

**PUBLIC NOTICE**  
**AGENDA**  
**BUDGET WORKSHOP/SPECIAL MEETING**

**LOCKHART CITY COUNCIL**

**JUNE 23, 2020**

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

**COUNCILMEMBER VIDEO AND AUDIO CONFERENCE PARTICIPATION**

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

**CITIZEN AND COUNCILMEMBER VIDEO/AUDIO VOLUNTARY CONFERENCE PARTICIPATION**

- Call-in number 1-408-418-9388 Attendee Access Code: 126 384 2260 Passcode: 73857266
- Mayor will call upon each citizen registered to address the Council during the agenda item.
- Attendees may also call in to listen only.
- Council agenda packets can be reviewed at [http://www.lockhart-tx.org/page/gov\\_agendas\\_minutes](http://www.lockhart-tx.org/page/gov_agendas_minutes)
- Individuals may watch the Council meeting online at [http://www.lockhart-tx.org/page/gov\\_meeting\\_videos](http://www.lockhart-tx.org/page/gov_meeting_videos)

**PUBLIC COMMENT**

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

**PUBLIC HEARINGS**

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

- Send written comments which will be read aloud; or
- Request a link to join the public hearing portion of the virtual meeting.  
Written comments or requests to join a public hearing by virtual meeting must be sent to [cconstancio@lockhart-tx.org](mailto:cconstancio@lockhart-tx.org) no later than 12 p.m. (Noon) on the day of the hearing. Comments shall have a time limit of three minutes each. Citizens who join the public hearing virtually will be provided a link and call- in number to participate remotely.

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

**6:30 P.M.**

1. **CALL TO ORDER**

Mayor Lew White

2. **INVOCATION, PLEDGE OF ALLEGIANCE**

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

3. **DISCUSSION/ACTION ITEMS**

A. Presentation, discussion and consider acceptance of the proposed Fiscal Year 2020-2021 budget by Guadalupe-Blanco River Authority (GBRA) for the Lockhart Water and Wastewater Treatment Plants. 3-9

B. Presentation and discussion of the City Manager's proposed Fiscal Year 2020-2021 budget. 10-11

C. Discuss the Mayor's amendment of declaration of local disaster to require commercial establishments in the City to implement policies requiring facial covering.

4. **ADJOURNMENT**

The above notice of meeting was posted on the bulletin board in the Municipal Building, 308 West San Antonio Street, Lockhart, Texas, on the 19<sup>th</sup> day of June 2020 at 4:15 pm.

# City of Lockhart, Tx

## Council Agenda Item Briefing Data

**COUNCIL MEETING DATE:** June 23, 2020

**AGENDA ITEM CAPTION:** Presentation and discussion regarding the proposed Fiscal Year 2020-2021 Budget by Guadalupe-Blanco River Authority (GBRA) for the Lockhart Water and Wastewater Treatment plants.

**ORIGINATING DEPARTMENT AND CONTACT:** Finance – Pam Larison

**ACTION REQUESTED:**

- ORDINANCE       RESOLUTION       CHANGE ORDER       AGREEMENT  
 APPROVAL OF BID       AWARD OF CONTRACT       CONSENSUS       OTHER

**BACKGROUND/SUMMARY/DISCUSSION:** Every year the representatives of GBRA will present their proposed budget for the upcoming fiscal year to Council.

**PROJECT SCHEDULE (if applicable):**

**AMOUNT & SOURCE OF FUNDING: (to be completed by Finance)**

Funds Required: 0  
Account Number: n/a  
Funds Available: n/a  
Account Name: n/a

**FISCAL NOTE (if applicable):**

Previous Council Action:

**COMMITTEE/BOARD/COMMISSION ACTION:**

**STAFF RECOMMENDATION/REQUESTED MOTION:** Staff respectfully request acceptance of the GBRA's Fiscal Year 2021 Budget for the Lockhart Water and Wastewater Treatment Plants.

**LIST OF SUPPORTING DOCUMENTS:** GBRA – Lockhart Water and Wastewater Treatment Plants Budgets for Fiscal Year 2020-2021

Department Head initials:



City Manager's Review:





Guadalupe-Blanco River Authority  
Work Plan & Budget  
Fiscal Year Ending August 31, 2021

**131 - Lockhart WTP**

Department \*

	FY 2020 BUDGET	FY 2021 BUDGET	FY 2021-2020 DIFFERENCE
<b>OPERATING BUDGET</b>			
<b>OPERATING REVENUES</b>			
<b>Water Treatment</b>			
41101 PLANT O&M	746,737	854,057	107,320
41102 PLANT A&G	60,911	69,018	8,107
<b>Total Water Treatment</b>	<b>807,648</b>	<b>923,075</b>	<b>115,427</b>
<b>Total Operating Revenue</b>	<b>807,648</b>	<b>923,075</b>	<b>115,427</b>
<b>OPERATING EXPENSES</b>			
<b>Salaries</b>			
51101 LBR-REGULAR WAGES	175,293	197,432	22,139
51102 LBR-OVERTIME	9,285	11,715	2,430
<b>Total Salaries</b>	<b>184,578</b>	<b>209,147</b>	<b>24,569</b>
<b>Benefits</b>			
51298 BEN-BENEFIT ALLOCATION	74,754	84,704	9,950
<b>Total Benefits</b>	<b>74,754</b>	<b>84,704</b>	<b>9,950</b>
<b>Operating Supplies &amp; Services</b>			
52101 OPR-POWER & UTILITIES	54,360	54,360	-
52103 OPR-CHEMICALS	37,742	38,430	688
52110 OPR-SMALL TOOLS AND SUPPLIES	1,000	1,000	-
52113 OPR-LAB SUPPLIES	12,400	10,908	(1,492)
52114 OPR-LABORATORY SERVICES-GBRA	4,700	4,700	-
52115 OPR-LABORATORY SERVICES-OUTSOURCED	5,740	6,040	300
52120 OPR-UNIFORMS	3,502	3,502	-
52121 OPR-SAFETY & EMERGENCY EXPENSE	1,300	1,435	135
52122 OPR-SECURITY EXPENSE	4,000	1,750	(2,250)
52123 OPR-EQUIPMENT RENTAL	1,650	1,500	(150)
52124 OPR-EQUIPMENT EXPENSE	120	150	30
52125 OPR-VEHICLE EXPENSE	4,640	4,130	(510)
52126 OPR-FLEET LEASE EXPENSE	1,200	1,200	-
52133 OPR-SCADA	2,800	4,300	1,500

	FY 2020 BUDGET	FY 2021 BUDGET	FY 2021-2020 DIFFERENCE
<b>Total Operating Supplies &amp; Services</b>	<b>135,154</b>	<b>133,405</b>	<b>(1,749)</b>
<b>Professional Services and Fees</b>			
52205 OPR-PROFESSIONAL SERVICES-OTHER	4,320	5,080	760
52217 OPR-INSPECTION FEES	11,616	11,640	24
52222 OPR-MEMBERSHIPS & PUBLICATIONS	424	424	-
52223 OPR-LICENSE & TRAINING	2,700	2,672	(28)
<b>Total Professional Services and Fees</b>	<b>19,060</b>	<b>19,816</b>	<b>756</b>
<b>Office Expenses</b>			
52301 OPR-OFFICE SUPPLIES	2,100	2,000	(100)
52302 OPR-COMPUTER & SOFTWARE EXPENSE	2,825	2,000	(825)
52306 OPR-COMMUNICATIONS	3,996	3,996	-
<b>Total Office Expenses</b>	<b>8,921</b>	<b>7,996</b>	<b>(925)</b>
<b>Other Operating Expenses</b>			
52420 OPR-INSURANCE EXPENSE	16,000	16,889	889
52430 OPR-MISC EXPENSE	240	250	10
<b>Total Other Operating Expenses</b>	<b>16,240</b>	<b>17,139</b>	<b>899</b>
<b>SUBTOTAL OF OPERATIONAL EXPENSES</b>	<b>438,707</b>	<b>472,207</b>	<b>33,500</b>
<b>Maintenance and Repair Equipment</b>			
53101 M&R-EQUIPMENT	3,900	4,750	850
53110 M&R-CONTROL SYSTEMS	13,900	6,000	(7,900)
53115 M&R-METERS	7,280	7,900	620
<b>Total Maintenance and Repair Equipment</b>	<b>25,080</b>	<b>18,650</b>	<b>(6,430)</b>
<b>Structures</b>			
53201 M&R-BUILDING	2,400	2,400	-
53205 M&R-PUMPS AND MOTORS	26,100	55,750	29,650
53210 M&R-GATES AND VALVES	4,000	4,000	-
53235 M&R-TRANSMISSION LINES	16,000	10,000	(6,000)
<b>Total Structures</b>	<b>48,500</b>	<b>72,150</b>	<b>23,650</b>
<b>Other Maintenance &amp; Repairs</b>			
53302 M&R-WELLS	209,750	209,750	-
53310 M&R-GROUNDS/ROW	16,500	15,000	(1,500)
53325 M&R-GENERAL MAINTENANCE	8,200	31,300	23,100
<b>Total Other Maintenance &amp; Repairs</b>	<b>234,450</b>	<b>256,050</b>	<b>21,600</b>
<b>SUBTOTAL OF M&amp;R EXPENSES</b>	<b>308,030</b>	<b>346,850</b>	<b>38,820</b>
<b>Administrative &amp; General</b>			
54100 ADMINISTRATIVE & GENERAL	60,911	69,018	8,107

	<u>FY 2020</u> <u>BUDGET</u>	<u>FY 2021</u> <u>BUDGET</u>	<u>FY 2021-2020</u> <u>DIFFERENCE</u>
<b>Total Administrative &amp; General</b>	<u>60,911</u>	<u>69,018</u>	<u>8,107</u>
<b>Capital Outlay</b>			
13217 AUTO & HEAVY EQUIPMENT	<u>-</u>	<u>35,000</u>	<u>35,000</u>
<b>Total Capital Outlay</b>	<u>-</u>	<u>35,000</u>	<u>35,000</u>
<b>TOTAL OPERATING AND M&amp;R EXPENSES</b>	<u>807,648</u>	<u>923,075</u>	<u>115,427</u>
<b>Net Operating Income</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net Change in Fund Balance</b>	<u>-</u>	<u>-</u>	<u>-</u>

Guadalupe-Blanco River Authority  
Work Plan & Budget  
Fiscal Year Ending August 31, 2021

**130 - Lockhart WWTP**

Department \*

	FY 2020 BUDGET	FY 2021 BUDGET	FY 2021-2020 DIFFERENCE
<b>OPERATING BUDGET</b>			
<b>OPERATING REVENUES</b>			
<b>Wastewater Treatment</b>			
41201	1,140,295	1,188,565	48,270
41202	98,121	101,035	2,914
41207	(375,000)	(400,000)	(25,000)
<b>Total Wastewater Treatment</b>	<b>863,416</b>	<b>889,600</b>	<b>26,184</b>
<b>Misc Income</b>			
45195	375,000	400,000	25,000
<b>Total Misc Income</b>	<b>375,000</b>	<b>400,000</b>	<b>25,000</b>
<b>Total Operating Revenue</b>	<b>1,238,416</b>	<b>1,289,600</b>	<b>51,184</b>
<b>OPERATING EXPENSES</b>			
<b>Salaries</b>			
51101	281,932	290,071	8,139
51102	15,405	16,096	691
<b>Total Salaries</b>	<b>297,337</b>	<b>306,167</b>	<b>8,830</b>
<b>Benefits</b>			
51298	120,422	123,998	3,576
<b>Total Benefits</b>	<b>120,422</b>	<b>123,998</b>	<b>3,576</b>
<b>Operating Supplies &amp; Services</b>			
52101	225,004	225,004	-
52102	6,825	4,915	(1,910)
52103	28,354	27,796	(558)
52110	1,250	1,300	50
52113	16,937	17,632	695
52114	26,354	29,840	3,486
52115	9,301	9,863	562
52118	150,660	208,656	57,996
52120	4,440	4,440	-



	FY 2020 BUDGET	FY 2021 BUDGET	FY 2021-2020 DIFFERENCE
52121 OPR-SAFETY & EMERGENCY EXPENSE	5,000	3,360	(1,640)
52122 OPR-SECURITY EXPENSE	4,000	4,000	-
52124 OPR-EQUIPMENT EXPENSE	3,780	3,500	(280)
52125 OPR-VEHICLE EXPENSE	7,180	7,210	30
52126 OPR-FLEET LEASE EXPENSE	10,800	1,200	(9,600)
52133 OPR-SCADA	2,800	4,300	1,500
<b>Total Operating Supplies &amp; Services</b>	<b>502,685</b>	<b>553,016</b>	<b>50,331</b>
<b>Professional Services and Fees</b>			
52205 OPR-PROFESSIONAL SERVICES-OTHER	13,880	12,280	(1,600)
52217 OPR-INSPECTION FEES	23,520	23,520	-
52222 OPR-MEMBERSHIPS & PUBLICATIONS	720	720	-
52223 OPR-LICENSE & TRAINING	2,192	2,072	(120)
<b>Total Professional Services and Fees</b>	<b>40,312</b>	<b>38,592</b>	<b>(1,720)</b>
<b>Office Expenses</b>			
52301 OPR-OFFICE SUPPLIES	5,060	4,920	(140)
52302 OPR-COMPUTER & SOFTWARE EXPENSE	4,475	3,650	(825)
52306 OPR-COMMUNICATIONS	6,600	6,600	-
<b>Total Office Expenses</b>	<b>16,135</b>	<b>15,170</b>	<b>(965)</b>
<b>Other Operating Expenses</b>			
52420 OPR-INSURANCE EXPENSE	21,000	24,322	3,322
52430 OPR-MISC EXPENSE	240	200	(40)
<b>Total Other Operating Expenses</b>	<b>21,240</b>	<b>24,522</b>	<b>3,282</b>
<b>SUBTOTAL OF OPERATIONAL EXPENSES</b>	<b>998,131</b>	<b>1,061,465</b>	<b>63,334</b>
<b>Maintenance and Repair Equipment</b>			
53101 M&R-EQUIPMENT	18,800	19,900	1,100
53110 M&R-CONTROL SYSTEMS	7,500	2,500	(5,000)
53115 M&R-METERS	12,364	5,800	(6,564)
<b>Total Maintenance and Repair Equipment</b>	<b>38,664</b>	<b>28,200</b>	<b>(10,464)</b>
<b>Structures</b>			
53201 M&R-BUILDING	31,000	3,500	(27,500)
53205 M&R-PUMPS AND MOTORS	10,550	19,700	9,150
53210 M&R-GATES AND VALVES	10,000	2,000	(8,000)
53220 M&R-CLARIFIERS	13,500	7,700	(5,800)
53237 M&R UV SYSTEM	10,000	10,000	-
<b>Total Structures</b>	<b>75,050</b>	<b>42,900</b>	<b>(32,150)</b>
<b>Other Maintenance &amp; Repairs</b>			
53310 M&R-GROUNDS/ROW	20,500	13,000	(7,500)
53325 M&R-GENERAL MAINTENANCE	7,950	8,000	50



	FY 2020 BUDGET	FY 2021 BUDGET	FY 2021-2020 DIFFERENCE
<b>Total Other Maintenance &amp; Repairs</b>	<u>28,450</u>	<u>21,000</u>	<u>(7,450)</u>
<b>SUBTOTAL OF M&amp;R EXPENSES</b>	<u>142,164</u>	<u>92,100</u>	<u>(50,064)</u>
<b>Administrative &amp; General</b>			
54100 ADMINISTRATIVE & GENERAL	<u>98,121</u>	<u>101,035</u>	<u>2,914</u>
<b>Total Administrative &amp; General</b>	<u>98,121</u>	<u>101,035</u>	<u>2,914</u>
<b>Capital Outlay</b>			
13217 AUTO & HEAVY EQUIPMENT	<u>-</u>	<u>35,000</u>	<u>35,000</u>
<b>Total Capital Outlay</b>	<u>-</u>	<u>35,000</u>	<u>35,000</u>
<b>TOTAL OPERATING AND M&amp;R EXPENSES</b>	<u>1,238,416</u>	<u>1,289,600</u>	<u>51,184</u>
<b>Net Operating Income</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net Change in Fund Balance</b>	<u>-</u>	<u>-</u>	<u>-</u>

# City of Lockhart, Tx

## Council Agenda Item Briefing Data

**COUNCIL MEETING DATE:** June 23, 2020

**AGENDA ITEM CAPTION:** Presentation and discussion of the City Manager's Fiscal Year 2020-2021 Proposed Budget

**ORIGINATING DEPARTMENT AND CONTACT:** Finance – Pam Larison

**ACTION REQUESTED:**

- ORDINANCE       RESOLUTION       CHANGE ORDER       AGREEMENT  
 APPROVAL OF BID       AWARD OF CONTRACT       CONSENSUS       OTHER

**BACKGROUND/SUMMARY/DISCUSSION:** This agenda item allows for Council to review and discuss any budget allocations or deletions from the City Manager's Fiscal Year 2020-2021 Proposed Budget.

**PROJECT SCHEDULE (if applicable):**

**AMOUNT & SOURCE OF FUNDING: (to be completed by Finance)**

Funds Required: 0  
Account Number: n/a  
Funds Available: n/a  
Account Name: n/a

**FISCAL NOTE (if applicable):**

Previous Council Action:

**COMMITTEE/BOARD/COMMISSION ACTION:**

**STAFF RECOMMENDATION/REQUESTED MOTION:**

**LIST OF SUPPORTING DOCUMENTS:** Budget Summary and City Manager's Fiscal Year 2020-2021 Proposed Budget Workbook (distributed to Council and website).

Department Head initials:



City Manager's Review:



CITY OF LOCKHART  
BUDGET  
FISCAL YEAR 2020-21

	2017-18 ACTUAL	2018-19 ACTUAL	2019-20 AMENDED	2019-20 ESTIMATE	FY 2020-2021		
					PROPOSED BUDGET	REVISED BUDGET	ADOPTED BUDGET
<b>REVENUE SUMMARY</b>							
GENERAL FUND	10,104,475	10,104,475	10,926,460	11,139,637	11,097,183	0	0
DEBT SERVICE FUND	1,040,730	1,029,211	1,107,543	1,048,393	1,154,890	0	0
ELECTRIC FUND	11,730,164	11,731,805	11,974,502	12,022,725	12,045,430	0	0
WATER FUND	3,491,030	3,483,426	3,911,639	3,577,574	3,908,877	0	0
WASTEWATER FUND	2,615,703	2,615,703	2,386,694	2,477,332	2,475,035	0	0
SOLID WASTE FUND	1,743,499	1,722,647	1,863,889	1,940,891	1,868,300	0	0
EMS FUND	2,081,242	1,970,669	1,299,246	1,418,100	1,338,482	0	0
AIRPORT FUND	73,094	72,654	81,992	88,628	119,792	0	0
LOCKHART ECO DEV FUND	943,274	943,032	969,745	1,011,848	1,146,626	0	0
<b>TOTAL - REVENUES</b>	<b>33,823,211</b>	<b>33,673,622</b>	<b>34,521,710</b>	<b>34,725,128</b>	<b>35,154,615</b>	<b>0</b>	<b>0</b>
<b>EXPENSE SUMMARY</b>							
GENERAL FUND	9,529,580	9,529,580	10,840,616	10,547,024	11,078,074	0	0
DEBT SERVICE FUND	1,085,677	1,085,677	1,061,843	1,061,843	1,154,890	0	0
ELECTRIC FUND	11,354,141	10,931,418	11,910,886	11,765,339	12,022,231	0	0
WATER FUND	3,495,713	2,942,333	3,864,502	3,801,026	3,752,957	0	0
WASTEWATER FUND	2,091,198	1,841,272	2,221,805	2,145,955	2,430,461	0	0
SOLID WASTE FUND	1,716,854	1,690,694	1,824,239	1,613,882	1,789,338	0	0
EMS FUND	1,967,341	1,218,309	1,299,246	1,315,750	1,300,671	0	0
AIRPORT FUND	100,130	41,723	53,093	46,999	67,512	0	0
LOCKHART ECO DEV FUND	728,774	717,503	969,745	801,347	973,660	0	0
<b>TOTAL - EXPENSES</b>	<b>32,069,408</b>	<b>29,998,509</b>	<b>34,045,975</b>	<b>33,099,165</b>	<b>34,569,794</b>	<b>0</b>	<b>0</b>