAN DESIGNATION: High Density Residential

ANALYSIS OF ISSUES

REASON FOR REQUESTED CHANGE: The owner wishes to develop the subject property for a restaurant and retail center, which are not allowed by the current AO zoning.

AREA CHARACTERISTICS:

	Existing Use	Zoning	Land Use Plan
North	Vacant land, Apartments N.W. (under construction)	AO, RHD	High Density Res., Industry
East	Apartments, Convenience store (under construction)	RHD, CMB	Medium Density Residential
South	Vacant land	CMB	General-Heavy Commercial
West	House, Vacant land	AO, CHB	High Density Residential, General-Heavy Commercial, Public and Institutional

TRANSITION OF ZONING DISTRICTS: The subject property abuts existing CMB zoning to the southeast and south. Therefore, the proposed rezoning will essentially be an expansion of the area zoned CMB.

ADEQUACY OF INFRASTRUCTURE: A driveway on the adjacent Lot 2 will provide vehicular access through an easement to the subject property. This is necessary due to the TxDOT driveway spacing requirements on State highways. Water is available from a 12-inch main along the north side of San Antonio Street, and wastewater is available from an eight-inch wastewater main constructed in a joint access and utility easement on the abutting Stanton property.

POTENTIAL NEIGHBORHOOD IMPACT: The proposed CMB zoning allows a wide variety of commercial uses including restaurants, offices, retail. Drive-up windows and the sale of vehicle fuel are allowed, but the CMB district does not allow bars. The CMB district will have the potential for additional noise and night lighting, but the development will be required to provide a visual screen along the east property line where adjacent to the Stanton Apartments.

CONSISTENCY WITH COMPREHENSIVE PLAN: The requested CMB zoning classification is not consistent with the High Density Residential future land use designation shown on the Lockhart 2020 Comprehensive Plan Land Use Plan map. However, the property adjacent to the east and northeast was rezoned to RHD to allow the apartments that are currently under construction, and can be considered part of the planned land use allocation for high density residential in this part of the city. The current AO zoning is not any more consistent with the future land use plan than the requested CMB zoning.

ALTERNATIVE CLASSIFICATIONS: None. In terms of a commercial zoning classification, CMB is preferred because it is consistent with an abutting area already zoned CMB.

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



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 Ravi Sahota
DAY-TIME TELEPHONE 830-832-7284
E-MAIL ravi.sahota@outlook.com

ADDRESS 1723 Winding View
San Antonio, TX 78260

OWNER NAME SatCharan Holdings LLC
DAY-TIME TELEPHONE 830-832-7284
E-MAIL ravi.sahota@outlook.com

ADDRESS P.O. Box 592233
San Antonio, TX 78259

PROPERTY

ADDRESS OR GENERAL LOCATION 2201 W San Antonio St & Windsor Blvd
LEGAL DESCRIPTION (IF PLATTED) PID: 116142, Legal Description: LOCKHART GATEWAY ADDN, BLOCK 1, LOT 1, ACRES 3.3
SIZE 3.3 ACRE(S) LAND USE PLAN DESIGNATION Residential High Density
EXISTING USE OF LAND AND/OR BUILDING(S) Open Land
PROPOSED NEW USE, IF ANY Commerical Use - Restaurant pad site and Retail Center

REQUESTED CHANGE

FROM CURRENT ZONING CLASSIFICATION AO Agricultural
TO PROPOSED ZONING CLASSIFICATION CMB
REASON FOR REQUEST Rezone to Commercial Medium Business to accommodate Restaurant Pad site and Retail shopping center.

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 \$ 216 PAYABLE TO THE CITY OF LOCKHART AS FOLLOWS:

1/4 acre or less	\$125
Between 1/4 and one acre	\$150
One acre or greater	\$170 plus \$20.00 per each acre over one acre

TO THE BEST OF MY KNOWLEDGE, THIS APPLICATION AND ASSOCIATED DOCUMENTS ARE COMPLETE AND CORRECT, AND IT IS UNDERSTOOD THAT I OR ANOTHER REPRESENTATIVE SHOULD BE PRESENT AT ALL PUBLIC MEETINGS CONCERNING THIS APPLICATION.

SIGNATURE 

DATE 12-21-2018

OFFICE USE ONLY

ACCEPTED BY Kevin Waller

RECEIPT NUMBER 00841859

DATE SUBMITTED 12/21/18

CASE NUMBER ZC - 19 - 01

DATE NOTICES MAILED 1-7-19

DATE NOTICE PUBLISHED 1-10-2019

PLANNING AND ZONING COMMISSION MEETING DATE 1/23/19

PLANNING AND ZONING COMMISSION RECOMMENDATION Approval

CITY COUNCIL MEETING DATE 2/5/19

DECISION _____



Work Session Item # _____

Reg. Mtg. Item # _____

**CITY OF LOCKHART
COUNCIL AGENDA ITEM**

CITY SECRETARY'S USE ONLY		Reviewed by Finance	<input type="checkbox"/> Yes	<input type="checkbox"/> Not Applicable
<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory		Reviewed by Legal	<input type="checkbox"/> Yes	<input type="checkbox"/> Not Applicable
Council Meeting Dates: February 5, 2019				
Department: Public Works-Water			Initials	Date
Department Head: Sean Kelley		Asst. City Manager		
Dept. Signature: <i>Sean Kelley</i>		City Manager		<i>[Signature]</i> 1/31/19
Agenda Item Coordinator/Contact (include phone #): Sean Kelley				
ACTION REQUESTED: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input type="checkbox"/> CHANGE ORDER <input type="checkbox"/> AGREEMENT <input type="checkbox"/> APPROVAL OF BID <input type="checkbox"/> AWARD OF CONTRACT <input type="checkbox"/> CONSENSUS <input checked="" type="checkbox"/> OTHER				
CAPTION				
Discussion and/or action regarding selection of TRC Engineering as the best qualified Professional Engineering Services Company to assist the City in its Texas Community Development Block Grant Program (CDBG) application preparation and project implementation to the Texas Department of Agriculture for the Community Development Fund contract, if awarded, to support the public infrastructure (water/wastewater) improvements activities for the City of Lockhart, and appointing the Mayor to sign any required documents for the grant.				
FINANCIAL SUMMARY				
<input type="checkbox"/> N/A <input type="checkbox"/> GRANT FUNDS <input type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP <input type="checkbox"/> BUDGETED <input type="checkbox"/> NON-BUDGETED				
FISCAL YEAR:	PRIOR YEAR (CIP ONLY)	CURRENT YEAR	FUTURE YEARS	TOTALS
Budget				\$0.00
Budget Amendment Amount				\$0.00
Encumbered/Expended Amount				\$0.00
This Item				\$0.00
BALANCE	\$0.00	\$0.00	\$0.00	\$0.00
FUND(S):				
SUMMARY OF ITEM				
Advertisements for qualified engineering services for this CDBG grant preparation and submittal were completed in compliance with requirements. Proposals were received from six (6) companies which were ranked by using qualification criteria and scored by our TxCDBG Evaluation Team (Sean Kelley-Public Works Director, John Eddleton-Street Supervisor, and Councilmember-Jeffry Michelson). The firm submitting the best proposal was TRC Engineering which scored a 274 out of 300. A ranking Summary is provided for review by Council.				
STAFF RECOMMENDATION				
The TxCDBG Evaluation Team respectfully recommends awarding a contract to TRC Engineering for engineering services to assist in preparation of the CDBG grant application and project implementation if the grant is awarded.				
List of Supporting Documents: History, Advertisement, Ranking Data			Other Departments, Boards, Commissions or Agencies:	



Work Session Item # _____

Reg. Mtg. Item # _____

**CITY OF LOCKHART
COUNCIL AGENDA ITEM**

CITY SECRETARY'S USE ONLY <input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory	Reviewed by Finance <input type="checkbox"/> Yes <input type="checkbox"/> Not Applicable		Reviewed by Legal <input type="checkbox"/> Yes <input type="checkbox"/> Not Applicable
Council Meeting Dates: December 4, 2018			
Department: Public Works		Initials	Date
Department Head: Sean P. Kelley	Asst. City Manager		
Dept. Signature: <i>Sean Kelley</i>	City Manager		
Agenda Item Coordinator/Contact (include phone #): Sean P. Kelley			
ACTION REQUESTED: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input type="checkbox"/> CHANGE ORDER <input type="checkbox"/> AGREEMENT <input type="checkbox"/> APPROVAL OF BID <input type="checkbox"/> AWARD OF CONTRACT <input type="checkbox"/> CONSENSUS <input checked="" type="checkbox"/> OTHER			
CAPTION			
Discussion and/or action regarding selection of Grant Development Services as the best qualified grant administration services company to assist the City in its Texas Community Development Block Grant Program (CDBG) application preparation and project implementation to the Texas Department of Agriculture for the Community Development Fund contract, if awarded, to support public infrastructure (water & Wastewater) improvement activities for the City of Lockhart and appointing the Mayor to sign any required documents for the grant, if approved.			
FINANCIAL SUMMARY			
<input type="checkbox"/> N/A <input type="checkbox"/> GRANT FUNDS <input type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP <input type="checkbox"/> BUDGETED <input type="checkbox"/> NON-BUDGETED			
FISCAL YEAR:	PRIOR YEAR (CIP ONLY)	CURRENT YEAR	FUTURE YEARS
Budget			TOTALS
Budget Amendment Amount			\$0.00
Encumbered/Expended Amount			\$0.00
This Item			\$0.00
BALANCE	\$0.00	\$0.00	\$0.00
FUND(S):			
SUMMARY OF ITEM			
The CDBG Grant Administrator Evaluation Team (Sean Kelley-Public Works Director, John Eddleton-Street/Sanitation Supervisor, and Council Member Jeffry Michelson) selected three preapproved Grant Administration Firms to solicit Request for Project Specific Proposals. Two proposals were received and review which were scored by the Evaluation Team using qualification criteria. The firm selected by our Evaluation Team was Grant Development Services. The evaluation of proposals is provided in the council packet for review by Council.			
STAFF RECOMMENDATION			
The TxCDBG Grant Administration Evaluation Team respectfully recommends awarding a contract to Grant Development Services for administration services to assist in preparation of the CDBG Grant Application and project implementation if the grant is awarded.			
List of Supporting Documents: History, Evaluation of Proposals		Other Departments, Boards, Commissions or Agencies:	



GRANT DEVELOPMENT SERVICES

**Request for Qualifications (RFQ) for Engineering Services
For Application Preparation and Grant Contract Implementation Services**

TO: INTERESTED PROFESSIONAL ENGINEERING FIRMS
FROM: GANDOLF BURRUS, PRESIDENT, GRANT DEVELOPMENT SERVICES
SEAN KELLEY, PUBLIC WORKS DIRECTOR, CITY OF LOCKHART
DATE: DECEMBER 20, 2018
RE: CITY OF LOCKHART
PROPOSED CONTRACT FUNDING FOR THE 2019-2020
TEXAS COMMUNITY DEVELOPMENT FUND

Attached is a copy of the City of Lockhart' Request for Qualifications for application, preliminary engineering services and design engineering services. These services are being solicited to assist the City of Lockhart in its application and project implementation of a contract, if awarded, from the 2019-2020 Texas Community Development Fund) of the Texas Community Development Block Grant Program of the Texas Department of Agriculture (TDA). The City of Lockhart will be applying for such funding to support the water and/ or wastewater system improvements in the City of Lockhart.

The submission requirements for this proposal are also included on the attached Request for Qualifications (RFQ) form. Firms and/or individuals should have past experience with federally funded programs. Please submit a proposal of services and statement of qualifications to:

Sean Kelley, Public Works Director
City of Lockhart City Hall
308 West San Antonio Street
PO Box 239
Lockhart, TX 78644

The deadline for submission of proposals is 4:00 PM on Thursday, the 3rd of January 2019 (at least ten days from mailing/emailing). The City of Lockhart reserves the right to negotiate with any and all persons or firms submitting proposals, per the Texas Professional Services Procurement Act and the Uniform Grant and Contract Management Standards. Please submit four (4) copies of your proposal. **Faxed or emailed proposals will not be accepted.**

The City of Lockhart is an Affirmative Action/Equal Opportunity Employer.

DATE OF PUBLICATION: DECEMBER 20, 2018
CITY OF LOCKHART
ENGINEERING REQUEST FOR PROPOSALS
2019/2020 CDBG PROJECT
PUBLIC NOTICE

The City of Lockhart plans to apply for the upcoming 2019-2020 Texas Community Development Fund from the Texas Community Development Block Grant (TxCDBG) Program of the Texas Department of Agriculture (TDA). Accordingly, the City is seeking to contract with a qualified Engineering Firm to prepare all preliminary and final design plans and specifications, and to conduct all necessary interim and final inspections. These services are being solicited to assist the City in its application preparation and project implementation of a TxCDBG contract, if awarded, to support the following: water and/or sewer system improvements in the City of Lockhart.

Please submit your proposal of services and a statement of qualifications for the proposed services to the address below:

Sean Kelley, Public Works Director
City of Lockhart City Hall
308 West San Antonio Street
PO Box 239
Lockhart, TX 78644

Proposals shall be received by the City no later than 4:00 PM on Thursday, the 3rd of January 2019 - which must be at least ten (10) days after this publication and contact dates of the RFP. The City reserves the right to negotiate with any and all individuals or firms that submit proposals, as per the Texas Professional Services Procurement Act and the Uniform Grant and Contract Management Standards. Section 3 Residents and Business Concerns, Minority Business Enterprises, Small Business Enterprises and Women Business Enterprises are encouraged to submit proposals.

Submit four (4) copies of your proposal. Faxed or emailed proposals will not be accepted.

The City of Lockhart is an Affirmative Action/Equal Opportunity Employer.

STEP Two: Summary Score Sheet

**City of Lockhart, Texas
Proposed TDA/CDBG Grant Project**

Procurement of Professional Engineering Services

Proposing Firm #1 TRC

Evaluator #1 Score	<u>98</u>
Evaluator #2 Score	<u>99</u>
Evaluator #3 Score	<u>77</u>
Total Score	<u>274</u>

Proposing Firm #2 KSA

Evaluator #1 Score	<u>90</u>
Evaluator #2 Score	<u>96</u>
Evaluator #3 Score	<u>66</u>
Total Score	<u>252</u>

Proposing Firm #3 Strand

Evaluator #1 Score	<u>86</u>
Evaluator #2 Score	<u>90</u>
Evaluator #3 Score	<u>47</u>
Total Score	<u>223</u>

STEP Two: Summary Score Sheet

Proposing Firm #4 Parkhill, Smith and Cooper

Evaluator #1 Score	<u>87</u>
Evaluator #2 Score	<u>82</u>
Evaluator #3 Score	<u>48</u>
Total Score	<u>217</u>

Proposing Firm #5 Dunaway

Evaluator #1 Score	<u>91</u>
Evaluator #2 Score	<u>78</u>
Evaluator #3 Score	<u>46</u>
Total Score	<u>215</u>

Proposing Firm #6 Eckerman

Evaluator #1 Score	<u>86</u>
Evaluator #2 Score	<u>61</u>
Evaluator #3 Score	<u>41</u>
Total Score	<u>188</u>

The firm with the highest total score is TRC with a score of 274

Date 01-15-2019

Committee Chair Signature Sean Kelley



Work Session Item # _____

Reg. Mtg. Item # _____

**CITY OF LOCKHART
COUNCIL AGENDA ITEM**

CITY SECRETARY'S USE ONLY	Reviewed by Finance	<input type="checkbox"/> Yes	<input type="checkbox"/> Not Applicable
<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory	Reviewed by Legal	<input type="checkbox"/> Yes	<input type="checkbox"/> Not Applicable
Council Meeting Dates: February 5, 2019			
Department: Public Works-Water		Initials	Date
Department Head: Sean Kelley	Asst. City Manager		
Dept. Signature: <i>Sean Kelley</i>	City Manager	<i>[Signature]</i>	11/31/19
Agenda Item Coordinator/Contact (include phone #): Sean Kelley			
ACTION REQUESTED: <input type="checkbox"/> ORDINANCE <input checked="" type="checkbox"/> RESOLUTION <input type="checkbox"/> CHANGE ORDER <input type="checkbox"/> AGREEMENT <input type="checkbox"/> APPROVAL OF BID <input type="checkbox"/> AWARD OF CONTRACT <input type="checkbox"/> CONSENSUS <input type="checkbox"/> OTHER			
CAPTION			
Discussion and/or action to consider Resolution 2019-05 authorizing the submission of a Texas Community Block Grant Program Application to the Texas Department of Agriculture for the Community Development Fund; and authorizing the Mayor to act as the City's Executive Officer and authorized Representative in all matters pertaining to the City's participation in the Community Development Block Grant Program.			
FINANCIAL SUMMARY			
<input type="checkbox"/> N/A <input type="checkbox"/> GRANT FUNDS <input type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP <input type="checkbox"/> BUDGETED <input type="checkbox"/> NON-BUDGETED			
FISCAL YEAR:	PRIOR YEAR (CIP ONLY)	CURRENT YEAR	FUTURE YEARS
Budget			TOTALS
Budget Amendment Amount			\$0.00
Encumbered/Expended Amount			\$0.00
This Item			\$0.00
BALANCE	\$0.00	\$0.00	\$0.00
FUND(S): \$60,000 from the 2015 Certificates of Obligation Water Funds, if approved			
SUMMARY OF ITEM			
The grant is for \$300,000 and would extend a treated water transmission line from the Lockhart Water Plant to South Commerce Street. The extension of this line will provide the City of Lockhart with the ability to pump more water through town, enhancing our service capacity and improving our fire protection. If Approved by Council and if the grant is awarded, the local match of \$60,000 (20%) will come from the 2015 Certificates of Obligation Water Funds.			
STAFF RECOMMENDATION			
Public Works Director respectfully recommends approval of the Resolution as presented.			
List of Supporting Documents: Resolution 2019-05, Map showing proposed treated water transmission line	Other Departments, Boards, Commissions or Agencies:		

RESOLUTION NO 2019- 05

A RESOLUTION OF THE CITY COUNCIL OF LOCKHART, TEXAS, AUTHORIZING THE SUBMISSION OF A TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION TO THE TEXAS DEPARTMENT OF AGRICULTURE FOR THE COMMUNITY DEVELOPMENT FUND; AND AUTHORIZING THE MAYOR TO ACT AS THE CITY'S EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

WHEREAS, the City Council of Lockhart desires to develop a viable community, including decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low-to-moderate income; and

WHEREAS, certain conditions exist which represent a threat to the public health and safety; and

WHEREAS, it is necessary and in the best interests of Lockhart to apply for funding under the Texas Community Development Block Grant Program;

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

1. That a Texas Community Development Block Grant Program application for the Community Development Fund is hereby authorized to be filed on behalf of the City with the Texas Department of Agriculture.
2. That the City's application be placed in competition for funding under the Community Development Fund.
3. That the application be for \$300,000.00 of grant funds to provide water system improvements.
4. That the City Council directs and designates the Mayor as the City's Chief Executive Officer and Authorized Representative to act in all matters in connection with this application and the City's participation in the Texas Community Development Block Grant Program.
5. That all funds will be used in accordance with all applicable federal, state, local and programmatic requirements including but not limited to procurement, environmental review, labor standards, real property acquisition, and civil rights requirements.
6. That it further be stated that Lockhart is committing \$ 60,000 from its 2015 Certificate of Obligation Water Fund as a cash contribution toward the engineering, and administration activities of this water system improvements project.

Passed and approved this 5th day of February, 2019.

CITY OF LOCKHART

Lew White, Mayor

ATTEST:

APPROVED AS TO FORM:

Connie Constancio, City Secretary

Peter Gruning, City Attorney



Water Plant

LOCKHART ET J

18"

12"

18"

8"

12"

8"

2"

6"

8"

8"

6"

6"

6"

6"

6"

8"

8"

6"

18"

18"

12"

8"

73

COLORADO ST

EAST MKC INDUSTRIAL BLVD

12"

6"

6"

8"

6"

6"

6"

6"

8"

8"

6"

18"

18"

12"

8"

73

COLORADO ST

EAST MKC INDUSTRIAL BLVD



**CITY OF LOCKHART
COUNCIL AGENDA ITEM**

CITY SECRETARY'S USE ONLY <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory		Reviewed by Finance	<input type="checkbox"/> Yes	<input type="checkbox"/> Not Applicable
		Reviewed by Legal	<input type="checkbox"/> Yes	<input type="checkbox"/> Not Applicable
Council Meeting Date: February 05, 2019				
Department: Police		Initials	Date	
Department Head: Ernest Pedraza		Asst. City Manager		
Dept. Signature: <i>Ernest Pedraza</i>		City Manager	<i>JP</i>	<i>1-30-17</i>
Agenda Item Coordinator/Contact (include phone #): Connie Constancio, 398-3461 ext. 235				
ACTION REQUESTED: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input type="checkbox"/> CHANGE ORDER <input type="checkbox"/> AGREEMENT <input type="checkbox"/> APPROVAL OF BID <input type="checkbox"/> AWARD OF CONTRACT <input type="checkbox"/> CONSENSUS <input checked="" type="checkbox"/> OTHER				
CAPTION				
Discussion and/or action to consider donating Lockhart Police Department equipment to the JP1 constable.				
FINANCIAL SUMMARY				
<input type="checkbox"/> N/A <input type="checkbox"/> GRANT FUNDS <input type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP <input type="checkbox"/> BUDGETED <input type="checkbox"/> NON-BUDGETED				
FISCAL YEAR:	PRIOR YEAR (CIP ONLY)	CURRENT YEAR	FUTURE YEARS	TOTALS
Budget				\$0.00
Budget Amendment Amount				\$0.00
Encumbered/Expended Amount				\$0.00
This Item				\$0.00
BALANCE	\$0.00	\$0.00	\$0.00	\$0.00
FUND(S):				
SUMMARY OF ITEM				
At an approximate value of \$100, the Lockhart Police Department has a prisoner transport cage which is surplus equipment. The donation of this equipment to the JP1 constable is submitted for approval.				
STAFF RECOMMENDATION				
Staff recommends the donation of the equipment.				
List of Supporting Documents:		Other Departments, Boards, Commissions or Agencies:		



LOCKHART POLICE DEPARTMENT

214 Bufkin Lane
Lockhart, Texas 78644
Phone: 512-398-4401
Fax: 512-398-3393
police@ps.lockhart-tx.org

Ernest Pedraza
Chief of Police

John Roescher
Captain of Police

City Manager
Steve Lewis
Lockhart, Texas

Chief Deputy Richard Sanders from Caldwell County Pct. 1 has asked for the Lockhart Police Department to donate a prisoner cage to Pct. 1 Constables. The cage has been removed from a decommission Lockhart Police Department car. The equipment is of no use to the Lockhart Police Department and I recommend donating the cage to Pct. 1 Constable office.

Ernest Pedraza
Chief of Police
Lockhart Police Department

RECEIVED
CITY OF LOCKHART

JAN 11 2019

RECVD. BY: _____
TIME RECVD: _____



Caldwell County Constable Precinct One

405 E. Market St.
Lockhart Tx, 78644

To: Chief E. Pedraza

From: Constable V. Terrell

Re: Prisoner Cage for Dodge Charger

Sir, per your previous conversation with Chief Deputy Sanders, I am requesting a donation of a prisoner cage for our Dodge Charger.

Due to budget constraints we have not been able to equip this vehicle with the proper equipment for some time now. I was advised that you currently have several Dodge Charger vehicles that your department has retired and that will soon be stripped of all police equipment and auctioned off. As you are aware, the cages that are currently in those vehicles will not fit in the Explorers that your Department currently has in its fleet, nor will they fit in any new Dodge Chargers due to the change in the frame of the new Charger models.

I would like to formally request one of the prisoner cages from one of these vehicles so we could properly equip our vehicle. As you know it is a safety factor for a Deputy to have to transport a prisoner in a vehicle that is not equipped with proper safety equipment.

Any assistance that your Department could give us in this matter would greatly be appreciated. Thank you for your assistance in this matter.

Respectfully,

A handwritten signature in cursive that reads 'Smitty Terrell'.

Victor "Smitty" Terrell

Ph# 512-376-8369



Work Session Item # _____

Reg. Mtg. Item # _____

**CITY OF LOCKHART
COUNCIL AGENDA ITEM**

CITY SECRETARY'S USE ONLY <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory	Reviewed by Finance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Not Applicable
	Reviewed by Legal	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Not Applicable

Council Meeting Date: February 5, 2019

Department: Finance	Initials	Date
Department Head: Pam Larison	Interim Finance Director <i>[Signature]</i>	1/31/19
Dept. Signature:	City Manager <i>[Signature]</i>	1/31/19

Agenda Item Coordinator/Contact (include phone #): Pam Larison 512-398-3461 X 229

ACTION REQUESTED: ORDINANCE RESOLUTION CHANGE ORDER AGREEMENT
 APPROVAL OF BID AWARD OF CONTRACT CONSENSUS OTHER

CAPTION

Discussion and/or action to consider the Consultant Services Agreement with MuniServices, LLC. for Field Audit Services for Hotel Occupancy Tax Revenues.

FINANCIAL SUMMARY

GRANT FUNDS OPERATING EXPENSE REVENUE CIP BUDGETED NON-BUDGETED

FISCAL YEAR:	PRIOR YEAR (CIP ONLY)	CURRENT YEAR	FUTURE YEARS	TOTALS
Budget				\$0.00
Budget Amendment Amount				\$0.00
Encumbered/Expended Amount				\$0.00
This Item		\$4,000		\$4,000
BALANCE	\$0.00	\$4,000	\$0.00	\$4,000

FUND(S): 100-5101-299 – Other Contracts & Services

SUMMARY OF ITEM

At the November 4, 2018 council meeting, the City Manager and Interim Finance Director informed Council that they were communicating with several local municipalities for recommendations on firms that exclusively conduct audits on hotel occupancy tax payors. Since this meeting and upon recommendation from the City of San Marcos and City of New Braunfels, the City of Lockhart has received a consultant services agreement that will allow audits to be conducted on local hotels within the City. According to the agreement, the City must agree to a minimum of two property audits; any additional audits will be \$1,000/per property. The audits will include a 5-year history of revenues from each location. This agreement also includes a discovery service on short-term rentals charged on a contingency basis.

STAFF RECOMMENDATION

Staff recommends an approval from Council to proceed with the Service Agreement as is.

List of Supporting Documents: MuniServices, LLC Consultant Services Agreement	Other Departments, Boards, Commissions or Agencies:
--	---

MuniServices, LLC
Consultant Services Agreement

This Consultant Services Agreement (the "Agreement") is made as of the _____ day of _____, 2019 ("Effective Date") by and between MuniServices, LLC, a Delaware limited liability company ("CONSULTANT") and The City of Lockhart, a municipal corporation of the State of Texas ("CITY"). In consideration of the mutual promises herein contained and other good and valuable consideration, the adequacy and receipt of which is hereby acknowledged, the parties agree as follows:

A. Services

1. CONSULTANT will provide CITY with the services described in EXHIBIT A which is attached hereto and incorporated by reference. CONSULTANT shall provide said services at the time, place, and in the manner specified in EXHIBIT A.
2. CONSULTANT shall furnish at its own expense all labor, materials, equipment and other items necessary to carry out the terms of this Agreement.

B. Compensation

1. Upon execution of this Agreement, CITY will pay CONSULTANT as outlined in EXHIBIT B, incorporated and included herein.

C. General Provisions

1. Term of the Agreement: The initial term of this Agreement shall be for a period of one (1) year following the date of execution, and automatically renew for three subsequent one-year terms if neither party has cancelled (the "Term"). Either party shall have the right to terminate this Agreement in the event of a material breach by the other party. Any such termination may be made only by providing sixty (60) days written notice to the other party, specifically identifying the breach or breaches on which termination is based. Following receipt of such notice, the party in breach shall have thirty (30) days to cure such breach or breaches. In the event that such cure is not made, this Agreement shall terminate in accordance with the initial sixty (60) days' notice. Notwithstanding the foregoing, either party may terminate the Agreement at any time and for any reason by providing thirty-days (30) written notice to the other party; provided however, that if CONSULTANT has not breached the Agreement and has commenced services identified in EXHIBIT A prior to the date of termination, CONSULTANT shall be entitled to payment as described in EXHIBIT B.
2. Effect of Termination: Notwithstanding non-renewal or termination of this Agreement, CITY shall be obligated to pay CONSULTANT for services performed through the effective date of termination for which CONSULTANT has not been previously paid. In addition, because the services performed by CONSULTANT prior to termination or non-renewal of this Agreement may result in the CITY's receipt of revenue after termination which are subject to CONSULTANT's fee, the CITY shall remain obligated after termination or non-renewal to provide to CONSULTANT such information as is necessary for CONSULTANT to calculate compensation due as a result of the receipt of revenue by the CITY.
3. Independent Contractor: It is understood that CONSULTANT and its subcontractors, if any, in the performance of the work and services agreed to be performed, shall act as and be an independent contractor and shall not act as an agent or employee of the CITY. CITY understands that CONSULTANT may perform similar services for others during the term of this Agreement and agrees that CONSULTANT representation of other government sector

clients is not a conflict of interest. CONSULTANT shall obtain no rights to retirement benefits or other benefits which accrue to CITY's employees, and CONSULTANT hereby expressly waives any claim it may have to any such rights.

4. **Subcontractors:** CONSULTANT shall have the right to hire subcontractors to provide the services described herein. CONSULTANT, in rendering performance under this Agreement shall be deemed an independent contractor and nothing contained herein shall constitute this arrangement to be employment, a joint venture, or a partnership. CONSULTANT shall be solely responsible for and shall hold CITY harmless from any and all claims for any employee related fees and costs including without limitation employee insurance, employment taxes, workman's compensation, withholding taxes or income taxes.
5. **Notice:** Any notice required to be given under this Agreement shall be in writing and either served personally, sent prepaid first-class mail, or by express mail courier (i.e. FedEx, UPS, etc.). Any such notice shall be addressed to the other party at the address set forth below. All notices, including notices of address changes, provided under this Agreement are deemed received on the third day after mailing if sent by regular mail, or the next day if sent overnight delivery.

If to CITY:

City of Lockhart
Attn: Pam Larison
308 W. San Antonio
PO Box 239
Lockhart, TX 78644
Phone: 512-398-346 ext 229
Email: plarison@lockhart-tx.org

If to CONSULTANT:

MuniServices, LLC
Attn: Contracts Department
7625 N. Palm Ave., Ste. 108
Fresno, CA 93711
Phone: 559.271.6852
Email: contracts@avenuinsights.com

6. **Representative or designees:** CONSULTANT Primary Representative/Project Manager shall be:

Brenda Anderson, Client Services Manager
12301 Kurland Dr. Ste 150, Houston, TX 77034
Phone: 817.771.4066 /Email: Brenda.Anderson@avenuinsights.com

For the convenience of the CITY, a short list of helpful contacts is attached and incorporated herein as EXHIBIT C.

7. **Indemnity:** CONSULTANT shall indemnify, defend, and hold harmless the CITY, its officers, agents, and employees, from and against any and all claims, liabilities, and losses whatsoever (including damages to property and injuries to or death of persons, court costs, and reasonable attorneys' fees) to extent occurring or resulting from CONSULTANT's negligent or unlawful performance of its obligations under or breach of the terms of this Agreement, unless such claims, liabilities, or losses arise out of, or are caused by the sole negligence or willful misconduct of the CITY. "CONSULTANT's performance" includes CONSULTANT's action or inaction and the action or inaction of CONSULTANT's officers, employees, agents and subcontractors.
8. **Limitation of Liability:** In no event shall CONSULTANT, its employees, contractors, directors, affiliates and/or agents be liable for any special, incidental, or consequential damages, such as, but not limited to, delay, lost data, disruption, and loss of anticipated profits or revenue arising from or related to the services, whether liability is asserted in contract or tort, and whether or not CONSULTANT has been advised of the possibility of any such loss or damage. In addition, CONSULTANT's total liability hereunder, including reasonable attorneys' fees and costs, shall in no event exceed an amount equal to the fees described in EXHIBIT B. The foregoing sets forth the CITY's exclusive remedy for claims arising from or out of this Agreement. The provisions of this section allocate the risks

between CONSULTANT and the CITY and CONSULTANT's pricing reflects the allocation of risk and limitation of liability specified herein.

9. Insurance: CONSULTANT shall keep in full force and effect insurance coverage during the term of this Agreement, including without limitation statutory workers' compensation insurance; employer's liability and commercial general liability insurance; comprehensive automobile liability insurance; professional liability and fidelity insurance. The insurance certificate shall name the City, its agents, officers, servants and employees as additional insureds under the CGL and Automobile policies with respect to the operations and work performed by the named insured as required by written contract. The General Liability policy is Primary & Non-Contributory. Waiver of Subrogation applies under the General Liability and Workers' Compensation policies. The CGL insurance minimum coverage shall be at least \$1,000,000 per incident, claim or occurrence and \$2,000,000 aggregate. The Automobile Liability insurance minimum coverage shall be at least \$1,000,000 covering all owned, non-owned, and hired vehicles. The certificate shall provide that there will be no cancellation, termination, or non-renewal of the insurance coverage without a minimum 30-day written notice to the CITY, except in the case of cancellation for non-payment of premium which shall be at least 10-days written notice.
10. Equal Opportunity to Draft: The parties have participated and had an equal opportunity to participate in the drafting of this Agreement. No ambiguity shall be construed against any party upon a claim that that party drafted the ambiguous language.
11. Assignment: This Agreement shall be binding upon and inure to the benefit of the parties, their successors, representatives and assigns. CONSULTANT shall not assign this Agreement, or delegate its duties or obligations under this Agreement, without the prior written consent of CITY, which consent shall not be unreasonably withheld, delayed or conditioned. Notwithstanding the foregoing, CONSULTANT may assign this Agreement, in whole or in part, without the consent of CITY to any corporation or entity into which or with which CONSULTANT has merged or consolidated; any parent, subsidiary, successor or affiliated corporation of CONSULTANT; or any corporation or entity which acquires all or substantially all of the assets of CONSULTANT. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of the parties and their successors or assigns.
12. Ownership of Documents: Except for CONSULTANT's preexisting proprietary information and processes, any and all documents, including draft documents where completed documents are unavailable, or materials prepared or caused to be prepared by CONSULTANT pursuant to this agreement shall be the property of the CITY at the moment of their completed preparation.
13. Intellectual Property Rights: The entire right, title and interest in and to CONSULTANT's database and all copyrights, patents, trade secrets, trademarks, trade names, and all other intellectual property rights associated with any and all ideas, concepts, techniques, inventions, processes, or works of authorship including, but not limited to, all materials in written or other tangible form developed or created in the course of this Agreement (collectively, the "Work Product") shall vest exclusively in CONSULTANT or its subcontractors. The foregoing notwithstanding, in no event shall any CITY-owned data provided to CONSULTANT be deemed included within the Work Product.
14. Public Release and Statements: Neither party or its representatives or agents shall disseminate any oral or written advertisement, endorsement or other marketing material relating to each other's activities under this Agreement without the prior written approval of the other party. Neither party shall make any public release or statement concerning the subject matter of this Agreement without the express written consent and approval of the other party. No party or its agent will use the name, mark or logo of the other party in any advertisement or printed solicitation without first having prior written approval of the other party. The parties shall take reasonable efforts to ensure that its subcontractors shall not disseminate any oral or written advertisement, endorsement or other marketing materials referencing or relating to the other party without that party's prior written approval. In

addition, the parties agree that their contracts with all subcontractors will include appropriate provisions to ensure compliance with the restrictions of this Section. However, the parties acknowledge that information regarding this agreement and the services provided by CONSULTANT might be released by CITY in compliance with the Texas Public Information Act.

15. Force Majeure: CONSULTANT shall not be in default of its obligations hereunder to the extent that its performance is delayed or prevented by causes beyond its control, including but not limited to acts of God, government, weather, fire, power or telecommunications failures, inability to obtain supplies, breakdown of equipment or interruption in vendor services or communications.
16. Entire Agreement: This Agreement constitutes the entire agreement between the parties hereto and supersedes any prior understandings or written or oral agreements between the parties respecting the subject matter contained herein. Said Agreement shall not be amended, altered, or changed, except by a written amendment signed by both parties.
17. Counterparts: This Agreement may be signed in separate counterparts including facsimile copies. Each counterpart (including facsimile copies) is deemed an original and all counterparts are deemed on and the same instrument and legally binding on the parties.
18. Invalidity: If any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.
19. Implementation: Implementation should begin as soon as possible from the signing of this Agreement (the "Effective Date") for the performance of services under the terms of this Agreement.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS HEREOF, the parties have caused this Agreement to be executed on the date first written above.

"CITY"

City of Lockhart
a Municipal Corporation

By: _____

Name: Steve Lewis

Title: City Manager

"CONSULTANT"

MuniServices, LLC
a Delaware limited liability company

By: _____

Patrick Scott
Senior Vice President

ATTEST:

Name: Connie Constancio

Title: City Secretary

APPROVED AS TO FORM:

Name: _____

Title: _____

**EXHIBIT A - SCOPE OF WORK
LOCAL OCCUPANCY TAX PROGRAM
DISCOVERY/RECOVERY AND AUDIT SERVICES**

Objectives and Methods

CONSULTANT's Local Occupancy Tax Program Audit service is intended to assist the CITY in maximizing lodging tax revenue it is entitled to through an on-site examination of records and education of the lodging providers to ensure the appropriate collection and remittance of the lodging tax. The Administration service offers a turnkey approach to ensure appropriate collection, deposit, recording, delinquency follow up and reporting of the local lodging tax. This service includes all correspondence, forms and other such services to ensure appropriate and timely remittance of the tax.

Scope of Work

1. Field Audit Services

- a. Perform on-site examinations of the records of those providers requested by CITY to warrant further investigation;
- b. Provide CITY staff with a detailed list of all records required to be made available by lodging providers for the further reviews, together with a draft engagement announcement letter to be sent to each lodging provider requiring examination;
- c. In coordination with CITY staff, schedule and conduct reviews at the property locations of those providers identified and authorized for examination;
- d. Verify accuracy of filed lodging tax returns with daily and monthly activity summaries;
- e. Review a random sample of the daily and monthly summaries to determine if the daily summaries reconcile to the monthly summaries;
- f. Review bank statements to verify that deposits reconcile with the reported revenue on the lodging tax returns';
- g. Review exempted revenue for proper qualifying documentation;
- h. Review a random sample of exempted guest revenue and trace registration and/or other source documents to verify compliance with the CITY ordinance;
- i. Where possible, compare the State lodging tax filings with CITY's tax returns;
- j. For each error/omission identified and confirmed, submit substantiating documentation to designated CITY staff in order to facilitate collection of revenue due from lodging providers for prior periods;
- k. Coordinate with designated CITY official(s) as necessary to review findings and recommendations;
- l. Prepare draft Notices of Deficiency Determination, and commendation, warning and credit letters, as applicable, for CITY to advise lodging providers of examination results
- m. Provide assistance to CITY in reviewing any matters submitted in extenuation and mitigation by lodging providers in contesting a deficiency determination; and
- n. Prepare and document any changes to the review findings and provide revised tax, interest or penalty amounts due the CITY.

2. Discovery/Recovery Services

Discovery/Recovery Services are designed to provide a full-service solution to the CITY'S lodging tax enforcement procedures. It does not replace current functions but provides a focused and fulltime solution to the identification of entities subject to taxation by the City, which are not properly registered, or otherwise not reporting lodging taxes to the CITY. In performing the Discovery Services, CONSULTANT shall:

- a. Establish a comprehensive inventory of the entities subject to taxation by the CITY and the database elements needed to facilitate a comprehensive comparative analysis with the CITY'S records of those entities that are properly registered;
- b. Compare CONSULTANTS' database of business records with the CITY's records to identify potential non-reporting and non-registered entities subject to taxation;
- c. For unregistered or non-reporting entities identified and confirmed, assist the entities, as necessary, to complete the CITY'S applicable registration forms;
- d. Invoice entities (including supporting documentation) on behalf of the CITY for the amount of identified deficiencies, with payment to be remitted to CONSULTANT;
- e. Exhaust all reasonable efforts to work with the taxpayer in submitting registration forms correctly;

- f. Collect the amount of identified deficiencies, together with supporting documentation, and remit payment received to the City as agreed upon in the workplan.
- g. Payments will be processed by CONSULTANT and funds disbursed to the client monthly. Payments will be disbursed minus CONSULTANT fees together with reporting reconciling collections. Applications and forms will be provided with monthly reports.
- h. Establish a call center open during normal business hours to assist entities with questions concerning application of the CITY'S taxes, and reporting and remittance requirements;
- i. Educate entities regarding the CITY'S reporting requirements to prevent recurring deficiencies in future years;

Deliverables

1. Field Audit Services

- a. Provide CITY staff with a draft Audit Announcement Letter to be sent to each lodging provider to be examined;
- b. For each error/omission identified and confirmed, submit a written report substantiating documentation to designated CITY staff in order to facilitate collection of revenue due from lodging providers for prior periods together with draft Notices of Deficiency Determination, and/or credit, warning or commendation letters as applicable;
- c. Review any extenuation or mitigation proffered to deficiency determinations and prepare draft response to CITY staff; and
- d. Provide other collections advice upon request.

2. Discovery/Recovery Services

- a. CONSULTANT will provide reports addressing each taxpayer not reporting, including the business name, address, and telephone number to the CITY; and
- b. CONSULTANT will monitor and analyze the business license registration files of the CITY each quarter in order to determine non-reporting businesses.

CITY Assistance

The CITY shall assist CONSULTANT by providing necessary information and assistance to include, but not be limited to, the following:

Field Audit Services

Send Audit Announcement Letter to each lodging provider to be examined with a copy to CONSULTANT.

Discovery/Recovery

Prior to the start of the work to be performed, provide CONSULTANT with

- a. the most recent registration to collect the tax and
- b. returns for the time period requested as needed to compile a historical database for the period of the statute of limitations;
- c. Inform CONSULTANT of any circumstances concerning current existing payees;
- d. Inform CONSULTANT of the development of new lodging properties no later than the Certificate of Occupancy being granted;
- e. Cooperate in the transition by reviewing proposed processing and materials, offering comments and suggestions and providing timely approvals;
- f. Undergo training in the use of online applications.

Distribution Confirmation

The CITY will fill in the account information requested on Attachment A and attach the same to the fully executed Agreement. Should there be any changes to the account or percentages in Attachment A, the CITY shall immediately notify CONSULTANT in writing of all changes in amounts to be deposited into the accounts of designated recipients.

ATTACHMENT A
Distribution Confirmation

December 21, 2018

City of Lockhart
308 W. San Antonio
PO Box 239
Lockhart, TX 78644

Dear Ms. Larison:

Funds will be distributed in the following accounts pursuant to this Agreement:

Agency	Routing #	Account #	Distribution %	Tax Type
			100%	Lodging

If at any time there are any discrepancies between the schedule set out above and the City's records, please notify us in writing immediately.

IT IS YOUR RESPONSIBILITY TO PROVIDE NOTICE TO US OF ANY CHANGES IN TAX RATES OR IN THE DISTRIBUTION OF FUNDS. NOTICE MUST BE IN WRITING AND SENT, VIA CERTIFIED MAIL, TO:

MuniServices, LLC
600 Beacon Parkway West, Suite 900
Birmingham, AL 35209
Attn.: Patrick Scott, Senior Vice President

Thank you for your assistance. If you have any questions, or if I may be of assistance, please let me know.

Connie Taylor, Client Relations Manager
MuniServices
Phone: 205-423-4144
Fax: 205-423-4097
E-mail: connie.taylor@avenuinsights.com

I have reviewed the above distribution and verify that it is correct.

By: _____

Name: _____

Title: _____

**EXHIBIT B – COMPENSATION
LOCAL OCCUPANCY TAX PROGRAM
DISCOVERY/RECOVERY AND AUDIT SERVICES**

Provided that the Effective Date is on or before March 1, 2019 in exchange for CONSULTANT performing the work indicated above, the CITY will pay CONSULTANT as follows:

Audit

The Audit Services shall be provided for a fixed fee of \$2,000 for each lodging property audited with 50% due at the time of audit approval and 50% upon completion of the audit. A minimum of 2 audits must be performed at any one time.

Discovery/Recovery

The Discovery/Recovery Services shall be provided for a contingency fee of forty percent (40%) of the additional revenue received by the CITY for the services. The 40% shall apply to the current tax year, all eligible prior period revenues collected, and any applicable penalties, interest, and late charges. The contingency fee only applies to revenue actually received by the CITY. The term "current tax year" shall mean the most recent tax year for which local taxes are due and payable to the CITY, and in which CONSULTANT has identified deficiencies.

Discount

If the CITY permits on-site examination of the records of ten percent (10%) but no less than 2 of the CITY's lodging properties per year to insure compliance in collecting and returning the local hotel occupancy tax, CONSULTANT shall discount the Administration services to an annual fixed fee of \$200 per each lodging property.

Travel and Out-of-Pocket

CITY shall reimburse CONSULTANT for reasonable travel and other out-of-pocket expenses associated with the performance of the field audits including but not limited to lodging, parking, mileage, per diem, etc. (Mileage and per diem shall be according to IRS regulations). Such reimbursement shall be billed incrementally.

Additional Consulting

CITY may request that CONSULTANT provide additional consulting services at any time during the term of this Agreement. If CONSULTANT and CITY agree on the scope of the additional consulting services requested, then CONSULTANT shall provide the additional consulting on a Time and Materials basis. Depending on the personnel assigned to perform the work, standard hourly rates range from \$75 per hour to \$200 per hour.

These additional consulting services will be invoiced at least monthly based on actual time and expenses incurred.

EXHIBIT C
CONSULTANT Helpful Contacts

Contact	Project Role	Phone	Email
Brenda Anderson	Client Services Manager	817.771.4066	brenda.anderson@avenuinsights.com
Kennon Walthall	Senior Vice President	205.423.4114	kennon.walthall@avenuinsights.com
Patrick Scott	Senior Vice President	559.288.5687	patrick.scott@avenuinsights.com
Jonathan Gerth, Esq.	VP Audit Services	205.423.4177	jonathan.gerth@avenuinsights.com
Jaimie Lewis	Billing Department	571.485.7875	billing@muniservices.com
Dana Hanks	Audit Supervisor	281.335.8100	dana.hanks@avenuinsights.com
Jaimie Lewis	Billing Department	571.485.7875	billing@avenuinsights.com
Francesco Mancia	VP Government Relations	559.288.7296	fran.mancia@avenuinsights.com
Patricia Dunn	Contracts Manager	559.271.6852	patricia.dunn@avenuinsights.com



**CITY OF LOCKHART
COUNCIL AGENDA ITEM**

CITY SECRETARY'S USE ONLY <input type="checkbox"/> Consent <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Statutory	Reviewed by Finance <input type="checkbox"/> Yes <input type="checkbox"/> Not Applicable		
	Reviewed by Legal <input type="checkbox"/> Yes <input type="checkbox"/> Not Applicable		
Council Meeting Date: February 5, 2019		<input type="checkbox"/> Yes <input type="checkbox"/> Not Applicable	
Department: Planning		Initials	Date
Department Head: Dan Gibson	Asst. City Manager		
Dept. Signature: <i>Dan Gibson</i>	City Manager	<i>DL</i>	<i>1/5/19</i>
Agenda Coordinator/Contact (include phone #): Dan Gibson 398-3461, x236			
ACTION REQUESTED: <input checked="" type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input type="checkbox"/> CHANGE ORDER <input type="checkbox"/> AGREEMENT <input type="checkbox"/> APPROVAL OF BID <input type="checkbox"/> AWARD OF CONTRACT <input type="checkbox"/> OTHER <input type="checkbox"/> NONE			
CAPTION			
Discussion and/or action to consider Ordinance 2019-02 amending Chapter 6 "Alcoholic Beverages" of the Code of Ordinances, Section 6-3 "Location of sales restricted", to add an exemption allowing the sale of alcoholic beverages within 300 feet of a church or school in the CCB Commercial Central Business District.			
FINANCIAL SUMMARY			
<input checked="" type="checkbox"/> N/A <input type="checkbox"/> GRANT FUNDS <input type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP <input type="checkbox"/> BUDGETED <input type="checkbox"/> NON-BUDGETED			
SUMMARY OF ITEM			
<p>There are several well-established churches in the central business district, and several newer church groups have been granted specific use permits to occupy buildings in the downtown area. While church activities, which occur mostly on Sunday mornings, do not negatively impact the typical commercial and residential elements of the area, there has been a growing concern that each new church automatically creates a buffer area within which the sale of alcoholic beverages for on-premise consumption is prohibited. The buffer applies to schools, as well as churches, but the primary concern is churches. The buffer is 300 feet from front door of the establishment wishing to serve alcoholic beverages to the front door of the church or school, as measured along property lines and straight across street intersection, so it isn't necessarily a circular radius. It eliminates the possibility of a new restaurant or bar within the area close to the church or school. This ordinance exempts the CCB zoning district from the buffer requirement, so that there would no longer be a restriction imposed by a church or school on the location of a bar or restaurant downtown. An annotated version of the amendment is attached, whereby added words are underlined.</p>			
STAFF RECOMMENDATION			
Staff recommends APPROVAL of Ordinance 2019-02.			
List of Supporting Documents: Ordinance 2019-02. Annotated version of proposed amendment. Map of CCB district.	Other Board or Commission Recommendation: None.		

ORDINANCE 2019-02

AN ORDINANCE OF THE CITY OF LOCKHART, TEXAS, AMENDING CHAPTER 6 "ALCOHOLIC BEVERAGES" OF THE CODE OF ORDINANCES, SECTION 6-3 "LOCATION OF SALES RESTRICTED"; PROVIDING FOR SEVERABILITY; PROVIDING A REPEALER; PROVIDING FOR PENALTY; PROVIDING FOR PUBLICATION; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the central business district is intended for a relatively high-intensity mixture of widely varying land uses; and,

WHEREAS, the central business district is geographically defined by the CCB Commercial Central Business District zoning classification; and,

WHEREAS, the existing prohibition against the sale of alcoholic beverages for on-premise consumption within 300 feet of a church or school can limit the opportunities for restaurants and bars within the confines of the CCB district, which contains numerous churches; and,

WHEREAS, the City Council has determined that enforcement of the 300-foot restriction in the CCB district promotes an inefficient use of land and could hinder the potential for viable downtown land uses that attract both citizen and visitor activity; and,

WHEREAS, an amendment to Chapter 6 "Alcoholic Beverages", Section 6-3 "Location of sales restricted", is proposed to add an exemption allowing the sale of alcoholic beverages for on-premise consumption within 300 feet of a church or school in the CCB district; and,

WHEREAS, the City Council has determined that such amendment serves a public purpose and the Council desires to amend the Code of Ordinances accordingly;

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

I. Chapter 6 "Alcoholic Beverages" is hereby amended as follows, with all existing provisions not shown remaining unchanged:

Sec. 6-3. Location of sales restricted.

(a) Except for: a) the sale of beer and wine for off-premises consumption; or, b) the sale of alcoholic beverages for on-premise consumption in the CCB Commercial Central Business District; it shall be unlawful for any person to sell or engage in the business of selling alcoholic beverages where the place of business of such person is situated within 300 feet of any church, or public or private school. The measurements shall be along the property lines of the street fronts, and from front door to front door, and in a direct line across intersections.

II. 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.

III. 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.

IV. Penalty: Any person who violates any provision of this ordinance shall be guilty of a misdemeanor, and upon conviction shall be fined as provided in Section 1-8 of the City Code.

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. Effective Date. That this ordinance shall become effective and be in full force ten days from the date of its passage.

**PASSED, APPROVED, AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS,
ON THIS THE 5th DAY OF FEBRUARY, 2019.**

CITY OF LOCKHART

Lew White
Mayor

ATTEST:

APPROVED AS TO FORM:

Connie A. Constancio, TRMC
City Secretary

Peter Gruning
City Attorney

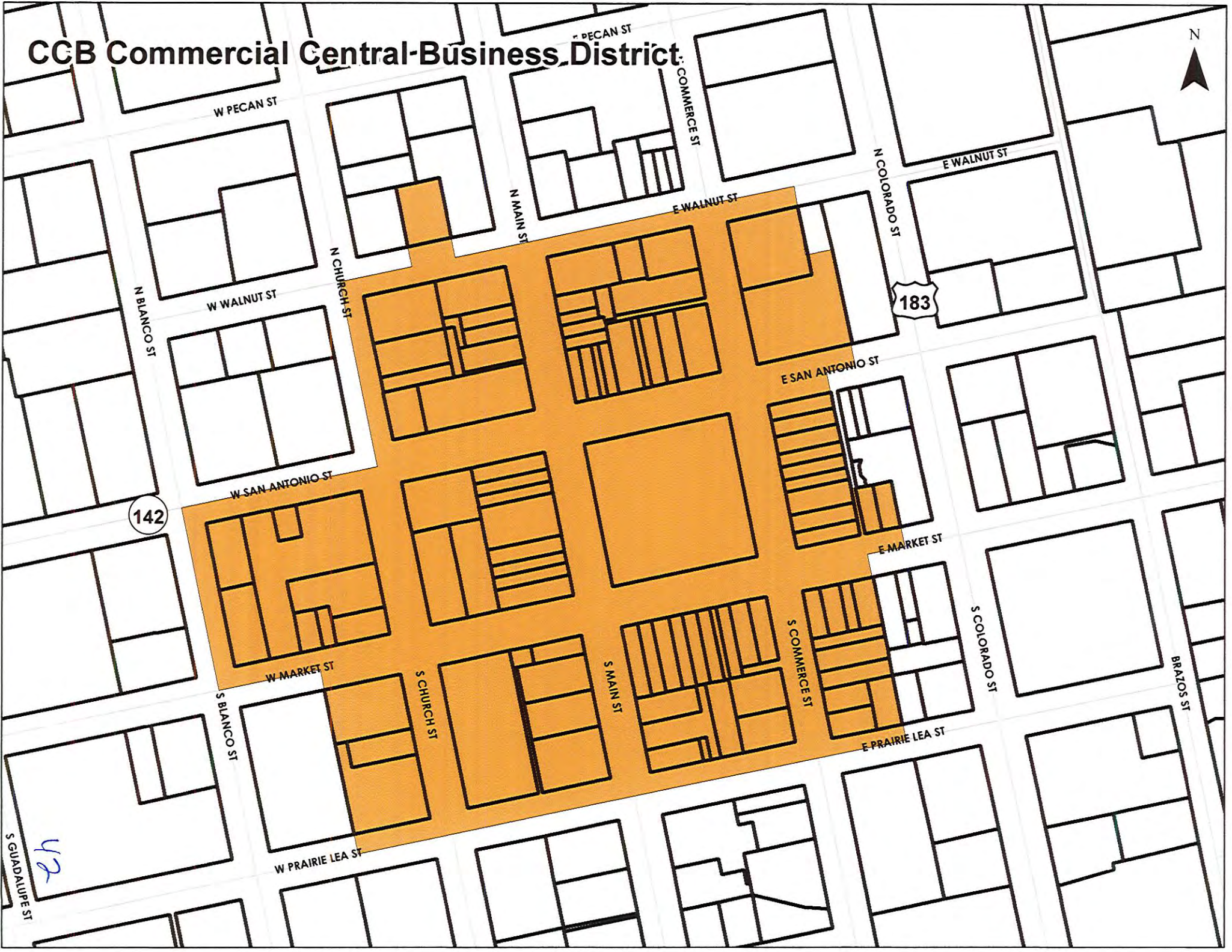
ANNOTATED

CHAPTER 6. ALCOHOLIC BEVERAGES

Sec. 6-3. Location of sales restricted.

(a) Except for: a) the sale of beer and wine for off-premises consumption; or, b) the sale of alcoholic beverages for on-premise consumption in the CCB Commercial Central Business District; it shall be unlawful for any person to sell or engage in the business of selling alcoholic beverages where the place of business of such person is situated within 300 feet of any church, or public or private school. The measurements shall be along the property lines of the street fronts, and from front door to front door, and in a direct line across intersections.

CCB Commercial Central-Business-District



142

183

S GUADALUPE ST

42

W PECAN ST

W WALNUT ST

W SAN ANTONIO ST

W MARKET ST

W PRAIRIE LEA ST

N BLANCO ST

S BLANCO ST

N CHURCH ST

S CHURCH ST

N MAIN ST

S MAIN ST

W PECAN ST

E WALNUT ST

E SAN ANTONIO ST

E MARKET ST

E PRAIRIE LEA ST

COMMERCE ST

S COMMERCE ST

N COLORADO ST

E WALNUT ST

S COLORADO ST

BRAIOS ST



Work Session Item # _____

Reg. Mtg. Item # _____

**CITY OF LOCKHART
COUNCIL AGENDA ITEM**

CITY SECRETARY'S USE ONLY <input type="checkbox"/> Consent <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Statutory	Reviewed by Purchasing	<input type="checkbox"/> Yes	<input type="checkbox"/> Not Applicable
	Reviewed by Budget	<input type="checkbox"/> Yes	<input type="checkbox"/> Not Applicable
Council Meeting Date: February 5, 2019	Reviewed by Legal	<input type="checkbox"/> Yes	<input type="checkbox"/> Not Applicable
Department: Planning		Initials	Date
Department Head: Dan Gibson	Asst. City Manager		
Dept. Signature: <i>Dan Gibson</i>	City Manager	<i>[Signature]</i>	<i>1/31/19</i>
Agenda Coordinator/Contact (include phone #): Dan Gibson 398-3461, x236			
ACTION REQUESTED: <input type="checkbox"/> ORDINANCE <input checked="" type="checkbox"/> RESOLUTION <input type="checkbox"/> CHANGE ORDER <input type="checkbox"/> AGREEMENT <input type="checkbox"/> APPROVAL OF BID <input type="checkbox"/> AWARD OF CONTRACT <input type="checkbox"/> OTHER <input type="checkbox"/> NONE			
CAPTION			
Discussion and/or action to consider Resolution 2019-06 in support of and consenting to the conversion of Maxwell Water Supply Corporation to a Special Utility District operating under Chapter 65, Texas Water Code.			
FINANCIAL SUMMARY			
<input checked="" type="checkbox"/> NOT APPLICABLE <input type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP <input type="checkbox"/> BUDGETED <input type="checkbox"/> NON-BUDGETED			
SUMMARY OF ITEM			
<p>Maxwell Water Supply Corporation (WSC), which has the Certificate for Convenience and Necessity (CCN) to provide water service to the area adjacent to the west of the Lockhart CCN, is proposing to convert to a Special Utility District (SUD). Their members have voted in favor of the conversion, and other jurisdictions have passed resolutions of consent. The conversion would provide SUD access to substantial financial benefits and legal protections that are not available to non-profit corporations such as WSC's. It's an all-encompassing vehicle for water, wastewater, firefighting, and solid waste services. A SUD may operate in a city or a city's ETJ, but the City can require that facilities serving the land be constructed in accordance with City standards. Maxwell's proposed conversion from a WSC to a SUD does not require approval from the City of Lockhart, but since it would not affect our current authority within the Lockhart CCN, a resolution of support is appropriate. A representative of Maxwell WSC will be present at the meeting to answer any questions the Council may have.</p>			
STAFF RECOMMENDATION			
Staff recommends APPROVAL of Resolution 2019-06.			
List of Supporting Documents: Resolution 2019-06. Comparison between Special Utility Districts and Water Supply Corporations, and Q & A about conversion prepared by Maxwell W.S.C.	Other Departments, Boards, Commissions or Agencies: None.		

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RESOLUTION 2019-06

A RESOLUTION OF THE CITY COUNCIL OF LOCKHART, TEXAS, IN SUPPORT OF AND CONSENTING TO THE CONVERSION OF MAXWELL WATER SUPPLY CORPORATION TO A SPECIAL UTILITY DISTRICT OPERATING UNDER CHAPTER 65, TEXAS WATER CODE; MAKING FINDINGS OF FACT; AND PROVIDING FOR RELATED MATTERS.

WHEREAS, the City of Lockhart ("City") finds that Maxwell Water Supply Corporation ("Corporation") is a Texas non-profit, member-owned water supply corporation operating under Chapter 67 of the Texas Water Code, as amended; and,

WHEREAS, the Corporation was created, organized and exists for the purpose of furnishing water and wastewater utility facilities and service to areas within its certificated service areas; and,

WHEREAS, the Corporation's service area extends into portions of the City's extraterritorial jurisdiction; and,

WHEREAS, on December 13, 2018, the Corporation's membership voted in favor of converting the Corporation into a special utility district operating under Chapter 65 of the Texas Water Code due to the benefits and advantages a special utility district will provide the customers and the land within the Corporation's service area; and,

WHEREAS, Section 65.016 of the Texas Water Code provides that a special utility district may operate within the extraterritorial jurisdiction of a city, and a city may consent thereto; and,

WHEREAS, Section 65.012 of the Texas Water Code authorizes special utility districts to: acquire and provide sources of water; build, operate, and maintain facilities for the transportation of water; to sell water to political subdivisions of this state, private business entities, and individuals; establish, operate, and maintain fire-fighting facilities to perform all fire-fighting activities within the district; and provide for the protection, preservation, and restoration of the purity and sanitary condition of water therein; and,

WHEREAS, the City Council finds that the aforesaid services would benefit the health, safety and welfare of current and future inhabitants of the land and property to be included in the special utility district; and,

WHEREAS, upon conversion to a special utility district, the Corporation will change its name to "Maxwell Special Utility District;" and,

WHEREAS, although consent of the City is not required for the Corporation to convert to a special utility district, the City Council adopts this Resolution as an indication of consent and support for the Corporation.

THEREFORE, BE IT RESOLVED THAT,

The City Council of the City of Lockhart, Texas, hereby consents to and supports the conversion of Maxwell Water Supply Corporation to a special utility district operating under Chapter 65, Texas Water Code.

FURTHER BE IT RESOLVED, that the forgoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made part hereof for all purposes as findings of fact.

FURTHER BE IT RESOLVED, that this Resolution shall take effect immediately from and after its adoption in accordance with law.

FURTHER BE IT RESOLVED, that this Resolution was duly considered and adopted at an open meeting of the City Council, pursuant to Chapter 552, Texas Government Code.

PASSED, APPROVED and ADOPTED this 5th day of February, 2019.

CITY OF LOCKHART

Lee White, Mayor

ATTEST:

Connie Constancio, TRMC
City Secretary

APPROVED AS TO FORM:

Peter Gruning
City Attorney

SPECIAL UTILITY DISTRICTS VS. WATER SUPPLY CORPORATIONS

SPECIAL UTILITY DISTRICTS	WATER SUPPLY CORPORATIONS
Statutory Authority	
Texas Water Code (TWC), Chapters 13, 49 & 65	Texas Water Code (TWC), Chapters 49 & 67 Texas Business Organizations Code (TBOC) Chapter 22
General	
<p>Governmental entity</p> <ul style="list-style-type: none"> • TWC § 65.011 • Tex. Const. Art. XVI, § 59(b) 	<p>MWSC is a nonprofit corporation</p> <ul style="list-style-type: none"> • Articles of Incorporation • Bylaws, Art. VIII <p>Nonprofit corporation</p> <ul style="list-style-type: none"> • TWC § 49.001(a)(5) • TWC § 67.004
<p>Customer of the District</p> <ul style="list-style-type: none"> • TWC § 49.2122 	<p>MWSC shall have members as defined by the TWC</p> <ul style="list-style-type: none"> • Bylaws, Art. X, § 1 <p>Member of the Corporation</p> <ul style="list-style-type: none"> • TBOC § 22.151(a)
<p>Refundable deposit</p> <ul style="list-style-type: none"> • TWC § 49.212(b) 	<p>MWSC's membership fee is \$100 and refundable</p> <ul style="list-style-type: none"> • Bylaws, Art. X, §§ 2, 3 <p>Membership fee</p> <ul style="list-style-type: none"> • TBOC § 22.151(c)
<p>Can service outside of District's boundaries without CCN</p> <ul style="list-style-type: none"> • TWC § 49.215 	<p>Limited to service within CCN area</p> <ul style="list-style-type: none"> • TWC §§ 13.139, 13.242
<p>Rules properly adopted shall be recognized by courts as if they were penal ordinances of a city</p> <ul style="list-style-type: none"> • TWC § 65.206 • TWC § 49.228 (damage to property) <p>Board may set reasonable civil penalties for the breach of any rule of the District that shall not exceed the jurisdiction of a justice court</p> <ul style="list-style-type: none"> • TWC § 49.004(a) 	<p>Limited authority to issue penalties</p> <ul style="list-style-type: none"> • TWC § 49.228 (damage to property)
<p>Can provide water, wastewater, firefighting, and solid-waste service, but cannot levy taxes</p> <ul style="list-style-type: none"> • TWC § 65.012 (purposes) • TWC § 65.201 (powers) • TWC § 65.203 (solid waste) 	<p>Can provide water supply, sewer service, or both for a municipality, a private corporation, an individual, or a military camp or base; can provide flood control and a drainage system for a political</p>

<ul style="list-style-type: none"> • TWC § 65.235 (tax prohibition) 	subdivision, private corporation, or another person <ul style="list-style-type: none"> • TWC § 67.002
Same <ul style="list-style-type: none"> • TWC § 49.222 	“A district or water supply corporation” has the ability to use condemnation inside or outside the district or the boundaries of the CCN “for water, sanitary sewer, storm drainage, or flood drainage or control purposes or for any other of its projects or purposes, and may elect to condemn either the fee simple title or a lesser property interest” <ul style="list-style-type: none"> • TWC § 49.222
Directors & Elections	
Directors must be 18; resident citizen of the state; and either own land subject to taxation in the District, be a user of facilities, or a qualified voter of the District <ul style="list-style-type: none"> • TWC § 65.102 	MWSC directors must be 18 and a member of the Corporation <ul style="list-style-type: none"> • Bylaws, Art. IV, § 1 Directors must be 18 and a member of the Corporation (own property) <ul style="list-style-type: none"> • TWC § 67.0051(a) • TWC § 67.016(d)
Elections can be on any date determined by the District’s Board <ul style="list-style-type: none"> • TWC § 65.103(d) 	MWSC directors elected at each annual meeting <ul style="list-style-type: none"> • Bylaws, Art. IV, § 2 • Bylaws, Art. VI, §§ 2–10 (election procedures) Annual elections per written procedures <ul style="list-style-type: none"> • TWC § 67.007(b)
Must comply with requirements in the Texas Election Code (TEC) <ul style="list-style-type: none"> • TWC §§ 49.101; 49.102(a) & (c) 	MWSC has annual member meetings <ul style="list-style-type: none"> • Bylaws, Art. IV, § 1 • Bylaws, Art. VI, §§ 1–2 (board shall adopt rules for annual membership meetings) Must adopt written procedures for conducting an annual or special meeting of the members <ul style="list-style-type: none"> • Bylaws, Art. VI, §§ 1–2 (board shall adopt rules for annual membership meetings) • TWC § 67.007(b)
Who Can Vote: All residents of the District who are registered voters <ul style="list-style-type: none"> • TEC § 11.001 	Each MWSC member is entitled to one vote regardless of the number of memberships owned <ul style="list-style-type: none"> • Bylaws, Art. X, § 2

	<p>Who Can Vote: Members of the Corporation (own property)</p> <ul style="list-style-type: none"> • TWC § 67.016(d) • TWC § 67.006(a) (one vote per member)
<p>Term of office may not exceed three years; terms can be staggered</p> <ul style="list-style-type: none"> • TWC § 65.103(b) 	<p>MWSC directors serve staggered terms</p> <ul style="list-style-type: none"> • Bylaws, Art. IV, § 2 <p>Serve staggered terms of two or three years</p> <ul style="list-style-type: none"> • TWC §§ 67.005(c)–(e)
<p>5 to 11 directors</p> <ul style="list-style-type: none"> • TWC § 65.101 	<p>MWSC has 9 directors</p> <ul style="list-style-type: none"> • Bylaws, Art. IV, § 2 <p>Can have up to 21 directors</p> <ul style="list-style-type: none"> • TWC § 67.005(a)
<p>A majority of the District’s board constitutes a quorum for any meeting, but a concurrence of a majority of the entire board is required for transacting any District business</p> <ul style="list-style-type: none"> • TWC § 49.053 	<p>A majority of those present may act on behalf of the Corporation’s full Board</p> <ul style="list-style-type: none"> • Bylaws, Art. IV, § 2 • TBOC § 22.214
<p>Directors may receive fees of office</p> <ul style="list-style-type: none"> • TWC § 49.060 	<p>MWSC directors serve without pay but may be compensated for actual expenses</p> <ul style="list-style-type: none"> • Bylaws, Art. IV, § 2 <p>Officers may receive a salary not to exceed \$5,000/year</p> <ul style="list-style-type: none"> • TWC § 67.006(c)
<p>Filings & Requirements (TWC § 49.055):</p> <ul style="list-style-type: none"> - Oaths - Statements of Officer - Director Bond - Conflicts Disclosure Statements - District must annually provide financial information and Tax Rate to Comptroller (Texas Government Code §§ 403.0241, 403.0242) - Annual Debt Obligations/Audit Submission to Comptroller (Texas Local Gov’t Code § 140.008) - Interested Parties Filing (Texas Government Code, Chapter 2252) 	<p>WSC incorporates a Conflict of Interest Policy</p> <ul style="list-style-type: none"> • Bylaws, Art. IV, § 5 <p>MWSC’s Board must prepare annual financial activity report</p> <ul style="list-style-type: none"> • Bylaws, Art. XIX <p>Corporation may require bond of an officer, but officers are not required to file bonds</p> <ul style="list-style-type: none"> • TWC § 67.006(b)
<p>Directors may be removed only under certain conditions</p> <ul style="list-style-type: none"> • TWC § 49.052 	<p>Officers & Directors may be removed for or without cause or as provided by the bylaws or articles of incorporation</p> <ul style="list-style-type: none"> • Bylaws, Art. IV, § 3 • TBOC § 22.211

Directors generally cannot serve on the boards of two governmental entities at the same time <ul style="list-style-type: none"> • Tex. Const. Art. XVI, § 40 (dual offices of emolument) 	Directors can generally serve on the board of a governmental entity concurrently, unless prohibited by the Corporation's bylaws <ul style="list-style-type: none"> • Tex. Local Gov't Code (TLGC) § 171.009 • TWC §§ 36.001(15) & 36.051(b) (cannot concurrently serve on board of GWCD)
Eligible to participate in Texas Counties and Districts Retirement System <ul style="list-style-type: none"> • TWC § 49.069(b). 	Not available to water supply corporations
Finances	
No taxing authority <ul style="list-style-type: none"> • TWC § 65.235 	No taxing authority
May participate in government investment pools <ul style="list-style-type: none"> • TGC § 2256.016 	Not available to water supply corporations
May participate in the Texas Municipal League <ul style="list-style-type: none"> • TLGC § 172.005 	
Can issue tax-exempt revenue bonds on the open market or for purchase by the TWDB <ul style="list-style-type: none"> • TWC § 65.501 	May contract with certain entities to issue bonds secured by a contract entered into under TLGC § 552.014, but interest rates will be higher <ul style="list-style-type: none"> • TWC § 67.014
Exempt from ad valorem taxes on its personal property, utility lines, and plant facilities <ul style="list-style-type: none"> • Texas Tax Code (TTC) § 11.11(a) 	Exempt from ad valorem taxes on property, incomplete improvements, and certain land <ul style="list-style-type: none"> • TTC § 11.30
Exempt from sales tax on supplies and services <ul style="list-style-type: none"> • TTC § 151.309(5); 151.355 	Exempt from taxes for construction of regional water systems certified by the TCEQ (qualified purchases only) and water and wastewater systems constructed or operated as a public-private use partnership <ul style="list-style-type: none"> • TTC § 151.355
Contracting	
May enter into interlocal agreements <ul style="list-style-type: none"> • TGC § 791.011 	Corporation may enter into a contract with any political subdivision, federal agency, or other entity for the acquisition, construction, or maintenance of a project or improvement for an authorized purpose <ul style="list-style-type: none"> • TWC § 67.010(a)
Must follow statutory bid advertisement and contract provisions for districts <ul style="list-style-type: none"> • TWC § 49.273 	Not a water supply corporation requirement
Ability to participate in cooperative purchasing programs provided by the Texas Building & Procurement Commission <ul style="list-style-type: none"> • TLGC § 271.102 	

<p>Sovereign immunity/official immunity and Texas Tort Claims Act</p> <ul style="list-style-type: none"> • TGC § 2260.006 • TCPRC Ch. 101; § 101.001(3)(B) (TTCA) 	<p>Not available to water supply corporations</p>
<p>Administrative</p>	
<p>Must conduct an annual audit and file the audit with the TCEQ</p> <ul style="list-style-type: none"> • TWC §§ 49.194 & 49.199(a)(6) 	<p>MWSC's Board must prepare annual financial activity report</p> <ul style="list-style-type: none"> • Bylaws, Art. XIX <p>Corporations must maintain true and accurate financial records and prepare an annual report of the financial activity conforming to the standards of the American Institute of CPAs</p> <ul style="list-style-type: none"> • TBOC §§ 22.352–.355
<p>Must adhere to Public Funds Investment Act (PFIA) and investment officer must take required training</p> <ul style="list-style-type: none"> • TWC § 49.1571 	<p>Financial officer is not required to attend public investment training; Water Code authorizes investment in only bonds or other indebtedness backed by the US, savings accounts, or share accounts; can invest in other securities set forth in Texas Government Code (TGC) Chapter 2256 <u>if</u> the Corporation has a written investment policy authorized by the PFIA</p> <ul style="list-style-type: none"> • TWC § 67.104(b)(4) • TGC § 2256.005
<p>Subject to continuing right of supervision by the TCEQ, which includes notices and filings</p> <ul style="list-style-type: none"> • TWC § 5.013 	
<p>Subject to the Open Meetings and Open Records Act</p> <ul style="list-style-type: none"> • TWC §§ 49.064–.65 	<p>MWSC's records are available for inspection</p> <ul style="list-style-type: none"> • Bylaws, Art. XIX <p>MWSC dissolution provision provides for transfer to entity providing water or wastewater service, or both, that is exempt from ad valorem taxation</p> <ul style="list-style-type: none"> • Bylaws, Art. XV <p>If Corporation does not pay ad valorem taxes, required to comply with the Public Information Act and Open Meetings Act; Corporation must have a provision in its bylaws stating that upon dissolution, the Corporation's assets will be transferred to an entity the provides water and wastewater, and that the entity is exempt from ad valorem taxes</p> <ul style="list-style-type: none"> • TTC § 11.30

<p>Must file a district registration form with the TCEQ</p> <ul style="list-style-type: none"> • TWC § 49.054(f) 	
<p>Must adopt a records management program and file a copy with the TSLAC and appoint a records management officer</p> <ul style="list-style-type: none"> • TWC § 49.065 • TLCG § 205.003 	
<p>Must adopt a code of ethics</p> <ul style="list-style-type: none"> • TWC § 49.199(a)(1) 	
<p>Must have a travel expenditure policy</p> <ul style="list-style-type: none"> • TWC § 49.199(a)(2) 	
<p>Must have policies and procedures in place for the selection, monitoring, and reviewing of professional services</p> <ul style="list-style-type: none"> • TWC § 49.199(a)(4) 	
<p>Rates are reviewable by the Public Utility Commission (PUC)</p> <ul style="list-style-type: none"> • TWC § 13.043 	<p>Rates are reviewable by the PUC</p> <ul style="list-style-type: none"> • TWC § 13.043



Question & Answers regarding the Thursday, December 13, 2018 Special Membership Meeting and the Conversion of Maxwell Water Supply Corporation into Maxwell Special Utility District:

Question: What will happen at the Thursday, December 13, 2018 Special Membership Meeting?

Answer: The meeting will be held at the Maxwell Social Club, located at 180 4th Street, Maxwell, Texas. The meeting will convene at 7:00 p.m., and all members present shall sign in to the meeting. The President will call the meeting to order and the agenda for the meeting will be followed. The agenda will include an opportunity for public comment and for each member in attendance to cast a ballot regarding the winding up and conversion of Maxwell Water Supply Corporation into Maxwell Special Utility District. At the end of the meeting, the Independent Election Auditor will count all properly completed ballots that are received at the meeting or prior to the meeting, and will submit a written report to the President with the election results.

Question: What does it mean if I got two envelopes with the election ballot and Special Membership Meeting Announcement?

Answer: Per Article X, Section 2 of Maxwell Water Supply Corporation's bylaws, each member is only entitled to one vote. Therefore, please disregard any duplicate ballots you may receive.

Question: What is a special utility district?

Answer: A special utility district is a local governmental entity that is statutorily charged with providing customers water, wastewater, and firefighting services, but cannot levy taxes.

Question: Who regulates and governs the actions of a special utility district?

Answer: The Texas Water Code provides the Texas Commission on Environmental Quality and the Public Utility Commission of Texas the continuing right of supervision over the actions of a special utility district. However, the daily actions of a special utility district reside within the district's Board of Directors, which are elected by the residents of the district.

Question: Does a special utility district have taxing authority?

Answer: No; special utility districts do not have taxing authority.

Question: Could a special utility district ever obtain taxing authority or convert into another entity without prior approval so that it obtains taxing authority?

Answer: No; Maxwell Special Utility District could not obtain taxing authority. The Texas Water Code specifically provides that special utility districts do not have the authority to assess property taxes. Further, Maxwell

Special Utility District could not convert into another entity with taxing authority without voter approval.

Question: How will a special utility district obtain financing to operate the water system, make repairs to the system and pay those that work for the district?

Answer: Similar to a water supply corporation, a special utility district will generate revenue from water rates. A special utility district, as a governmental entity, can also issue bonds as a financing mechanism. The bonds will operate similar to a loan and will be secured by the water rates. The bonds will not be secured by taxes because a special utility district cannot assess property taxes. Having the ability to issue bonds is a benefit to the district because the interest rates of the bonds is likely to be less than the interest rate of a loan, which in turn will save the district money.

Question: Why does the Maxwell Water Supply Corporation Board of Directors want to convert?

Answer: This is a crucial time for Maxwell Water Supply Corporation (MWSC), its members, and the surrounding communities. MWSC believes that converting into a special utility district is a prudent and fiscally responsible decision that will prepare MWSC to better serve its customers now and in the future. Furthermore, converting into a special utility district will allow Maxwell to access substantial financial benefits that it currently cannot access as a non-profit corporation and provide Maxwell some legal protections that are not available to non-profit corporations.

Question: Will the actions and decisions of Maxwell Special Utility District be as transparent as a Maxwell Water Supply Corporation?

Answer: Yes; Maxwell Special Utility District will be required by state law to comply with the Texas Open Meetings Act, and the Texas Public Information Act. The District will also be required to engage an auditor to perform an annual audit of the District's financials and adopt and enforce a conflict of interest policy with regard to the District's Board of Directors.

Question: Will the conversion cause my bills to increase?

Answer: No; the conversion from a water supply corporation to a special utility district will not cause a rate increase. Rate increases are generated by improvements to the water system and the expenses associated with operating the water system, such as the cost of purchasing water.

Question: How would a special utility district conversion affect my membership?

Answer: Per Article XV of MWSC's bylaws, all assets of MWSC, including membership interests, will be automatically transferred from MWSC to Maxwell Special Utility District and former members of MWSC will become customers of Maxwell Special Utility District. As a customer of Maxwell Special Utility District, you will retain voting rights for the election of the Maxwell Special Utility District's Board of Directors. Further, all deposits will be transferred as well and continue to be a deposit. Members will have the same rights to a refund as they do as a member of MWSC.

Question: Who can run to be a director of Maxwell Special Utility District?

Answer: A person can run for a director's position if that person is: (i) 18 years old, (ii) a resident citizen of the state, and either (iii) is a qualified voter of the district, is a user of the district's facilities, or owns land subject to taxation (by another entity) in the district.

Question: Who can vote in a special utility district directors election?

Answer: Any person that is a resident of the district and is a registered voter.

Question: Will the conversion change the quality of my water?

Answer: There will be no interruptions in water service and the conversion will not change the quality of the water.

Question: Will customers and members have a chance to ask questions before the conversion?

Answer: Yes; the membership vote on December 13, 2018, is a vote of the membership to determine the membership's approval or opposition to converting Maxwell Water Supply Corporation into Maxwell Special Utility District. If a majority of the membership votes in support of the conversion, then legislation will be filed to create Maxwell Special Utility District. If the legislation passes, then Maxwell Special Utility District will hold a confirmation election in the District and the voters will have the opportunity to support or oppose the official conversion.



Work Session Item # _____

Reg. Mtg. Item # _____

**CITY OF LOCKHART
COUNCIL AGENDA ITEM**

CITY SECRETARY'S USE ONLY <input type="checkbox"/> Consent <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Statutory		Reviewed by Finance	<input type="checkbox"/> Yes	<input type="checkbox"/> Not Applicable
		Reviewed by Legal	<input type="checkbox"/> Yes	<input type="checkbox"/> Not Applicable
Council Meeting Date: February 5, 2019			<input type="checkbox"/> Yes	<input type="checkbox"/> Not Applicable
Department: Planning			Initials	Date
Department Head: Dan Gibson		Asst. City Manager		
Dept. Signature: <i>Dan Gibson</i>		City Manager	<i>SM</i>	<i>1/30/19</i>
Agenda Coordinator/Contact (include phone #): Dan Gibson 398-3461, x236				
ACTION REQUESTED: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input type="checkbox"/> CHANGE ORDER <input type="checkbox"/> AGREEMENT <input type="checkbox"/> APPROVAL OF BID <input type="checkbox"/> AWARD OF CONTRACT <input checked="" type="checkbox"/> OTHER <input type="checkbox"/> NONE				
CAPTION				
Discussion and/or action regarding an update on the status of the new City branding effort.				
FINANCIAL SUMMARY				
<input checked="" type="checkbox"/> N/A <input type="checkbox"/> GRANT FUNDS <input type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP <input type="checkbox"/> BUDGETED <input type="checkbox"/> NON-BUDGETED				
SUMMARY OF ITEM				
<p>The Council met with the Branding and Wayfinding Committee in a workshop on December 11. After considerable discussion, it was agreed that a graphic logo was not necessary at this time, but that a unique word-mark with a motto or tag-line would be sufficient for the new City brand. On December 18, the Council voted to disband the original Branding and Wayfinding Committee, but it was understood that several former members would continue to work together and propose a wordmark and motto, without a graphic figure for the new logo, in time for the January 15th City Council meeting. Very little new information was provided for the January 15th meeting, but it was agreed that the mayor and two council members would meet with representatives of the former committee to reach a consensus on one or more alternative brands for the Council to consider at this meeting. However, nothing has been submitted as of the date of this agenda packet. Should such material be received after the agenda packet is sent, it will be forwarded to the Council separately or presented at the meeting on Tuesday.</p>				
STAFF RECOMMENDATION				
This item is on the agenda as a follow-up to the previous meetings. We have no specific recommendation at this time.				
List of Supporting Documents:		Other Board or Commission Recommendation:		
None.		None.		

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LIST OF BOARD/COMMISSION VACANCIES

Updated: January 17, 2019

Board Name	Reappointments/Vacancies	Council member
Board of Adjustment	Nic Irwin moved to Lockhart Economic Development Corp.	Any Councilmember

APPLICATIONS RECEIVED TO BE ON A BOARD/COMMISSION

APPLICANT	BOARD REQUESTED	DATE RECEIVED	RESIDENCE DISTRICT
Suzy Falgout	Construction Board Historic Preservation Commission Parks & Recreation Any other Board where needed	08/20/2018	Currently resides outside city limits. Is renovating future residence on Commerce St.

<p>The following are NOTES regarding appointments to several boards that have certain criteria that should be met, such as qualifications or number to serve on the board. Boards that are not listed below have a seven member board and are open to any citizen without qualifications.</p>	
<p>NOTES: AIRPORT ADVISORY BOARD</p>	<p>Sec. 4-26. Membership; appointments. The Lockhart Airport Advisory Board shall be composed of seven members to be appointed in accordance with section 2-210. At least five members must currently be or have been flight rated, and two members may be appointed as at-large members. Members shall serve three-year terms, such terms coinciding with the council position making the appointment</p> <p>Sec. 4-28. Eligibility for board membership. No person having a financial interest in any commercial carrier by air, or in any concession, right or privilege to conduct any business or render any service for compensation upon the premises of the Lockhart Municipal Airport shall be eligible for membership on the Lockhart Airport Advisory Board.</p> <p>Sec. 4-32. Limitations of authority. The Lockhart Municipal Airport Advisory Board shall not have authority to incur or create any debt in connection with airport operations; nor shall the board be empowered to enter into any contract, leases, or other legal obligations binding upon the City of Lockhart; nor shall the board have authority to hire airport personnel or direct airport personnel in the execution of their duties.</p>
<p>NOTES: CONSTRUCTION BOARD APPOINTMENTS</p>	<p><i>Section B101.4, Board Decision,</i> is amended to read as follows: The construction board of adjustments and appeals shall have the power, as further defined in Appendix B, to hear appeals of decisions and interpretations of the building official and consider variances of the technical codes, and to conduct hearings on determinations of the building official regarding unsafe or dangerous buildings, structures and/or service systems, and to issue orders in accordance with the procedures beginning with section 12-442 of this Code [of Ordinances].</p> <p><i>Section B101.2, Membership of Board,</i> is amended to read as follows: Each District Council member and the Mayor shall appoint one member to the Construction Board of Appeals making it a five (5) member board and each Councilmember at Large shall appoint an alternate. The term of office of the board members shall be three (3) years, such terms coinciding with the council position making the appointment. The two (2) alternates shall also serve the term coinciding with the council position making the appointments. Vacancies shall be filled for an unexpired term in the manner in which the original appointments are required to be made. Board members shall consist of members who are qualified by experience and/or training to pass on matters pertaining to building construction and are not employees of the City of Lockhart.</p>
<p>NOTES: ELECTRIC BOARD APPOINTMENTS</p>	<p>Sec. 12-132. Members. (a) Appointments to the examining and supervisory board of electricians and appeals shall conform to section 2-210 except that the board shall consist of five persons with one being appointed by each district council member and one by the mayor. Each member shall serve three-year terms with such terms to coincide with the council position making the appointment. (b) Each board member shall reside within the county and such board shall include one member who shall be a building contractor; one layman, two members shall be master electricians who are currently licensed by the city; and one member shall be either a building contractor or master electrician licensed by the city. There shall be two ex-officio members, one who shall be the city electrical inspector, and one shall be the fire marshal.</p> <p>Sec. 12-133. Officers and quorum. The members of the examining and supervising board of electricians and appeals shall select a chairman and secretary. A quorum shall consist of three members.</p>
<p>NOTES: HISTORIC PRESERVATION COMMISSION</p>	<p>Sec. 28-3. Historical preservation commission. (b) The commission shall consist of seven members, appointed by the city council in accordance with section 2-210, who shall whenever possible meet one or more of the following qualities: (1) A registered architect, planner or representative of a design profession, (2) A registered professional engineer in the State of Texas, (3) A member of a nonprofit historical organization of Caldwell County, (4) A local licensed real estate broker or member of the financial community, (5) An owner of an historic landmark residential building, (6) An owner or tenant of a business property that is an historic landmark or in an historic district, (7) A member of the Caldwell County Historical Commission.</p>
<p>NOTES: PARKS ADVISORY BOARD</p>	<p>Sec. 40-133. Members. (a) The board shall consist of seven members appointed in accordance with section 2-210 to serve three years terms, such terms to coincide with the council position making the appointment and two alternates shall also be appointed by the mayor and mayor pro-tem, one each. The two alternates shall also serve the term coinciding with the council position making the appointments. Vacancies shall be filled for an unexpired term in the manner in which the original appointments are required to be made. (Ordinance 06-08, adopted February 7, 2006)</p>

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Sec. 2-209. - Rules for appointment

The city council hereby sets the following rules:

- (1) Except as may be established by existing city ordinances/resolutions the process for selecting members shall be open to all Lockhart citizens, who must apply for appointment, to include those applying for reappointment. Reappointment shall not be deemed automatic.
- (2) Council shall seek to appoint the most qualified or best persons available, while also respecting the need for diverse community opinions.
- (3) No member of any appointed body shall serve on more than one quasi-judicial or advisory board or commission.
- (4) No appointed body shall deviate from its charge, deliberate items not on its agendas, or speak for the council or City of Lockhart without council authorization.
- (5) Subject to other qualifications as specifically required for membership on the below boards and commissions, the city council shall have the right (but not the duty) to appoint up to two members who are not Lockhart citizens but who are residents of Caldwell County to the Lockhart Airport Advisory Board, the Eugene Clark Library Board, and the construction board of appeals.
- (6) Subject to other qualifications as specifically required for membership on the below boards and commissions, the city council shall have the right (but not the duty) to appoint up to two members who are not Lockhart citizens but who are residents of Caldwell County, to the Lockhart Airport Advisory Board, the Eugene Clark Library Board, and the construction board of appeals.

Section 2-210. Method of selection; number of members; terms.

- (a) The mayor and city councilmembers shall nominate individuals to serve on boards and commissions. Each nomination shall then be confirmed by a simple majority of the entire city council.
- (b) Except as provided herein, there shall be seven members appointed to each board or commission corresponding with the seven members or places of the city council. Each city councilmember, except as provided herein, shall nominate a qualified person to serve in a place on an appointed body corresponding to their place on the council. At-large councilmembers shall be designated as places 5 and 6, and the mayor's position as place 7, for the purpose of this section. Nominations shall be made to fill vacant positions and/or positions whose terms have expired within 90 days of the event, such as a resignation or an election. Should any city councilmember fail to name an appointee to one of his/her corresponding places on any body within the above described 90 days, another councilmember shall then have the privilege to nominate a person to fill that same position, as described in subsection (a). However, once that position becomes vacant again for any reason, the appointment shall revert to the place corresponding with the original city council seat/place number for nominations.
- (c) Beginning with the election in May, 1998, the council shall nominate and confirm four members to serve in places 1, 2, 5, 6 on each board and commission in accordance with subsections (a) and (b) above, and with the standards set in Ordinance Number 97-09, Governance Policies. With the election of May, 1999, the remaining three places shall be filled following the same procedure as above.
- (d) Terms of service on appointed bodies shall be the same three-year terms as the councilmember who nominates a person to serve. However, a person may be appointed to complete the unexpired term of a vacant position, due to a resignation, for example.
- (e) When a person has completed a term, or terms, of service and will be vacating a place, that person may continue to serve until a replacement is nominated and confirmed by the city council.
- (f) At the discretion of the majority of the city council, one Caldwell County resident who is also an owner of real property within any local historic district may be appointed as a full member to the historical preservation commission.
- (g) Exceptions to the above regulations shall be all volunteer/special purpose/ad hoc committees appointed from time to time by the city council and the zoning board of adjustments, whose members shall serve two-year terms in accordance with V.T.C.A., Local Government Code § 211.008. All other provisions of this section, and ordinance number 97-09 which do not conflict with the chapters establishing these bodies shall be applicable.

Sec. 2-212. Removal and resignation of members.

- (a) All board, commission and committee members serve at the pleasure of the city council and may be removed from office with or without cause at the discretion of the city council.
- (b) Board, commission and committee members may resign from office at any time by filing a written resignation, dated and signed by the member, with the City Secretary. Such resignation shall take effect upon receipt by the City Secretary without further action by the city council. If the city council appoints a new member to replace the resigned member, the new member shall be appointed to serve out the remainder of the resigned member's term.

NOTES:
ORDINANCE
RE: ALL
BOARD,
COMMISSION
APPOINTMENTS

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<p>NOTES: PARKS MASTER PLAN STEERING COMMITTEE (Est. 09/05/2017)</p>	<p>Committee to have 8-10 members as follows:</p> <ul style="list-style-type: none"> • Councilmembers • City staff • Two Parks Advisory Board members • Business owners • Civic Organization members <p>Committee will assist Burditt Consultants to perform tasks outlined in the Parks Master Plan.</p>
<p>NOTES: AD-HOC COMMITTEE – ST. PAUL UNITED CHURCH OF CHRIST PROPERTY (Est. 09/05/2017)</p>	<p>Committee will consist of at least one appointment from Mayor and each Councilmember.</p> <p>The Committee will make recommendations to the Council about the use of the property at 728 S. Main.</p>
<p>WAYFINDING SIGNAGE AND COMMUNITY BRANDING AD-HOC (Est. 01/02/2018)</p>	<p>Committee will assist City Planner/Development Services with wayfinding signage and community branding tasks.</p> <p>Committee will consist of up to five members appointed by the Council.</p>

COUNCILMEMBER BOARD/COMMISSION APPOINTMENTS

Councilmember	Board/Commission	Appointee	Date Appointed
Mayor – Lew White	Airport Board	John Hinnekamp	12/19/17
	Board of Adjustment	Mike Annas	12/19/17
	Construction Board	Ralph Gerald	12/19/17
	Ec Dev. Revolving Loan	Barbara Gilmer	12/19/17
	Ec Dev. Corp. ½ Cent Sales Tax	Alan Fielder, Vice-Chair	12/19/17
	Electric Board	Joe Colley, Chair	12/19/17
	Historical Preservation	John Lairsen	12/19/17
	Library Board	Stephanie Riggins	12/19/17
	Parks and Recreation	Albert Villalpando, Chair	12/19/17
	Planning & Zoning	Paul Rodriguez	12/19/17
	ETJ Rep-Impact Fee Adv Comm	Larry Metzler	12/19/17
	District 1 – Juan Mendoza	Airport Board	Larry Burrier
Board of Adjustment		Lori Rangel	03/07/17
Construction Board		Mike Votee	03/07/17
Eco Dev. Revolving Loan		Ryan Lozano	03/07/17
Eco Dev. Corp, ½ Cent Sales Tax		Dyral Thomas	03/07/17
Electric Board		Thomas Herrera	03/07/17
Historical Preservation		Victor Corpus	03/07/17
Library Board		Shirley Williams	03/07/17
Parks and Recreation		Linda Thompson-Bennett	03/07/17
Planning & Zoning		Marcos Villalobos	03/07/17
District 2– John Castillo	Airport Board	Reed Coats	03/07/17
	Board of Adjustment	Juan Juarez	03/07/17
	Construction Board	Oscar Torres	05/15/18
	EcoDev. Revolving Loan	Rudy Ruiz	03/07/17
	Eco Dev. Corp. ½ Cent Sales Tax	Umesh Patel	08/09/18
	Electric Board	James Briceno	03/07/17
	Historical Preservation	Ron Faulstich	03/07/17
	Library Board	Donnie Wilson	03/07/17
	Parks and Recreation	James Torres	03/07/17
		Rob Ortiz, Alternate	03/07/17
	Planning & Zoning	Manuel Oliva	03/07/17

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COUNCILMEMBER BOARD/COMMISSION APPOINTMENTS

District 3 – Kara McGregor	Airport Board Board of Adjustment Construction Board Eco Dev. Revolving Loan Eco Dev. Corp. ½ Cent Sales Tax Electric Board Historical Preservation Library Board Parks and Recreation Planning & Zoning	Ray Chandler Anne Clark, Vice-Chair Kirk Smith (Alternate) Jerry West, Vice-Chair Lew White, Chair Nic Irwin Thomas Stephens Ronda Reagan Jean Clark Fox, Chair Warren Burnett Philip McBride, Chair	02/06/18 12/19/17 12/05/17 01/02/18 12/19/17 12/05/17 12/19/17 12/19/17 12/19/17 12/05/17 12/19/17
District 4 - Jeffry Michelson	Airport Board Board of Adjustment Construction Board Eco Dev. Revolving Loan Eco Dev. Corp. ½ Cent Sales Tax Electric Board Historical Preservation Library Board Parks and Recreation Planning & Zoning	Mark Brown, Vice-Chair Wayne Reeder Rick Winnett Frank Coggins Morris Alexander Ian Stowe Kathy McCormick Donaly Brice Russell Wheeler Rick Arnic	03/07/17 12/05/17 12/05/17 12/05/17 12/05/17 03/06/18 12/05/17 12/05/17 12/05/17 12/05/17 01/15/19
Mayor Pro-Tem (At-Large) – Angie Gonzales-Sanchez	Airport Board Board of Adjustment Construction Board Eco Dev. Revolving Loan Eco Dev. Corp. ½ Cent Sales Tax Historical Preservation Library Board Parks and Recreation Planning & Zoning	Andrew Reyes Laura Cline, Chair Paul Martinez Irene Yanez Alfredo Munoz Juan Alvarez, Jr. Jodi King Chris Schexnayder Philip Ruiz, Vice-Chair	03/07/17 03/07/17 03/07/17 03/07/17 06/06/17 03/07/17 03/07/17 03/07/17 03/07/17

COUNCILMEMBER BOARD/COMMISSION APPOINTMENTS

At-Large - Brad Westmoreland	Airport Board Board of Adjustment Construction Board (Alternate) Eco Dev. Revolving Loan Eco Dev. Corp. ½ Cent Sales Tax Historical Preservation Library Board Parks and Recreation Planning & Zoning	Jayson “Tex” Cordova Severo Castillo Gary Shafer Edward Strayer Frank Estrada Richard Thomson Rebecca Lockhart Dennis Placke Christina Black	03/07/17 03/07/17 03/07/17 03/07/17 03/07/17 11/21/17 03/07/17 03/07/17 03/07/17
	Charter Review Commission (Five member commission) Term – 24 months after appointment	Ray Sanders Bill Hernandez Roland Velvin Elizabeth Raxter Alan Fielder	03/01/16 – Michelson 03/01/16 – Michelson 03/01/16 – Michelson 03/01/16 – Hilburn 03/15/16 – Hilburn
	Sign Review Committee (no longer meeting)	Gabe Medina Neto Madrigal Terry Black Kenneth Sneed Johnny Barron, Jr. Tim Clark	03/17/15 - Mayor Pro-Tem Sanchez 04/21/15 – Councilmember Mendoza 12/19/17– Councilmember McGregor 03/17/15 – Mayor White 03/17/15 – Councilmember Castillo 03/17/15– Councilmember Michelson
	Parks Master Plan Steering Committee (8-10 members)	Albert Villalapando Dennis Placke Nita McBride Rebecca Pulliam Bernie Rangel Derrick David Bryant Beverly Anderson Carl Ohlendorf Beverly Hill	09/05/17 – Parks Bd appointee 09/05/17 – Parks Bd appointee 12/05/17– McGregor 09/19/17– Michelson 09/19/17 – Castillo 09/19/17 - Sanchez 09/19/17 - Mendoza 09/19/17 – Westmoreland 09/19/17 – Mayor White

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COUNCILMEMBER BOARD/COMMISSION APPOINTMENTS

	Church Property Ad-hoc Committee (7 members)	Amelia Smith Jackie Westmoreland Todd Blomerth Andy Govea Terry Black Jane Brown Raymond DeLeon Dyral Thomas	09/05/17 – Westmoreland 09/05/17 – Westmoreland 09/05/17 – Mayor White 09/1917 – Sanchez 12/19/17 – McGregor 09/19/17 – Michelson 09/20/17 – Castillo 09/22/17 – Mendoza
	Wayfinding Signage and Community Branding Ad-Hoc Committee (5 members)	Kara McGregor Roy Watson Chris St. Leger Taylor Burge Christie Pruitt–Lockhart Chamber Laura Rivera-Hispanic Chamber Vanessa Fischer Kate Collins Katie Westmoreland Mills	01/02/2018 01/02/2018 01/02/2018 02/06/2018 02/08/2018 02/09/2018 02/09/2018 (ex-officio) 02/06/2018 (ex-officio) 02/06/2018 (ex-officio)

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CITY COUNCIL FY 18-19 GOALS (FINAL COMBINED)

PRIORITY ORDER

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

CITY COUNCIL FY 18-19 GOALS (FINAL COMBINED)

PRIORITY ORDER

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



CITY COUNCIL FY 18-19 GOALS

Category Order and Comments by City Manager

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

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

CM INITIALS	PRIORITY #	GOALS IDENTIFIED BY COUNCIL FOR FY 18-19: SORTED BY CATEGORY FINAL LIST BY COUNCIL PRIORITIZED BY CATEGORY: SUBMIT TO CITY MGR BY MARCH 1 PLEASE	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	SORTED BY CATEGORY
		Infrastructure: Continue City Infrastructure: Drainage, Street Repairs, Completion of Curbing, Brighter Lighting in Neighborhoods	GF	Infrastructure
		Angled parking for N Main and N Commerce Streets (change during downtown project)	In-House	Parking Downtown
		Parking around and surrounding the square. Issues with larger vehicles parked in areas that are narrow and that make it hard to see oncoming traffic. Our city is growing and we have been very fortunate with our parking however, it is a concern especially when you have the bigger and wider trucks that are parked in an area that is for a moderate size car. It becomes a hazard and a blind spot when trying to reverse out of the parking space and a blind spot for any and all pedestrians.	GF	Parking Downtown
		Continue to work on City Park improvements	Gen Fund	Parks
		Revive all City parks	Grants	Parks
		Work with LISD to establish a community recreation center at Adams Gym, perhaps under Parks (PUBLIC HEALTH/PARKS)	General Fund/Parks & Rec	Parks
		Add 3 positions to the Parks Department, to help facilitate other improvements (PARKS)	General Fund/Parks & Rec	Parks
		Park improvements - consider medium to long range Town branch development	GF	Parks
		Develop a dog park as part of the Stueve Lane Monte Vista Tract (PARKS/ANIMAL SHELTER/PUBLIC HEALTH)	General Fund/Parks & Rec	Parks
		Parks Improvemens: Purchase and update the park equipment to provide safe and fun filled parks for all to use.	GF	Parks
		Start Planning for 2040 plan	GF	Planning
		Police	GF	Police
		Continued Police Community committee involvement, neighborhood watch, gang awareness	GF	Police
		Work with Police Department to bring back drug enforcement program	Gen Fund	Police
		Get back to Neighborhood Townhall Meetings	GF	Police
		Police Task Force: Budget extra funds for a Police Task Force, a Narcotics Officer and a Mental Health Officer to address any drug and gang related problems and mental issues our city is being faced not only on the East side of our city but citywide. Budget for updated training for our police officers. There is alot of training that is free but alot additional money for registration fees and course material. I am grateful that the Police Department did invest in our Drug Dog and is being utilized by the school as well.	GF	Police
		High School cadet programs for police, fire, EMS	GF	Police/Fire
		Public relations position to deal with social media	GF	Public Relations
		Get the word out about Lockhart (promoting, hiring a Public Relations person)	Gen Fund	Public Relations
		Sidewalk repair and expansion	GF	Sidewalks
		Signage in Lockhart (highway, downtown, and toll road)	Gen Fund	Signage
		Wayfinding, branding - develop new entry sign and city property markers	GF	Signage
		Move Forward with St Paul property project	In-House	St Paul Gift
		Develop an oral history project to support a future "Walking Tour" app for Lockhart (ECONOMIC DEV/DOWNTOWN)	General Fund/Fundraising	Tourism
		More Events to Attract Tourism in Lockhart and Include Way Finding Signage (Hotels and Restaurants). Added events, especially the events that are free to the public do very well for the city as well as for the businesses and tourism. I welcome new events to the city but need to be selective in the events that we do host.	GF	Tourism
		Create a Good Neighbor program (Lockhart Utility Customers can add an additional amount to utility bill to help others)	GF	Utility Customers

CM INITIALS	PRIORITY #	GOALS IDENTIFIED BY COUNCIL FOR FY 18-19: SORTED BY CATEGORY FINAL LIST BY COUNCIL PRIORITIZED BY CATEGORY: SUBMIT TO CITY MGR BY MARCH 1 PLEASE	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	SORTED BY CATEGORY
		Access to Municipal Court for Utility Payments	In-House	Utility Customers
		Free public wifi on the square as part of the redevelopment on the North side (ECONOMIC DEV/DOWNTOWN)	CAPCOG Grant?	Wifi
		Free public wifi on the square as part of the redevelopment on the North side	GF	Wifi

CM INITIALS	PRIORITY #	GOALS IDENTIFIED BY COUNCIL FOR FY 18-19: SORTED BY CATEGORY	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	SORTED BY CATEGORY	CITY MANAGER COMMENTS
BW	7	Improve communication between City and Chamber of Commerce	In-House	Chamber	City Staff works together with Chambers on all their events by being a co-sponsor with many in-kind services. Robert Tobias attends their meetings and periodically makes presentations about Economic Development issues.
JC	4	City Facilities	GF	City Bldgs	Budget for roofs and major repairs
JEFF M	5	Refurbish City Hall inside (making it more inviting)	Gen Fund	City Bldgs	Working on it; repairs to ceiling in progress, restrooms to be refurbished and replace signage with more informative directions.
JEFF M	7	Prepare Fire Station 3 (so we can have main station remodeled)	Gen Fund	City Bldgs	New plans will be prepared working with new Chief who has different ideas than the previous Chief
AGS	1	Hire A City Manager. Hire a City Manager that is Well Rounded and Experienced and Will Help our City to Continue to Grow for the right and positive reasons. To hire a City Manager that will allow our Department Heads to Grow and Improve Our Departments with their recommended suggestions not only from our department heads but from our employees. Working Smarter not Harder.	GF	City Manager	I concur. The current City Mgr has rode back of garbage trucks, climbed electrical poles, worked water/sewer/asphalt/concrete projects, and has been a utility collections clerk, and during these experiences learned the value of suggestions for charge that comes from employees in such positions. All department heads/supervisors are encouraged to listen to employees who have constructive ideas that would benefit in performing assigned tasks. City Mgr has also learned there are employees who keep there hands in their pockets and talk while everyone else is working and these are the same ones who are often found to be dishonest in their paperwork, sleep on the job, and have a poor attendance record.
BW	1	More code enforcement of codes directed at unsightly properties	In-House	Code Enforc	Will continue to address as complaints come in and as found during investigation outings.
LW	8	Continue demo of unsafe structures and pursue liens aggressively	GF	Code Enforc	Will continue to address and City Attorney exploring process to recover demolition costs
AGS	11	Convention Center. Our city is growing and there are too many events, programs and conferences that are going to other surrounding areas to have these events and those surrounding area businesses are benefitting and money is being spent in those areas instead on money being spent in our city. Granted, we do have meeting facilities in our city but these meeting facilities do not accommodate the number of people for the above events that have been mentioned.	GF	Convention Center	HOT funds and/or Bond Issue. Maintenance funds will be a minimum of \$150,000 annually not including director's salary, utilities, and insurance.
LW	9	Downtown improvements-lighting, pedestrian safety, south plaza idea? Sculpture? Sidewalk mosaics?	GF	Downtown	CAPCOG/CO project will address
LW	1	Economic development, creating and retaining jobs, grocery campaign	general fund, LEDC	Econo Devl	Robert Tobias working with several companies now
JC	2	Economic Development	GF	Econo Devl	See above

CM INITIALS	PRIORITY #	GOALS IDENTIFIED BY COUNCIL FOR FY 18-19: SORTED BY CATEGORY	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	SORTED BY CATEGORY	CITY MANAGER COMMENTS
JEFF M	3	Expand economic development (by helping to spread the word & being more involved)	Gen Fund	Econo Devl	Robert Tobias is involved with the San Marcos Partnership, local chambers, and with downtown businesses on a regular basis. Leads from the Governor's office and the Austin Chamber are also pursued as applicable.
AGS	4	Economic Development: Recruit more businesses especially retail and continue efforts; contact existing and vacant building owners to see if they are willing to work with the City of Lockhart to bring retail businesses and specialty shops, as well as industrial. Purchase buildings and land when on the market for possible new businesses for the city. Art Galleries and Music Venues have increased within our downtown area and though many not appreciate these type of business and or venues, it is good for our downtown and its livelihood. Let's work on getting more of the specialty shops and boutiques in or around the square.	GF	Econo Devl	The problem is that many of the property owners downtown do not have the funds to customize their buildings to support specialty shops which most the time are not willing to spend money on a building. Rob Tobias is exploring ways to address this issue.
JUAN M	1	Pay raise across the board	GF	Employees	Estimated Costs Including Benefits: For each 1% for non-civil service= \$52,000 For each 1% for civil service = \$28,000
AGS	2	All Department Heads to Budget Salary Increases for all City Employees.	GF	Employees	See above
JC	5	Wellness for employees	GF	Employees	City provides good health insurance (\$586 per month each) with wellness plans for employees; many Cities have stopped this benefit and only provide a stipend for insurance.
AGS	9	Employee: Possible additional Employee Holiday Time Off-Alternating System. Even though this has been discussed and the reasons for why it cannot be done, I would like to see a time off alternating system, especially during the holidays. I did appreciate that the city employees were allowed to stay home during our icy, sleet and snow days. The safety of our employees is very important.	GF	Employees	City employees with vacation leave and holiday time are off 23 days a year with pay which is more than a month of work days. The only holidays not given that we found are Columbus Day and Texas Independence Day. Employee safety is very important, however, some employees must come in to make conditions safe for residents and to respond to emergency conditions and that responsibility belongs to each department head who determines based on staff levels and skills time off during holiday times.
AGS	6	Subdivision development to attract more businesses to Lockhart. Increase the number of homes, apartments, housing. Our city is growing with new citizens wanting to make Lockhart their home but due to the number of housing available, they wait and or possibly lose interest.	GF	Housing	6 housing projects in place at different phases. City Manager recommended incentives to builders three years ago which Council approved and during the time it was in place it produced more housing. As a result, more engineering of subdivisions has begun.
JC	1	Infrastructure	GF	Infrastructure	\$400,000 or more yearly needed for streets
LW	2	Infrastructure improvement- uncurbed streets, street rehab	GF	Infrastructure	See above. It will take a major bond issue to address all streets that do not have curbs.
BW	3	Improve Streets (repairs)	In-House	Infrastructure	See above.

CM INITIALS	PRIORITY #	GOALS IDENTIFIED BY COUNCIL FOR FY 18-19: SORTED BY CATEGORY	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	SORTED BY CATEGORY	CITY MANAGER COMMENTS
AGS	3	Infrastructure: Continue City Infrastructure: Drainage, Street Repairs, Completion of Curbing, Brighter Lighting in Neighborhoods	GF	Infrastructure	For streets please see above. Brighter lighting is always a challenge in a city with so many trees. Lockhart still must comply with Senate Bill 5 which regulates power usage. Several cities have passed an ordinance that does not allow for the planting of trees within 15' of the right of way to improve lighting of streets and reduce tree trimming around power lines.
BW	4	Angled parking for N Main and N Commerce Streets (change during downtown project)	Ja-House	Parking Downtown	Scheduled with downtown improvements. Should also consider making 100 Blocks of N Main and N Commerce one-way and possibly consider other blocks downtown especially north/south streets.
AGS	10	Parking around and surrounding the square. Issues with larger vehicles parked in areas that are narrow and that make it hard to see oncoming traffic. Our city is growing and we have been very fortunate with our parking however, it is a concern especially when you have the bigger and wider trucks that are parked in an area that is for a moderate size car. It becomes a hazard and a blind spot when trying to reverse out of the parking space and a blind spot for any and all pedestrians.	GF	Parking Downtown	Scheduled with downtown improvements
JEFF M	2	Continue to work on City Park improvements	Gen Fund	Parks	Master Plan near complete
BW	2	Revive all City parks	Grants	Parks	Master Plan near complete
KM	2	Work with LISD to establish a community recreation center at Adams Gym, perhaps under Parks (PUBLIC HEALTH/PARKS)	General Fund/Parks & Rec	Parks	Mayor is visiting with LISD about this
KM	3	Add 3 positions to the Parks Department, to help facilitate other improvements (PARKS)	General Fund/Parks & Rec	Parks	Approx. \$100,000 to budget not including equipment and vehicles
LW	3	Park improvements - consider medium to long range Town branch development	GF	Parks	Bond issue needed
KM	4	Develop a dog park as part of the Stueve Lane Monte Vista Tract (PARKS/ANIMAL SHELTER/PUBLIC HEALTH)	General Fund/Parks & Rec	Parks	Estimate on this property is \$ 25000 using used fencing. Maintenance and insurance are also cost factors
AGS	8	Parks Improvements: Purchase and update the park equipment to provide safe and fun filled parks for all to use.	GF	Parks	Master Plan near complete
JUAN M	3	Start Planning for 2040 plan	GF	Planning	Needs to be done
JC	3	Police	GF	Police	Chief Pedraza is working on these issues. Recently issued update that was sent to Council.
LW	4	Continued Police Community committee involvement, neighborhood watch, gang awareness	GF	Police	See above
JEFF M	4	Work with Police Department to bring back drug enforcement program	Gen Fund	Police	See above
JUAN M	5	Get back to Neighborhood Townhall Meetings	GF	Police	Will get with Chief about this

CM INITIALS	PRIORITY #	GOALS IDENTIFIED BY COUNCIL FOR FY 18-19: SORTED BY CATEGORY	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	SORTED BY CATEGORY	CITY MANAGER COMMENTS
AGS	5	Police Task Force: Budget extra funds for a Police Task Force, a Narcotics Officer and a Mental Health Officer to address any drug and gang related problems and mental issues our city is being faced not only on the East side of our city but citywide. Budget for updated training for our police officers. There is a lot of training that is free but a lot additional money for registration fees and course material. I am grateful that the Police Department did invest in our Drug Dog and is being utilized by the school as well.	GF	Police	Chief Pedraza reports that Lockhart has two certified mental health officers, and he feels there is sufficient funding for training. He also reports that a new Narcotics Officer would cost about \$90,000 for salary/benefits, training, a vehicle, and all required equipment.
LW	10	High School cadet programs for police, fire, EMS	GF	Police/Fire	Will visit with department heads again about this
LW	6	Public relations position to deal with social media	GF	Public Relations	Position would cost with benefits about \$45,000 annually and would need more tasks to perform.
JEFF M	6	Public relations position to deal with social media	GF	Public Relations	See above
LW	7	Sidewalk repair and expansion	GF	Sidewalks	Costs average about \$25 per linear foot
JEFF M	1	Signage in Lockhart (highway, downtown, and toll road)	Gen Fund	Signage	Wayfinding and Branding Committee in place
LW	5	Wayfinding, branding - develop new entry sign and city property markers	GF	Signage	See above
BW	5	Move Forward with St Paul property project	In-House General	St Paul Gift	Working on costs associated with this projects which involve asbestos/lead paint survey and possible abatement, ADA restrooms, ADA entry ramp, kitchen changes, and other repairs.
KM	5	Develop an oral history project to support a future "Walking Tour" app for Lockhart	Fund/Fundraising	Tourism	Could be part of the Wayfinding and Branding Committee tasks
AGS	7	More Events to Attract Tourism in Lockhart and Include Way Finding Signage (Hotels and Restaurants). Added events, especially the events that are free to the public do very well for the city as well as for the businesses and tourism. I welcome new events to the city but need to be selective in the events that we do host.	GF	Tourism	Chambers receive HOT funds for tourism and City co-sponsors events that contribute to tourism.
JUAN M	4	Create a Good Neighbor program (Lockhart Utility Customers can add an additional amount to utility bill to help others)	GF	Utility Customers	Have pursued this in the past. Requires a Board or Committee that is willing to take on the tasks of selecting who and how much help can be provided to customers. Some Cities allocate the funds to existing organization that is willing to take on the project.
BW	6	Access to Municipal Court for Utility Payments	In-House	Utility Customers	Working to this; advertisements and office training needed.
KM	1	Free public Wi-Fi on the square as part of the redevelopment on the North side (ECONOMIC DEV/DOWNTOWN)	CAPCOG Grant?	Wi-Fi	County judge had indicated to Mayor that the County could do this.
JUAN M	2	Free public wifi on the square as part of the redevelopment on the North side	GF	Wifi	See Above

LOCKHART CITY COUNCIL FY 17-18 GOALS				
Category and Priority Order				
COUNCIL MEMBER	PRIORITY	GOALS IDENTIFIED BY COUNCIL FOR FY 17-18 (as submitted by Councilmembers)	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	CATEGORY
BH	3	Continue Improving City Cemetery	with GF Expiring debt saving and/or Cemetery Tax	CEMETERY
Jeff M	2	Refurbish City Hall in the inside (to make more inviting to the public) as well as doing some landscaping outside	General Fund	CITY BLDGS
BW	3	Spruce up and clean up City properties		CITY BLDGS
BH	4	Improve City Facilities Appearance		CITY BLDGS
JC	4	City Facilities		CITY BLDGS
AGS	10	Convention Center		CONVENTION CTR
JC	2	Crime		CRIME
AGS	4	Police Task Force: Budget extra funds for a Police Task Force, a Narcotics Officer and a Mental Health Officer to address any drug and gang related problems and mental issues our city is being faced not only on the East side of our city but citywide. Budget for updated training for our police officers. There is alot of training that is free but alot additional money for registration fees and course material.		CRIME
Jeff M	4	Work with Police Department to bring back drug enforcement program		CRIME
LW	8	Fund for helping utility customers in need	???	CUSTOMER SERV
BW	2	Continue to change angle parking downtown: 200 Blk S Main, 100 Blk N Main, 100 Blk N Commerce, 200 Blk E Market; little time and expense invovled	??	DOWNTOWN
LW	2	Downtown improvements,bathrooms, electric, pedestrian safety, beautification, wifi, lighting		DOWNTOWN
AGS	9	Parking around and surrounding the square. Issues with larger vehicles parked in areas that are narrow and that make it hard to see oncoming traffic		DOWNTOWN
LW	1	Expanding economic development department, budget, office, staff?, marketing	General fund, LEDC	ECCONOMIC DEV
AGS	3	Economic Development: Recurit more businesses especailly retail and continue efforts; contact existing and vacant building owners to see if they are willing to work with the City of Lockhart to bring retail businesses and speciality shops, as well as industrial. Purchase buildings and land when on the market for possible new businesses for the city.		ECCONOMIC DEV
JC	3	Economic Development		ECCONOMIC DEV
AGS	5	Subdivision development to attract more businesses to Lockhart.		ECCONOMIC DEV
JM	5	Set up meetings with developers for more retail space shopping centers along US 183		ECCONOMIC DEV

LOCKHART CITY COUNCIL FY 17-18 GOALS				
Category and Priority Order				
COUNCIL MEMBER	PRIORITY	GOALS IDENTIFIED BY COUNCIL FOR FY 17-18 (as submitted by Councilmembers)	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	CATEGORY
AGS	6	More Events to Attract Tourism in Lockhart and Include Way Finding Signage (Hotels and Restaurants)		ECONOMIC DEV
AGS	1	All Department Heads to Budget Salary Increases for all City Employees.		EMPLOYEES
JM	1	City Employee Raises		EMPLOYEES
JM	2	House or fund gym membership/space (weight rm) in Senior Center area (cardio machine) for City employees		EMPLOYEES
AGS	8	Employee: Possible additional Employee Holiday Time Off-Alternating System. Even though this has been discussed and the reasons for why it cannot be done, I would like to see a time off alternating system, especailly during the holidays.		EMPLOYEES
BW	1	ENFORCE ordinances that pertain to unsightly properties all over town		ENFORCEMENT
Jeff M	1	Enforce city ordinance regarding residential property		ENFORCEMENT
Jeff M	3	Continue to work on City Park improvements		PARKS
JM	3	Do inventory of City properties to idenify areas for pocket parks	LEDC funds	PARKS
LW	3	Park improvements	General fund	PARKS
BH	5	Parks Improvements	General Fund	PARKS
JC	5	Parks		PARKS
AGS	7	Parks Improvemens: Purchase and update the park equipment to provide safe and fun filled parks for all to use.		PARKS
LW	7	Town branch cleanup and beautification	???	PARKS
JM	4	Start process of Funding Sidewalks east of 183 connecting to the US 183 sidewalks		SIDEWALKS
LW	6	sidewalk repair and expansion	general fund bond	SIDEWALKS
BH	1	IMPLEMENT SIGNAGE IN LOCKHART	General Fund (LEDC) and/or Hotel Tax	SIGNAGE
LW	4	wayfinding, branding	general fund	SIGNAGE
LW	5	Entry signs	general fund	SIGNAGE
Jeff M	6	Signage on Highway 183 and SH130 = directing people to Lockhart		SIGNAGE
BW	4	Pursue oppportunity to move Senior Citizens' Center to St Paul United Church of Christ Property		SR CITIZENS CTR
JC	1	Roads	Grants or impact fees	STREETS/INFRAS
AGS	2	Infrastructure: Continue City Infrastructure: Drainage, Street Repairs, Completion of Curbing, Brighter Lighting in Neighborhoods		STREETS/INFRAS
BH	2	Continue improving City Streets	Increase Transportation Fund	STREETS/INFRAS
Jeff M	5	Continue to make improvements and redoing our city streets		STREETS/INFRAS

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

Priority	Council Person	Goals Submitted	City Manager Comments
1	Castillo	Infrastructure	Complete 2015 CO projects and need budget of \$250,000 per year for streets, continue water and sewer main replacements; continue electric distribution maintenance plan-get new substation on line. Replace bad water raw water mains and find additional water for the future.
1	Gonzales-Sanchez	Department Heads to Budget Salary Increases for city employees so that we can keep our current city employees.	Est Cost Per % Increase Annually: Gen Fund (Not Civil Serv) \$ 29,000; Gen Fund Civil Serv \$ 24,000; Other/Utilities: \$ 15,000- Add'l
1	Hilburn	Improve City Cemetery with GF Expiring debt saving and/or Cemetery Tax	Cemetery Tax up to 5 cents allowed by State Law. Expiring GF debt committed to Police and Fire increased pay rates. (\$132,000)
1	Mendoza	Find ways to use activity center for multi-purpose use. (basketball, volleyball). Funding source: Different companies in town	If approved by Council staff would approach local businesses
1	Michelson	Continue to improve infrastructure (drainage, street repairs) throughout the city	Complete 2015 CO and budget \$250,000 per year for street materials
1	Westmoreland	Enforce ordinances that pertain to unsightly properties all over town. Make homeowners/residents (because some may be renters) take pride in their environment. It is an eyesore to drive around town and see overgrown properties, junked cars, and stacks of trash on porches, in yards and driveways. All levels of socio-economic residents in this town have shown evidence of being disrespectful to their environment.	City has no esthetics ordinance currently. The term "unsightly" is subjective and is difficult to prove in court.
1	White	Economic Development-expanding budget to get staff qualified to help Sandra with recruitment, working with LEDC to either build Spec building or invest in more property, Main St program to relieve Sandra of a lot of those duties	Main Street Program would require another person and funding to work with local businesses while Economic Development would concentrate on new businesses and new jobs
2	Castillo	Economic Development	Need 12-15,000 sf of retail spaces with reasonable lease per sf and buildings that are 20 to 50,000 sf for industrial and manufacturing
2	Gonzales-Sanchez	Infrastructure: Continue City Infrastructure: Drainage, Street Repairs, Completion of Curbing, Brighter Lighting in Neighborhoods	Complete 2015 CO projects and need budget of \$250,000 per year for streets, continue water and sewer main replacements; continue electric distribution maintenance plan-get new substation on line. Replace bad water raw water mains and find additional water for the future. Most streets that lack curbing will need to be totally reconstructed. Brighter LED lights being experimented with since costs have come down.
2	Hilburn	Implement City Signage	Initial required funds up to \$40,000 if City Crew does the work; total cost could be more than \$70,000
2	Mendoza	New Park equipment. Funding Source: Each Councilmember responsible for a park and finding funding sources	Estimate: \$ 400,000 annually over next 4 years based on input from Parks Board Advisory Board
2	Michelson	Continue to improve ways to attract businesses to Lockhart	Need more 12-15,000 sf of retail spaces with reasonable lease per sf and buildings that are 20 to 50,000 sf for industrial and manufacturing
2	Westmoreland	Create a policy for the residency of future administrative positions to live within the Lockhart city limits. If an administrator wants to be employed by the City of Lockhart, they need to reside here. Sharing in the daily lives of our citizens seems crucial to making decisions about Lockhart. They are paid by city taxes.	It is not legal to require all department heads to live in the City limits; only the City Manager is required to do so. All non-24 emergency response employees must live within 25 minutes of City Limits
2	White	Continue street rehab	Need \$ 250,000 annually minimum for street work materials
3	Castillo	City Facilities	Not sure what this includes; can assess all departments for physical needs
3	Gonzales-Sanchez	Economic Development: Recruit more businesses especially retail and continue efforts ; contact existing and vacant bldg owners to see if they are willing to work with City to bring these small retail businesses, as well as industrial; possibly purchasing two downtown county buildings when on the market for possible new businesses in the downtown area. Stronger platform with LEDC with methods to sell Lockhart and attract businesses.	LEDC could fund another report but the company says our numbers still should be good. Costs estimated \$22,500 for updating data and recruitment. Prime softgood companies constantly want to be on Highway 183 in 12-15,000 sf and at a reasonable cost per sf plus higher traffic counts.

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

Priority	Council Person	Goals Submitted	City Manager Comments
3	Hilburn	Continue improving city streets: Increase Transportation Fund	Current transportation monthly rate is \$ 4 for residential and others; \$260,000 annual which helps fund labor and equipment, but is not sufficient for materials. Another \$250,000 for materials is needed annually.
3	Mendoza	Wi-Fi Free Zones Downtown Square. Funding source City Budget, School District, Downtown sponsors	Rough estimate is about \$12,000
3	Michelson	Refurbish City Hall	If atrium removed, add more offices estimated at \$45,000 and more outside landscaping estimated at \$ 5,000; elevator going in with improvements to restrooms and offices
3	Westmoreland	Approach interested and future businesses cordially. Stringent ordinances (and the way they are approached), scare off some businesses. Let's be friendly in a positive way.	City Mgr respectfully requests names of such businesses. He has met with 18 business representatives over past 15 months that were looking at Lockhart but did not come. Except for the non-residential exterior building esthetics ordinance, none of them indicated a problem with the current ordinances or with staff. The main problems were high land prices and the lack of "ready built retail and industrial buildings", and traffic counts were not high enough. Most thought the impact fee schedules were very reasonable compared to other cities. Will continue to work toward friendlier customer service with simplified ordinances.
3	White	Park master plan to consider park bond issue, recreation dept and staff issues	Master Plan estimate: \$ 45,000, recreation dept est at least \$ 60,000 for a recreational professional with another \$30,000 for equipment and materials
4	Castillo	Employees Wages	Est Cost Per % Increase Annually: Gen Fund (Not Civil Serv) \$ 29,000; Gen Fund Civil Serv \$ 24,000; Other/Utilities: \$ 15,000- Add'l Cost FY 16-17 due to Civil Serv Pay Plan Expansions already approved: \$ 132,000
4	Gonzales-Sanchez	Police Task Force: Budget extra funds to bring back a much needed Police Task Force to address any drug and gang related problems this city is being faced with especially on the East side of our city. Possibly ask the County to assist with funding.	Initial required funds up to \$40,000 if City Crew does the work; total cost could be more than \$70,000
4	Hilburn	Continue working on bringing industry to Lockhart: Continue supporting Ms. Mauldin	LEDC is will have sufficient funding to be more aggressive starting FY 16-17
4	Mendoza	Training Start up: Neighborhood Watch Training and Program: Police Budget	Have tried Neighborhood Watch Program in past but was not sustained because of lack of participation. Willing to try again.
4	Michelson	Improve signage on HWY 183 as well as SH130 = directing people to Lockhart	Possibly use of some of the KTB grant money
4	Westmoreland	Evaluate and/or change the degree of the angled parking along the 4 blocks off of the square. This would be: Main Street from Market to Prairie Lea Street; Main Street from San Antonio Street to Walnut Street; Commerce Street from Market Street to Prairie Lea Street, and Commerce Street from San Antonio Street to Walnut Street. These parking spaces were made before long vehicles were made! If there are cars parked on both sides of the streets, only one car can pass through at a time. Then it becomes a one lane street. I have witnessed a different angled parking arrangement, and it provides more room and is much safer for the drivers and pedestrians.	Estimate to black out existing thermoplastic markings, redefine layout, and apply new thermoplastic markings with angle parking = \$ 12,000; will probably lose 4 spaces per block. 2 on each side
4	White	Branding and wayfinding—may be included in #1	Initial required funds up to \$40,000 if City Crew does the work; total cost could be more than \$70,000
5	Castillo	Parks	Estimate: \$ 400,000 annually over next 4 years based on input from Parks Board Advisory Board
5	Gonzales-Sanchez	Subdivision development to attract more businesses to Lockhart	Working with 6 more subdivisions, either new or expanding, and possibly one more very large one northwest.
5	Hilburn	Improve tourism in Lockhart - City Council continue to work with and encourage Chambers of Commerce to be more involved	Council can make this directive to Chambers when dividing out HOT funds
5	Mendoza	Finding more funding for Retail Market Study. Zip code demographics with reports. Funding LEDC	LEDC could fund another report but the company says our numbers still should be good. Costs estimated \$22,500 for updating data and recruitment.

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

Priority	Council Person	Goals Submitted	City Manager Comments
5	Michelson	Work with LEDC or someone equivalent to build a building to help attract business	Need more 12-15,000 sf of retail spaces with reasonable lease per sf. Most softgood retailers want 12-15,000 on Hwy 183 at a reasonable price and increased traffic volumes
5	White	Sidewalks to include lighting	Funding required; for example San Jacinto to Jr High estimate is \$130,000 just for materials along Maple walkway
6	Gonzales-Sanchez	More Events to Attract Tourism in Lockhart and Include Way Finding Signage (Hotels and Restaurants)	Initial required funds up to \$40,000 if City Crew does the work; total cost could be more than \$70,000. Chambers could use HOT for more tourism.
6	Michelson	Continue to work on City Park improvements	Estimate: \$ 400,000 annually over next 4 years based on input from Parks Board Advisory Board
6	White	Pursue possible ESD-EMS district	Legal issue with participation by County and City of Luling preferable
7	Gonzales-Sanchez	Parks Improvemens: Purchase more park equipment to provide safe and fun filled parks for all to use.	Estimate: \$ 400,000 annually over next 4 years based on input from Parks Board Advisory Board
7	Mendoza	Start Talks With YMCA Austin again. Seek sponsors funding if necessary	Our population hurt in previous discussions, Will pursue again. They usually want commitment for a minimum number of individuals and families depending on population of not only City but its metro area
7	Michelson	Work on building a civic center/ recreation center	\$ 9 million plus land \$ 2.5 million for about 20,000 sf plus about \$240,000 annual maintenance costs and minimum of \$60,000 for utilities; estimated revenues offset is about \$60,000; take out recreation center and cost go down about 20%. It has been reported that Bastrop is spending over \$500,000 per year to operate its civic center. Revenues not covering costs.
7	White	Cemetery maintenance	Cemetery Tax up to 5 cents allowed by State Law
8	Gonzales-Sanchez	City Hall: Refurbish with Improvements and/or Upgrades	Elevator and improvements to restrooms planned; better offices for Connie and Sandra planned also.
9	Gonzales-Sanchez	Convention Center	\$ 9 million plus land \$ 2.5 million for about 20,000 sf plus about \$240,000 annual maintenance costs and minimum of \$60,000 for utilities; estimated revenues offset is about \$60,000; take out recreation center and cost go down about 20%. It has been reported that Bastrop is spending over \$500,000 per year to operate its civic center. Revenues not covering costs.
10	Gonzales-Sanchez	Employee: Possible additional Employee Holiday Time off-Alternating system	City employees now have 12 holidays and 1 personal holiday; time off is granted by seniority with department head responsible for keeping sufficient personnel to serve the public needs. Employees also receive at least 2 weeks of vacation time. Those employees required to work on holidays receive their normal pay plus holiday pay.

City of Lockhart
Future Debt Payments as of 9/30/15

Description		2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL DEBT
General Government																						
Hotel Tax Fund																						
2009 Tax & Revenue		40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000								520,000
Total Hotel Tax Fund P & I		40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000								520,000
LEDC																						
2008 GO Refunding		300,000																				300,000
2015 Tax & Revenue		37,357	48,093	48,093	48,044	48,103	48,152	63,645	63,670	63,513	63,543	63,555	63,643	63,687	65,647	65,544	65,575	65,482	65,579	65,538	65,676	1,182,139
Total LEDC Fund P & I		337,357	48,093	48,093	48,044	48,103	48,152	63,645	63,670	63,513	63,543	63,555	63,643	63,687	65,647	65,544	65,575	65,482	65,579	65,538	65,676	1,482,139
2015 Capital Projects Fund																						
2015 Tax & Revenue		122,620																				122,620
Total 2015 Capital Projects Fund		122,620	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	122,620
Drainage																						
2008 GO Refunding	31.00%	100,000																				100,000
2015 Tax & Revenue		100,000	116,289	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	2,016,289
Total Drainage Fund P & I		200,000	116,289	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	2,116,289
General Fund																						
2008 GO Refunding		91,210																				91,210
2015 Tax & Revenue		-																				-
Total General Fund P & I		91,210	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	91,210
Debt Service Fund																						
2009 Tax & Rev CO's	100.00%	333,210	331,060	328,972	327,883	336,575	329,615	737,655	742,642	741,325	743,920	750,210	749,978	753,440								7,206,485
2006 Tax & Rev CO's	100.00%	50,455	48,815	47,175	50,535	48,690	46,845															292,515
2006-A Tax & Rev CO's	93.00%	266,916	267,594	267,890	267,803	267,332	271,128															1,608,664
2015 Tax & Revenue	12.00%	91,487	117,779	117,779	117,659	117,803	117,923	155,867	155,927	155,543	155,615	155,645	155,861	155,969	160,769	160,517	160,592	160,365	160,602	160,502	160,831	2,895,035
Total Debt Service Fund P & I		742,068	765,248	761,816	763,880	770,400	765,511	893,522	898,569	896,868	899,535	905,855	905,839	909,409	160,769	160,517	160,592	160,365	160,602	160,502	160,831	12,002,699
Total General Government		1,533,255	969,630	949,909	951,924	958,503	953,663	1,097,167	1,102,239	1,100,381	1,103,078	1,109,410	1,109,482	1,113,096	326,416	326,061	326,167	325,847	326,181	326,040	326,507	16,334,957

City of Lockhart
Future Debt Payments as of 9/30/15

Description		2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL DEBT
Proprietary																						
Electric Fund																						
2008 GO Refunding	3.59%	40,379																				40,379
2013 SIB Loan	30.81%	71,151	71,151	71,151	71,152	71,151	71,151	71,151	71,151	71,151	71,152	71,151	71,151	71,151	71,151	71,151	71,151	71,151	71,152			1,280,721
Total Electric Fund P & I		111,530	71,151	71,151	71,152	71,151	71,151	71,151	71,151	71,151	71,152	71,151	71,151	71,151	71,151	71,151	71,151	71,151	71,152	-	-	1,321,100
Water Fund																						
2006A Tax & Rev CO's	7.00%	20,090	20,142	20,164	20,157	20,122	20,408															121,082
2008 GO Refunding	36.38%	409,192																				409,192
2009 GO Refunding	86.69%	165,829	165,775	165,656	165,477	169,357	168,625	167,709	170,852	169,384	171,937	174,082	171,534	177,194								2,203,410
2015 Tax & Revenue	49.60%	378,148	486,818	486,818	486,322	486,917	487,413	644,248	644,496	642,909	643,207	643,331	644,223	644,670	664,510	663,468	663,778	662,842	663,822	663,406	664,800	11,966,146
2013 SIB Loan	35.80%	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676			1,488,169
Total Water Fund P & I		1,055,935	755,411	755,314	754,632	759,071	759,122	894,633	898,024	894,969	897,820	900,089	898,433	904,540	747,186	746,144	746,454	745,518	746,498	663,406	664,800	16,187,999
Sewer Fund																						
2008 GO Refunding	16.36%	183,990																				183,990
2009 GO Refunding	13.31%	25,461	25,452	25,434	25,407	26,002	25,890	25,749	26,232	26,006	26,398	26,728	26,336	27,206								338,302
2015 Tax & Revenue	4.30%	32,783	42,204	42,204	42,161	42,213	42,256	55,852	55,874	55,736	55,752	55,773	55,850	55,889	57,609	57,518	57,545	57,464	57,549	57,513	57,643	1,037,388
2015 Tax & Revenue	TRNSF		170,305	186,594	186,302	186,653	186,945	279,275	279,421	278,487	278,662	278,735	279,261	279,523	291,203	290,590	290,773	290,222	290,798	290,554	291,374	4,905,677
2013 SIB Loan	33.39%	77,102	77,102	77,102	77,103	77,102	77,102	77,103	77,102	77,102	77,103	77,102	77,102	77,103	77,102	77,102	77,103	77,102	77,102			1,387,844
Total Sewer Fund P & I		319,336	315,064	331,334	330,973	331,971	332,193	437,979	438,629	437,331	437,915	438,338	438,549	439,721	425,914	425,210	425,421	424,788	425,449	348,067	349,017	7,853,201
Airport Fund																						
2000 Airport	100.00%																					-
Total Airport Fund P & I		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Proprietary Fund P & I		1,486,801	1,141,626	1,157,799	1,156,757	1,162,193	1,162,466	1,403,764	1,407,804	1,403,451	1,406,887	1,409,579	1,408,133	1,415,412	1,244,252	1,242,505	1,243,026	1,241,458	1,243,099	1,011,473	1,013,817	25,362,300
Grand Total		3,020,056	2,111,256	2,107,708	2,108,681	2,120,696	2,116,129	2,500,931	2,510,043	2,503,832	2,509,965	2,518,989	2,517,615	2,528,508	1,570,668	1,568,566	1,569,193	1,567,305	1,569,280	1,337,513	1,340,324	41,697,257

City of Lockhart
2015 BOND PROGRAM

Cost	Notes	Task Name	Duration	Start	Finish	2015												2016												2017											
						Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan
\$14,124,890.00		TOTAL PROJECT COST																																							
\$2,068,024.00	1	DRAINING IMPROVEMENTS CONTRACT 1 - Mesquite/Wichita Street & Richland Drive																																							
		Surveying Proposal	17 days	Fri 3/6/15	Sun 3/22/15																																				
		Survey	30 days	Mon 3/23/15	Tue 4/21/15																																				
		Acquisition	120 days	Wed 4/22/15	Wed 8/19/15																																				
		Engineering Design	90 days	Wed 4/22/15	Mon 7/20/15																																				
		Bid Ad/NTP	60 days	Tue 7/21/15	Fri 9/18/15																																				
		Construction	180 days	Sat 9/19/15	Wed 3/16/16																																				
\$1,999,200.00	2	DRAINAGE IMPROVEMENTS CONTRACT 2 - Century Oaks/Market Street, & Ash/Comal Streets																																							
		Surveying Proposal	17 days	Fri 3/6/15	Sun 3/22/15																																				
		Survey	30 days	Sat 4/25/15	Sun 5/24/15																																				
		Acquisition	150 days	Mon 5/25/15	Wed 10/21/15																																				
		Engineering Design	120 days	Mon 5/25/15	Mon 9/21/15																																				
		Bid Ad/NTP	60 days	Tue 9/22/15	Fri 11/20/15																																				
		Construction	180 days	Sat 11/21/15	Wed 5/18/16																																				
\$3,394,038.00	3	DRAINAGE IMPROVEMENTS CONTRACT 3 - Downtown Improvements Project																																							
		Surveying Proposal	15 days	Sun 8/2/15	Sun 8/16/15																																				
		Survey	45 days	Mon 8/17/15	Wed 9/30/15																																				
		Engineering Design	180 days	Thu 10/1/15	Mon 3/28/16																																				
		Bid Ad/NTP	60 days	Tue 3/29/16	Fri 5/27/16																																				
		Construction	365 days	Sat 5/28/16	Sat 5/27/17																																				
\$323,400.00	4	DRAINAGE IMPROVEMENTS CONTRACT 4 - Medina & US183 Project																																							
		Surveying Proposal	15 days	Sun 11/1/15	Sun 11/15/15																																				
		Survey	7 days	Mon 11/16/15	Sun 11/22/15																																				
		Acquisition	90 days	Mon 11/23/15	Sat 2/20/16																																				
		Engineering Design	60 days	Mon 11/23/15	Thu 1/21/16																																				
		Bid Ad/NTP	60 days	Fri 1/22/16	Mon 3/21/16																																				
		Construction	90 days	Tue 3/22/16	Sun 6/19/16																																				
\$1,764,000.00	5	FM 2001 ELEVATED TANK PROJECT																																							
		Surveying Proposal	15 days	Sat 1/2/16	Sat 1/16/16																																				
		Survey	15 days	Sun 1/17/16	Sun 1/31/16																																				
		Acquisition	120 days	Mon 2/1/16	Mon 5/30/16																																				
		Engineering Design	90 days	Mon 2/1/16	Sat 4/30/16																																				
		Bid Ad/NTP	60 days	Sun 5/1/16	Wed 6/29/16																																				

City of Lockhart
2015 BOND PROGRAM

Cost	Notes	Task Name	Duration	Start	Finish	2015												2016												2017											
						Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan
		Construction	365 days	Thu 6/30/16	Thu 6/29/17																																				
\$1,355,516.00	6	SH130 WATER MAN PROJECT - City Line Rd. to Existing Tank, SH 130 @ Hwy. 142, Borchert/Mockingbird, Control Valves, FM 2001																																							
		Surveying Proposal	15 days	Mon 1/18/16	Mon 2/1/16																																				
		Survey	30 days	Tue 2/2/16	Wed 3/2/16																																				
		Acquisition	150 days	Thu 3/3/16	Sat 7/30/16																																				
		Engineering Design	120 days	Thu 3/3/16	Thu 6/30/16																																				
		Bid Ad/NTP	60 days	Fri 7/1/16	Mon 8/29/16																																				
		Construction	300 days	Fri 9/2/16	Wed 6/28/17																																				
\$470,400.00	7	SH130 PUMP STATION PROJECT																																							
		Survey	7 days	Mon 4/25/16	Sun 5/1/16																																				
		Engineering Design	90 days	Mon 5/2/16	Sat 7/30/16																																				
		Bid Ad/NTP	60 days	Sun 7/31/16	Wed 9/28/16																																				
		Construction	270 days	Sun 10/2/16	Wed 6/28/17																																				
\$859,186.00	8	SH130/TOWN BRANCH SEWER PROJECT																																							
		Surveying Proposal	15 days	Fri 5/20/16	Fri 6/3/16																																				
		Survey	30 days	Sat 6/4/16	Sun 7/3/16																																				
		Acquisition	120 days	Mon 7/4/16	Mon 10/31/16																																				
		Engineering Design	90 days	Mon 7/4/16	Sat 10/1/16																																				
		Bid Ad/NTP	60 days	Sun 10/2/16	Wed 11/30/16																																				
		Construction	240 days	Mon 12/5/16	Tue 8/1/17																																				
\$1,891,126.00	9	WATER TRANSMISSION MAIN PROJECT - Water Plant Transmission Main, MLK to FM 20 West Transmission Main																																							
		Surveying Proposal	17 days	Wed 11/16/16	Fri 12/2/16																																				
		Survey	30 days	Sat 12/3/16	Sun 1/1/17																																				
		Acquisition	120 days	Mon 1/2/17	Mon 5/1/17																																				
		Engineering Design	90 days	Mon 1/2/17	Sat 4/1/17																																				
		Bid Ad/NTP	60 days	Sun 4/2/17	Wed 5/31/17																																				
		Construction	180 days	Mon 6/5/17	Fri 12/1/17																																				