

**PUBLIC NOTICE**

**AGENDA**

**LOCKHART CITY COUNCIL**

**TUESDAY, JUNE 18, 2019**

**CLARK LIBRARY ANNEX-COUNCIL CHAMBERS  
217 SOUTH MAIN STREET, 3<sup>rd</sup> 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. Recognize and Celebrate a "CPR SAVE" by the Lockhart Emergency Services.

**DISCUSSION ONLY**

- A. Discussion with and presentation by non-profit organizations requesting contributions from the City of Lockhart for the Fiscal Year 2019-2020 budget. 4-105
- B. Discuss minutes of the City Council meeting of June 4, 2019. 106-110
- C. Discuss awarding bid to Landmark Structures of Fort Worth, Texas in the amount of \$1,716,000 for construction of a new 500,000 Gallon Elevated Water Tank at the location of Cesar Chavez Parkway and FM 2001 and appointing the Mayor to sign all contractual documents. 111-132
- D. Discuss awarding bid to Bell Construction, Inc. of Belton, Texas in the amount of \$606,143.87 for the installation of approximately 6,681 feet of 18 inch and 16 inch water main along SH 130 from north of the railroad tracks at Cesar Chavez Parkway to the new elevated water tank location and appointing the Mayor to sign all contractual documents. 133-141
- E. Discuss awarding bid to TTE, LLC., of Spicewood Springs, Texas in the amount of \$1,025,000 for the City Line Road Pump Station project and appointing the Mayor to sign all contractual documents. 142-146
- F. Discuss Resolution 2019-13 amending its schedule of residential building permit fees in order to comply with new State Legislation and keeping all other listed fees in the schedule the same as previously adopted. 147-152
- G. Discussion with Caldwell County District Attorney, Fred Weber, regarding regulating game rooms in Caldwell County. 153
- H. Continue discussion and receive update regarding a Resolution pertaining to the proposed Kinder Morgan gas pipeline. [TABLED MAY 21, 2019] 154-159

**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. **PRESENTATION**  
A. Discussion with and presentation by non-profit organizations requesting contributions from the City of Lockhart for the Fiscal Year 2019-2020 budget. *4-105*

5. **CONSENT AGENDA**  
A. Approve minutes of the City Council meeting of June 4, 2019. *106-110*  
B. Approve awarding bid to Landmark Structures of Fort Worth, Texas in the amount of \$1,716,000 for construction of a new 500,000 Gallon Elevated Water Tank at the location of Cesar Chavez Parkway and FM 2001 and appointing the Mayor to sign all contractual documents. *111-132*  
C. Approve awarding bid to Bell Construction, Inc. of Belton, Texas in the amount of \$606,143.87 for the installation of approximately 6,681 feet of 18 inch and 16 inch water main along SH 130 from north of the railroad tracks at Cesar Chavez Parkway to the new elevated water tank location and appointing the Mayor to sign all contractual documents. *133-141*  
D. Approve awarding bid to TTE, LLC., of Spicewood Springs, Texas in the amount of \$1,025,000 for the City Line Road Pump Station project and appointing the Mayor to sign all contractual documents. *142-146*  
E. Approve Resolution 2019-13 amending its schedule of residential building permit fees in order to comply with new State Legislation and keeping all other listed fees in the schedule the same as previously adopted. *147-152*

6. **DISCUSSION/ACTION ITEMS**  
A. Discussion with Caldwell County District Attorney, Fred Weber, and possible action regarding regulating game rooms in Caldwell County. *153*  
B. Continue discussion and receive update regarding a Resolution pertaining to the proposed Kinder Morgan gas pipeline. [TABLED MAY 21, 2019] *154-159*  
C. Discussion and/or action regarding appointments to various boards, commissions or committees. *160-167*

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

- Presentation of proposed Fiscal Year 2019-2020 budget.
- Fire Department has a Firefighter entrance exam scheduled for June 29<sup>th</sup>.
- Police Department Updates:
  - Chief's Forum at Police Department on June 20<sup>th</sup> at 6:30 p.m.
  - Update regarding the towing fees.
- Summer Reading Program at the Library is off to a good start.
- GBRA will be performing annual free chlorine burn at the Luling Water Treatment Plant on June 28 – July 28.
- Pool Update: Lifeguard training has been completed. The pool is fully staffed and will open on June 18<sup>th</sup>. Special thanks to AJ Mercado with Pegasus for providing lifeguard training and certification opportunities.
- Storm Debris Update:
  - Crew has been assigned to continue collecting brush from the storms.
  - Special thanks to Robert Ellis and the young volunteers of Pegasus School for helping clear branches and debris from the Municipal Cemetery.
- Delay on FM 1322 12" Water Main Project due to staff time being dedicated to clean up from recent storms.
- Animal Shelter: With the recent storms that has been an increase of dogs at the Shelter. Resident are encouraged to contact the Shelter if they are missing a pet.
- Movies in the Park
  - June 22: Beauty and the Beast
  - July 13: Spider-Man into the Spider-Verse
  - August 10: Small Foot
- Update regarding the Transportation Alternatives Set Aside (TA) Program/Safe Routes to School (SRTS) grant to realign San Antonio Street.

## 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)*

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

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 14<sup>th</sup> day of June 2019 at 3:05 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

# City of Lockhart, Tx

## Council Agenda Item Briefing Data

**COUNCIL MEETING DATE:** June 18, 2019

**AGENDA ITEM CAPTION:** Discussion and/or action considering presentations by nonprofit organizations requesting contributions from the City of Lockhart for the fiscal year 2019-2020 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:** Letters were sent to organizations on May 17, 2019 requesting a short presentation to Council to include: 1) the mission and benefit of the organization, 2) the current financial statements, 3) how the previous year's contribution from the City was spent (if applicable), and 4) the requested amount for the 2019-2020 budget year and how those funds will be spent.

**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 recommends that Council make decisions concerning funding either at this council meeting or designating a future council meeting, in which to allocate funds.

**LIST OF SUPPORTING DOCUMENTS:** History of past contributions, format of letter sent to nonprofits, presentation packets received as of 06/12/19.

Department Head initials:



City Manager's Review:



5

City of Lockhart  
 Historical Summary of Contributions to Non-Profit Organizations

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	2019-20 Request	Council Allocation	If Council Adds 10% to FY 17-18	Increase
CARTS <i>7-8</i>	5,044.36	5,044.36	5,044.36	5,548.80	6,103.68	6,000.00		6,714.05	1,165.25
Hays-Caldwell Women's Center <i>9-20</i>	3,544.36	3,544.36	3,544.36	3,898.80	4,288.68	8,000.00		4,717.55	818.75
Cenikor Foundation <i>21-60</i>	2,044.36	2,044.36	2,044.36	2,248.80	2,473.68	5,000.00		2,721.05	472.25
Combined Community Action-Sr. Nutrition <i>61-69</i>	5,544.36	5,544.36	5,544.36	6,098.80	6,708.68	8,000.00		7,379.55	1,280.75
Lockhart Area Senior Citizen Center <i>70-74</i>	3,009.86	3,009.86	3,009.86	3,310.85	3,641.94	3,641.94		4,006.13	695.28
CASA of Central Texas, Inc. <i>75-93</i>	3,044.36	3,044.36	3,044.36	3,348.80	3,683.68	10,000.00		4,052.05	703.25
Caldwell County Christian Ministries <i>94-105</i>	3,044.36	3,044.36	3,044.36	3,348.80	3,683.68	3,683.68		4,052.05	703.25
Totals	\$ 25,276.02	\$ 25,276.02	\$ 25,276.02	\$ 27,803.65	\$ 30,584.02	\$ 44,325.62	-	\$ 33,642	\$ 5,839

FY 19-20 Budget in City Council Dept. :  
 approved by Council on \_\_\_\_\_

\$ 33,642.42

Note:

Cenikor Foundation = formerly Hays-Caldwell Council on Alcohol & Drug Abuse

# SAMPLE LETTER

May 17, 2019

To Whom It May Concern:

Non-profit organizations requesting City contributions are asked to make a short presentation to the City Council during the meeting on Tuesday, June 18, 2019. The presentation should include:

- 1) The mission and benefit of your organization.
- 2) Current financial statements.
- 3) How the previous year's contributions from the City (if any) have been spent.
- 4) The requested amount for the 2019-2020 budget year and how those funds will be spent.

Please include in your package a copy of your 501(c)(3) Certificate of Exemption from the Internal Revenue Service and a copy of your certification from the Secretary of State indicating that you are a non-profit organization. If you cannot supply these, you will not be considered for a contribution from the City.

It will only be necessary to submit one copy of the package you wish to present to council. Be sure to include the amount of your request in this package, and please have this in my office by Wednesday, June 12<sup>th</sup>. Your information will be included in the council's agenda package for the June 18<sup>th</sup> meeting, so it will not be necessary to bring any additional copies on the day of the meeting.

The workshop where you will be giving your presentations will start at 6:30 P.M. Our council chambers are located on the 3<sup>rd</sup> floor of the Masonic Building adjacent to and north of our historic library on 217 S. Main.

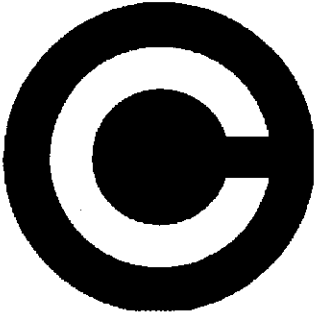
Should you have any questions, please call me at 398-3461, Ext. 229.

Sincerely,

Pam M. Larison  
Finance Director

CAPITAL AREA RURAL TRANSPORTATION  
SYSTEM (CARTS)

REQUEST: \$6,000



April 9, 2019

The Honorable Lew White  
Mayor - City of Lockhart  
PO Box 239  
Lockhart TX 786944

THE CARTS DISTRICT  
5300 Tucker Hill Ln.  
Cedar Creek, TX 78612

PO Box 6050  
Austin, TX 78762

512/481 1011  
f 512/478 1110

RideCARTS.com

Regional transportation for the  
non-urbanized areas of Bastrop,  
Blanco, Burnet, Caldwell,  
Fayette, Hays, Lee, Travis and  
Williamson counties  
and the San Marcos urbanized  
area.

Dear Mayor White:

The Capital Area Rural Transportation System (CARTS) formally submits this letter as a request for \$6,000.00 to be included in the city budget for the upcoming fiscal year. These funds will be used to support transportation services in the city of Lockhart. CARTS, with your continued support, will continue its mission to provide safe, reliable transportation to our service area.

A CARTS representative is available to address the city council during the budget process, if you will let us know when hearings are scheduled. We would like to provide information to the council for consideration on the service provided to your citizens once the date has been decided upon.

On behalf of CARTS, and the people we serve in your city, thanks for the past assistance and for your consideration of this request. I look forward to hearing from your office regarding the schedule for budget hearings, but please let me know if I can provide additional information about our services prior to that time. Please feel free to contact me at (512) 505-5678 or [Dave@RideCARTS.com](mailto:Dave@RideCARTS.com).

Sincerely,

David L. Marsh  
General Manager

cc: Commissioner Barbara Shelton



**HAYS-CALDWELL WOMEN'S CENTER  
(HCWC)**

**REQUEST: \$8,000**

June 10, 2019

Pam Larison  
Finance Director, City of Lockhart  
P.O. Box 239  
Lockhart, TX 78620

Dear Ms. Larison:

We are requesting \$8,000 in support from the City of Lockhart to assist with the underwriting of our services provided to local victims of family violence, dating violence, sexual assault and child abuse. **Last year we provided face-to-face services to 161 unduplicated Lockhart residents through our programs (36% increase).**

Additionally, HCWC provided community education reaching a total of 894 Lockhart residents and students in FY 2018 (October 1, 2017-September 30, 2018). This year-to-date, we have reached 453 students and community members through presentations.

While the largest portion of our total revenue is generated through state and federal grants, local funding is crucial to securing these funds to serve victims in your city. We are required to demonstrate that we receive support from the cities we serve in order to meet the required match for our state and federal grants.

Included is a brief overview of the services we have provided in Lockhart over the past year. We are extremely grateful for the support we have previously received from the City of Lockhart and we understand our obligation to be responsible stewards of your funds and use them solely for the benefit of Lockhart citizens. Please feel free to contact me if you have any questions or require any additional information. I would also be happy to provide you with a tour of facilities, here at our main campus in San Marcos as well as at our location in Lockhart. Thank you for your consideration.

Sincerely,



Marla R. Johnson  
Executive Director

## FY 2019-2020 Request for Financial Support-City of Lockhart Hays-Caldwell Women's Center HCWC

### Mission

The purpose of the Hays-Caldwell Women's Center is to create an environment where violence and abuse are not tolerated in the communities we serve. The Center will provide education, violence prevention services, and crisis intervention to victims of family violence, dating violence, sexual assault, and child abuse. We will seek the support and resources necessary to achieve this mission.

### Benefit to the City of Lockhart of HCWC Services in FY 2018

- ***A total of 161 Lockhart residents*** received shelter, counseling, legal advocacy and other face-to-face services to help them with issues of family violence, sexual assault, or child abuse. ***This represents a 36% increase over the previous year. This year-to-date (October 1, 2018-June 10, 2019), we have served 98 Lockhart residents.***
- We provided ***8-10 weeks of Primary Prevention of Sexual Assault classes to Lockhart students*** at the high school, middle school and alternative school. Our Educators made presentations to Lockhart residents about abuse and our services. ***We reached a total of 894 Lockhart residents and students through presentations in FY 2018. This year-to-date, we have reached 453 students and community members through presentations.***
- HCWC has continued to provide on-site, face-to-face services in our Lockhart office. Currently we have 3 counselors and a legal advocate that travel to Lockhart weekly and meet with clients. The Lockhart office is staffed 3 days a week and additional times are available by appointment.
- HCWC coordinates and facilitates the Caldwell County Family Violence Task Force and helps to host the biannual conference. The conference this past year had 86 attendees from various professional disciplines (law enforcement, social services and education).
- Roxanne's House (HCWC's Children's Advocacy Center) provided services to 55 children in FY2018. HCWC continued to coordinate The Caldwell County Multi-Disciplinary Team for the investigation and prosecution of child abuse cases comprised of the following agencies:
  - Lockhart Police Department
  - Luling Police Department
  - Martindale Police Department
  - Caldwell County Sheriff's Department
  - Caldwell County District Attorney's Office
  - Court Appointed Special Advocates (CASA)
  - Texas Department of Family & Protective Services (CPS)

**Services Provided by HCWC.**

During the year ending September 30, 2018, HCWC provided face-to-face services to 2,111 (161 Lockhart residents) unduplicated victims of family violence, sexual assault and child abuse.

***Please note that 36 Lockhart residents were victims of more than one type of abuse.***

HCWC provides the following services free-of-charge to victims of domestic violence, dating violence, sexual assault & abuse, and child abuse:

- 24-hour HELpline answered by trained advocates
- Emergency shelter for women, men and their children who are victims of family violence and are facing homelessness as result of fleeing a life-threatening situation
- Legal advocacy
- Counseling and support groups
- Special programs and therapy for children who have witnessed violence in the home
- Assist victims in securing resources (e.g. Texas Crime Victims Compensation fund)
- Accompaniment to medical providers, law enforcement and legal proceedings
- Act as a liaison with appropriate agencies on behalf of clients
- Provide information and referral services
- 24-hour Hospital Emergency Advocate Response Team (HEARTeam)
- Accompaniment to medical providers, law enforcement and legal proceedings
- Liaison with appropriate agencies and coordination of Sexual Assault Task Force, Caldwell County Family Violence Task Force, and the Multi-Disciplinary Team.
- Case management, trial preparation, video recorded forensic interviews

**FY 2019-2020 Requested Amount & Plan for Funds**

**Fiscal Year 2019-2020**

**Request to the City of Lockhart..... \$8,000**

Funds will be utilized to help cover the rent of \$1,000/MO for the Lockhart office and for providing face-to-face services to Lockhart victims at our main campus—specifically providing shelter to displaced victims of domestic/sexual violence in the McCoy Family Shelter and providing Forensic Interviews to victims of child abuse from Lockhart. The requested amount from the City of Lockhart represents approximately \$50 per client. We have based our request on providing services to 161 victims from Lockhart last year.

***HCWC received \$4,288.68 from the City of Lockhart in FY 2018 and those funds were used entirely for rent on the Lockhart office.***

INTERNAL REVENUE SERVICE  
DISTRICT DIRECTOR  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date:

JAN 14 1998

HAYS CALDWELL WOMENS CENTER  
BOX 234  
SAN MARCOS, TX 78667-0234

Employer Identification Number:  
74-2020505

DLN:  
17053284934007

Contact Person:  
D. A. DOWNING

Contact Telephone Number:  
(513) 241-5199

Addendum Applies:  
No

Dear Applicant:

Based on the information you recently submitted, we have classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Internal Revenue Code because you are described in sections 509(a)(1) and 170(b)(1)(A)(vi).

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in 501(c)(3) is still in effect.

This classification is based on the assumption that your operations will continue as you have stated. If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status.

This supersedes our letter dated September 17, 1997.

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help resolve any questions about your private foundation status, you should keep it in your permanent records.

HAYS CALDWELL WOMENS CENTER

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,

*Ellen Murphy*  
ACTING  
District Director

Non-Profit



# The State of Texas

SECRETARY OF STATE


CERTIFICATE OF AMENDMENT  
OF

HAYS COUNTY WOMEN'S CENTER, INC.

The undersigned, as Secretary of State of the State of Texas, hereby certifies that Articles of Amendment to the Articles of Incorporation of the above corporation duly signed and verified pursuant to the provisions of the Texas Non-Profit Corporation Act, have been received in this office and are found to conform to law.

ACCORDINGLY the undersigned, as such Secretary of State, and by virtue of the authority vested in him by law, hereby issues this Certificate of Amendment to the Articles of Incorporation and attaches hereto a copy of the Articles of Amendment.

Dated JANUARY 24 19 80

  
Secretary of State



**Hays Caldwell Womens Center**  
**Balance Sheet**  
**As of 4/30/2019**

	Current Year	
<b>Current Assets</b>		
Cash in Bank	473,899.95	
Cash in Bank-Payroll	534.60	
Cash in Bank-Pioneer Checking	4,249.86	
Cash in Bank-Pioneer Bank	1,991,460.55	
Petty Cash	300.00	
Receivables	435,832.00	
<b>Total Current Assets</b>	<b>2,906,276.96</b>	#1
<b>Fixed Assets</b>		
Equipment & Fixtures	299,997.07	
Capital Improvements	231,272.34	
Vehicles	64,309.87	
Building	3,528,659.26	
Accumulated Depreciation	(2,059,736.70)	
<b>Total Fixed Assets</b>	<b>2,064,501.84</b>	
<b>Other Assets</b>		
Capital Campaign Pledges	0.00	
Inventory	11,297.00	
Prepays	30,154.38	
Refundable Deposits	0.00	
<b>Total Other Assets</b>	<b>41,451.38</b>	
<b>Total Assets</b>	<b>5,012,230.18</b>	
<b>Current Liabilities</b>		
Accounts Payable	0.00	
Accrued Vacation	76,735.00	
Capital Campaign Payable	2,409.24	
Employee Fringe Payable	(67.18)	
FICA Payable	26.31	
Foundations Deferred Income	0.00	
Health Savings Accounts Payable	215.83	
Medical Reimbursement Payable	0.00	
Medicare Payable	(70.65)	
Simple IRA Payable	0.00	
SUTA Payable	4,633.67	
Withholding Payable	(34.84)	
<b>Total Current Liabilities</b>	<b>83,847.38</b>	
<b>Total Liabilities</b>	<b>83,847.38</b>	
<b>Fund Balances</b>		
Beginning Fund Balance	0.00	
Net Assets	5,035,436.98	
Current Increase/(Decrease)	(107,054.18)	
<b>Total Fund Balances</b>	<b>4,928,382.80</b>	
<b>Total Liabilities &amp; Fund Balances</b>	<b>5,012,230.18</b>	



**Hays Caldwell Womens Center**  
**Statement of Revenues and Expenditures - Board Report**  
From 4/1/2019 Through 4/30/2019

	<u>Current Period Actual</u>	<u>Current Year Actual</u>	<u>YTD Budget \$ - Original</u>	<u>YTD Budg Variance</u>
<b>SUPPORT &amp; REVENUES</b>				
<b>Government Grants</b>				
Children's Advocacy Center	9,712.32	47,414.73	78,045.45	(30,630.72)
FVYSPA Safe Place	4,656.77	28,666.82	36,969.31	(8,302.49)
Health & Human Services Commission	27,944.59	167,685.54	195,612.06	(27,926.52)
HHSC-SNRP	0.00	12,849.41	18,106.69	(5,257.28)
OAG - Federal	6,639.15	37,341.23	49,583.35	(12,242.12)
OAG - State	0.00	48,242.09	66,604.44	(18,362.35)
VOCA	187,270.70	561,524.13	721,346.50	(159,822.37)
VOCA CAC	32,865.98	179,221.82	217,604.38	(38,382.56)
<b>Total Government Grants</b>	<b>269,089.51</b>	<b>1,082,945.77</b>	<b>1,383,872.18</b>	<b>(300,926.41) #2</b>
<b>Local Government Support</b>				
CDBG	0.00	0.00	0.00	0.00
City of Buda	0.00	1,300.00	3,033.38	(1,733.38)
City of Dripping Springs	0.00	0.00	3,791.62	(3,791.62)
City of Kyle	0.00	0.00	0.00	0.00
City of Lockhart	0.00	4,288.68	2,501.38	1,787.30
City of Luling	0.00	0.00	0.00	0.00
City of San Marcos	15,750.00	47,250.00	36,750.00	10,500.00
City of Wimberley	0.00	0.00	1,166.62	(1,166.62)
County of Caldwell	0.00	800.00	466.62	333.38
County of Hays	0.00	37,500.00	43,750.00	(6,250.00)
<b>Total Local Government Support</b>	<b>15,750.00</b>	<b>91,138.68</b>	<b>91,459.62</b>	<b>(320.94) #3</b>
<b>Local Support</b>				
Individuals	87,273.11	241,105.29	152,394.62	88,710.67
Foundations - Other	0.00	29,642.76	13,397.92	16,244.84
St David's Foundation	0.00	146,402.00	170,802.31	(24,400.31)
Swalm Foundation	0.00	0.00	23,900.66	(23,900.66)
Texas Pioneer Foundation	0.00	0.00	14,014.41	(14,014.41)
Companies	5,888.20	45,131.18	30,916.62	14,214.56
Organizations	3,779.00	29,922.83	28,000.00	1,922.83
<b>Total Local Support</b>	<b>96,940.31</b>	<b>492,204.06</b>	<b>433,426.54</b>	<b>58,777.52) #4</b>
<b>Miscellaneous Revenues</b>				
Interest Income	0.00	0.00	0.00	0.00
Divorces Caldwell Family Prot Fees	0.00	0.00	1,233.82	(1,233.82)
Divorces Hays Family Prot Fees	4,011.70	9,967.90	4,730.88	5,237.02
Misc Other - Contract Services	0.00	0.00	0.00	0.00
Restitution Caldwell FV SH Fees	0.00	0.00	0.00	0.00
Restitution Hays FV SH Fees	0.00	819.07	3,267.81	(2,448.74)
Restitution - Other	0.00	254.97	100.87	154.10
Reserve Funds	0.00	0.00	0.00	0.00
Texas Rio Grande	0.00	0.00	1,258.81	(1,258.81)
<b>Total Miscellaneous Revenues</b>	<b>4,011.70</b>	<b>11,041.94</b>	<b>10,592.19</b>	<b>449.75</b>
<b>Total SUPPORT &amp; REVENUES</b>	<b>385,791.52</b>	<b>1,677,330.45</b>	<b>1,919,350.53</b>	<b>(242,020.08) #5</b>
<b>PROGRAM EXPENDITURES</b>				
<b>Personnel</b>				
Salaries & Wages	184,143.64	1,315,931.61	1,353,810.20	37,878.59
<b>Fringes</b>				
Health Insurance	12,290.17	103,886.97	105,419.85	1,532.88
Payroll Taxes	13,714.63	97,641.47	102,212.06	4,570.59
Simple IRA	3,057.28	20,491.41	29,403.50	8,912.09
Worker's Comp Insurance	0.00	0.00	5,363.75	5,363.75
Unemployment Insurance	142.21	7,007.22	5,360.73	(1,646.49)

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**Hays Caldwell Womens Center**  
**Statement of Revenues and Expenditures - Board Report**  
From 4/1/2019 Through 4/30/2019

	<u>Current Period Actual</u>	<u>Current Year Actual</u>	<u>YTD Budget \$ - Original</u>	<u>YTD Budg Variance</u>
<b>Total Fringes</b>	<u>29,204.29</u>	<u>229,027.07</u>	<u>247,759.89</u>	<u>18,732.82</u>
<b>Supplies</b>				
Advocate Training	56.76	551.58	495.88	(55.70)
Food	350.95	2,135.65	2,800.00	664.35
Food-Clients	552.40	3,181.93	5,250.00	2,068.07
Food-Town Teams	42.65	526.78	1,400.00	873.22
Medical Supplies	0.00	0.00	0.00	0.00
Miscellaneous	160.88	1,742.39	2,041.62	299.23
Office Supplies	2,031.38	5,362.51	3,120.67	(2,241.84)
Program Supplies	288.50	2,699.38	5,833.24	3,133.86
Shelter Supplies	965.50	5,514.02	3,966.69	(1,547.33)
Special Needs	41.45	1,391.64	875.00	(516.64)
<b>Total Supplies</b>	<u>4,490.47</u>	<u>23,105.88</u>	<u>25,783.10</u>	<u>2,677.22</u>
<b>Facility Expenses</b>				
Facility Repairs/Maintenance	1,531.19	10,531.54	8,750.07	(1,781.47)
Garbage	381.82	2,569.21	2,452.59	(116.62)
Janitorial	787.50	5,512.50	4,375.63	(1,136.87)
Insurance - Building	0.00	0.00	12,441.45	12,441.45
Internet	159.05	1,110.53	1,081.85	(28.68)
Rent - Lockhart	1,000.00	7,000.00	7,000.00	0.00
Security	210.00	840.00	735.00	(105.00)
Telephone	690.24	3,743.92	3,220.84	(523.08)
Utilities	<u>3,327.78</u>	<u>23,225.67</u>	<u>30,200.94</u>	<u>6,975.27</u>
<b>Total Facility Expenses</b>	<u>8,087.58</u>	<u>54,533.37</u>	<u>70,258.37</u>	<u>15,725.00</u>
<b>Contractual</b>				
Contract-Interpreter	0.00	0.00	1,166.69	1,166.69
Contract-Legal	23,000.00	51,000.00	62,650.00	11,650.00
Contract-MicroCeption	0.00	0.00	1,207.50	1,207.50
Contract-Program Evaluation	0.00	0.00	2,916.69	2,916.69
Contract-Technology	<u>1,725.00</u>	<u>12,075.00</u>	<u>12,016.69</u>	<u>(58.31)</u>
<b>Total Contractual</b>	<u>24,725.00</u>	<u>63,075.00</u>	<u>79,957.57</u>	<u>16,882.57</u>
<b>Capital Expenditures</b>				
Capital Improvements	0.00	0.00	0.00	0.00
Equipment Purchase	0.00	7,676.76	7,652.75	(24.01)
Vehicle Purchase	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Total Capital Expenditures</b>	<u>0.00</u>	<u>7,676.76</u>	<u>7,652.75</u>	<u>(24.01)</u>
<b>Other Insurances</b>				
Bond (crime)	0.00	0.00	759.50	759.50
Directors and Officers	0.00	0.00	578.06	578.06
Employee Benefits Liability	0.00	0.00	175.00	175.00
Employee Practices	0.00	0.00	875.00	875.00
Flood	0.00	4,050.00	2,313.43	(1,736.57)
General Liability/Employee Benefits	0.00	0.00	1,278.06	1,278.06
Inland Marine	0.00	0.00	808.50	808.50
Professional Liability	0.00	0.00	3,950.38	3,950.38
Umbrella	0.00	0.00	1,281.00	1,281.00
Vehicle	<u>0.00</u>	<u>0.00</u>	<u>2,085.44</u>	<u>2,085.44</u>
<b>Total Other Insurances</b>	<u>0.00</u>	<u>4,050.00</u>	<u>14,104.37</u>	<u>10,054.37</u>
<b>Other Expenditures</b>				
Advertising/Public Relations	399.31	1,681.80	1,866.62	184.82
Audit	0.00	8,750.00	13,451.06	4,701.06
Bank Charges/Credit Card Fees	29.40	192.20	190.19	(2.01)
Basic Cable	65.46	423.84	408.31	(15.53)

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**Hays Caldwell Womens Center**  
**Statement of Revenues and Expenditures - Board Report**  
From 4/1/2019 Through 4/30/2019

	Current Period Actual	Current Year Actual	YTD Budget \$ - Original	YTD Budg Variance
Copier Rental	560.08	4,757.85	3,337.25	(1,420.60)
Fees & Dues	535.00	4,876.00	5,891.62	1,015.62
Fundraising Expenses	15,398.16	16,805.23	9,916.62	(6,888.61)
PayPal Charges	45.58	546.81	875.00	328.19
Postage	2.30	3,229.65	3,149.93	(79.72)
Printing	0.00	7,433.75	6,579.93	(853.82)
Rent assistance CDBG	0.00	0.00	0.00	0.00
Staff Development	(112.00)	8,021.16	22,429.56	14,408.40
Staff Meetings	183.02	889.10	1,120.00	230.90
Staff Recruitment	98.09	281.39	131.88	(149.51)
Technology Resources	125.15	7,673.06	7,295.75	(377.31)
Travel Expenses	1,119.46	7,795.05	9,392.37	1,597.32
Vehicle Expense	209.48	660.97	1,166.69	505.72
Reserves	0.00	0.00	32,821.81	32,821.81
Total Other Expenditures	<u>18,658.49</u>	<u>74,017.86</u>	<u>120,024.59</u>	<u>46,006.73</u>
<b>Total PROGRAM EXPENDITURES</b>	<u><u>269,309.47</u></u>	<u><u>1,771,417.55</u></u>	<u><u>1,919,350.84</u></u>	<u><u>147,933.29</u></u> #6
<b>INCREASE/DECREASE IN NET ASSETS</b>	<u>116,482.05</u>	<u>(94,087.10)</u>	<u>(0.31)</u>	<u>(94,086.79)</u> #7
<b>IN-KIND REVENUES</b>				
In-Kind Revenues				
	<u>124,287.52</u>	<u>268,146.84</u>	<u>0.00</u>	<u>268,146.84</u>
<b>Total IN-KIND REVENUES</b>	<u><u>124,287.52</u></u>	<u><u>268,146.84</u></u>	<u><u>0.00</u></u>	<u><u>268,146.84</u></u>
<b>IN-KIND SUPPORT</b>				
In-Kind Support				
IK-Volunteer Time	19,346.24	97,822.75	0.00	(97,822.75)
IK-Professional Hours	0.00	575.00	0.00	(575.00)
IK-Food	1,435.00	2,545.00	0.00	(2,545.00)
IK-Shelter Supplies	102,511.00	161,648.00	0.00	(161,648.00)
IK-Travel	995.28	5,556.09	0.00	(5,556.09)
<b>Total In-Kind Support</b>	<u>124,287.52</u>	<u>268,146.84</u>	<u>0.00</u>	<u>(268,146.84)</u>
<b>Total IN-KIND SUPPORT</b>	<u><u>124,287.52</u></u>	<u><u>268,146.84</u></u>	<u><u>0.00</u></u>	<u><u>(268,146.84)</u></u>
<b>NON-BUDGETED REVENUE</b>				
Non-Budgeted Revenue				
Back Packs	0.00	0.00	0.00	0.00
Caldwell County FVTF	0.00	4,045.00	0.00	4,045.00
Camp	0.00	0.00	0.00	0.00
Capital Campaign	174,220.19	800,257.45	0.00	800,257.45
Christmas	0.00	13,745.00	0.00	13,745.00
Client Activities	0.00	0.00	0.00	0.00
EFSP	6,060.00	6,060.00	0.00	6,060.00
My Safe Space	0.00	0.00	0.00	0.00
Thanksgiving	0.00	1,670.00	0.00	1,670.00
Town Team Buda	0.00	0.00	0.00	0.00
Town Team Dripping Springs	0.00	3,361.00	0.00	3,361.00
Town Team Kyle	0.00	0.00	0.00	0.00
Town Team Lockhart	0.00	0.00	0.00	0.00
Town Team San Marcos	0.00	0.00	0.00	0.00
Town Team Wimberley	0.00	0.00	0.00	0.00
WISP Scholarship	0.00	3,000.00	0.00	3,000.00
<b>Total Non-Budgeted Revenue</b>	<u>180,280.19</u>	<u>832,138.45</u>	<u>0.00</u>	<u>832,138.45</u>
<b>Total NON-BUDGETED REVENUE</b>	<u><u>180,280.19</u></u>	<u><u>832,138.45</u></u>	<u><u>0.00</u></u>	<u><u>832,138.45</u></u> #8

**Hays Caldwell Womens Center**  
**Statement of Revenues and Expenditures - Board Report**  
From 4/1/2019 Through 4/30/2019

	<u>Current Period Actual</u>	<u>Current Year Actual</u>	<u>YTD Budget \$ - Original</u>	<u>YTD Budg Variance</u>
<b>NON-BUDGETED EXPENDITURES</b>				
Non-Budgeted Expenditures				
Caldwell County FVTF	0.00	4,211.56	0.00	(4,211.56)
Back Packs	0.00	0.00	0.00	0.00
Camp	0.00	0.00	0.00	0.00
Capital Campaign	3,518.15	12,428.57	0.00	(12,428.57)
Capital Improvements	0.00	0.00	0.00	0.00
Christmas Fund	0.00	11,588.44	0.00	(11,588.44)
Client Activities	0.00	0.00	0.00	0.00
EFSP	0.00	7,748.34	0.00	(7,748.34)
My Safe Space	0.00	0.00	0.00	0.00
Thanksgiving	0.00	1,600.00	0.00	(1,600.00)
Town Team Buda	0.00	346.00	0.00	(346.00)
Town Team Dripping Springs	0.00	3,925.17	0.00	(3,925.17)
Town Team Kyle	0.00	0.00	0.00	0.00
Town Team Lockhart	0.00	0.00	0.00	0.00
Town Team Luling	0.00	0.00	0.00	0.00
Town Team San Marcos	0.00	0.00	0.00	0.00
Town Team Wimberley	0.00	0.00	0.00	0.00
WISP Scholarship	0.00	3,000.00	0.00	(3,000.00)
Total Non-Budgeted Expenditures	<u>3,518.15</u>	<u>44,848.08</u>	<u>0.00</u>	<u>(44,848.08)</u>
<b>Total NON-BUDGETED EXPENDITURES</b>	<u>3,518.15</u>	<u>44,848.08</u>	<u>0.00</u>	<u>(44,848.08)</u>

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**CENIKOR FOUNDATION**

**(formerly Hays-Caldwell Council on Alcohol & Drug  
Abuse)**

**REQUEST: \$5,000**



City of Lockhart  
2020 Funding  
Application



**Cenikor Foundation**

**Date of Application:** June 10, 2019

**Agency Name:** Cenikor

**Sr. Prevention Manager:** Carla Merritt LMSW, LCDC, CPS

**Phone:** 512-396-7695 ext. 5225

**Sr. Prevention Manger's email:** [cmerritt@cenikor.org](mailto:cmerritt@cenikor.org)

**Contact Person other than Executive Director:** Connie Guilbeau

**Alternate Contact email:** [cguilbeau@cenikor.org](mailto:cguilbeau@cenikor.org)

**Mailing Address:** 1901 Dutton Drive, Suite E

**City:** San Marcos

**State:** Texas

**Zip:** 78666

**Phone:** 512-396-7695 ext. 5225

**Fax:** 512-396-7633

**Website:** [www.cenikor.org](http://www.cenikor.org)

**Funding Requested:** **\$5,000.00**

**\$2,000 Prevention**

**\$1,000 Adolescent Treatment**

**\$1,000 Youth Recovery Community**

**\$1,000 Outpatient Programming for Adults**

## Requested Information

### 1a. Agency Mission Statement:

Cenikor Foundation is a 50-year-old non-profit organization that provides substance use prevention, detox services, inpatient and outpatient substance use treatment and recovery support services. The mission of Cenikor Foundation is: **A Place for Change. Better Health. Better Lives.** Our Vision: Cenikor will be a leader in providing quality substance abuse and behavioral health services in the communities we serve through a continuum of care for adults and adolescents. Our Core Values are: Health; Wellness; Faith; Work; Recovery; Respect; Accountability; and Education.

### 1b. Benefits of the agency to the City of Lockhart:

Cenikor provides both substance use prevention, outpatient treatment and recovery services to the citizens of Lockhart. The San Marcos location has provided prevention services for over 35 years and treatment for over 16 years. Cenikor has a dedicated Prevention Specialist to the Lockhart School District. Additional Prevention Specialists have and can assist when there are circumstances that determine the need. Our dedicated Prevention Specialist attends monthly Lockhart community meetings (Lockhart Interagency and Caldwell County Family Violence Task Force) to offer support and information about substance use trends in the area and to be a resource in the continuum of care of services for parents and youth.

## PREVENTION SERVICES

Cenikor continues to be the area's primary non-profit providing prevention of substance use services to children, parents and other family members. Throughout the year Cenikor provides the citizens of Lockhart with education and prevention of substance use and treatment services regarding alcohol, marijuana, tobacco, prescription drug misuse and other drug use/abuse. Services are provided in the public school system, and at community events to youth and adults. Over the past year Cenikor's Prevention Program have partnered with Lockhart ISD, Lockhart Library, the Golden Age Home and the Keep Lockhart Beautiful Event to provide services to youth, parents, and other adults. Cenikor is also a member of the Lockhart Chamber of Commerce.

### Prevention Services provided to Lockhart August 2018-May 2019 are:

Number of youth receiving classroom/small group education: 100

Number of adults attending presentations: 382

Number of youth attending presentations alternative activities/information: 6,106

## According to the Office of National Drug Control Policy IV. A Comprehensive Approach to Preventing Drug Abuse;

"Preventing America's sixty-eight million children from using drugs, alcohol, and tobacco will help safeguard our society. Preventing drug abuse is one of the best investments we can make in our country's future. Doing so is preferable to dealing with the consequences of drug abuse through law enforcement or drug treatment.

(Source: <https://www.ncjrs.gov/ondcppubs/publications/policy/99ndcs/iv-b.html> )

During the 2018-2019 school year Cenikor was available to the Lockhart Independent School District (LISD) and Lockhart community to provide Prevention programs, community support and referral.

- Classroom and small group Prevention education curriculum grades 1st-12<sup>th</sup>
- Presentations on health and wellness, stress management, healthy coping skills, and positive decision making for grades 1<sup>st</sup>-12<sup>th</sup>, the community, parents, and other adults.
- Positive Activities in the school setting and in the summer months to youth of all ages. Provides youth the opportunity to learn new skills and experience healthy fun and ways of coping with life challenges.
- Awareness Campaigns Red Ribbon Week, National Drug Facts Week, Tobacco Free Kids Day.
- Information dispersed to youth and adults through community meetings and health fairs on consequences of tobacco, alcohol, and other substances along with parenting and mental health information.
- Minor in Possession of Alcohol class provides youth, who are court ordered to attend, education on the dangers of alcohol.
- Attendance at Lockhart community health fairs and community organization meetings
- Summer Services at LISD Summer Camp and Lockhart Library

## TREATMENT SERVICES

Providing outpatient treatment services to youth and adults provides successful outcomes for improved health and maintains a healthy family structure while keeping individuals in need close to home.

**Project HOPE** serves adolescents between the ages of 12 and 17 and their families. The program serves adolescents who have an identified problem with substance use. The program consists of educational and process components utilizing a structured curriculum to meet the needs of the individual and their family. The evidence based treatment methods used are Motivational Enhancement and Cognitive Behavior Therapy. Family participation is an important component of the program. Including families in the treatment process, improves the parent's ability to support their child's recovery, and provides a hopeful place for parents and family members to receive the



support they need. The program receives referrals from schools, juvenile probation, family members and other community agencies. The program provides adolescent group sessions, parent education group sessions, adolescent individual counseling sessions and family sessions.

**Youth Recovery Community (YRC)** is dedicated to empowering youth and young adults to live a substance free lifestyle. The program offers services to youth ages 13 – 21 who are in or are seeking recovery from substance use. The mission of the program is to provide a positive recovery community for youth and young adults through education, mentorship, and positive activities. This program is facilitated by a Peer Recovery Leader who has a substantial amount of time in recovery from substance use. Members of the Youth Recovery Community engage in weekly support groups, community service projects, and enjoy social and recreational activities throughout the year all which support the recovery process.

**Adult Intensive Outpatient Treatment Program (IOP)** serves adults age 18 and up. The program provides eight (8) weeks of outpatient treatment consisting of group and individual sessions. The group meets nine (9) hours weekly. Group sessions consist of educational and process components utilizing a structured curriculum. Topics addressed include: the disease of alcoholism and addiction; denial in relationship to alcoholism and addiction; AA and the 12 steps; the recovery process; stress management; addictive thinking; family dynamics; values; cultural sensitivity and awareness; relapse prevention; health issues related to substance use/abuse including tobacco; HIV/AIDS/STDS/TB and Hepatitis; anger management; budgeting and financial management; having fun in sobriety; healthy communication and trust skills. The program is provided during the weekday evenings in order to allow participants to work and support themselves and their family members. Clients in the program meet with their counselor a minimum four (4) times individually during the 8 weeks. Each client has an individualized treatment plan that is reviewed and revised while the client works to meet his or her goals. Clients may be seen for additional individual sessions as needed. The program format is open, providing the opportunity for clients to enter at any time during the eight-week cycle.

**Supportive Outpatient** is an ongoing supportive program for adults which provides group sessions once a week for 13 weeks. This program is offered to graduates of the Cenikor Intensive Outpatient program who are in recovery and are seeking additional support to assist them in maintaining their sobriety. The request for this service continues to increase.

**Co-Occurring Mental Health and Substance Abuse Services (COPSD)** provides services to adults over the age of 18 who are identified as having co-occurring mental health and substance use disorders which emphasizes an integrated treatment approach where both disorders are seen as primary. Individual counseling and case management are provided to ensure client stabilization, service coordination and engagement strategies to assist clients in benefiting from treatment.

**2. Financial Statements**

*See Attached Documents*

**3. Previous year's funding expenditures**

The City of Lockhart committed \$2,473.68 to Cenikor for 2018-2019. These monies have been spent on the following programs:

- Prevention Education of Substance Use
- Outpatient Treatment for youth
- Youth Recovery Community Program
- Intensive Outpatient Treatment Program for Adults which includes COPSD services, and Supportive Outpatient services

**4a. 2019-2020 Budget Request and Funds Use**

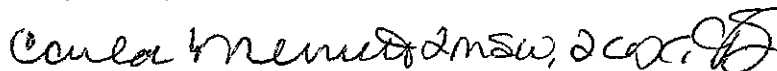
100% of resources received from the City of Lockhart will be utilized for prevention, adolescent and adult outpatient programming for adults and youth recovery programs. Funding received from the City of Lockhart will be used to reach the Health and Human Services Commission (HHSC) required 5% community match for grant dollars allocated to programs and for any expenses that are not an allowable cost under the HHSC grant.

**4b. Requested funds' 2019-2020 expenditures**

**Total Funds Requested for 2019-2020- \$5,000**

- \$2,000 Prevention Education of Substance Use**
- \$1,000 Treatment for Youth (Project HOPE).**
- \$1,000 Youth Recovery Community (YRC) programs**
- \$1,000 Outpatient Programming for Adults – Intensive Outpatient, Co-occurring Psychiatric and Substance Disorder (COPSD), Supportive Outpatient**

Respectfully Submitted,



Carla Merritt, LMSW, LCDC, CPS  
Sr. Prevention Manager  
Cenikor Foundation

**Cenikor Foundation and Subsidiary**

**Consolidated Financial Statements  
And Uniform Guidance Reports**

**June 30, 2018 and 2017**

Cenikor Foundation

June 30, 2018 and 2017

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## INDEPENDENT AUDITORS' REPORT

To the Board of Directors  
Cenikor Foundation

### Report on the Financial Statements

We have audited the accompanying consolidated financial statements of Cenikor Foundation and Subsidiary (collectively, the "Organization"), which comprise the consolidated statements of financial position as of June 30, 2018 and 2017, and the related consolidated statements of activities, functional expenses and cash flows for the years then ended, and the related notes to consolidated financial statements.

### Management's Responsibility for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with U.S. generally accepted accounting principles; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free of material misstatement, whether due to fraud or error.

### Auditors' Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audits. We conducted our audits in accordance with U.S. generally accepted auditing standards, the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, and the *State of Texas Single Audit Circular*. These standards require that we plan and perform the audits to obtain reasonable assurance about whether the consolidated financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

## Opinion

In our opinion, the consolidated financial statements referred to above present fairly, in all material respects, the financial position of the Organization as of June 30, 2018 and 2017, and the changes in its net assets and cash flows for the years then ended, in accordance with U.S. generally accepted accounting principles.

## Other Matters

### *Other Information*

Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The accompanying schedule of expenditures of federal and non-federal awards, as required by *Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and the *State of Texas Single Audit Circular* is presented for purposes of additional analysis and is not a required part of the consolidated financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the consolidated financial statements. The information has been subjected to the auditing procedures applied in the audit of the consolidated financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the consolidated financial statements or to the consolidated financial statements themselves, and other additional procedures in accordance with U.S. generally accepted auditing standards. In our opinion, the information is fairly stated, in all material respects, in relation to the consolidated financial statements as a whole.

## Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated November 19, 2018, on our consideration of the Organization's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control over financial reporting and compliance.

*Pamell Kern Forster of Texas, P.C.*

November 19, 2018

## Consolidated Statements of Financial Position

	June 30,	
	<u>2018</u>	<u>2017</u>
<b>Assets</b>		
Cash and cash equivalents	\$ 8,355,808	\$ 6,780,335
Accounts receivable, net	1,545,483	2,264,960
Government grants receivable	309,247	63,433
Pledges receivable	253,623	5,000
Certificates of deposit	258,543	366,923
Other assets, net	204,036	204,425
Property and equipment, net	<u>12,128,834</u>	<u>12,305,936</u>
Total assets	<u>\$ 23,055,574</u>	<u>\$ 21,991,012</u>
<b>Liabilities and Net Assets</b>		
Current liabilities		
Accounts payable and accrued liabilities	\$ 1,883,747	\$ 1,802,717
Note payable	<u>2,965,091</u>	<u>3,080,950</u>
Total liabilities	<u>4,848,838</u>	<u>4,883,667</u>
Commitments and contingencies		
Unrestricted net assets		
Undesignated	16,148,344	15,249,430
Board designated	1,662,918	1,656,940
Temporarily restricted	366,259	171,760
Permanently restricted	<u>29,215</u>	<u>29,215</u>
Total net assets	<u>18,206,736</u>	<u>17,107,345</u>
Total liabilities and net assets	<u>\$ 23,055,574</u>	<u>\$ 21,991,012</u>

Cenikor Foundation  
Consolidated Statement of Activities  
Year Ended June 30, 2018

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total</u>
Public support and revenues:				
Public support:				
Direct government aid	\$ 859,883	\$ -	\$ -	\$ 859,883
Special events revenue	392,039	-	-	392,039
Contributions	391,553	373,204	-	764,757
In-kind contributions	<u>1,318,238</u>	<u>-</u>	<u>-</u>	<u>1,318,238</u>
Total public support	<u>2,961,713</u>	<u>373,204</u>	<u>-</u>	<u>3,334,917</u>
Revenues:				
Vocational services	7,236,977	-	-	7,236,977
Net client service revenue	4,341,339	-	-	4,341,339
Grant and contract revenue	8,316,527	-	-	8,316,527
Interview and admission fees	232,567	-	-	232,567
Re-entry rent	288,558	-	-	288,558
Investment income	11,813	-	-	11,813
Gain on disposal of property and equipment	9,169	-	-	9,169
Insurance claims	16,616	-	-	16,616
Other income, net	313,236	-	-	313,236
Net assets released from restrictions	<u>178,705</u>	<u>(178,705)</u>	<u>-</u>	<u>-</u>
Total public support and revenues	<u>23,907,220</u>	<u>194,499</u>	<u>-</u>	<u>24,101,719</u>
Expenses:				
Program services	18,785,052	-	-	18,785,052
General and administrative	3,713,011	-	-	3,713,011
Fundraising	<u>504,265</u>	<u>-</u>	<u>-</u>	<u>504,265</u>
Total expenses	<u>23,002,328</u>	<u>-</u>	<u>-</u>	<u>23,002,328</u>
Changes in net assets	<u>904,892</u>	<u>194,499</u>	<u>-</u>	<u>1,099,391</u>
Net assets, beginning of year	<u>16,906,370</u>	<u>171,760</u>	<u>29,215</u>	<u>17,107,345</u>
Net assets, end of year	<u>\$17,811,262</u>	<u>\$ 366,259</u>	<u>\$ 29,215</u>	<u>\$18,206,736</u>

See accompanying notes to consolidated financial statements.

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## Cenikor Foundation

## Consolidated Statement of Activities

Year Ended June 30, 2017

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total</u>
Public support and revenues:				
Public support:				
Direct government aid	\$ 764,245	\$ -	\$ -	\$ 764,245
Special events revenue	186,581	-	-	186,581
Contributions	199,437	209,210	-	408,647
In-kind contributions	<u>1,418,684</u>	<u>-</u>	<u>-</u>	<u>1,418,684</u>
Total public support	<u>2,568,947</u>	<u>209,210</u>	<u>-</u>	<u>2,778,157</u>
Revenues:				
Vocational services	7,793,006	-	-	7,793,006
Net client service revenue	2,761,188	-	-	2,761,188
Grant and contract revenue	7,119,023	-	-	7,119,023
Interview and admission fees	271,355	-	-	271,355
Re-entry rent	343,737	-	-	343,737
Temporary services income	193,146	-	-	193,146
Investment income	8,772	-	-	8,772
Loss on disposal of property and equipment	(8,978)	-	-	(8,978)
Insurance claims	18,872	-	-	18,872
Other income, net	507,111	-	-	507,111
Net assets released from restrictions	<u>353,247</u>	<u>(353,247)</u>	<u>-</u>	<u>-</u>
Total public support and revenues	<u>21,929,426</u>	<u>(144,037)</u>	<u>-</u>	<u>21,785,389</u>
Expenses:				
Program services	16,909,236	-	-	16,909,236
General and administrative	3,146,994	-	-	3,146,994
Fundraising	<u>365,648</u>	<u>-</u>	<u>-</u>	<u>365,648</u>
Total expenses	<u>20,421,878</u>	<u>-</u>	<u>-</u>	<u>20,421,878</u>
Changes in net assets	<u>1,507,548</u>	<u>(144,037)</u>	<u>-</u>	<u>1,363,511</u>
Net assets, beginning of year	<u>15,398,822</u>	<u>315,797</u>	<u>29,215</u>	<u>15,743,834</u>
Net assets, end of year	<u>\$16,906,370</u>	<u>\$ 171,760</u>	<u>\$ 29,215</u>	<u>\$17,107,345</u>

See accompanying notes to consolidated financial statements.

## Cenikor Foundation

## Consolidated Statement of Functional Expenses

Year Ended June 30, 2018

	<u>Supporting Activities</u>			<u>Total</u>
	<u>Program Services</u>	<u>General and Administrative</u>	<u>Fundraising</u>	
Direct resident expenses:				
Food	\$ 1,267,761	\$ -	\$ -	\$ 1,267,761
Clothing and sundry	46,375	-	-	46,375
Education	39,967	-	-	39,967
Commissary	220,585	-	-	220,585
Lab analysis	67,777	-	-	67,777
Facility licensure	28,029	-	-	28,029
Residential travel	2,526	-	-	2,526
Donated resident merchandise	1,155,528	-	-	1,155,528
Other	<u>91,285</u>	<u>-</u>	<u>-</u>	<u>91,285</u>
Total direct resident expenses	<u>2,919,833</u>	<u>-</u>	<u>-</u>	<u>2,919,833</u>
Other expenses:				
Accounting	-	50,298	-	50,298
Advertising	3,551	5,811	-	9,362
Bad debt expense	1,219,447	3,698	-	1,223,145
Computer support	157,232	104,070	8,591	269,893
Employee benefits	536,206	89,981	8,648	634,835
Household supplies	41,935	-	-	41,935
Human resources	42,825	66,380	-	109,205
Vocational services supplies	34,291	-	-	34,291
Lawn care supplies	25,769	-	-	25,769
Insurance	705,215	56,602	9,555	771,372
Interest	129,347	-	-	129,347
Kitchen supplies	80,685	-	-	80,685
Medical	177,404	-	-	177,404
Office expense	59,716	14,312	-	74,028
Parking and fuel	206,700	25,294	2,832	234,826
Payroll taxes	660,455	147,349	13,591	821,395
Pension expense	316,013	105,625	9,269	430,907
Postage expense	4,702	3,386	-	8,088
Professional fees	345,103	396,947	-	742,050
Professional training	77,760	99,354	7,777	184,891
Property taxes	574	-	-	574
Public relations	36,483	128,178	-	164,661
Rental and lease	256,351	112,203	8,872	377,426
Repairs and maintenance	339,687	3,219	-	342,906
Salaries	8,274,393	2,023,831	183,381	10,481,605
Relocation allowance	-	4,516	-	4,516
Shipping	1,210	9,210	-	10,420
Telephone	81,640	17,090	1,852	100,582
Employee meals and recognition	8,236	10,982	-	19,218
Travel, board and staff	70,242	85,255	5,221	160,718
Travel, admissions and outreach	32,148	-	-	32,148
Utilities	591,469	32,482	6,404	630,355
Vehicle maintenance	81,028	5,042	-	86,070
Direct cost of event services	-	-	168,853	168,853
Donated services and merchandise	107,250	-	55,458	162,708
Other expenses	9,816	28,107	-	37,923
Depreciation and amortization	<u>1,150,336</u>	<u>83,789</u>	<u>13,961</u>	<u>1,248,086</u>
Total other expenses	<u>15,865,219</u>	<u>3,713,011</u>	<u>504,265</u>	<u>20,082,495</u>
Total functional expenses	<u>\$18,785,052</u>	<u>\$ 3,713,011</u>	<u>\$ 504,265</u>	<u>\$23,002,328</u>

See accompanying notes to consolidated financial statements.

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Cenikor Foundation

Consolidated Statement of Functional Expenses

Year Ended June 30, 2017

	Program Services	Supporting Activities		Total
		General and Administrative	Fundraising	
Direct resident expenses:				
Food	\$ 1,243,402	\$ -	\$ -	\$ 1,243,402
Clothing and sundry	49,085	-	-	49,085
Education	34,734	-	-	34,734
Commissary	227,493	-	-	227,493
Lab analysis	49,775	-	-	49,775
Facility licensure	3,724	-	-	3,724
Residential travel	4,312	-	-	4,312
Donated resident merchandise	1,275,266	-	-	1,275,266
Other	64,366	-	-	64,366
Total direct resident expenses	<u>2,952,157</u>	<u>-</u>	<u>-</u>	<u>2,952,157</u>
Other expenses:				
Accounting	-	47,796	-	47,796
Advertising	3,350	29,143	-	32,493
Bad debt expense	727,883	2,503	-	730,386
Computer support	165,714	89,129	8,848	263,691
Employee benefits	528,293	103,502	10,180	641,975
Household supplies	41,635	-	-	41,635
Human resources	37,061	36,099	-	73,160
Vocational services supplies	35,781	-	-	35,781
Lawn care supplies	24,226	-	-	24,226
Insurance	803,406	61,083	8,391	872,880
Interest	136,940	-	-	136,940
Kitchen supplies	77,775	-	-	77,775
Medical	188,227	-	-	188,227
Office expense	50,093	16,064	-	66,157
Parking and fuel	206,630	20,501	2,538	229,669
Payroll taxes	614,908	130,498	13,811	759,217
Pension expense	228,557	77,624	8,075	314,256
Postage expense	8,211	4,008	-	12,219
Professional fees	187,851	307,050	-	494,901
Professional training	58,245	71,979	7,189	137,413
Property taxes	364	4	-	368
Public relations	25,942	48,828	-	74,770
Rental and lease	223,386	99,056	9,549	331,991
Repairs and maintenance	300,745	3,775	-	304,520
Salaries	7,308,975	1,738,488	182,135	9,229,598
Relocation allowance	-	14,276	-	14,276
Shipping	1,646	9,335	-	10,981
Telephone	84,405	15,519	1,610	101,534
Employee meals and recognition	9,612	11,524	-	21,136
Travel, board and staff	77,570	101,273	7,006	185,849
Travel, admissions and outreach	33,100	-	-	33,100
Utilities	569,945	29,781	5,978	605,704
Vehicle maintenance	78,653	-	-	78,653
Direct cost of event services	-	-	65,997	65,997
Donated services and merchandise	55,025	1,607	21,468	78,100
Other expenses	12,527	1,817	-	14,344
Depreciation and amortization	<u>1,050,398</u>	<u>74,732</u>	<u>12,873</u>	<u>1,138,003</u>
Total other expenses	<u>13,957,079</u>	<u>3,146,994</u>	<u>365,648</u>	<u>17,469,721</u>
Total functional expenses	<u>\$16,909,236</u>	<u>\$ 3,146,994</u>	<u>\$ 365,648</u>	<u>\$20,421,878</u>

See accompanying notes to consolidated financial statements.

## Cenikor Foundation

## Consolidated Statements of Cash Flows

	Year Ended June 30,	
	2018	2017
Cash flows from operating activities		
Change in net assets	\$ 1,099,391	\$ 1,363,511
Adjustments to reconcile change in net assets to cash flows provided by operating activities:		
Noncash net assets of acquired organization	-	(10,343)
Amortization of debt issuance costs	3,150	3,150
Depreciation and amortization	1,248,086	1,138,003
(Gain) loss on disposal of property and equipment	(9,169)	8,978
Change in assets and liabilities:		
Accounts receivable, net	719,477	(685,400)
Government grants receivable	(245,814)	256,584
Pledges receivable	(248,623)	12,000
Other assets, net	389	(83,073)
Accounts payable and accrued liabilities	81,030	211,809
Net cash provided by operating activities	<u>2,647,917</u>	<u>2,215,219</u>
Cash flows from investing activities		
Net change in certificates of deposit	108,380	159,058
Purchase of property and equipment	(1,073,614)	(1,292,002)
Proceeds from sale of property and equipment	11,799	186,823
Net cash used in investing activities	<u>(953,435)</u>	<u>(946,121)</u>
Cash flows from financing activities		
Payments on note payable	(119,009)	(111,417)
Net cash used in financing activities	<u>(119,009)</u>	<u>(111,417)</u>
Net increase in cash and cash equivalents	1,575,473	1,157,681
Cash and cash equivalents at beginning of year	<u>6,780,335</u>	<u>5,622,654</u>
Cash and cash equivalents at end of year	<u>\$ 8,355,808</u>	<u>\$ 6,780,335</u>
Supplemental disclosure of noncash activities:		
Cash paid during the year for:		
Interest	<u>\$ 129,347</u>	<u>\$ 136,940</u>

See accompanying notes to consolidated financial statements.

## Cenikor Foundation

## Notes to Consolidated Financial Statements

June 30, 2018 and 2017

**Note 1 - Nature of Operations and Basis of Presentation**Organization

Cenikor Foundation ("Cenikor") is a not-for-profit, tax exempt corporation incorporated on July 30, 1968, for the purpose of providing behavioral health and treatment services through a continuum of care to individuals, organizations, and the community stakeholders at large. Areas of service are comprised of substance use disorder and co-occurring mental health treatment, rehabilitation, education, vocational training, and outreach/prevention related to substance abuse and behavioral health. Services are conducted in Cenikor facilities throughout Houston, Fort Worth, Tyler, Waco, Killeen, Temple, and San Marcos, Texas and Baton Rouge, Louisiana. In August 2016, Cenikor began operations in Austin, Texas to provide detoxification and short-term residential treatment services.

The Cenikor continuum of care program consists of detoxification, short-term residential, long-term residential, and outpatient for adults. In addition, Cenikor has short-term residential, outpatient, and prevention programs for adolescents. The Cenikor long-term residential program provides vocational training to program participants through various community business partners.

Trusted Employment Solutions ("TES") is a not-for-profit, tax-exempt organization incorporated in October 2014. TES provides employment services to individuals through education, training, housing, and temporary staffing and employment opportunities. TES suspended operations in November 2016 due to operating losses, current market conditions, and economic sustainability concerns with the program. Cenikor maintains the TES entity for the future, if needed, to provide a network for employment services. Cenikor did not experience a significant impact due to the discontinuation of operations in 2016. The accounts of Cenikor and TES are collectively referred to herein as the "Organization".

Basis of presentation

The Organization's financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America ("U.S. GAAP"). The Organization is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. Accordingly, net assets of the Organization and changes therein are classified and reported as follows:

Unrestricted net assets - represent expendable funds available for operations which are not otherwise limited by donor restrictions. Included in unrestricted net assets are funds designated by the Board of Directors for future expansion.

Temporarily restricted net assets - consist of contributed funds subject to donor or grantor-imposed restrictions related to a specific purpose or requiring a specific passage of time before the funds can be spent.

Permanently restricted net assets - are subject to irrevocable donor restrictions requiring the assets be maintained in perpetuity for the purpose of generating investment income to fund current operations.

## Cenikor Foundation

## Notes to Consolidated Financial Statements

June 30, 2018 and 2017

**Note 1 - Nature of Organization and Basis of Presentation (Continued)**Acquisitions

In January 2017, Cenikor acquired the Hays Caldwell Council on Alcohol and Drug Abuse ("HCCADA"), a not-for-profit, tax-exempt organization, through a donation of all the HCCADA assets and liabilities. Cenikor began operating the existing HCCADA programs and facilities. HCCADA provided substance use disorder and co-occurring mental health treatment services and prevention programs in facilities operating in San Marcos and Lockhart, Texas. The assets acquired and liabilities assumed were recorded at fair value at the date of acquisition for a net in-kind contribution of \$65,070. Prior to the acquisition, beginning May 1, 2016, Cenikor provided employee and payroll services to HCCADA. Other income for fiscal year 2017 includes approximately \$364,000 earned under this agreement.

On February 20, 2016, Cenikor extended a line of credit up to \$200,000 to HCCADA with interest at a rate of 5% per annum that matured on February 20, 2017. The line of credit was collateralized by all the HCCADA assets and building contents.

A summary reconciliation of the net assets acquired is as follows:

Cash and cash equivalents	\$ 54,727
Accounts receivable	46,373
PPE, net	21,525
Other assets	<u>8,205</u>
Total assets	<u>130,830</u>
Accounts payable and accrued liabilities	25,173
Line of credit - Cenikor	<u>40,587</u>
Total liabilities	<u>65,760</u>
Unrestricted net assets	<u>\$ 65,070</u>

**Note 2 - Summary of Significant Accounting Policies**Principles of consolidation

The consolidated financial statements include the accounts of Cenikor and TES. All inter-entity balances and transactions are eliminated in consolidation.

Use of estimates

In preparing the financial statements in conformity with U.S. GAAP, management is required to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

## Cenikor Foundation

## Notes to Consolidated Financial Statements

June 30, 2018 and 2017

**Note 2 - Summary of Significant Accounting Policies (Continued)**Fair value considerations

The Organization uses fair value to measure financial and certain nonmonetary financial assets and liabilities. Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability.

Revenue recognition

The Organization records revenues from vocational services, treatment services, and other services when earned as the services are delivered. The Organization invoices on a daily, weekly or monthly basis, as appropriate.

Contributions

Contributions are recognized when the donor makes a promise to give to the Organization that is, in substance, unconditional. Contributions that are restricted by the donor for future periods or a specific purpose are reported as increases in temporarily or permanently restricted net assets depending on the nature of the restriction. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statements of activities as net assets released from restrictions. Donor restricted contributions in which the restrictions are met in the same year as received are recorded as unrestricted contributions in the accompanying statements of activities. Permanently restricted contributions consist of amounts to be held perpetually, based on donor-imposed requirements.

Unconditional promises to give that are expected to be collected within one year are recorded at their realizable value. Unconditional promises to give that are expected to be collected after one year or more are recorded at the present value of estimated future cash flows. The discounts on those amounts are computed using a risk-free interest rate applicable to the year in which the promise is received. Amortization of the discount is included as contribution revenue. Conditional promises to give are not included as support until the conditions are substantially met.

The Organization reports gifts of property and equipment as unrestricted support unless explicit donor stipulations specify how the donated assets must be used. Gifts of long-lived assets with explicit restrictions that specify how the assets are to be used and gifts of cash or other assets that must be used to acquire long-lived assets are reported as restricted support. Absent explicit donor stipulations about how long those long-lived assets must be maintained; the Organization reports expirations of donor restrictions when the donated or acquired long-lived assets are placed in service.

Net client service revenue

Client service revenue is reported at the estimated net realizable amounts from clients and third-party payers. The Organization has agreements with third-party payers that provide for payments at amounts different from its established rates, primarily for Medicaid statutorily-set rates and negotiated rates with private insurance companies. Revenue under third-party agreements is subject to audit and retroactive adjustment.

## Cenikor Foundation

## Notes to Consolidated Financial Statements

June 30, 2018 and 2017

**Note 2 - Summary of Significant Accounting Policies (Continued)**Net client service revenue (continued)

Retroactive adjustments are considered in the recognition of revenue on an estimated basis in the period the related services are rendered, and such estimated amounts are revised in future periods as adjustments become known.

Net client service revenue is reported net of contractual adjustments on the accompanying consolidated statement of activities for the years ending June 30, as follows:

	<u>2018</u>	<u>2017</u>
Gross client charges	\$ 6,822,547	\$ 4,394,975
Contractual adjustments	(2,448,163)	(1,681,602)
Other adjustments	<u>(33,045)</u>	<u>47,815</u>
Net client service revenue	<u>\$ 4,341,339</u>	<u>\$ 2,761,188</u>

Gifts in-kind

Donations are recorded as in-kind contributions at the estimated fair value of the gift. The fair value of food is based on pre-established standards. The contribution value and related program expense for donations of clothing, furniture and other goods are computed using standards set by management and approximate the fair value for second-hand clothing and other items.

Financial instruments, credit risk, and concentration of credit risk

Financial instruments that subject the Organization to concentrations of credit risk consist principally of cash and cash equivalents and receivables. The Organization places its cash with financial institutions it believes to be creditworthy. Deposits may exceed Federal deposit insurance provided on such deposits; however, these deposits typically may be redeemed upon demand and therefore, bear minimal risk. In monitoring this credit risk, the Organization periodically evaluates the stability of the financial institution.

Cash and cash equivalents

For purposes of the statements of cash flows, the Organization considers all unrestricted, highly-liquid investments with a maturity of three months or less to be cash equivalents.

Accounts receivable

Accounts receivable includes insurance receivables that are charged for Medicaid-eligible and privately insured clients and are recorded at contractual rates. Client accounts receivable is recorded at the invoiced amount and does not bear interest. The allowance is based on experience, third-party contracts, and other circumstances, which may affect the ability of clients to meet their obligations. Accounts receivable also consists of vocational service fees stated at the amount billed to customers and are ordinarily due 30 days after the issuance of the invoice.



## Cenikor Foundation

## Notes to Consolidated Financial Statements

June 30, 2018 and 2017

**Note 2 - Summary of Significant Accounting Policies (Continued)**Accounts receivable (continued)

Generally, no collateral or other security is required to support receivables. The Organization provides an allowance for doubtful accounts, which is based upon a review of outstanding receivables, historical collection information and existing economic conditions. As of June 30, 2018 and 2017, the allowance for doubtful accounts for insurance receivables is \$747,895 and \$810,463, respectively. As of June 30, 2018 and 2017, the allowance for doubtful accounts for vocational service fee receivables amounts to \$44,205 and \$34,523, respectively.

Delinquent receivables are written off, based on individual credit evaluation and specific circumstances of the client and when all reasonable collection efforts have been made on insurance claims.

Government grants receivable

Grants receivable consist of government grants and are considered to be fully collectible; accordingly, no allowance for doubtful accounts is required. If amounts become uncollectible, they will be charged to operations when the determination is made. Credit risk for accounts receivable is limited due to the credit worthiness of the federal funding agencies.

Pledges receivable

Pledges receivable due from donors are considered to be fully collectible at June 30, 2018 and 2017; accordingly, no allowance for doubtful accounts is required.

Certificates of deposit

Certificates of deposit have original maturities ranging between three months to one year and are reported at cost.

Property and equipment

Purchased property and equipment are recorded at cost. Donated property and equipment are recorded at fair value at the date of donation. Routine maintenance, repair, renewal and replacement costs are charged against operations in the year incurred. Upon retirement or disposal of assets, the cost and related accumulated depreciation are removed from the accounts and the gain or loss, if any, is included in the results of operations. Expenditures, which materially increase values or extend useful lives of property and equipment, are capitalized. Buildings and equipment are depreciated using the straight-line method based on the estimated useful lives of the assets, generally as follows:

<u>Asset Classification</u>	<u>Useful Life (Years)</u>
Equipment and furniture	3 - 5
Building and improvements	10 - 20
Vehicles	3

## Cenikor Foundation

## Notes to Consolidated Financial Statements

June 30, 2018 and 2017

**Note 2 - Summary of Significant Accounting Policies (Continued)**Functional expenses

The majority of expenses can be directly identified with the program or supporting services to which they relate and are charged accordingly. Functional expenses that cannot readily be related to a specific program are charged to the various programs based upon hours worked, square footage, number of program staff or other reasonable methods for allocating the Organization's multiple functional expenditures.

Income taxes

Cenikor and TES are not-for-profit organizations that are exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code. However, Cenikor and TES are subject to taxes on unrelated business income. There were no unrelated business income taxes due in 2018 or 2017.

Cenikor and TES believe that all significant tax positions utilized will more likely than not be sustained upon examination. Penalties and interest, if any, would be accrued as incurred and would be classified as general and administrative expense in the statement of activities.

Recent accounting pronouncements

In August 2016, the Financial Accounting Standards Board ("FASB") issued an accounting standards update ("ASU") for not-for-profit entities. The ASU was issued to provide more clarity about a not-for-profit entity's liquidity, financial performance, and cash flows. The ASU includes many provisions, including the requirement of additional disclosures regarding the liquidity of an organization, a presentation of expense by function and natural classification, and presentation of two net asset classes instead of three. The amendments in this guidance are effective for fiscal years beginning after December 15, 2017. The Organization is still evaluating the impact that the ASU will have on its financial statements and related disclosures and has not yet adopted the standard.

In August 2018, the FASB issued an ASU for not-for-profit entities. The ASU will assist not-for-profit entities in evaluating whether transactions should be accounted for as contributions or as exchange transactions and whether a contribution is conditional. The amendments in this ASU require that an entity determine whether a contribution is conditional based on whether an agreement includes a barrier that must be overcome and either a right of return of assets transferred or a right of release of a promisor's obligation to transfer assets. The amendments in this guidance are effective for fiscal years beginning after December 15, 2019. Early adoption is permitted. The Organization is still evaluating the impact that the ASU will have on its financial statements and related disclosures and has not yet adopted the standard.

## Cenikor Foundation

## Notes to Consolidated Financial Statements

June 30, 2018 and 2017

**Note 3 - Accounts Receivable**

Accounts receivable at June 30, are as follows:

	<u>2018</u>	<u>2017</u>
Insurance receivables	\$ 1,312,438	\$ 1,460,587
Trade receivables, vocational services	935,497	1,006,934
Accrued revenues	69,421	624,525
Employee receivables	17,521	12,165
Other	<u>2,706</u>	<u>5,735</u>
	2,337,583	3,109,946
Less: allowance for doubtful accounts	<u>(792,100)</u>	<u>(844,986)</u>
Total accounts receivable, net	<u>\$ 1,545,483</u>	<u>\$ 2,264,960</u>

**Note 4 - Pledges Receivable**

Pledges receivable at June 30, are receivable in the following periods:

	<u>2018</u>	<u>2017</u>
Receivables due in less than one year	\$ 238,623	\$ 5,000
Receivables due in one to five years	<u>15,000</u>	<u>-</u>
	<u>\$ 253,623</u>	<u>\$ 5,000</u>

**Note 5 - Property and Equipment**

Property and equipment at June 30, is as follows:

	<u>2018</u>	<u>2017</u>
Land	\$ 1,820,477	\$ 1,817,761
Buildings and improvements	19,067,485	18,386,955
Equipment and furniture	2,804,025	2,809,394
Vehicles	950,718	972,115
Construction in progress	<u>114,148</u>	<u>99,066</u>
	24,756,853	24,085,291
Less: accumulated depreciation	<u>(12,628,019)</u>	<u>(11,779,355)</u>
Total property and equipment, net	<u>\$ 12,128,834</u>	<u>\$ 12,305,936</u>

Depreciation expense amounted to \$1,248,086 and \$1,138,003 for the years ended June 30, 2018 and 2017, respectively.

## Cenikor Foundation

## Notes to Consolidated Financial Statements

June 30, 2018 and 2017

**Note 6 - Line of Credit and Note Payable**

The Organization has an unsecured line of credit with a bank that provides for maximum borrowings of \$500,000 with interest at the bank's prime rate plus 0.25% (5.25% at June 30, 2018). On September 26, 2018, the Organization renewed the line of credit and extended the maturity date from September 30, 2018 to September 30, 2020. There were no borrowings during 2018 or 2017, and no balance outstanding as of June 30, 2018 or 2017.

Note payable at June 30, is as follows:

	<u>2018</u>	<u>2017</u>
Term note payable to a financial institution, monthly installments of \$20,434 including interest at 4.187%, balloon payment of approximately \$2,015,000 due in July 2025; secured by land and building	\$ 2,971,657	\$ 3,090,666
Less: unamortized debt financing costs	<u>(6,566)</u>	<u>(9,716)</u>
Long-term debt,		
less unamortized debt financing costs	2,965,091	3,080,950
Less: current maturities	<u>(121,270)</u>	<u>(116,239)</u>
Long-term debt, less current maturities	<u>\$ 2,843,821</u>	<u>\$ 2,964,711</u>

Future annual principal payments at June 30, 2018 are as follows:

<u>Year Ended June 30,</u>	<u>Debt Obligations</u>	<u>Debt Financing Costs</u>	<u>Long-Term Debt</u>
2019	\$ 121,270	\$ (1,576)	\$ 119,694
2020	126,194	(1,576)	124,618
2021	131,982	(1,576)	130,406
2022	137,696	(1,576)	136,120
2023	143,656	(262)	143,394
Thereafter	<u>2,310,859</u>	<u>-</u>	<u>2,310,859</u>
Total	<u>\$ 2,971,657</u>	<u>\$ (6,566)</u>	<u>\$ 2,965,091</u>

## Cenikor Foundation

## Notes to Consolidated Financial Statements

June 30, 2018 and 2017

**Note 7 - Restrictions on Net Assets**

Restricted net assets at June 30, are available for the following purposes:

	2018		2017	
	Temporarily Restricted	Permanently Restricted	Temporarily Restricted	Permanently Restricted
Baton Rouge	\$ 51,416	\$ -	\$ 51,464	\$ -
Houston	160,170	-	-	-
Corporate	26,559	-	16,526	-
Odyssey House	-	5,000	2,659	5,000
Fort Worth	44,335	-	63,563	-
Austin	5,000	-	-	-
Tyler	30,326	-	37,548	-
Waco	48,453	24,215	-	24,215
Total	<u>\$ 366,259</u>	<u>\$ 29,215</u>	<u>\$ 171,760</u>	<u>\$ 29,215</u>

**Note 8 - Release of Restrictions on Net Assets**

In 2018 and 2017, net assets were released from donor restrictions by incurring expenses satisfying the restricted purposes or by occurrence of events specified by the donors as follows:

	2018	2017
Baton Rouge	\$ 50	\$ 10,366
Deer Park	-	71,576
Corporate	-	2,750
Odyssey House	2,659	78,255
Fort Worth	69,228	39,077
Austin	-	103,000
Tyler	97,221	45,723
Waco	9,547	2,500
Total	<u>\$ 178,705</u>	<u>\$ 353,247</u>

**Note 9 - Commitments**

The Organization leases office space, office equipment and parking spaces under operating leases expiring through February 2021, with future commitments as follows:

Year Ended June 30,	
2019	\$ 256,264
2020	66,791
2021	<u>21,303</u>
	<u>\$ 344,358</u>

Rent expense amounted to \$377,426 and \$331,991 for 2018 and 2017, respectively.

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## Cenikor Foundation

## Notes to Consolidated Financial Statements

June 30, 2018 and 2017

**Note 10 - Contingencies**Litigation

In the normal course of business, the Organization is subject to various claims, legal actions, and disputes. The Organization provides for losses, if any, in the year in which they can be reasonably estimated. In management's opinion, there are currently no such matters outstanding that would have a material effect on the accompanying financial statements.

Grant assistance

The Organization receives significant financial assistance from federal, state and local government agencies in the form of grants. The disbursement of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreement and are subject to audit by the grantor agencies. Any disallowed claims resulting from such audits become a liability of the Organization. However, in the opinion of management, any potential disallowed claims, if any, would not have a material effect on the Organization's financial statements.

**Note 11 - Related Party Transactions**

A member of the Board of Directors is affiliated with the law firm that the Organization utilized for legal services during the years ended June 30, 2018 and 2017 with fees paid in the amounts of approximately \$19,000 and \$32,000, respectively.

**Note 12 - Retirement Plans**

Cenikor has a defined contribution pension plan covering substantially all employees. Cenikor will match up to 5% of the participating eligible employee's annual compensation and contribute 5% of the eligible employee's annual compensation as a "safe harbor." Upon entry into the plan, the employee is 100% vested in both the safe harbor and the employee's contributions. The matching contribution is 20% vested per year, starting in year two, with 100% after year six. For the years ended June 30, 2018 and 2017, Cenikor's contributions to the plan amounted to \$430,907 and \$314,256, respectively.

**Note 13 - Subsequent Events**

In June 2018, the Organization entered into an agreement with Charlie's Place Recovery Center ("CPRC"), a not-for-profit, tax-exempt organization, whereby CPRC intends to donate all assets to the Organization. No payment of money or services will be received in exchange for the donation. The donation is contingent on the Texas Department of State Health Services' authorization of the assignment and assumption of CPRC's contracts. On October 1, 2018, the assignment and assumption of CPRC's contracts was approved and the donation became unconditional at that date. The amount has not been determined at this time.

On September 4, 2018, the Organization entered into a term loan for \$6.36 million for the purchase of a new building to be used as its office space. Interest accrues at 5.17% per year, requires monthly installments of \$38,078 beginning on October 4, 2018 and continuing regularly thereafter until September 4, 2025, when the entire amount of unpaid principal and accrued interest is due and payable.

Cenikor Foundation

Notes to Consolidated Financial Statements

June 30, 2018 and 2017

**Note 13 - Subsequent Events (Continued)**

The Organization has evaluated subsequent events through November 19, 2018, which is the date that the consolidated financial statements were available to be issued and has determined that there are no other subsequent events to be reported.

**UNIFORM GUIDANCE REPORTS AND SCHEDULES**



**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED  
ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN  
ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

To the Board of Directors  
Cenikor Foundation

We have audited, in accordance with U.S. generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States and the *State of Texas Single Audit Circular*, the consolidated financial statements of Cenikor Foundation and Subsidiary (the "Organization"), which comprise the consolidated statement of financial position as of June 30, 2018, and the related consolidated statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the consolidated financial statements, and have issued our report thereon dated November 19, 2018.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the consolidated financial statements, we considered the Organization's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the consolidated financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Organization's consolidated financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Organization's consolidated financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* and the *State of Texas Single Audit Circular* in considering the Organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Pamell Ken Forster of Texas, P.C.*

November 19, 2018

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON  
INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE**

To the Board of Directors  
Cenikor Foundation

**Report on Compliance for Each Major Program**

We have audited Cenikor Foundation's (the "Organization") compliance with the types of compliance requirements described in the *OMB Compliance Supplement* and the *State of Texas Single Audit Circular* that could have a direct and material effect on each of the Organization's major federal and non-federal programs for the year ended June 30, 2018. The Organization's major federal and non-federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

***Management's Responsibility***

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal and non-federal programs.

***Auditors' Responsibility***

Our responsibility is to express an opinion on compliance for each of the Organization's major federal and non-federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with U.S. generally accepted auditing standards; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; *Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (the "Uniform Guidance"), and the *State of Texas Single Audit Circular* (the "State Circular"). Those standards, the Uniform Guidance, and the State Circular require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on major federal and non-federal programs occurred. An audit includes examining, on a test basis, evidence about the Organization's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal or non-federal program. However, our audit does not provide a legal determination of the Organization's compliance.

***Opinion on Each Major Federal and Non-Federal Program***

In our opinion, the Organization complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal and non-federal programs for the year ended June 30, 2018.

## Report on Internal Control Over Compliance

Management of the Organization is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Organization's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal and non-federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal and non-federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance and the State Circular, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal or non-federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal or non-federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal or non-federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### Purpose of This Report

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance and the State Circular. Accordingly, this report is not suitable for any other purpose.

*Pamell Kern Forster of Texas, P.C.*

November 19, 2018

## Cenikor Foundation

## Schedule of Findings and Questioned Costs

Year Ended June 30, 2018

**Summary of Auditors' Results****Financial Statements**

Type of auditors' report issued: **Unmodified**  
 Internal control over financial reporting:  
     Material weaknesses identified? **No**  
     Significant deficiencies identified not considered to be a material weakness? **None reported**  
 Noncompliance material to the financial statements noted? **No**

**Federal Awards**

Internal control over major program:  
     Material weaknesses identified? **No**  
     Significant deficiencies identified not considered to be a material weakness? **None reported**  
 Type of auditors' report issued on compliance for major programs: **Unmodified**  
 Any audit findings disclosed that are required to be reported in accordance with 2 CFR section 200.516(a)? **No**

**Major Program:**

Federal Major Program:  
     U.S. Department of Health and Human Services - Block Grants for Prevention and Treatment of Substance Abuse - CFDA No. 93.959

## State Major Program

State of Texas Department of State Health Services

Dollar threshold used to distinguish between Type A and Type B programs: \$750,000

Auditee qualified as a low-risk auditee? **Yes**

**Findings – Financial Statements Audit**

Year ended June 30, 2018: None

**Findings and Questioned Costs – Major Federal Award Program Audit**

Year ended June 30, 2018: None

**Schedule of Prior Year Federal Award Findings and Questioned Costs**

None

## Cenikor Foundation

## Schedule of Expenditures of Federal and Non-Federal Awards

Year Ended June 30, 2018

Federal Grantor/Pass-through Grantor/Program or Cluster Title	Federal CFDA Number	Contract or Pass- through Grantor's I.D. Number	Current Year Expenditures
<b>Federal Awards:</b>			
<b>U.S. Department of Health and Human Services</b>			
<i>Block Grants for Prevention and Treatment of Substance Abuse</i>			
<i>Passed through Texas Department of State Health Services</i>			
Co-Occurring Mental Health & Substance Abuse Services	93.959	2016-048322-003	\$ 1,278
Co-Occurring Mental Health & Substance Abuse Services	93.959	2016-048322-003	7,310
Co-Occurring Mental Health & Substance Abuse Services	93.959	2016-048372-002	1,070
Co-Occurring Mental Health & Substance Abuse Services	93.959	2016-048372-002	6,353
Co-Occurring Mental Health & Substance Abuse Services	93.959	2016-048374-002	99
Co-Occurring Mental Health & Substance Abuse Services	93.959	2016-048374-002	566
Co-Occurring Mental Health & Substance Abuse Services	93.959	2016-048375-002	1,005
Co-Occurring Mental Health & Substance Abuse Services	93.959	2016-048375-002	5,922
Treatment Adult Services	93.959	2016-048469-002	310,915
Treatment Adult Services	93.959	2016-048473-002	122,665
Treatment Adult Services	93.959	2016-048649-002	246,882
Treatment Adult Services	93.959	2016-048622-002	21,094
Treatment Adult Services - Female	93.959	2016-048476-002	145,953
Treatment Adult Services - Female	93.959	2016-048480-002	44,104
Treatment Adult Services - Female	93.959	2016-048482-002	19,964
Treatment Youth Services	93.959	2016-048521-002	20,557
Treatment Youth Services	93.959	2016-048526-002	101,602
Treatment Youth Services	93.959	2016-048623-002	958
Youth Recovery Community Services	93.959	2016-048613-002	7,985
Youth Prevention Program - Indicated	93.959	2016-048116-002	27,727
Youth Prevention Program - Selective	93.959	2016-048009-002	19,861
Youth Prevention Program - Universal	93.959	2016-048065-002	17,971
Pregnant Post Partum Intervention Program	93.959	2016-048429-002	25,920
Co-Occurring Mental Health & Substance Abuse Services	93.959	2016-048372-003	649
Co-Occurring Mental Health & Substance Abuse Services	93.959	2016-048372-003	29,871
Co-Occurring Mental Health & Substance Abuse Services	93.959	2016-048374-003	3,660
Co-Occurring Mental Health & Substance Abuse Services	93.959	2016-048374-003	31,075
Co-Occurring Mental Health & Substance Abuse Services	93.959	2016-048375-003	588
Co-Occurring Mental Health & Substance Abuse Services	93.959	2016-048375-003	25,952
Treatment Adult Services	93.959	2016-048469-003	2,156,675
Treatment Adult Services	93.959	2016-048473-003	676,566
Treatment Adult Services	93.959	2016-048649-003	1,232,261
Treatment Adult Services - Female	93.959	2016-048476-003	649,405
Treatment Adult Services - Female	93.959	2016-048480-003	226,745
Treatment Adult Services - Female	93.959	2016-048482-003	176,417
Treatment Youth Services	93.959	2016-048526-003	607,956
Treatment Youth Services	93.959	2016-048798-003	51,882
Treatment Youth Services	93.959	2016-048521-003	95,315
Youth Recovery Community Services	93.959	2016-048613-003	46,151
Youth Prevention Program - Indicated	93.959	2016-048116-003	126,992
Youth Prevention Program - Selective	93.959	2016-048009-003	95,696
Youth Prevention Program - Universal	93.959	2016-048065-003	80,420
Pregnant Post Partum Intervention Program	93.959	2016-048429-003	57,269
			<u>7,529,306</u>

See accompanying notes to schedule of expenditures of federal and non-federal awards

## Cenikor Foundation

## Schedule of Expenditures of Federal and Non-Federal Awards

Year Ended June 30, 2018

Federal Grantor/Pass-through Grantor/Program or Cluster Title	Federal CFDA Number	Contract or Pass- through Grantor's I.D. Number	Current Year Expenditures
<b>U.S. Department of Health and Human Services</b>			
<i>Passed through Harris County Hospital District</i>			
Health Center Program	93.224	16/0271	\$ 45,000
<b>Total U.S. Department of Health and Human Services</b>			<u>\$ 7,574,306</u>
<b>U.S. Department of Housing and Urban Development</b>			
<i>Office of Community Planning and Development</i>			
<i>Passed through City of Fort Worth</i>			
Community Development Block Grants/ Entitlement Grants	14.218	48368	31,390
<i>Passed through City of Waco</i>			
Community Development Block Grants/ Entitlement Grants	14.218	20393610	6,327
Community Development Block Grants/ Entitlement Grants	14.218	20323610	<u>20,064</u>
<b>Total U.S. Department of Housing and Urban Development</b>			<u>57,781</u>
<b>Total Expenditure of Federal Awards</b>			<u>\$ 7,632,087</u>
<b>Non-Federal Awards:</b>			
<b>State of Texas Department of Health Services</b>			
Co-Occurring Mental Health & Substance Abuse Services		2016-048322-003	\$ 1,332
Co-Occurring Mental Health & Substance Abuse Services		2016-048372-002	1,297
Co-Occurring Mental Health & Substance Abuse Services		2016-048374-002	103
Co-Occurring Mental Health & Substance Abuse Services		2016-048375-002	1,184
Treatment Adult Services - Female		2016-048476-002	624
Treatment Adult Services - Female		2016-048480-002	177
Treatment Adult Services - Female		2016-048482-002	1,190
Youth Recovery Community Services		2016-048613-002	273
Youth Prevention Program - Indicated		2016-048116-002	2
Youth Prevention Program - Selective		2016-048009-002	343
Youth Prevention Program - Universal		2016-048065-002	124
Pregnant Post Partum Intervention Program		2016-048429-002	6,524
Co-Occurring Mental Health & Substance Abuse Services		2016-048372-003	10,872
Co-Occurring Mental Health & Substance Abuse Services		2016-048374-003	16,257
Co-Occurring Mental Health & Substance Abuse Services		2016-048375-003	11,044
Treatment Adult Services		2016-048469-003	8,157
Treatment Adult Services		2016-048473-003	27,807

## Cenikor Foundation

## Schedule of Expenditures of Federal and Non-Federal Awards

Year Ended June 30, 2018

Federal Grantor/Pass-through Grantor/Program or Cluster Title	Federal CFDA Number	Contract or Pass- through Grantor's I.D. Number	Current Year Expenditures
Treatment Adult Services		2016-048649-003	\$ 11,295
Treatment Adult Services - Female		2016-048476-003	60,859
Treatment Adult Services - Female		2016-048480-003	58,175
Treatment Adult Services - Female		2016-048482-003	33,935
Treatment Youth Services		2016-048526-003	120,429
Treatment Youth Services		2016-048798-003	14,480
Treatment Youth Services		2016-048521-003	25,557
Youth Recovery Community Services		2016-048613-003	12,937
Youth Prevention Program - Indicated		2016-048116-003	29,229
Youth Prevention Program - Selective		2016-048009-003	25,175
Youth Prevention Program - Universal		2016-048065-003	30,273
Pregnant Post Partum Intervention Program		2016-048429-003	<u>107,263</u>
<b>Total State of Texas Department of Health Services</b>			<u>616,917</u>
<i>Hays County</i>			36,250
<i>City of San Marcos Human Services</i>			28,650
<i>City of Lockhart</i>			2,249
<i>US Department of Justice</i>			
US District Courts - Probation and Pretrial Services			
US Probation & Pretrial Services - Western District of Texas			<u>2,297</u>
<b>Total Expenditures of Non-Federal Awards</b>			<u>686,363</u>
<b>Total Expenditures of Federal and Non-Federal Awards</b>			<u>\$ 8,318,450</u>

See accompanying notes to schedule of expenditures of federal and non-federal awards



## Cenikor Foundation

## Notes to the Schedule of Expenditures of Federal and Non-Federal Awards

June 30, 2018

**Note 1 - Basis of Presentation**

The accompanying schedule of expenditures of federal and non-federal awards ("SEFA") includes the federal and non-federal grant activity of Cenikor Foundation (the "Organization") and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the audit requirements of *Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (the "Uniform Guidance") and the *State of Texas Single Audit Circular*. Therefore, some amounts presented in the schedule may differ from amounts presented in or used in the preparation of the consolidated financial statements.

**Note 2 - Summary of Significant Accounting Policies**

Expenditures reported on the SEFA are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles as found in the Uniform Guidance for federal awards and *Uniform Grant Management Standards* for State of Texas awards. The Organization has elected not to use the 10% de minimus indirect cost rate allowed under the Uniform Guidance.

**Note 3 - Relationship to Financial Reports Submitted to Grantor Agencies**

Amounts reflected in the financial reports filed with grantor agencies for the programs and the supplementary schedules may not agree because of accruals included in the next report filed with the agencies, matching requirements not included in the SEFA and different program year ends.

# Texas Sales and Use Tax Exemption Certification

This certificate does not require a number to be valid.

Name of purchaser, firm or agency <b>Cenikor Foundation</b>	
Address (Street & number, P.O. Box or Route number) <b>11111 Katy Freeway, Suite 500</b>	Phone (Area code and number) <b>713-266-9944</b>
City, State, ZIP code <b>Houston, TX 77079</b>	

I, the purchaser named above, claim an exemption from payment of sales and use taxes (for the purchase of taxable items described below or on the attached order or invoice) from:

Seller: \_\_\_\_\_

Street address: \_\_\_\_\_ City, State, ZIP code: \_\_\_\_\_

Description of items to be purchased or on the attached order or invoice:


\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Purchaser claims this exemption for the following reason:

**501 (c) 3 Non Profit Organization 76-0031861**

I understand that I will be liable for payment of all state and local sales or use taxes which may become due for failure to comply with the provisions of the Tax Code and/or all applicable law.

I understand that it is a criminal offense to give an exemption certificate to the seller for taxable items that I know, at the time of purchase, will be used in a manner other than that expressed in this certificate, and depending on the amount of tax evaded, the offense may range from a Class C misdemeanor to a felony of the second degree.

sign here →	Purchaser 	Title <i>Accounts Payable/Receiv</i>	Date

NOTE: This certificate cannot be issued for the purchase, lease, or rental of a motor vehicle.

**THIS CERTIFICATE DOES NOT REQUIRE A NUMBER TO BE VALID.**

Sales and Use Tax "Exemption Numbers" or "Tax Exempt" Numbers do not exist.

This certificate should be furnished to the supplier. Do not send the completed certificate to the Comptroller of Public Accounts.

OGDEN UT 84201-0029

In reply refer to: 4077391934  
Feb. 25, 2019 LTR 4168C 0  
76-0031861 000000 00

00023896

BODC: TE

CENIKOR FOUNDATION  
11931 WICKCHESTER LN STE 300  
HOUSTON TX 77043-4572



034129

Employer ID number: 76-0031861  
Form 990 required: YES

Dear Taxpayer:

We're responding to your request dated Nov. 14, 2018, about your tax-exempt status.

We issued you a determination letter in NOVEMBER 1982, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

We also show you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If you're required to file a return, you must file one of the following by the 15th day of the 5th month after the end of your annual accounting period:

- Form 990, Return of Organization Exempt From Income Tax
- Form 990EZ, Short Form Return of Organization Exempt From Income Tax
- Form 990-N, Electronic Notice (e-Postcard) for Tax-Exempt Organizations Not Required to File Form 990 or Form 990-EZ
- Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation

According to IRC Section 6033(j), if you don't file a required annual information return or notice for 3 consecutive years, we'll revoke your tax-exempt status on the due date of the 3rd required return or notice.

You can get IRS forms or publications you need from our website at [www.irs.gov/forms-pubs](http://www.irs.gov/forms-pubs) or by calling 800-TAX-FORM (800-829-3676).

If you have questions, call 877-829-5500 between 8 a.m. and 5 p.m.,

4077391934  
Feb. 25, 2019 LTR 4168C 0  
76-0031861 000000 00  
00023897

CENIKOR FOUNDATION  
11931 WICKCHESTER LN STE 300  
HOUSTON TX 77043-4572

local time, Monday through Friday (Alaska and Hawaii follow Pacific time).

Thank you for your cooperation.

Sincerely yours,

*Stephen A. Martin*

Stephen A. Martin  
Director, EO Rulings & Agreements

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**COMBINED COMMUNITY ACTION  
SENIOR NUTRITION “MEALS ON WHEELS”**

**REQUEST: \$8,000**



**COMBINED COMMUNITY ACTION, INC.**  
**165 WEST AUSTIN • GIDDINGS, TEXAS 78942**  
**979.540.2980 800.688.9065 Fax 979.542.9565**  
**www.ccaction.com**

June 3, 2019

Pam Larison  
Finance Director  
City of Lockhart  
P.O. Box 239  
Lockhart, TX 78644

Dear Ms. Larison:

Please find attached Combined Community Action's funding request for the Senior Nutrition "Meals on Wheels" Program for the 2019-2020 budget year.

If you have questions or need further information, please call me at 979/540-2999 or email at [KJFranke@ccaaction.com](mailto:KJFranke@ccaaction.com).

Sincerely,

Kelly Franke  
Executive Director

Cc: Lockhart File

b2

**CITY OF LOCKHART  
PRESENTATION AND  
LOCAL REQUEST**

- 1) The Mission and benefit of Combined Community Action, Senior Nutrition “Meals on Wheels” Program

Combined Community Action, Inc. (CCA) was established in 1966 as Bastrop County Community Action. Later the agency added the counties of Austin, Colorado, Fayette, Lee, Blanco, Caldwell and Hays. Since 1978, CCA has sponsored the Senior Nutrition “Meals on Wheels” Program for the six counties of Bastrop, Blanco, Caldwell, Fayette, Hays and Lee.

The Mission of the Senior Nutrition Program is: “To help the elderly to remain independent and well nourished in their own homes for as long as possible and to maintain their dignity as they grow older.” Hot noon meals are delivered 5 days a week in Lockhart at a congregate site and to the homebound.

Persons in need of the meals are primarily low income, frail, isolated elderly, although income is not a factor in determination of eligibility. In order to be eligible to receive a meal a person must be 60 years of age or older, or the spouse of a client, regardless of age and certain disabled persons under the age of 60.

- 2) Current Financial Statements are attached.
- 3) All contributions received from the City of Lockhart are used directly to pay for the meals that are provided to the seniors.
- 4) CCA Senior Nutrition “Meals on Wheels” Program is requesting \$8,000 from the City of Lockhart for 2019-2020. We currently receive 65% of our funding from the Older Americans Act; the remainder must be raised through private donations, city/county request, client donations and fundraising. The money received will go directly to provide meals to the clients. CCA provided over 8,000 meals last program year. We have 60 active volunteers that help package and deliver the meals to the homebound. We employ one part-time staff person in Lockhart.

COMBINED COMMUNITY ACTION (CCAFND)  
Detailed Revenue and Expense Report

DRAFT

06/10/2019 1:59:29PM

10/01/2018 to 04/30/2019

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05 - CONGREGATE NUTRITION PROG

Revenue

05.000.00.415	INCOME-LOCAL CASH	16,208.66
05.000.00.451	INCOME-OAA TITLE 111	71,234.91
05.000.26.408	INCOME-PROGRAM - ALLENWOOD	393.50
05.000.27.408	INCOME-PROGRAM - BASTROP	400.00
05.000.30.408	INCOME-PROGRAM - CARMINE	472.50
05.000.31.408	INCOME-PROGRAM - ELGIN	5.00
05.000.33.408	INCOME-PROGRAM - GEORGIA ST	937.00
05.000.34.408	INCOME-PROGRAM - GIDDINGS	349.40
05.000.35.408	INCOME-PROGRAM - JOHNSON CITY	285.15
05.000.38.408	INCOME-PROGRAM - LAVISTA	468.70
05.000.39.408	INCOME-PROGRAM - LOCKHART	20.00
05.000.40.408	INCOME-PROGRAM - LULING	965.50
05.000.41.408	INCOME-PROGRAM - PRAIRIE LEA	222.20
05.000.42.408	INCOME-PROGRAM - RED ROCK	344.50
05.000.43.408	INCOME-PROGRAM - SCHULENBURG	1,403.00
05.000.44.408	INCOME-PROGRAM - SMITHVILLE	1,078.85

Total Revenue

**\$94,788.87**

Expenses

05.203.00.801	SALARIES-SERVICE	24,628.42
05.204.00.821	FRINGE-FICA/TUCA	2,089.74
05.204.00.823	FRINGE-WORKER'S COMP INS.	303.13
05.204.00.824	FRINGE-HOSPITAL INS.	1,613.98
05.204.00.825	FRINGE-RETIREMENT	132.82
05.204.00.826	FRINGE-LIFE INSURANCE	23.89
05.204.00.827	FRINGE-FRESH BENIES	105.02
05.204.00.828	FRINGE-DENTAL INSURANCE	30.01
05.205.00.830	TRAVEL-IN-AREA	155.63
05.205.00.879	TRAVEL-MAINTENANCE	238.95
05.207.00.853	OTHER COST-POSTAGE/FREIGHT	82.90
05.207.00.867	OTHER COST-TELEPHONE	364.81
05.207.00.868	OTHER COST-INTERNET	53.64
05.207.00.998	OTHER COST-IADM ALLOC COST	6,532.64
05.208.00.884	PROF DEV-TRAIN/STAFF/CONF	229.80
05.208.00.892	PROF DEV-DUES/MEMBERSHIP	323.50
05.209.00.857	PROMOTIONAL-RECRUIT/ADVERTISE	340.12
05.211.00.836	CONSUMABLES	116.47
05.211.00.839	FOOD COST-CONSUMABLES	47,039.69
05.212.00.844	SUPPLIES-OFFICE	68.42
05.212.00.845	SUPPLIES-OTHER	3.71
05.212.00.852	SUPPLIES-COPYING/PRINTING	1,052.23
05.213.00.859	OCCUPANCY-RENT	906.20
05.213.00.864	OCCUPANCY-UTILITIES	240.26
05.213.00.904	OCCUPANCY-MAINT/REPRS/IMPROVE	302.80

Total Expenses

**\$86,978.78**

Excess Revenues Over Expenses

**\$7,810.09**

*Darlene Stange Snyder, CFO*

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## COMBINED COMMUNITY ACTION (CCAFND)

## Detailed Revenue and Expense Report

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10/01/2018 to 04/30/2019

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**06 - HOMEBOUND NUTRITION PROGRAM****Revenue**

06.000.00.415	INCOME-LOCAL CASH	48,550.00
06.000.00.418	INCOME-UNITED WAY	9,332.49
06.000.00.442	INCOME-AMERIGROUP	9,112.68
06.000.00.443	INCOME-EVERCARE/United Health Care	15,128.83
06.000.00.445	INCOME-BULK MAILINGS	9,582.00
06.000.00.446	INCOME-NUT ANNUAL FUNDRAISER/COOKOFF	4,058.00
06.000.00.447	INCOME-CASINO NITE	1,900.00
06.000.00.448	INCOME-SPONSOR-A-SENIOR	6,184.00
06.000.00.451	INCOME-OAA TITLE 111	152,145.00
06.000.10.448	INCOME-SPONSOR-A-SENIOR / BASTROP	250.00
06.000.26.408	INCOME-PROGRAM - ALLENWOOD	1,121.00
06.000.26.448	INCOME-SPONSOR-A-SENIOR - ALLENWOOD	980.00
06.000.27.408	INCOME-PROGRAM - BASTROP	2,141.15
06.000.27.448	INCOME-SPONSOR-A-SENIOR - BASTROP	186.00
06.000.28.408	INCOME-PROGRAM - BLANCO	515.00
06.000.28.448	INCOME-SPONSOR-A-SENIOR - BLANCO	100.00
06.000.29.408	INCOME-PROGRAM - BUDA	2,086.50
06.000.29.448	INCOME-SPONSOR-A-SENIOR - BUDA	140.00
06.000.30.408	INCOME-PROGRAM - CARMINE	1,097.15
06.000.31.408	INCOME-PROGRAM - ELGIN	921.75
06.000.32.408	INCOME-PROGRAM - FLATONIA	297.00
06.000.34.408	INCOME-PROGRAM - GIDDINGS	257.00
06.000.34.448	INCOME-SPONSOR-A-SENIOR - GIDDINGS	1,325.00
06.000.35.408	INCOME-PROGRAM - JOHNSON CITY	117.00
06.000.35.448	INCOME-SPONSOR-A-SENIOR - JOHNSON CITY	1,000.00
06.000.36.408	INCOME-PROGRAM - KYLE	865.25
06.000.37.408	INCOME-PROGRAM - LAGRANGE	1,383.00
06.000.37.448	INCOME-SPONSOR-A-SENIOR - LAGRANGE	500.00
06.000.38.408	INCOME-PROGRAM - LAVISTA	118.00
06.000.39.408	INCOME-PROGRAM - LOCKHART	1,127.00
06.000.39.448	INCOME-SPONSOR-A-SENIOR - LOCKHART	50.00
06.000.40.408	INCOME-PROGRAM - LULING	686.55
06.000.40.448	INCOME-SPONSOR-A-SENIOR - LULING	200.00
06.000.42.408	INCOME-PROGRAM - RED ROCK	106.00
06.000.43.408	INCOME-PROGRAM - SCHULENBURG	2,193.00
06.000.43.448	INCOME-SPONSOR-A-SENIOR - SCHULENBURG	114.00
06.000.44.408	INCOME-PROGRAM - SMITHVILLE	1,878.00
06.000.44.448	INCOME-SPONSOR-A-SENIOR - SMITHVILLE	576.35
06.000.45.408	INCOME-PROGRAM - WIMBERLEY	726.00
06.000.45.448	INCOME-SPONSOR-A-SENIOR - WIMBERLEY	2,660.00
06.000.50.448	INCOME-SPONSOR-A-SENIOR / FAYETTE	4,386.00
06.000.70.448	INCOME-SPONSOR-A-SENIOR / HAYS	3,517.00
06.000.80.448	INCOME-SPONSOR-A-SENIOR / LEE	5,500.00

**Total Revenue****\$295,113.70**

COMBINED COMMUNITY ACTION (CCAFND)

DRAFT

Detailed Revenue and Expense Report

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10/01/2018 to 04/30/2019

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Expenses

06.203.00.801	SALARIES-SERVICE	63,602.11
06.204.00.821	FRINGE-FICA/TUCA	5,369.60
06.204.00.823	FRINGE-WORKERS COMP INS.	802.96
06.204.00.824	FRINGE-HOSPITALIZATION INS.	4,850.38
06.204.00.825	FRINGE- RETIREMENT	400.18
06.204.00.826	FRINGE-LIFE INSURANCE	71.73
06.204.00.827	FRINGE-FRESH BENIES	314.98
06.204.00.828	FRINGE-DENTAL INSURANCE	90.03
06.205.00.830	TRAVEL-IN AREA	1,151.17
06.205.00.833	TRAVEL-TRANSSPORTING	718.96
06.205.00.879	TRAVEL-MAINTENANCE	729.54
06.207.00.853	OTHER COST-POSTAGE/FREIGHT	88.10
06.207.00.867	OTHER COST-TELEPHONE	1,384.64
06.207.00.868	OTHER COST-INTERNET	195.65
06.207.00.998	OTHER COST-ADM ALLOC COST	18,900.92
06.208.00.884	PROF DEV-TRAIN/STAFF	486.55
06.208.00.892	PROF DEV-DUES/MEMBERSHIP	363.50
06.209.00.857	PROMOTIONAL-RECRUIT/ADVERTISE	274.98
06.211.00.836	CONSUMABLES	137.73
06.211.00.839	FOOD-CONSUMABLES	169,365.22
06.211.00.847	FOOD-FROZEN/SHELF	20,474.00
06.212.00.844	SUPPLIES-OFFICE	98.04
06.212.00.845	SUPPLIES-OTHER	1.17
06.212.00.852	SUPPLIES-COPYING/PRINTING	1,066.89
06.213.00.859	OCCUPANCY-RENT	2,641.80
06.213.00.864	OCCUPANCY-UTILITIES	720.74
06.213.00.904	OCCUPANCY-MAIN/REPAIRS/IMPROVE	910.81
06.303.00.801	NUT ED-SALARIES	1,614.70
06.304.00.821	NUT ED-FICA/TUCA	140.10
06.407.00.852	BULK-COPY/PRINT	1,019.41
06.407.00.853	BULK-POSTAGE	1,530.00
06.407.01.999	SUPPLIES-CCA CASINO NITE	55.00
06.708.00.884	LOCAL MISCELLANEOUS	2,500.00
06.712.01.999	LOCAL-MISC.,ALLENWOOD	1,754.17

Total Expenses

\$303,825.76

Excess Revenues Over Expenses

(\$8,712.06)

*Darlene Stansel Myers, CFO*

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Internal Revenue Service

Department of the Treasury

P. O. Box 2508  
Cincinnati, OH 45201

RECEIVED  
JUL 26 2001

Date: July 20, 2001

Combined Community Action, Inc.  
165 West Austin  
Giddings, TX 78942

Person to Contact:  
Judy Simonson 31-04016  
Customer Service Representative  
Toll Free Telephone Number:  
8:00 a.m. to 9:30 p.m. EST  
877-829-5500  
Fax Number:  
513-263-3756  
Federal Identification Number:  
74-1548511

Dear Sir or Madam:

This letter is in response to your request for affirmation of your organization's exempt status with your current address. Your address has been changed as shown above.

Our records indicate that a determination letter issued in January 1996 granted your organization exemption from federal income tax under section 501(c)(3) of the Internal Revenue Code. That letter is still in effect.

Based on information subsequently submitted, we classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of \$20 a day, up to a maximum of \$10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

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Combined Community Action, Inc.  
74-1548511

Your organization is not required to file federal income tax returns unless it is subject to the tax on unrelated business income under section 511 of the Code. If your organization is subject to this tax, it must file an income tax return on the Form 990-T, Exempt Organization Business Income Tax Return. In this letter, we are not determining whether any of your organization's present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

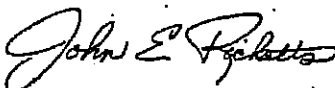
The law requires you to make your organization's annual return available for public inspection without charge for three years after the due date of the return. You are also required to make available for public inspection a copy of your organization's exemption application, any supporting documents and the exemption letter to any individual who requests such documents in person or in writing. You can charge only a reasonable fee for reproduction and actual postage costs for the copied materials. The law does not require you to provide copies of public inspection documents that are widely available, such as by posting them on the Internet (World Wide Web). You may be liable for a penalty of \$20 a day for each day you do not make these documents available for public inspection (up to a maximum of \$10,000 in the case of an annual return).

Because this letter could help resolve any questions about your organization's exempt status and foundation status, you should keep it with the organization's permanent records.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

This letter affirms your organization's exempt status.

Sincerely,



John E. Ricketts, Director, TE/GE  
Customer Account Services



**Office of the Secretary of State**

**CERTIFICATE OF FILING  
OF**

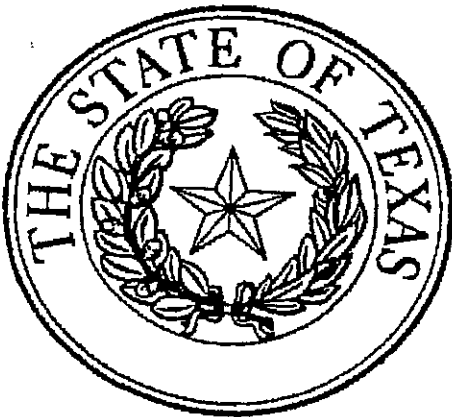
**COMBINED COMMUNITY ACTION, INCORPORATED**  
File Number: 22216601

The undersigned, as Secretary of State of Texas, hereby certifies that the Nonprofit Periodic Report for the above named entity has been received in this office and has been found to conform to the applicable provisions of law.

ACCORDINGLY, the undersigned, as Secretary of State, and by virtue of the authority vested in the secretary by law, hereby issues this certificate evidencing filing effective on the date shown below.

Dated: 11/29/2012

Effective: 11/29/2012



A handwritten signature in black ink, appearing to read "John Steen".

John Steen  
Secretary of State

LOCKHART AREA SENIOR CITIZENS CENTER

REQUEST: \$3641.94

# Lockhart Area Senior Activity Center

Severo Castillo, Director | 901 Bois D'Arc St. | Lockhart, Tx | 78644 | 512-398-6322

Board of Directors: President – Diana Coker, Vice- President- Carol Roberts, Secretary – Pat Schneider, Treasurer – Donnie Young, Jane Hyatt, Jo Windham, Janet Odell, Carol Olson, Raymond Foley, Linda Howard, Becky Perkins and Mary Gail Bartsch.

## **2019/ 2020 Mission Statement and benefit of our organization:**

Our mission is to provide a pleasant environment/ facility where seniors throughout the community can come and enhance their living experiences. Our facility enables senior citizens to socialize, make new friends, enjoy nutritious and affordable home-cooked meals, as well as participate in an exercise program suited for them.

We provide home delivery of our lunches daily to those who are homebound. Seniors also have the opportunity to increase their self-esteem by volunteering in the kitchen or working in our thrift shop as well as contributing to assorted fund-raising activities.

Members benefit from a variety of groups and organizations that come in monthly offering information relevant to seniors. Local groups also benefit by utilizing our meeting rooms like: Seniors and Law Enforcement Together (S.A.L.T), Caldwell County Retired Teachers, Central Texas Advocates for Seniors (CTAS).

We participate in the Community Supervision Restitution program and have assisted many community service workers in complying with their restitution agendas.

We partner with AARP as we currently have 1-AARP employee working for the Center.

## **Previous Contributions**

Previous year's contribution helped pay for general operating expenses like insurance policies, tax service and a new floor in our main meeting room, also used as a workout/ exercise room.

## **2019-2020 budget years**

We are very thankful for the City's contribution of \$3,641.94. Your donation will help pay for general operating expenses, such as insurance policies, tax preparation, new flooring, new refrigerator, freezer and Thrift Shop improvements. The monies also help subsidize our meal expenses so that we can continue to offer meals at a reasonable price.



# COMPTROLLER OF PUBLIC ACCOUNTS

P.O. BOX 13528  
AUSTIN, TX 78711-3528

TRUE

January 28, 2003

Ms. Mary Ann Wagner  
Lockhart Area Senior Activity Center  
Post Office Box 673  
Lockhart, Texas 78644-0673

RE: Taxpayer Number 3-20065-6493-7

Dear Ms. Wagner:

*Lockhart Area Senior Activity Center, Inc.* qualifies for exemption from Texas franchise tax under Section 171.063(a)(1) and Texas sales and use tax under Section 151.310(a)(2) of the Texas Tax Code as a 501(c)(3) organization effective June 13, 2002.

The Texas Tax Code is available online at <http://www.capitol.state.tx.us/statutes/txtoc.html>.

The organization may issue a valid exemption certificate in lieu of paying state and local sales tax on taxable items purchased that relate to the purpose of the exempt organization and are not used for the personal benefit of a private member or individual. The enclosed certificate, form 01-339, does not require a number to be valid, and you may reproduce it in any quantity. You may download additional copies of the form online at <http://window.state.tx.us/taxinfo/taxforms/01-3392.pdf>, or call Tax Assistance toll free at 1-800-252-5555.

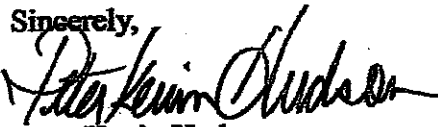
The exemptions above *do not* extend to the Texas hotel occupancy tax, motor vehicle sales tax or any other tax.

If you receive any franchise tax notices or have any questions regarding sales tax purchases and/or sales of taxable items or services, contact Tax Assistance at the number above.

As a reminder, you must notify the Texas Secretary of State if the organization changes its name, registered agent, or registered office address. The phone number is 512/463-5582.

If you have questions about your exempt status, you may e-mail me at [tax.help@cpa.state.tx.us](mailto:tax.help@cpa.state.tx.us) or call me toll free at 1-800-531-5441, extension 5-0252.

Sincerely,

  
Peter Kevin Hudson  
Exempt Organizations Section





**Office of the Secretary of State**

**CERTIFICATE OF INCORPORATION  
OF**

**LOCKHART AREA SENIOR ACTIVITY CENTER, INC.**  
Filing Number: 800095226

The undersigned, as Secretary of State of Texas, hereby certifies that Articles of Incorporation for the above named corporation have been received in this office and have been found to conform to law.

Accordingly, the undersigned, as Secretary of State, and by virtue of the authority vested in the Secretary by law, hereby issues this Certificate of Incorporation.

Issuance of this Certificate of Incorporation does not authorize the use of a name in this state in violation of the rights of another under the federal Trademark Act of 1946, the Texas trademark law, the Assumed Business or Professional Name Act, or the common law.

Dated: 06/13/2002

Effective: 06/13/2002



A handwritten signature in cursive script that reads "Gwyn Shea".

Gwyn Shea  
Secretary of State

## Lockhart Area Senior Activity Center, Inc.

### Operating Statement for June 1, 2018- May 31, 2019 (unaudited)

#### Sales

Meals	43,437.25	
Thrift Shop	16,678.72	
Miscellaneous	2,425.00	(books, coffee, dues, gift shop)
Donations	8,509.40	

**Gross Sales**                      **71,050.37**

#### Expenses

Administrative	1,324.94	
Food	13,871.34	
General Supplies	2,130.77	
Maintenance	2,936.26	(repairs, regular mnt.)
Payroll	26,531.51	
Sales tax paid	1,368.33	
Insurance	1,885.00	
Payroll Taxes	11,455.76	
Kitchen Supplies	2,910.90	

**Total Expenses**                      **64,414.81**

**Net Gain/Loss**                      **6,635.56**

CASA OF CENTRAL TEXAS, INC

REQUEST: \$10,000



**New Braunfels**  
830.626.2272  
FAX: 830.626.3636  
1619 E. Common, Suite 301  
New Braunfels, Texas 78130

**San Marcos**  
512.392.3578  
FAX: 512.392.3702  
PO Box 1267  
San Marcos, Texas 78667

**A Powerful Voice In A Child's Life** ®  
www.casacentex.org

Serving Caldwell, Comal, Guadalupe & Hays Counties 

June <sup>10</sup>/<sub>6</sub>, 2019

Mayor Lew White  
c/o Pam Larison, Finance Director  
City of Lockhart  
308 W. San Antonio St  
Lockhart, TX 78644

Dear Mayor White & City Council Members:

Thank you for inviting CASA of Central Texas, Inc. to work with the City of Lockhart again this year on a contribution request. We envision a world where every child thrives in a safe, stable and loving home.

CASA of Central Texas respectfully requests \$10,000 for recruiting, training and supporting more community volunteers to advocate for abused and neglected children in the court system. In 2018, we served 20 children from Caldwell County; however, an additional 131 children did not have the voice of a CASA volunteer advocating for their best interests in the courts, schools, and child welfare system.

Per your instructions, our Council presentation materials include the following:

- 1) The mission and benefit of our organization
- 2) Current financial statements
- 3) Previous year's expenditures (P&L Statement)
- 4) The requested amount for the 2019-20 budget year and how funds will be spent
- 5) Additional requested documents (IRS 501(c)3 letter, Secretary of State certification)

Again, we appreciate your consideration and support and we look forward to our presentation to the Council on June 18, 2019. Please contact me at 512-392-3578 if you have any questions or require additional information.

Sincerely

Norma Castilla-Blackwell  
Executive Director

NB:ll  
Att.



## **Court Appointed Special Advocates (CASA) of Central Texas, Inc.**

City of Lockhart Contribution Request FY2019-20

Lockhart City Council  
Tuesday, June 18, 2019 6:30 PM  
217 South Main Street, 3rd Floor  
Lockhart, Texas

### Presentation Contents

1. Mission and Benefit of CASA of Central Texas
2. Current Financial Statements
3. Previous Year Expenditures (P&L Statement)
4. Summary of Proposal / Budget Request
5. 501(c)3 certification letter
6. Secretary of State certification letters
7. CASA Case Story
8. CASA Program Statistics Chart for Caldwell County

## Court Appointed Special Advocates (CASA) of Central Texas, Inc.

### Mission and Benefit

CASA of Central Texas envisions a world where every child thrives in a safe, stable and loving home. CASA advocates for abused and neglected children in the courts, schools, and child welfare system by training and supporting community volunteers. Under Texas Code, judges appoint trained CASA volunteers as Guardian ad Litem to children in conservatorship of Texas Department of Family and Protective Services (TDFPS). As Guardian ad Litem, CASA volunteers advocate for the children's best interests and help the courts make informed decisions. CASA's core services include advocacy for medical, mental health, education, placement and permanency needs of the children.

- ✂ *For the children*, CASA gives them a voice, protects their well-being, prevents re-abuse, and helps find permanent homes where children may be safe, healthy and have successful futures.
- ✂ *For our volunteers*, CASA provides quality training, a professional network of support and a meaningful purpose to share their time.
- ✂ *For the courts*, CASA acts as independent "eyes and ears" while the children are in foster care, serving as Guardian ad Litem, gathering critical information, and giving reports to help judges make informed decisions in the child's best interest.
- ✂ *For our donors*, CASA offers an easy and rewarding giving experience, a fiscally sound, transparent and trustworthy charitable organization.
- ✂ *For the community*, CASA is a valued partner, with an eye toward long-term stability, service and community health.

CASA of Central Texas formed in 1985 by concerned community members and became affiliated with the national CASA® model developed by a family court judge. We had 18 volunteers in our first year. Now in our 34th year, we have 265 citizen-volunteers who serve children from Caldwell, Comal, Guadalupe and Hays Counties. Last year, we served 596 children who were abused, neglected and abandoned and placed in State custody. However, 620 additional children still needed a CASA.

Volunteers are the heart of the CASA program, and they are trained and supported throughout all stages of a case by a knowledgeable supervisor to ensure appropriate permanency outcomes for children and youth in foster and substitute care. Currently, for every child that has a CASA/GAL, one does not. CASA leverages volunteer support needs with your financial donation. The City of Lockhart can advance the cause of child welfare by volunteering and donating to CASA of Central Texas.

**1 STAFF MEMBER  
SUPPORTS  
25-30 VOLUNTEERS  
WHO SERVE  
60-75 CHILD VICTIMS**

## CASA of Central Texas, Inc.

## Balance Sheet

As of May 31, 2019

	<u>May 31, 19</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1020 · OP Acct-Prosperity Bank	39,603.82
1030 · ED Acct-Prosperity Bank	2,788.49
1035 · Reserve Acct-Prosperity Bank	134,755.43
1040 · RBFCU Savings	4.24
1045 · RBFCU Checking	146.48
1050 · Capital Campaign Checking	842,934.46
<b>Total Checking/Savings</b>	<u>1,020,232.92</u>
Accounts Receivable	
1210 · Pledges Receivable	585,017.00
1240 · Grants Receivable	139,634.46
<b>Total Accounts Receivable</b>	<u>724,651.46</u>
<b>Total Current Assets</b>	<u>1,744,884.38</u>
Fixed Assets	
1631 · Capital Improvements NB	23,875.00
1650 · Equipment & Fixtures	124,154.78
1660 · Building - New Braunfels	553,302.64
1661 · Land & Building - San Marcos	159,900.00
1755 · Accumulated Depreciation	-305,873.00
<b>Total Fixed Assets</b>	<u>555,359.42</u>
Other Assets	
1805 · NBACF Endowment Fund	57,858.85
1810 · Utility Deposits	1,619.75
<b>Total Other Assets</b>	<u>59,478.60</u>
<b>TOTAL ASSETS</b>	<u><u>2,359,722.40</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2010 · Accounts Payable	2,627.56
<b>Total Accounts Payable</b>	<u>2,627.56</u>

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1:16 PM  
06/04/19  
Accrual Basis

CASA of Central Texas, Inc.  
**Balance Sheet**  
As of May 31, 2019

	<u>May 31, 19</u>
<b>Other Current Liabilities</b>	
2105 · Payable - TX Unemployment Tax	70.98
2114 · Payable - Charitable Donation	550.00
2115 · Payable - Dental Insurance	-29.27
2116 · Payable - Health Insurance	-997.18
2117 · Payable - Annuity	3,420.56
2118 · Payable - Term Life	80.46
2119 · Payable - Pension	3,257.38
2150 · Accrued Expenses	14,597.24
	<hr/>
<b>Total Other Current Liabilities</b>	20,950.17
	<hr/>
<b>Total Current Liabilities</b>	23,577.73
	<hr/>
<b>Total Liabilities</b>	23,577.73
	<hr/>
<b>Equity</b>	
3001 · Opening Bal Equity	19,399.62
3010 · Unrestricted Net Assets	2,128,248.96
Net Income	188,496.09
	<hr/>
<b>Total Equity</b>	2,336,144.67
	<hr/>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>2,359,722.40</u></b>

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CASA of Central Texas, Inc.  
**Profit & Loss**  
July 2018 through May 2019

	<u>Jul '18 - May 19</u>
<b>Ordinary Income/Expense</b>	
Income	
6000 · INCOME	
6001 · Federal Grants	252,792.94
6002 · State Grants	329,397.97
6003 · County Grants	
6003.5 · County Jury Fee Income	15,341.67
6003 · County Grants - Other	<u>65,839.00</u>
Total 6003 · County Grants	81,180.67
6004 · City Grants	24,083.68
6005 · United Way Grants	33,750.03
6006 · UW - Designated Contributions	
City Charitable Campaigns	302.28
Combined Federal Campaigns	6,672.13
County	15,436.88
School Districts	3,535.19
SECC Campaigns	<u>5,876.46</u>
Total 6006 · UW - Designated Contributions	31,822.94
6026 · Children's Special Needs	500.00
6028 · Memorials & Honor Gifts	4,680.00
6040 · Fundraising Event Income	196,852.72
6060 · Board Member Contributions	7,334.97
6062 · Corporate	25,011.54
6064 · Church Contributions	5,200.50
6065 · Civic Organizations	17,987.00
6066 · Individuals	121,329.35
6080 · Foundations	244,500.00
6085 · Capital Campaign Income	179,971.00
6105 · Interest Income	826.48
6115 · Endowment Income/Interest	1,661.43
6120 · Unrealized Endowment Loss/Gain	<u>-91.78</u>
Total 6000 · INCOME	<u>1,558,791.44</u>
Total Income	<u>1,558,791.44</u>
Gross Profit	1,558,791.44

CASA of Central Texas, Inc.  
**Profit & Loss**  
July 2018 through May 2019

	<u>Jul '18 - May 19</u>
<b>Expense</b>	
7200 · Expenses	
7201 · Personnel Wages	792,447.21
7229 · Health/Life Insurance	58,100.96
7232 · Payroll Taxes	64,246.49
7234 · Pension	34,112.90
7236 · Unemployment Taxes	887.30
7238 · Worker's Compensation	1,538.08
7240 · Conferences/Cont Education	1,316.59
7245 · Travel/Mileage	31,224.97
7255 · Contract Svc/Background Cks	10,330.60
7260 · Equipment/Software/Computer	18,088.50
7262 · Equipment Rental	22,692.09
7264 · Office - General	4,932.23
7265 · Office Supplies	6,476.20
7266 · Training Expenses	2,201.45
7267 · Children's Special Needs	1,007.35
7269 · Advocate Recognition	8,340.99
7270 · Audit	6,000.00
7271 · Advertising/Recruiting	5,481.18
7273 · Fundraising Expenses	46,406.31
7280 · Legal/Professional	14,846.00
7282 · Credit Card & Other Fees	3,795.58
7300 · Insurance	
7306 · Insurance - Dir & Officers	2,849.49
7307 · Insurance - Liability&Fidelity	9,098.20
<b>Total 7300 · Insurance</b>	<b>11,947.69</b>
7315 · Membership/Subscription	7,638.78
7325 · Postage	2,841.74
7330 · Printing/Promotion	3,675.51
7335 · Storage Rental	2,299.00
7340 · Telephone/Internet	13,200.78
7345 · Utilities	3,233.52
7350 · Building Maintenance	12,372.04
7200 · Expenses - Other	50.00
<b>Total 7200 · Expenses</b>	<b>1,191,732.04</b>
7540 · Endowment Mgmt Fees/Expenses	721.88

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CASA of Central Texas, Inc.  
**Profit & Loss**  
July 2018 through May 2019

	<u>Jul '18 - May 19</u>
7550 - Capital Campaign Expenses	
7560 - Contractor Fees and Expenses	13,521.90
7550 - Capital Campaign Expenses - Other	164,319.53
<b>Total 7550 - Capital Campaign Expenses</b>	<u>177,841.43</u>
<b>Total Expense</b>	<u>1,370,295.35</u>
<b>Net Ordinary Income</b>	188,496.09
<b>Other Income/Expense</b>	
<b>Other Income</b>	
6400 - In-Kind Revenue	273,112.84
<b>Total Other Income</b>	<u>273,112.84</u>
<b>Other Expense</b>	
7400 - In Kind Expenses	
7401 - Donations - In Kind	41,037.90
7405 - Volunteer Hrs - In Kind	127,076.88
7406 - Mileage - In Kind	7,862.81
7409 - Rent & Utilities - In Kind	16,650.00
7415 - Capital Campaign Exp-In Kind	80,485.25
<b>Total 7400 - In Kind Expenses</b>	<u>273,112.84</u>
<b>Total Other Expense</b>	<u>273,112.84</u>
<b>Net Other Income</b>	<u>0.00</u>
<b>Net Income</b>	<u><u>188,496.09</u></u>

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**CASA of Central Texas, Inc.**  
**Profit & Loss by Job**  
 July 2018 through September 2019

	2018-19 Operations (City of Lockhart)	Total City of Lockhart	TOTAL
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
6000 · INCOME			
6004 · City Grants	3,683.68	3,683.68	3,683.68
<b>Total 6000 · INCOME</b>	<u>3,683.68</u>	<u>3,683.68</u>	<u>3,683.68</u>
<b>Total Income</b>	<u>3,683.68</u>	<u>3,683.68</u>	<u>3,683.68</u>
<b>Gross Profit</b>	3,683.68	3,683.68	3,683.68
<b>Expense</b>			
7200 · Expenses			
7201 · Personnel Wages	3,500.00	3,500.00	3,500.00
7232 · Payroll Taxes	183.68	183.68	183.68
<b>Total 7200 · Expenses</b>	<u>3,683.68</u>	<u>3,683.68</u>	<u>3,683.68</u>
<b>Total Expense</b>	<u>3,683.68</u>	<u>3,683.68</u>	<u>3,683.68</u>
<b>Net Ordinary Income</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Net Income</b>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>

**Court Appointed Special Advocates (CASA) of Central Texas, Inc.**

**Summary of Proposal / Budget Request FY2019-20**

CASA of Central Texas is requesting \$10,000 from the City of Lockhart to recruit, train and support more citizen-volunteers to serve as court-appointed Guardians Ad Litem to children and youth involved in child welfare cases.

We provide free and flexible training at no cost to the volunteer. Trained and supported CASA volunteers work the duration of a case, typically 12 to 18 months. A trained CASA volunteer provides over 100+ donated casework service hours through visitations with the child and contact with the child's parents and relatives, caregivers, teachers, doctors, caseworkers and anyone else with information about the child. Every child in State care deserves a dedicated volunteer who will fight with fierceness and compassion so that child has a chance for a stable childhood and an opportunity to thrive. One year of CASA advocacy costs less than one month of foster care.

**In 2018:**

# of children from Caldwell County in State protective Care..... 151 children  
# of children from Caldwell County served by CASA..... 20 children  
# of children from Lockhart served by CASA..... 14 children  
# of advocates who worked Lockhart cases..... 3 volunteer advocates

**So far, this year in 2019:**

# of children from Lockhart served by CASA..... 12 children  
# of children from Lockhart reunified with safe, stable families (closed cases)..... 7 children  
# of new children from Lockhart removed from unsafe homes by TDFPS..... 4 children



CASA of Central Texas uses your funding for a critical community need – to impact and change the quality of life for children in foster and substitute care. Child victims in TDFPS custody are at an extremely high-risk of being re-victimized in an overburdened system. CASA's role as Guardian ad Litem is vital to the community, offering each child consistency and continuity despite multiple foster placements, new schools, and caseworker turnover. A child learns to recognize the face of their CASA volunteer for individualized advocacy, giving a "voice" to children in State care. CASA of Central Texas earned a 2019 Platinum Seal of Transparency from GuideStar by Candid (<https://www.guidestar.org/profile/74-2403373>).

*We are for the child who has been abused and is afraid to go home.  
We are for the child who has been neglected and doesn't know where his next meal will come from.  
We are for the child who is now in foster care and will live in an environment of instability.  
We are for the child who will one day turn 18 and be surrendered to the world.*

**CASA OF CENTRAL TEXAS, INC.  
PROPOSED BUDGET FY 2019-20**

<b>INCOME BUDGET</b>	<b>2019-20</b>
VOCA	\$ 230,000.00
CDBG-NEW BRAUNFELS	\$ 20,000.00
CDBG-SAN MARCOS	\$ 29,810.00
OFFICE ATTY GENERAL (OVAG)	\$ 42,000.00
TEXAS CASA - CVC	\$ 175,000.00
TEXAS CASA - CVC GROWTH	\$ 75,000.00
COMAL COUNTY	\$ 1,000.00
GUADALUPE COUNTY	\$ 7,500.00
HAYS COUNTY	\$ 35,000.00
COUNTY JURY FEES	\$ 16,000.00
CITY OF BUDA	\$ 5,000.00
CITY OF LOCKHART	\$ 10,000.00
CITY OF SAN MARCOS HUMAN SERVICES	\$ 20,000.00
UNITED WAY - GREATER AUSTIN	\$ 2,000.00
TEXAS SECC	\$ 1,000.00
COMBINED FEDERAL CAMPAIGN (CFC)	\$ 2,000.00
UNITED WAY - COMAL COUNTY	\$ 50,000.00
UNITED WAY - GUADALUPE COUNTY	\$ 7,500.00
UNITED WAY - HAYS COUNTY	\$ 10,000.00
UNITED WAY - SA AREA	\$ 4,000.00
BOARD MEMBER CONTRIBUTIONS	\$ 12,000.00
MEMORIALS & HONORS	\$ 3,000.00
CHILDRENS SPECIAL NEEDS	\$ 2,000.00
INDIVIDUAL-BIG GIVE S.A.	\$ 7,500.00
INDIVIDUAL-AMPLIFY AUSTIN	\$ 7,500.00
INDIVIDUAL-HOLIDAY APPEAL	\$ 12,000.00
INDIVIDUAL-GIVING TUESDAY	\$ 500.00
OTHER INDIVIDUAL/PRIVATE	\$ 60,000.00
CHURCH CONTRIBUTIONS	\$ 8,000.00
DOWNTOWN ROTARY NEW BRAUNFELS	\$ 5,000.00
ROTARY CLUB OF NEW BRAUNFELS	\$ 20,000.00
ROTARY CLUB OF SEGUIN	\$ 1,500.00
SAN MARCOS LIONS CLUB	\$ 15,000.00
CIVIC OTHER	\$ 5,500.00
GRANDE COMMUNICATIONS	\$ 1,000.00
CORPORATE OTHER	\$ 20,000.00
CHRISTUS FUND	\$ 25,000.00
ANDERSON CHARITABLE FOUNDATION	\$ 12,000.00
BAPTIST HEALTH FNDN OF SAN ANTONIO	\$ 75,000.00
BURDINE JOHNSON FOUNDATION	\$ 40,000.00
GVTC FOUNDATION	\$ 10,000.00
IN-N-OUT BURGER FNDN -COMAL	\$ 2,500.00
IN-N-OUT BURGER FNDN -HAYS	\$ 2,500.00
KRONKOSKY CHARITABLE FOUNDATION	\$ 100,000.00
LOLA WRIGHT FOUNDATION	\$ 10,000.00
McKENNA FOUNDATION	\$ 45,000.00
NAJIM FAMILY FOUNDATION	\$ 50,000.00
ST LUKES LUTHERAN HEALTH MINISTRIES	\$ 10,000.00
TEXAS BAR FOUNDATION	\$ 5,000.00
TOPFER FAMILY FOUNDATION	\$ 5,000.00
UNION PACIFIC FOUNDATION	\$ 10,000.00
VALERO FOUNDATION	\$ 15,000.00
EVENT-ANNUAL DINNER/AUCTION	\$ 55,000.00
EVENT-GOLF TOURNAMENT	\$ 45,000.00
EVENT-3rd PARTY	\$ 4,000.00
UNKNOWN	\$ 28,690.00
<b>TOTAL INCOME</b>	<b>\$ 1,473,000.00</b>

<b>EXPENSE BUDGET</b>	<b>2019-20</b>
SALARIES	\$ 1,000,900.00
INSURANCE BENEFITS	
Health	\$ 78,000.00
Life	\$ 2,400.00
PAYROLL TAXES	\$ 82,536.00
PENSION	\$ 46,305.00
UNEMPLOYMENT TAXES	\$ 745.00
WORKERS COMP INSURANCE	\$ 3,200.00
CONFERENCES/EDUCATION	\$ 10,000.00
TRAVEL	\$ 37,214.00
CONTRACT SVC-BACKGROUND	\$ 10,000.00
EQUIP/COMPUTER/SOFTWARE	\$ 16,000.00
EQUIPMENT RENTAL	\$ 14,000.00
CREDIT CARD AND OTHER FEES	\$ 5,500.00
OFFICE- GENERAL	\$ 6,000.00
OFFICE SUPPLIES	\$ 6,000.00
TRAINING EXPENSES	\$ 4,000.00
SPECIAL NEEDS FOR CHILDREN	\$ 3,000.00
ADVOCATE RECOGNITION	\$ 10,000.00
AUDIT	\$ 6,500.00
ADVERTISING/RECRUITING	\$ 8,000.00
FUNDRAISING	\$ 36,000.00
LEGAL & PROFESSIONAL	\$ 2,000.00
INSURANCE	
Directors & Officers	\$ 3,200.00
Liability & Fidelity	\$ 9,500.00
MEMBERSHIP & SUBSCRIPT	\$ 10,000.00
POSTAGE	\$ 3,000.00
PRINTING/PROMOTIONS	\$ 3,500.00
TELEPHONE/INTERNET	\$ 15,000.00
UTILITIES	\$ 9,500.00
BUILDING MAINTENANCE	\$ 30,000.00
ENDOWMENT FEES	\$ 1,000.00
RESERVE	-
<b>TOTAL EXPENSES</b>	<b>\$ 1,473,000.00</b>

**CASA of Central Texas, Inc.**

**STATISTICS**

Category	Caldwell			Central Texas (Caldwell, Comal, Guadalupe and Hays)		
	2016	2017	2018	2016	2017	2018
Child Population	10,518	10,661	10,785	131,047	134,426	137,673
Alleged Victims of Child Abuse/Neglect	572	646	629	5,158	5,764	5,715
Confirmed Victims of Child Abuse/Neglect	143	135	153	1,203	1,215	1,223
Children in State Care	150	148	151	1,190	1,130	1,216
Children Served by CASA (#)	24	26	20	497	573	596
Children Served by CASA (%)	16%	18%	13%	42%	51%	49%
Children Without CASA Voice	126	122	131	693	557	620
CASA Cases	14	15	11	255	305	305
CASA Volunteers*	8	9	4	218	231	265
Volunteer Hours**	392	111	144	8,646	6,652	8,980
Volunteer Miles**	6,508	1,716	3,822	102,343	67,995	94,634
Volunteer Goods**	\$561	\$77	\$201	\$10,870	\$7,465	\$9,974

\*shows number of volunteers FROM each county, counted only once; total includes volunteers from other counties (ex. Bexar, Blanco) \*\*shows donations made by county SERVED

# new children (CPS)	60	58	69	449	414	505
# new children (CASA)	9	7	9	201	247	223
# children w/ CFE	-	-	0	-	-	16
# new cases	5	5	3	108	131	104
# closed cases	4	7	7	80	103	129
# closed children (CASA)	5	15	10	170	201	253
# reunification	2	4	4	80	74	92
# adoption	0	3	1	21	40	49
# adoption by relative	2	3	0	28	24	37
# PMC to relative	0	3	4	31	45	55
# emancipated (18yo)	1	2	1	9	18	15
# extended AWOL (perm FC)	0	0	0	1	0	0
# other (case trnsf, court dismiss, term illness)	0	0	0	0	0	5
# closed children w/ PCA	-	-	0	-	-	14
# advocates disengaged	0	0	0	17	10	27
# new advocates sworn-in*	2	0	0	54	85	72
# advocates reporting stats	9	2	5	150	95	142



Department of the Treasury  
Internal Revenue Service

P.O. Box 2508  
Cincinnati OH 45201

In reply refer to: 0248367147  
July 26, 2017 LTR 4168C 0  
74-2403373 000000 00

00016232

BODC: TE

CASA OF CENTRAL TEXAS INC  
1619 COMMON ST STE 301  
NEW BRAUNFELS TX 78130



030947

Employer ID Number: 74-2403373  
Form 990 required: Yes

Dear Taxpayer:

This is in response to your request dated July 17, 2017, regarding your tax-exempt status.

We issued you a determination letter in October 1986, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

Our records also indicate you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If a return is required, you must file Form 990, 990-EZ, 990-N, or 990-PF by the 15th day of the fifth month after the end of your annual accounting period. IRC Section 6033(j) provides that, if you don't file a required annual information return or notice for three consecutive years, your exempt status will be automatically revoked on the filing due date of the third required return or notice.

For tax forms, instructions, and publications, visit [www.irs.gov](http://www.irs.gov) or call 1-800-TAX-FORM (1-800-829-3676).

If you have questions, call 1-877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific Time).

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## Office of the Secretary of State

The undersigned, as Secretary of State of Texas, does hereby certify that the attached is a true and correct copy of each document on file in this office as described below:

CASA OF CENTRAL TEXAS, INC.  
Filing Number: 74608001

Nonprofit Periodic Report  
Articles Of Amendment  
Change Of Registered Agent/Office  
Change Of Registered Agent/Office  
Change Of Registered Agent/Office

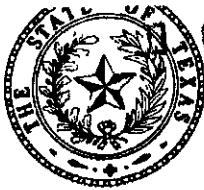
April 18, 1994  
April 29, 1994  
September 01, 1994  
November 25, 1996  
May 27, 1999

In testimony whereof, I have hereunto signed my name officially and caused to be impressed hereon the Seal of State at my office in Austin, Texas on October 29, 2007.



A handwritten signature in cursive script that reads "Phil Wilson".

Phil Wilson  
Secretary of State



0 1 8 2 1 0 1 3 7 7

FILED  
In the Office of the  
Secretary of State of Texas

# The State of Texas

APR 18 1994

## Secretary of State

Corporations Section

SECRETARY OF STATE

CHARTER NO. 00746080-01  
ARTICLE 9.01, T.N.P.C.A. REPORT  
FILING FEE \$5.00

PURSUANT TO THE PROVISIONS OF ARTICLE 9.01 OF THE TEXAS NON-PROFIT CORPORATION ACT, THE UNDERSIGNED CORPORATION HEREBY FILES ITS REPORT SETTING FORTH:

1. THE NAME OF THE CORPORATION IS:

COMAL COUNTY CHILD ADVOCACY INC.

2. IT IS INCORPORATED UNDER THE LAWS OF: TEXAS

3. THE STREET ADDRESS OF THE REGISTERED OFFICE OF THE CORPORATION IN THE STATE OF TEXAS IS: 805 ENCINO NEW BRAUNFELS, TX  
(MAKE ANY CHANGES HERE)

4. ITS REGISTERED AGENT AT SUCH ADDRESS IS: BILL M. REIMER  
(MAKE ANY CHANGES HERE)

5. IF A FOREIGN CORPORATION, THE STREET ADDRESS OF ITS PRINCIPAL OFFICE THE STATE OR COUNTRY UNDER THE LAWS OF WHICH IT IS INCORPORATED IS:

6. THE NAMES AND RESPECTIVE ADDRESSES OF ITS DIRECTORS (OR TRUSTEES, ET AL) AND OFFICERS ARE: (NAME AT LEAST 3)

NAME	TITLE	ADDRESS
Pennie Koozman	President	2314 Brittany Grace New Braunfels, TX 78130
John Haas	Vice Pres./Treasurer	1007 Orchid New Braunfels, TX 78130
Bob Stewart	Secretary	502 Riverside New Braunfels, TX 78130

7. THE FOREGOING INFORMATION IS GIVEN AS OF THE DATE OF THE EXECUTION OF THIS REPORT:

DATED April 14, 19 94

Comal County Child Advocacy, Inc.

NAME OF CORPORATION

RECEIVED  
SECRETARY OF STATE

BY Pennie Koozman  
(SIGNATURE)

APR 18 1994

ITS President  
(TITLE OF OFFICER SIGNING)

NOTE: ALL ITEMS MUST BE COMPLETED. MAKE CHANGES TO ITEMS 3 AND 4 AS NECESSARY. RETURN TO SECRETARY OF STATE, CORPORATIONS SECTION, P.O. BOX 13697, AUSTIN, TEXAS 78711-3697 WITH A \$5.00 FEE.

**ARTICLES OF AMENDMENT TO  
ARTICLES OF INCORPORATION OF  
COMAL COUNTY CHILD ADVOCACY, INC.**

APR 29 1994

Corporations Section

Pursuant to the provisions of Article 1396-4.03 of the Texas Nonprofit Corporation Act, the Board of Directors adopt the following Articles of Amendment to the Articles of Incorporation of Comal County Child Advocacy, Inc.

**ARTICLE ONE**

The following amendments to the Articles of Incorporation was adopted by the Board of Directors of the Corporation on April 21st, 1994.

**ARTICLE TWO**

This Amendment alters Article One of the original Articles of Incorporation to read as follows:

The name of the corporation is CASA OF CENTRAL TEXAS, INC.

**ARTICLE THREE**

This Amendment alters Article Four of the original Articles of Incorporation to read as follows:

4. The purpose or purposes for which the corporation is organized are: To represent the best interests of physically and sexually abused children in Central Texas in criminal and civil proceedings. To be an independent voice in children's rights. To aid with case preparation; to provide assistance to other child oriented agencies; monitor cases; present and monitor legislation, heighten awareness of the public, judiciary and bar as to child abuse and recruit volunteers.

COPY

ARTICLE FOUR


The foregoing Amendments were adopted by a vote of a majority of the Board of Directors in office, there being no members having voting rights in respect thereof.

DATED: April 21, 1994


COCHAS COUNTY CHILD ADVOCACY, INC.

BY: Pennie R Koopman  
PENNIE KOOPMAN  
Its President


# THE LIVES OF THREE CHILDREN WERE CHANGED BECAUSE OF ONE CASA ADVOCATE...

A high-contrast, black and white photograph showing a person sitting in a wheelchair. The person is wearing a dark long-sleeved shirt and dark pants. The background is dark and indistinct.

The oldest of the siblings had suffered extreme medical neglect. He had numerous conditions as well as an intellectual disability. During the course of the case he was hospitalized for orthopedic surgery on his back, for heart surgery, and he also had a mild stroke. **With each of these incidents the CASA advocate was in communication with foster parents and physicians.** The advocate regularly drove three hours one-way to see the child and his foster parents as well as to be a support. In addition, the advocate met with school counselors and teachers to ensure the educational services were being provided for the child. The advocate was also instrumental in finding social outlets for child. **After the advocate encouraged the foster parents to become certified developmental disability specialists, permanency was achieved without another move for the child.**

A high-contrast, black and white photograph of a person walking on a ramp or set of stairs. The person is wearing a light-colored shirt and dark pants. The background is dark and indistinct.

The middle child on this case had emotional difficulties, which led to psychiatric hospitalizations on several occasions. **In addition to visiting him each time and maintaining regular contact with him, the advocate attended school meetings and consistently communicated with the therapists and physicians to ensure appropriate services were being provided for the child.** When he began exhibiting behaviors that included theft and identity falsification, ultimately requiring law enforcement intervention, the advocate attended all juvenile hearings for the youth. The advocate encouraged him to get his high school diploma prior to leaving care. **The advocate also worked with the youth on learning independent living skills such as creating a realistic budget, discussing his transportation options, and assisting him with applications for employment.**

A high-contrast, black and white photograph of a person sitting on a bench. The person is wearing a light-colored shirt and dark pants. The background is dark and indistinct.

The youngest child moved six times during the case. The advocate was there for her through each placement change. **With every move, the advocate contacted each foster parent, each school, each therapist and all physicians.** Finally, the child was placed in a foster-to-adopt home, but after a year of living in the home the family changed their minds. This was heartbreaking for the child and led to a long period of indecisiveness regarding adoption due to the emotional distress she had experienced. The advocate was diligent in ensuring the child's emotional distress was being addressed in a therapeutic setting. Throughout this time, the child communicated with the advocate regarding her thoughts and feelings about the adoption. **The advocate was actually one of the first to know when she made the decision to try a new adoptive home. The adoptive parents said the advocate was "phenomenal!"**

**CALDWELL COUNTY CHRISTIAN MINISTRIES**

**REQUEST: \$3,683.66**

Caldwell County Christian Ministries  
FOOD PANTRY  
PO Box 1258  
Lockhart, Texas 78644

---

May 1, 2019

City of Lockhart  
308 W. San Antonio  
PO Box 239  
Lockhart, TX 78644-0239

Dear City of Lockhart,

Thank you for your recent donation of \$3683.68 to the Caldwell County Christian Ministries Food Pantry.

We are excited to report that we have made great strides in improving our food inventory, client relations, and overall operations. We also have many future plans and projects that will serve to continue our positive growth.

We appreciate your support as we continue to serve approximately 500 families per month. Without donations we would not be able to provide this service to our community. The need is great in our county and we hope that we can assist even more adults and children in the future.

Please feel free to stop by and see us anytime. We are open to the public Monday through Thursday from 10:00 am to 2:00 pm. We will be happy to give you a tour.

Again, many thanks for your donation,



Meredith W. Jakovich  
Executive Director  
CCCM Food Pantry

*Thank you!*



June 10, 2019

City of Lockhart  
308 West San Antonio Street  
Lockhart, Texas 78644

Dear Mayor and City Council:

On behalf of the Caldwell County Christian Ministries board of directors, I thank you for the opportunity to present information about our organization. We hope you find the enclosed information helpful.

We know there are many worthy causes in our community and we appreciate your support and consideration.

Best regards,

A handwritten signature in black ink, appearing to read 'MJAKOVICH'.

Meredith Jakovich  
Executive Director



# Caldwell County Christian Ministries Food Pantry

## Who we are...

CCCM is a non-profit organization that operates the food pantry serving Caldwell county. We offer monthly assistance to families in need by providing perishable and non-perishable food items. Our inventory comes primarily from our partnership with Central Texas Food Bank on a weekly basis. We pay 16 cents per pound for everything transported from CTFB. We also receive daily donations from local grocery stores and restaurants. We do not discriminate against anyone for any reason. Everyone that needs help will receive assistance from CCCM. Our mission is very simple, we supply food to the hungry.

## What we do...

The food pantry serves over 600 families per month. All food distributed from the pantry is at no cost to the recipient. Our clients can visit once per month for their grocery basket and anytime for bulk produce. We also operate the HOPE (Healthy Options Program for the Elderly) program the third and fourth weeks of every month. This program serves the senior market in our community and is available to anyone 55 and over. The CCCM food pantry is one of the top ten in the CTFB district in volume of distribution. The pantry hours of operation are Monday through Thursday from 10:00 am to 2:00 pm.

## How you can help!

There are three ways that you can help fight hunger in your community. We always welcome **food donations**. You can bring nonperishable food items that are not expired to the pantry anytime during our business hours. Also, we are always in need of personal hygiene products. We no longer accept clothing or household items.

We always need **volunteers**! The current team at the pantry is a wonderful group of people that work very hard to accomplish our mission. Everyone does have a little fun in the process. Available jobs include unloading donations, assembling client baskets, organizing inventory, assisting with client needs, and office help. Anyone interested in joining our team can pick up a volunteer application at the pantry and get started. Training is provided and all you need is a passion to help others.

The food pantry is funded entirely from monetary donations. We rely on **financial donations** to run our program of work. Our partnership with CTFB enables us to get the most out of every dollar donated. We can provide three meals for every dollar we receive. As the need increases in our community so does our obligation to provide help and assistance. Donations can be made in person or mailed to our address below. We currently accept cash and checks. Credit card processing is coming soon via our new website.

We appreciate your interest and welcome you to come visit us anytime for a tour. Our mission speaks to a real need in our community and it takes all of us to make the program work. After all, no one chooses to be hungry.

## Contact Us

CCCM Food Pantry

901 Bois D'Arc Street, Suite B

512-376-6661

Hours: Monday - Thursday 10 am to 2 pm



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## Board of Directors

### Chairman

Pastor Bryan Dziadik-Willingham  
Grace Lutheran Church  
Office 512-398-6490      Cell 512-995-1661

### Vice-Chairman

Jeannie Fox  
First United Methodist Church  
Home 512-398-2821

### Treasurer

Stephen Mills  
First United Methodist Church  
Home 512-638-1410

### Secretary

Margaret Groves  
First Baptist Church of Lockhart  
Home 512-398-5624      Cell 512-940-6235

### Members

Frances Rodriguez  
St. Mary's Catholic Church  
512-376-9520

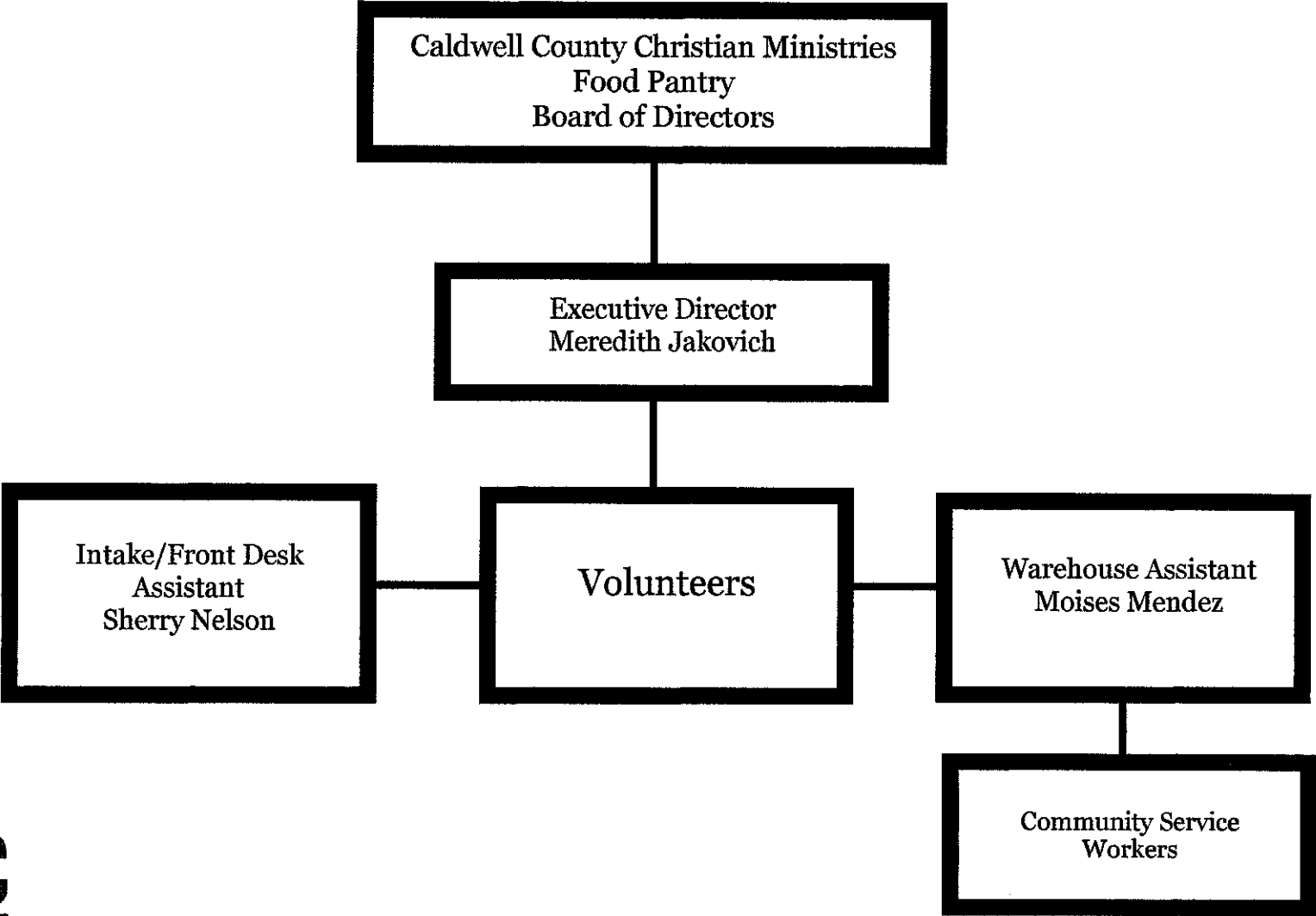
Shirley Williams  
Baptist Church Lockhart  
512-497-5384

Homer Williams  
Baptist Church Lockhart  
512-497-5384

### Staff

Meredith Jakovich  
Executive Director  
512-924-3546

CALDWELL COUNTY CHRISTIAN MINISTRIES  
FOOD PANTRY  
Organizational Chart



**Caldwell County Christian Ministries  
Budget 2018-2019**

<b>City of Lockhart</b>	\$4600	utilities
<b>Central Texas Food Bank</b>	\$36,000	shared maintenance fee
<b>Insurance</b>	\$390	Farm Bureau
<b>Tax Preparation</b>	\$1200	annual tax return
<b>Supplies</b>	\$1500	office/bags/cleaning supplies
<b>Building Maintenance</b>	\$1326	fire safety/pest control one time fee/monthly
<b>PO Box Rental/Postage</b>	\$300	USPS
<b>Telephone</b>	\$1500	AT&T
<b>Continuing Ed</b>	\$500	staff seminars
<b>Salaries</b>	\$25,900	Director and Assistant positions
<b>Volunteer Luncheon</b>	\$1,500	cost of food and volunteer gifts
<b>Travel Reimbursement</b>	\$1800	staff travel
<b>Workman's Comp</b>	\$650	workman's comp insurance

<b>Staff Christmas Bonus</b>	\$800	annual holiday bonus
<b>Computer Equipment Purchase</b>	\$2500	one time fee to purchase new equipment
<b>Total for 2018-2019</b>	<b>\$81,591</b>	
<b>Budget for 2017-2018</b>	<b>\$79,591</b>	
<b>Increase of 2.85%</b>		

INTERNAL REVENUE SERVICE  
DISTRICT DIRECTOR  
1100 COMMERCE STREET  
DALLAS, TX 75242-0000

DEPARTMENT OF THE TREASURY

Date: **MAY 05 1993**

GALDWELL COUNTY CHRISTIAN  
MINISTRIES  
216 W SAN ANTONIO  
LOCKHART, TX 78644-2654

Employer Identification Number:  
74-1930729  
Contact Person:  
SHARI FLOWERS  
Contact Telephone Number:  
(214) 767-3526

Addendum Applies:  
No

Dear Applicant:

Based on the information you recently submitted, we have classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Internal Revenue Code because you are described in sections 509(a)(1) and 170(b)(1)(A)(vi).

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in 501(c)(3) is still in effect.

This classification is based on the assumption that your operations will continue as you have stated. If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status.

This supersedes our letter dated January 1981.

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

As of January 1, 1984, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

You are required to file Form 990 only if your gross receipts each year are normally more than \$25,000. For guidance in determining whether your gross receipts are "normally" more than \$25,000, see the instructions for Form 990. If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of \$10 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed \$5,000 or 5 percent of your gross receipts for the year, whichever is less. This penalty may also be charged if a return is not complete, so please be sure your return is

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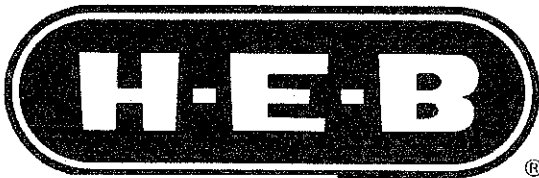


Our goal is to consistently provide all clients with a 50lb. basket of food. Each basket has a mix of non-perishable goods, fresh bread and produce, eggs and milk along with meat products. We add dry goods such as cereal, crackers, chips, and condiments as they become available. Pictured is an example of a monthly basket.

Caldwell County Christian Ministries is a proud partner of Central Texas Food Bank in Austin. The majority of our inventory comes from CTFB in weekly deliveries. We pay a shared maintenance fee for transportation of goods at 16 cents per pound. This results in approximately \$800-\$1500 per week. For the month of May 2019 we distributed 25,000 pounds of food from CTFB.



CENTRAL  
TEXAS  
FOOD  
BANK



We have partnership with local retailers and we pick up donations Monday through Thursday at HEB, Walmart, Little Caesars, and KFC.



Little Caesars



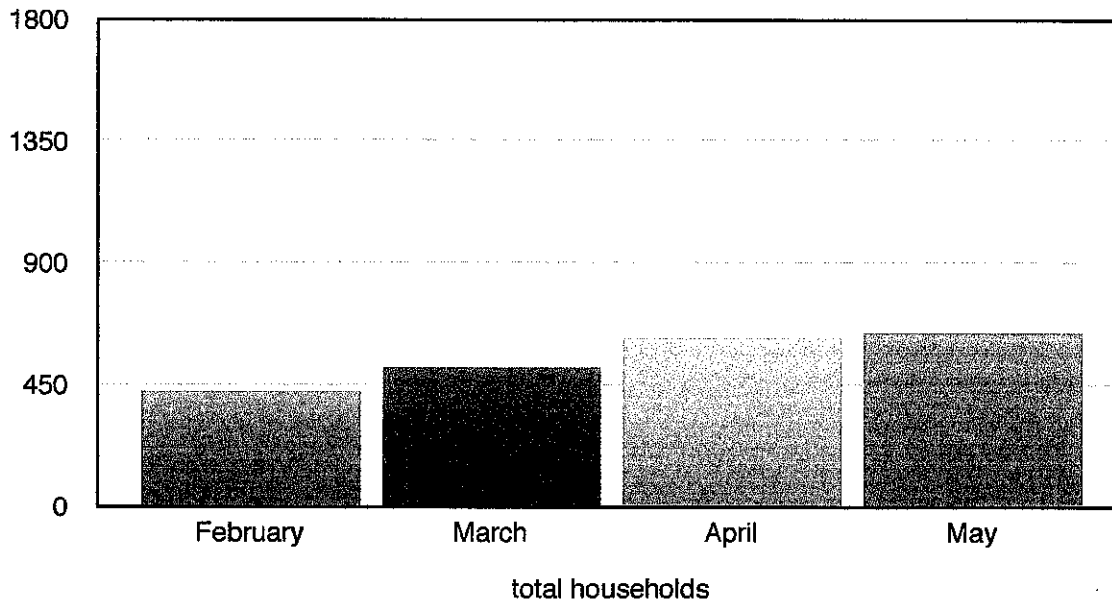
Walmart 

# How Many Are We Serving?

CCCM provides service to all individuals residing in Caldwell County. We have clients from Lockhart, Luling, Dale and other areas in the county.

	Total Households	Individuals
FEBRUARY 2019	426	1117
MARCH 2019	513	1305
APRIL 2019	626	1584
MAY 2019	640	1611

2019 YTD



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## Our Funding Request 2019-2020

The money we received last year from the City of Lockhart was used for food costs. That is our greatest cost averaging \$3,000 monthly. We would like to increase our food budget to \$4,000 per month. This will allow us to continue to serve our existing clients as well as new households. We have seen a consistent increase every month since February 2019. As we grow in numbers we will need additional funding to sustain our level of service to the community.

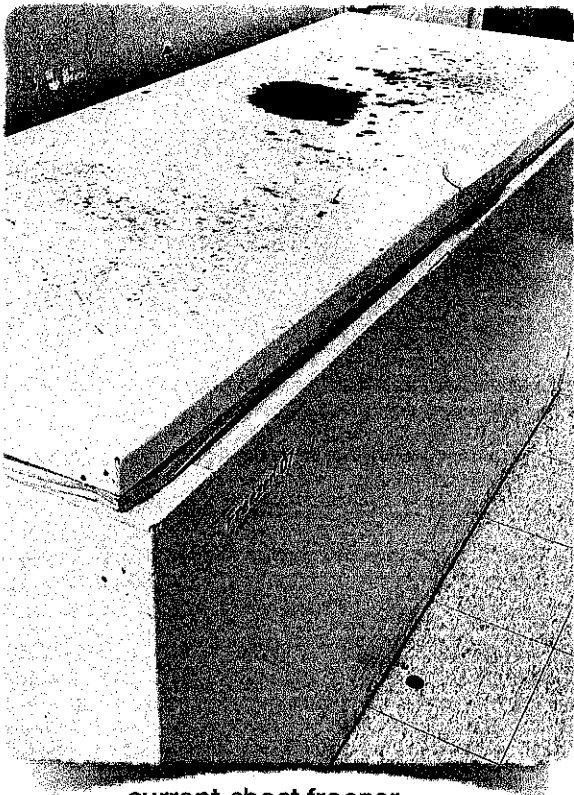
### Requested Funding for 2019-2020

Increase in food budget from \$3,000 monthly to \$4,000 monthly = \$12,000

New chest freezer = \$1500

New signage = \$1500

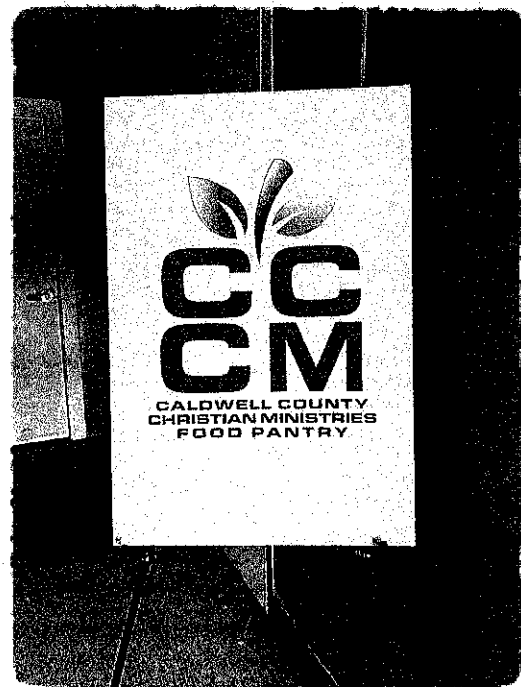
Total requested funding = \$15,000



current chest freezer



current building signage



future building signage

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**LOCKHART CITY COUNCIL  
REGULAR MEETING**

**JUNE 4, 2019**

**6:30 P.M.**

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

**Council present:**

Mayor Lew White	Councilmember John Castillo
Councilmember Juan Mendoza	Councilmember Kara McGregor
Councilmember Jeffry Michelson	Councilmember Brad Westmoreland

**Council absent:**

Mayor Pro-Tem Angie Gonzales-Sanchez

**Staff present:**

Steven Lewis, City Manager	Connie Constancio, City Secretary
Monte Akers, City Attorney	Sean Kelley, Public Works Director
Pam Larison, Finance Director	Bertha Martinez, Library Director
Randy Jenkins, Fire Chief	

**Citizens/Visitors Addressing the Council:** Robert Steinbomer of Studio Steinbomer; Jeannie Fox of the Library Advisory Board, and JoAnn Labay, Citizen.

**Work Session 6:30 p.m.**

Mayor White opened the work session and advised the Council, staff and the audience that staff would provide information and explanations about the following items:

**DISCUSSION ONLY**

**A. DISCUSS MINUTES OF THE CITY COUNCIL MEETING OF MAY 21, 2019.**

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

**B. DISCUSS IMPLEMENTATION OF POLICIES OF THE DR. EUGENE CLARK LIBRARY.**

Ms. Martinez provided information regarding new policies for the Clark Meeting Room, Bulletin Board, Donation Gifts, and Patron Behavior. The Library Advisory Board met and recommended approval of the proposed policies. There was discussion.

**C. DISCUSS AWARDING BID TO CONSTRUCT LOCKHART FIRE STATION #2 AT 1911 BORCHERT DRIVE LOOP AS DESIGNED BY THE ARCHITECT FIRM OF STUDIO STEINBOMER TO COUNTYWIDE BUILDERS OF LOCKHART, TEXAS IN THE AMOUNT OF \$895,000.**

Chief Jenkins stated that sealed bids were advertised as required by State law for the construction of Lockhart Fire Station #2 as designed by Studio Steinbomer. Bids were due on April 9, 2019. A total of two bids were received with the lowest bid in the amount of \$895,000 submitted by Countywide Builders. Also, after opening bids, Countywide Builders recommended change order #1 from the original bid that is based on value engineering performed by Countywide Builders. Chief Jenkins clarified that the address for the new Fire Station #2 is 1911 Borchert Drive, not Borchert Loop.

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Robert Steinbomer of Studio Steinbomer, provided information and there was discussion about construction of the Lockhart Fire Station #2. He recommended approval.

**D. DISCUSS CHANGE ORDER #1 TO THE CONTRACT FOR CONSTRUCTION OF LOCKHART FIRE STATION #2 AT 1911 BORCHERT DRIVE AS PROPOSED BY COUNTYWIDE BUILDERS BASED ON A VALUE ENGINEERING REVIEW.**

Chief Jenkins stated that the original awarded bid for construction of Fire Station #2 at 1911 Borchert Drive was \$895,000 to Countywide Builders. Significant savings were identified during a value engineering review on May 3, 2019. Change order #1 reflects the changes in construction methods, materials, and equipment and the associated cost savings based on the review. The revised cost to build Fire Station #2 is reduced from \$895,000 to \$827,420; a savings of \$67,580. Reductions in construction cost include; Foundation and Ramps (\$3,500), Shell Structure Material Change (\$14,130), Carpentry, Cabinetry, Countertops (\$3,000), Windows (\$2,500), Flooring and Tile (\$3,000), Plumbing (\$19,500), Landscaping (\$2,000), and Remove Generator (\$19,950).

Mr. Steinbomer stated that he recommended change order #1 after working with the low bidder, which gave a substantial amount of savings through value engineering of acceptable reductions as mentioned by Chief Jenkins. There was discussion.

**E. DISCUSS PROPOSAL FOR ADDITIONAL ARCHITECTURAL AND ENGINEERING SERVICES FOR THE NEW FIRE STATION #2 WITH STUDIO STEINBOMER IN THE AMOUNT OF \$15,466.**

Mr. Steinbomer stated that the revised project scope with value engineering required his firm to conduct additional architectural and engineering services for the new Fire Station #2. The services agreement would cover costs associated with assisting with the value engineering. He recommended approval.

**F. DISCUSSION RESOLUTION REGARDING THE PROPOSED KINDER MORGAN GAS PIPELINE.**

Mayor White announced that the item would be pulled because discussions between Kinder Morgan and Caldwell County are ongoing. The Council would reconsider the Resolution during the June 18, 2019 meeting.

RECESS: Mayor White announced that the Council would recess for a break at 6:55 p.m.

**REGULAR MEETING**

**ITEM 1. CALL TO ORDER.**

Mayor Lew White called the meeting to order at 7:30 p.m.

**ITEM 2. INVOCATION, PLEDGE OF ALLEGIANCE**

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

**ITEM 3. CITIZENS/VISITORS COMMENTS.**

JoAnn Labay, 1484 Old Luling Road, spoke against the Kinder Morgan proposed gas pipeline in Caldwell County.

**ITEM 4. CONSENT AGENDA.**

Councilmember Michelson made a motion to approve consent agenda items 4A, 4B, 4C, 4D, and 4E. Councilmember McGregor seconded. The motion passed by a vote of 6-0.

The following are the consent agenda items that were approved:

- 4A: Approve minutes of the City Council meeting of May 21, 2019.
- 4B: Approve implementation of Policies of the Dr. Eugene Clark Library.
- 4C: Approve awarding bid to construct Lockhart Fire Station #2 at 1911 Borchert Drive as designed by the architect firm of Studio Steinbomer to Countywide Builders of Lockhart, Texas in the amount of \$895,000.
- 4D: Approve Change Order #1 to the contract for construction of Lockhart Fire Station #2 at 1911 Borchert Drive as proposed by Countywide Builders based on a value engineering review.
- 4E: Approve proposal for additional Architectural and Engineering Services for the new Fire Station #2 with Studio Steinbomer in the amount of \$15,466.

**ITEM 5-A. DISCUSSION AND/OR ACTION REGARDING A RESOLUTION REGARDING THE PROPOSED KINDER MORGAN GAS PIPELINE.**

Mayor White announced that the item was pulled.

**ITEM 5-B. DISCUSSION AND/OR ACTION REGARDING APPOINTMENTS TO VARIOUS BOARDS, COMMISSIONS OR COMMITTEES.**

Mayor White requested appointments to boards and commissions.

Councilmember Castillo made a motion to appoint Quarter Metra Hughes to the Library Advisory Board. Councilmember Mendoza seconded. The motion passed by a vote of 6-0.

Mayor White made a motion to appoint Raymond DeLeon to the Construction Board. Councilmember McGregor seconded. The motion passed by a vote of 6-0.

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

- Library Updates:
  - June 3 – August 2: Free Summer Meals at the Library.  
Breakfast 10:00 a.m. to 10:30 a.m.; Lunch 12:30 p.m. to 1:30 p.m.
  - Summer Reading Kick Off Party is scheduled for June 7.
- Events:
  - Movies in the Park
    - June 22: Beauty and the Beast
    - July 13: Spider-Man into the Spider-Verse
    - August 10: Small Foot
- Texas Health and Human Services Commission urges families and facilities to prepare for hurricane season beginning June 1.
- Staff is reviewing City of Lockhart permit fee structure to comply with HB 852 which mandates that fees of a building permit shall not be based on the value of the dwelling or the cost of construction/improvement.
- Texas State and the Greater San Marcos Partnership are partnering to identify training needs of the region.

- Fire Department Updates:
  - 75 children from Navarro Elementary visited Fire Station No. 1.
  - Firefighters attended career day at Navarro Elementary for approximately 200 students and provided information on a career in firefighting.
  - Monthly Drill of the Month (DOM) training was on Wildland Fire response.
- The first phase of the rehabilitation to Water Well #9 is complete. The next phase will include modifications. GBRA is developing a preventative maintenance program for the wells to maintain pumping capacities.
- Drainage projects completed at City Park near Scheh Street and West San Antonio Street at Stueve Lane. An improvement in drainage at intersections was observed last Thursday following 2” of rain within a few hours.
- Water Project Update: 12” Water Main Extension on FM1322. Installation has begun and is anticipated to be complete in approximately 2 months, weather permitting. This project is in conjunction with the new phase of Summerside Subdivision.
- Water Project Bids: Phase II Water Line Extension on SH130, Pump Station at Maple Elevated Water Storage Tank, New Elevated Storage Water Tank (SH130 at FM 2001) bids were opened on May 30th, staff anticipates bringing these items to Council on June 18<sup>th</sup>.
- City Pool is scheduled to open June 18<sup>th</sup>, lifeguard applications are still being accepted.
- Police Department Updates:
  - Lockhart Jr. High School National Honor Society performed community hours at the Police Station by washing patrol vehicles and speaking with numerous officers about law enforcement careers.
  - Police Chief's Forum Meeting at Police Department on June 20th at 6:30 p.m.
- Job Fair Update: Texas Workforce Solutions hosted a job fair in Lockhart on May 30, 2019. Approximately 66 job seekers and 23 employers participated. Approximately 45 job seekers visited the City of Lockhart booth.

#### **ITEM 7. COUNCIL AND STAFF COMMENTS – ITEMS OF COMMUNITY INTEREST.**

Councilmember Westmoreland invited everyone to the First Friday event this week. He expressed condolences to the family of Joe Wright for their loss.

Councilmember Mendoza stated that he visited Mr. Rodgers and reported that he is doing well. He announced a program with the Hispanic Chamber of Commerce and Community Action on Thursday.

Councilmember McGregor invited everyone to the Chisholm Trail Roundup festivities on June 13-15 beginning with a Cowboy Breakfast on June 12. She also encouraged children to consider volunteering at local organizations during the summer.

Councilmember Castillo wished First Friday downtown merchants luck this weekend. He wished the Lockhart Chamber of Commerce luck for another successful Chisholm Trail Roundup event.

Mayor White stated that the Greater San Marcos Partnership will bring their public relations firm to town next week to visit with local citizens to update the profile for our area. He encouraged Councilmembers to fill boards within their respective district. He mentioned that eight-liners were operating in the area and suggested that Fred Weber, District Attorney, attend the next meeting to give the Council feedback about how to address the issue. He invited everyone to attend the annual Chisholm Trail Roundup on June 13-15 and he thanked all involved.

**ITEM 8. ADJOURNMENT.**

Councilmember Mendoza made a motion to adjourn the meeting. Councilmember McGregor seconded. The motion passed by a vote of 6-0. The meeting was adjourned at 7:55 p.m.

PASSED and APPROVED this the 18<sup>th</sup> day of June 2019.

**CITY OF LOCKHART**

\_\_\_\_\_  
Lew White, Mayor

ATTEST:

\_\_\_\_\_  
Connie Constancio, TRMC  
City Secretary

# City of Lockhart, Texas

## Council Agenda Item Briefing Data

**COUNCIL MEETING DATE:** June 18, 2019

**AGENDA ITEM CAPTION:** Discussion and/or action regarding recommendation to award bid to Landmark Structures of Fort Worth, Texas in the amount of \$1,716,000 for construction of a new 500,000 Gallon Elevated Water Tank at the location of SH130 and FM2001. Appointing the Mayor to sign all contractual documents.

**ORIGINATING DEPARTMENT AND CONTACT:** Public Works-Sean Kelley

**ACTION REQUESTED:**

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

**BACKGROUND/SUMMARY/DISCUSSION:** This project is also identified in the 2020 Comprehensive Plan. Water supplier are required by the Texas Commission on Environmental Quality (TCEQ) to meet mandatory water storage requirements that are determined by the amount of active water service connections. The requirement states that 200 gallons of storage must be available per connection. The City currently has 4,932 active water service connections. The 1,050,000 gallons of existing storage capacity allows the City to serve up to 5,250 connections and the new elevated water tank will allow the City to serve an additional 2,500 service connections. The elevated tank will also be an essential part of the new pressure plane that is being created on the northwest side of Lockhart. This will improve service pressures and fire flow to the west side of Lockhart where the City is experiencing the most growth. The elevated tank project also includes the painting of two City of Lockhart logos, security fencing, and construction of a shared access entrance off Cesar Chavez Parkway. Three (3) bids were received ranging from \$1,814,000 to a high of \$2,078,300. The lowest bid was submitted by Landmark Structures with a Base Bid Proposal of \$1,716,000. Landmark Structures has a commendable reputation of constructing elevated water tanks.

**PROJECT SCHEDULE (if applicable):** 12 Months

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

Funds Required: \$1,716,000

Account Number: 522-5750-911, 525-5750-911 and 526-5750-911

Funds Available: \$1,716,000

Account Name: 2008 Water Development Fund, Water Impact Fees, and 2015 CO-Water

**FISCAL NOTE (if applicable):** Previous Council Action:

**COMMITTEE/BOARD/COMMISSION ACTION:**

**STAFF RECOMMENDATION/REQUESTED MOTION:** Staff respectfully recommends approval of the bid award to Landmark Structures in the amount of \$1,716,000.

**LIST OF SUPPORTING DOCUMENTS:** Bid Notice, Bid Tab, Engineer's Letter of Recommendation, Water Tank Rendering

Department Head initials:

City Manager's Review:

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## ADVERTISEMENT FOR BIDS

Sealed proposals addressed to the Mayor and City Council of the City of Lockhart will be received at the Lockhart City Hall, 308 West San Antonio, Lockhart, Texas 78644, until **10:00 A.M., May 30, 2019** for the **Cesar Chavez 500,000 Gallon Elevated Water Tank** at which time and place will be publicly opened and read aloud. Any bid received after closing time will be returned unopened.

**The project consist of installation of a 500,000 gallon composite elevated water storage tank and associated piping, demolition of TxDOT driveway and culverts, installation of new TxDOT driveway and culverts; flex base road, site lighting, tank painting, electrical and all necessary appurtenances.**

Bidders shall submit with their bids a Cashier's Check in the amount of five percent (5%) of the maximum total bid, payable to the City of Lockhart, Texas without recourse, or a Proposal Bond in the same amount from an approved Surety Company as a guarantee that Bidder will enter into a contract and execute performance and payment bonds on the forms provided, within ten (10) days after the award of Contract. Bids without check or Proposal Bond will not be considered.

The successful Bidder must furnish Performance and Payments Bonds each in the amount of 100% of the contract price from an approved Surety Company holding a permit from the State of Texas to act as Surety and acceptable according to the latest list of companies holding certificates of authority from the Secretary of Treasury of the United States, or other Surety or Sureties acceptable to the Owner.

Plans and specifications may be examined without charge at Lockhart City Hall. Bid Documents and Construction Drawings for the project may be viewed and downloaded free of charge (with the option to purchase hard copies) at [www.civcastusa.com](http://www.civcastusa.com). Bidders must register on this website in order to view and/or download specifications, plans and other related documents for this project. Printed copies of the specifications and drawings may also be viewed at the Engineer's office, TRC Engineers, Inc., 505 East Huntland Drive, Suite 250, Austin, Texas 78752, (512) 454-8716.

Please submit questions for this project five (5) business days prior to bid opening through [www.civcastusa.com](http://www.civcastusa.com) in the Q&A portal. All addenda issued for this project will be posted on [www.civcastusa.com](http://www.civcastusa.com). It is the responsibility of the Contractor bidding to use proper scaling, paper size, etc., for bid quantities. Failure to do so may result in error in the Unit Bid Quantities and/or Bid Amounts.

The City Council of the City of Lockhart reserves the right to reject any or all bids and to waive formalities. No bid may be withdrawn within ninety (90) days after the date on which bids are received.

**CITY OF LOCKHART, TEXAS**  
**LEW WHITE, MAYOR**





T.B.P.E. #F-8632

505 East Huntland Drive  
Suite 250  
Austin, TX 78752

512.454.8716 PHONE  
512.454.2433 FAX

www.TRCSolutions.com

June 12, 2019

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

**RE: Cesar Chavez 500,000 Gallon Elevated Tank  
Bid Award Consideration**

Dear Mr. Lewis:

The bid opening for the above referenced project was held on May 30, 2019. The total bids (base bid plus additive alternate bid) range from a low of \$1,841,000.00 to a high of \$2,078,300.00 as shown on the attached bid tabulation. The project consists of the installation a 500,000 gallon elevated storage tank with access drive and the option to shroud the tank during painting operations.

The low bidder, Landmark Structures I, LP has previous work experience with the City and TRC on the Maple Street Elevated Tank. TRC has conducted reference checks and found that Landmark has a satisfactory record of project completion.

It is recommended that Landmark Structures I, LP be awarded a contract for the base bid proposal amount of \$1,716,000.00 for the Cesar Chavez 500,000 Gallon Elevated Tank. The contractor has provided a bid bond and will be required to furnish a Performance Bond and Payment Bond to the City.

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

Sincerely,

Jeff Dahm, P.E.  
Project Engineer

Enclosures Bid Tab

City of Lockhart  
 Cesar Chavez 500,000 Gallon Elevated Water Tank  
 Bid Tabulation  
 May 30, 2019 - 10:00 AM



				Landmark Structures I, L.P. 1665 Harmon Road Fort Worth, Texas 76177		Phoenix Fabricators and Erectors, LLC 182 South County Road 900E Avon, Indiana 46123	
Item	Item Description	Qty.	Unit	Unit Price	Total	Unit Price	Total
P.1	500,000 Gal Water Tank	1	LS	\$1,416,000.00	\$1,416,000.00	\$1,515,508.00	\$1,515,508.00
P.2	18" DI Pipe	48	LF	\$150.00	\$7,200.00	\$400.00	\$19,200.00
P.3	18" Water Main	1	EA	\$2,500.00	\$2,500.00	\$1,200.00	\$1,200.00
P.4	Fittings	0.48	TON	\$2,000.00	\$960.00	\$5,000.00	\$2,400.00
P.5	Reinforced Concrete Pipe	112	LF	\$350.00	\$39,200.00	\$130.00	\$14,560.00
P.6	Safety End Treatments	4	EA	\$2,500.00	\$10,000.00	\$1,200.00	\$4,800.00
P.7	Hot Mix Asphaltic	1	LS	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
P.8	Flexible Base	200	SY	\$40.00	\$8,000.00	\$100.00	\$20,000.00
P.9	Ribbon Curb	343	LF	\$25.00	\$8,575.00	\$24.00	\$8,232.00
P.10	Electrical/Instrumentation	1	LS	\$80,000.00	\$80,000.00	\$160,000.00	\$160,000.00
P.11	Site Work	1	LS	\$38,000.00	\$38,000.00	\$25,000.00	\$25,000.00
P.12	6' Chain Link Fence	472	LF	\$30.00	\$14,160.00	\$30.00	\$14,160.00
P.13	Seeding	1	LS	\$5,405.00	\$5,405.00	\$6,000.00	\$6,000.00
P.14	OSHA	48	LF	\$5.00	\$240.00	\$30.00	\$1,440.00
P.15	Pollution Prevention Plan	1	LS	\$760.00	\$760.00	\$8,000.00	\$8,000.00
P.16	Performance/Payment Bonds	1	LS	\$10,000.00	\$10,000.00	\$19,200.00	\$19,200.00
P.17	Mobilization/De-mobilization	1	LS	\$50,000.00	\$50,000.00	\$75,000.00	\$75,000.00
<b>TOTAL BASE BID</b>					<b>\$1,716,000.00</b>		<b>\$1,919,700.00</b>
P.A.1	Shroud	1	LS	\$125,000.00	\$125,000.00	\$86,250.00	\$86,250.00
<b>TOTAL PROJECT BASE + ALTERNATE BID</b>					<b>\$1,841,000.00</b>		<b>\$2,005,950.00</b>

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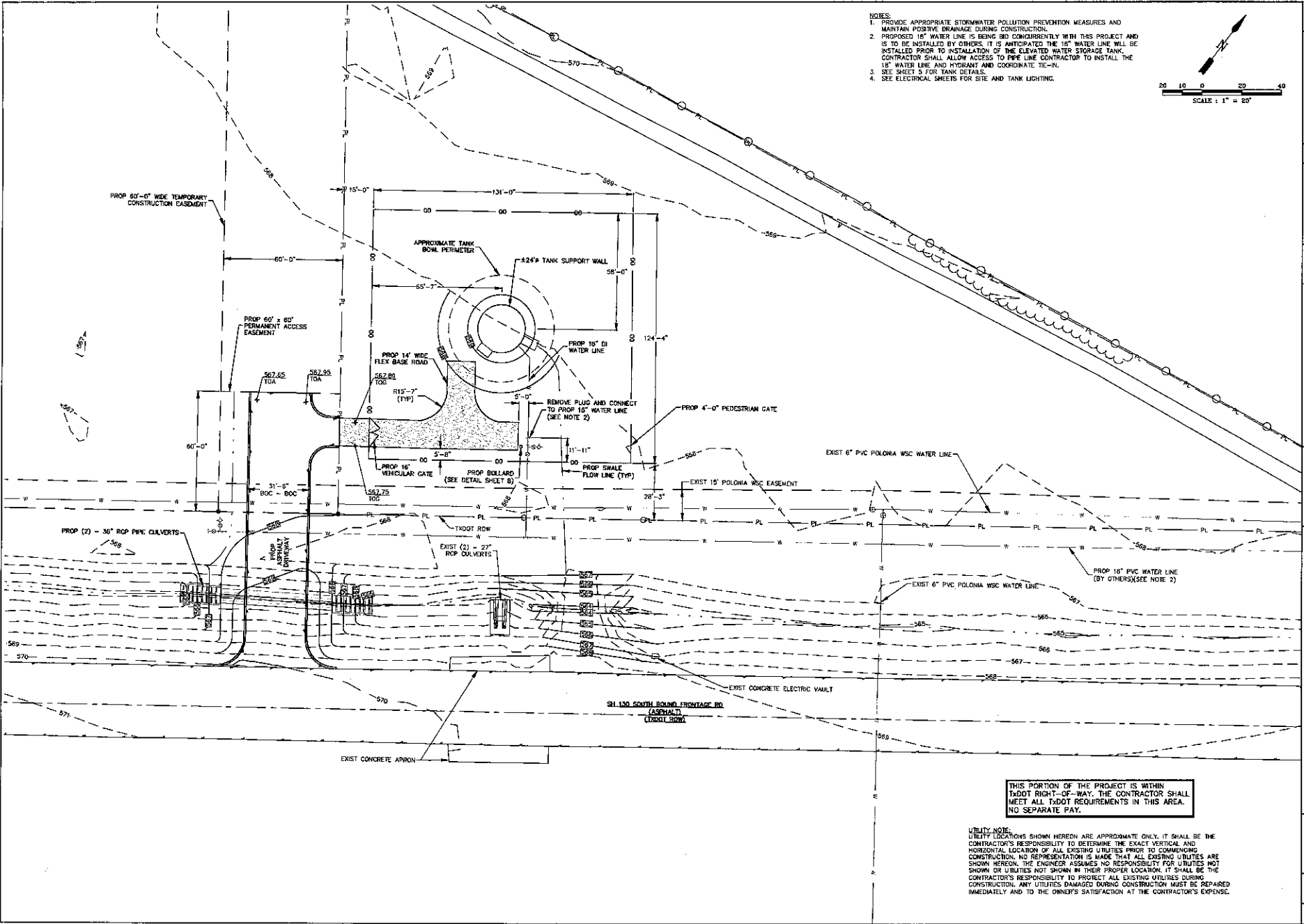
City of Lockhart  
 Cesar Chavez 500,000 Gallon Elevated Water Tank  
 Bid Tabulation  
 May 30, 2019 - 10:00 AM



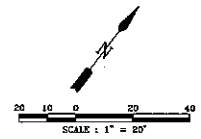
Caldwell Tanks, Inc.  
 4000 Tower Road  
 Louisville, Kentucky 40219

Item	Item Description	Qty.	Unit	Unit Price	Total
P.1	500,000 Gal Water Tank	1	LS	\$1,601,845.00	\$1,601,845.00
P.2	18" DI Pipe	48	LF	\$100.00	\$4,800.00
P.3	18" Water Main	1	EA	\$3,000.00	\$3,000.00
P.4	Fittings	0.48	TON	\$2,000.00	\$960.00
P.5	Reinforced Concrete Pipe	112	LF	\$60.00	\$6,720.00
P.6	Safety End Treatments	4	EA	\$1,000.00	\$4,000.00
P.7	Hot Mix Asphaltic	1	LS	\$22,000.00	\$22,000.00
P.8	Flexible Base	200	SY	\$25.00	\$5,000.00
P.9	Ribbon Curb	343	LF	\$15.00	\$5,145.00
P.10	Electrical/Instrumentation	1	LS	\$180,000.00	\$180,000.00
P.11	Site Work	1	LS	\$4,000.00	\$4,000.00
P.12	6' Chain Link Fence	472	LF	\$30.00	\$14,160.00
P.13	Seeding	1	LS	\$3,500.00	\$3,500.00
P.14	OSHA	48	LF	\$20.00	\$960.00
P.15	Pollution Prevention Plan	1	LS	\$1,500.00	\$1,500.00
P.16	Performance/Payment Bonds	1	LS	\$11,710.00	\$11,710.00
P.17	Mobilization/De-mobilization	1	LS	\$98,000.00	\$98,000.00
<b>TOTAL BASE BID</b>					<b>\$1,967,300.00</b>
P.A.1	Shroud	1	LS	\$111,000.00	\$111,000.00
<b>TOTAL PROJECT BASE + ALTERNATE BID</b>					<b>\$2,078,300.00</b>

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- NOTES:**
1. PROVIDE APPROPRIATE STORMWATER POLLUTION PREVENTION MEASURES AND MAINTAIN POSITIVE DRAINAGE DURING CONSTRUCTION.
  2. PROPOSED 18" WATER LINE IS BEING BID CONCURRENTLY WITH THIS PROJECT AND IS TO BE INSTALLED BY OTHERS. IF IT IS ANTICIPATED THE 18" WATER LINE WILL BE INSTALLED PRIOR TO INSTALLATION OF THE ELEVATED WATER STORAGE TANK, CONTRACTOR SHALL ALLOW ACCESS TO PIPE LINE CONTRACTOR TO INSTALL THE 18" WATER LINE AND HYDRANT AND COORDINATE TIE-IN.
  3. SEE SHEET 5 FOR TANK DETAILS.
  4. SEE ELECTRICAL SHEETS FOR SITE AND TANK LIGHTING.



DATE	
REVISION	
NO.	
DESIGN BY	JAVIER
DRAWN BY	MARQUELY
CHECKED BY	DELL
SCALE	1" = 20'
JOB NUMBER	25484

**CTRC**  
**TRC ENGINEERS, INC.**  
 505 E. HUNTSVILLE BOULEVARD, 5TH FLOOR, SUITE 505  
 HUNTSVILLE, ALABAMA 35894  
 PHONE: (256) 498-8811

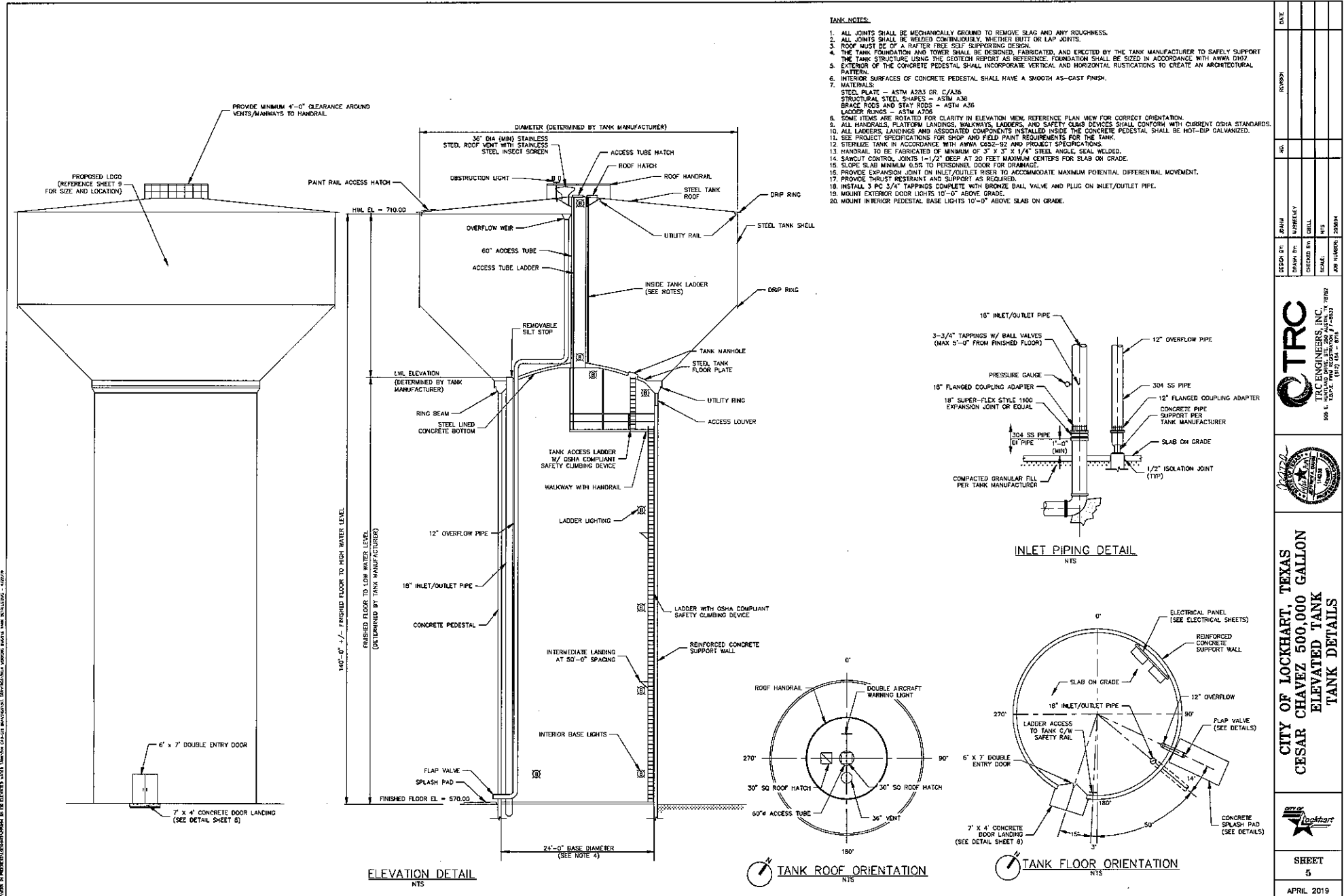


**CITY OF LOCKHART, TEXAS**  
**CESAR CHAVEZ 500,000 GALLON**  
**ELEVATED TANK**  
**PROPOSED SITE PLAN**

THIS PORTION OF THE PROJECT IS WITHIN TxDOT RIGHT-OF-WAY. THE CONTRACTOR SHALL MEET ALL TxDOT REQUIREMENTS IN THIS AREA. NO SEPARATE PAY.

**UTILITY NOTE:**  
 UTILITY LOCATIONS SHOWN HEREON ARE APPROXIMATE ONLY. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THE EXACT VERTICAL AND HORIZONTAL LOCATION OF ALL EXISTING UTILITIES PRIOR TO COMMENCING CONSTRUCTION. NO REPRESENTATION IS MADE THAT ALL EXISTING UTILITIES ARE SHOWN HEREON. THE ENGINEER ASSUMES NO RESPONSIBILITY FOR UTILITIES NOT SHOWN OR UTILITIES NOT SHOWN IN THEIR PROPER LOCATION. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO PROTECT ALL EXISTING UTILITIES DURING CONSTRUCTION. ANY UTILITIES DAMAGED DURING CONSTRUCTION MUST BE REPAIRED IMMEDIATELY AND TO THE OWNER'S SATISFACTION AT THE CONTRACTOR'S EXPENSE.

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- TANK NOTES:**
1. ALL JOINTS SHALL BE MECHANICALLY GROUND TO REMOVE SLAG AND ANY ROUGHNESS.
  2. ALL JOINTS SHALL BE WELDED CONTINUOUSLY, WHETHER BUTT OR LAP JOINTS.
  3. ROOF MUST BE OF A RAFTER FREE SELF SUPPORTING DESIGN.
  4. THE TANK FOUNDATION AND TOWER SHALL BE DESIGNED, FABRICATED, AND ERECTED BY THE TANK MANUFACTURER TO SAFELY SUPPORT THE TANK STRUCTURE USING THE GEOTECH REPORT AS REFERENCE. FOUNDATION SHALL BE SIZED IN ACCORDANCE WITH AWWA D107.
  5. EXTERIOR OF THE CONCRETE PEDESTAL SHALL INCORPORATE VERTICAL AND HORIZONTAL RUSTICATIONS TO CREATE AN ARCHITECTURAL PATTERN.
  6. INTERIOR SURFACES OF CONCRETE PEDESTAL SHALL HAVE A SMOOTH AS-CAST FINISH.
  7. MATERIALS:  
 STEEL PLATE - ASTM A283 OR C/A35  
 STRUCTURAL STEEL SHAPES - ASTM A36  
 BRACE RODS AND STAY RODS - ASTM A36  
 LADDER RUNGS - ASTM A706
  8. SOME ITEMS ARE NOTED FOR CLARITY IN ELEVATION VIEW, REFERENCE PLAN VIEW FOR CORRECT ORIENTATION.
  9. ALL HANDRAILS, PLATFORM LANDINGS, WALKWAYS, LADDERS, AND SAFETY CLIMB DEVICES SHALL CONFORM WITH CURRENT OSHA STANDARDS.
  10. ALL LADDERS, LANDINGS AND ASSOCIATED COMPONENTS INSTALLED INSIDE THE CONCRETE PEDESTAL SHALL BE HOT-DIP GALVANIZED.
  11. SEE PROJECT SPECIFICATIONS FOR SHOP AND FIELD PAINT REQUIREMENTS FOR THE TANK.
  12. STERILIZE TANK IN ACCORDANCE WITH AWWA C552-92 AND PROJECT SPECIFICATIONS.
  13. HANDRAIL TO BE FABRICATED OF MINIMUM OF 3" X 3" X 1/4" STEEL ANGLE, SEAL WELDED.
  14. SAWCUT CONTROL JOINTS 1-1/2" DEEP AT 20 FEET MAXIMUM CENTERS FOR SLAB ON GRADE.
  15. SLOPE SLAB MINIMUM 0.06 TO PERSONNEL DOOR FOR DRAINAGE.
  16. PROVIDE EXPANSION JOINT ON INLET/OUTLET RISER TO ACCOMMODATE MAXIMUM POTENTIAL DIFFERENTIAL MOVEMENT.
  17. PROVIDE THRUST RESTRAINT AND SUPPORT AS REQUIRED.
  18. INSTALL 3 PC 3/4" TAPPINGS COMPLETE WITH GROOVE BALL VALVE AND PLUG ON INLET/OUTLET PIPE.
  19. MOUNT EXTERIOR DOOR LIGHTS 10'-0" ABOVE GRADE.
  20. MOUNT INTERIOR PEDESTAL BASE LIGHTS 10'-0" ABOVE SLAB ON GRADE.

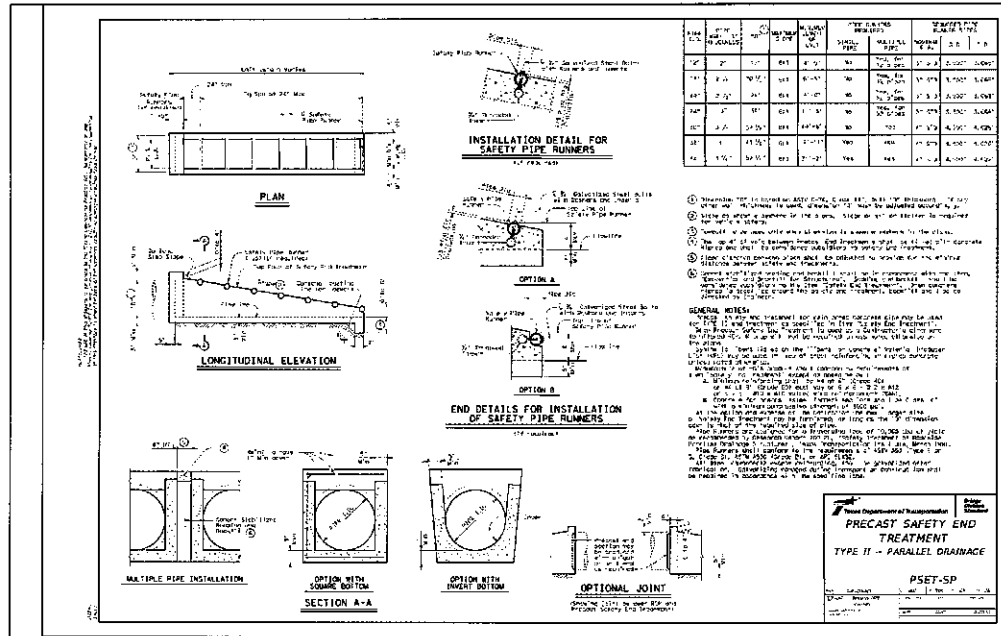
DATE	
REVISION	
NO.	
DESIGN BY	SKM
DRAWN BY	SKM
CHECKED BY	SKM
SCALE	AS SHOWN
JOB NUMBER	230004

TRC ENGINEERS, INC.  
500 S. WEST WIND ROAD, SUITE 100, FORT WORTH, TEXAS 76102  
(817) 342-1011

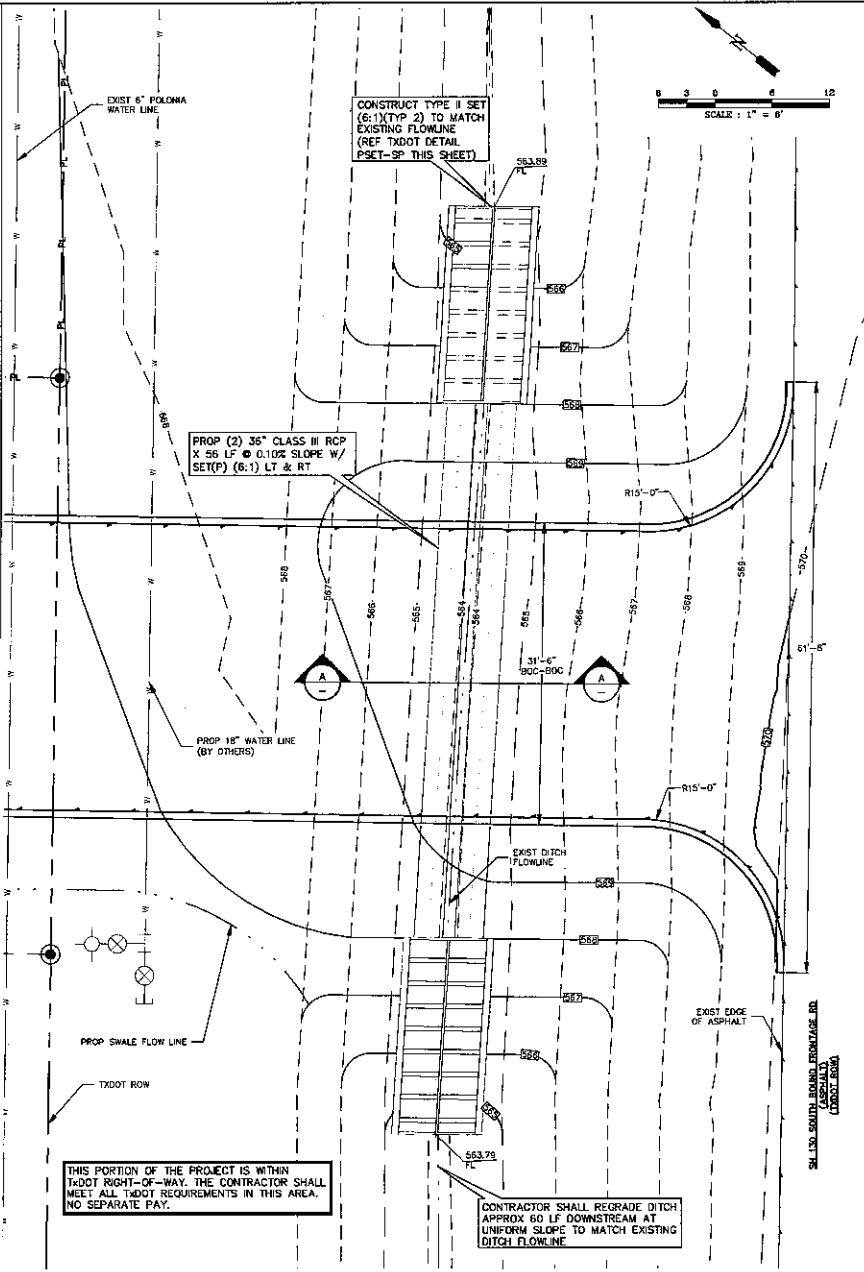
**CITY OF LOCKHART, TEXAS  
CESAR CHAVEZ 500,000 GALLON  
ELEVATED TANK  
TANK DETAILS**

SHEET	5
APRIL 2019	

DRAWING IS NOT VALID FOR CONSTRUCTION UNLESS THE CITY OF LOCKHART, TEXAS HAS REVIEWED AND APPROVED THE DRAWING. ANY CHANGES TO THE DRAWING SHALL BE MADE BY THE CITY OF LOCKHART, TEXAS.



LINE	STATION	VERT. CURVE	VERT. CURVE DATA	VERT. CURVE DATA	VERT. CURVE DATA	VERT. CURVE DATA	VERT. CURVE DATA	VERT. CURVE DATA	VERT. CURVE DATA
1+00	1+00	1+00	1+00	1+00	1+00	1+00	1+00	1+00	1+00
1+05	1+05	1+05	1+05	1+05	1+05	1+05	1+05	1+05	1+05
1+10	1+10	1+10	1+10	1+10	1+10	1+10	1+10	1+10	1+10
1+15	1+15	1+15	1+15	1+15	1+15	1+15	1+15	1+15	1+15
1+20	1+20	1+20	1+20	1+20	1+20	1+20	1+20	1+20	1+20
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1+40	1+40	1+40	1+40	1+40	1+40	1+40	1+40	1+40	1+40
1+45	1+45	1+45	1+45	1+45	1+45	1+45	1+45	1+45	1+45
1+50	1+50	1+50	1+50	1+50	1+50	1+50	1+50	1+50	1+50



THIS PORTION OF THE PROJECT IS WITHIN TxDOT RIGHT-OF-WAY. THE CONTRACTOR SHALL MEET ALL TxDOT REQUIREMENTS IN THIS AREA. NO SEPARATE PAY.

CONTRACTOR SHALL REGRADE DITCH APPROX 50 LF DOWNSTREAM AT UNIFORM SLOPE TO MATCH EXISTING DITCH FLOWLINE

DATE	
REVISION	
NO.	
DESIGN BY	DATE
CHECKED BY	DATE
SCALE	DATE
JOB NUMBER	DATE

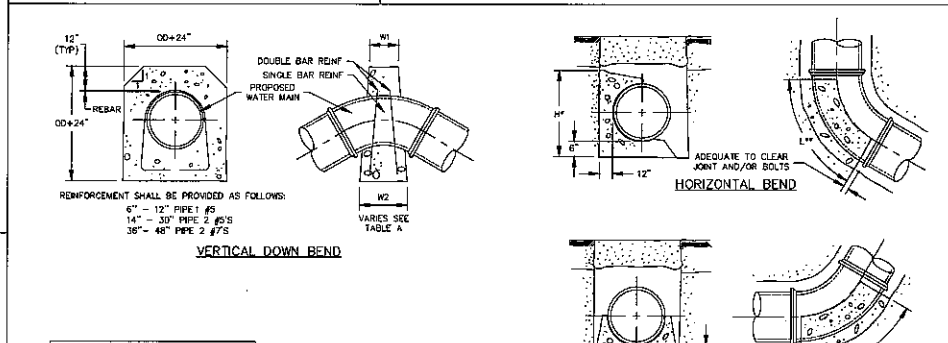
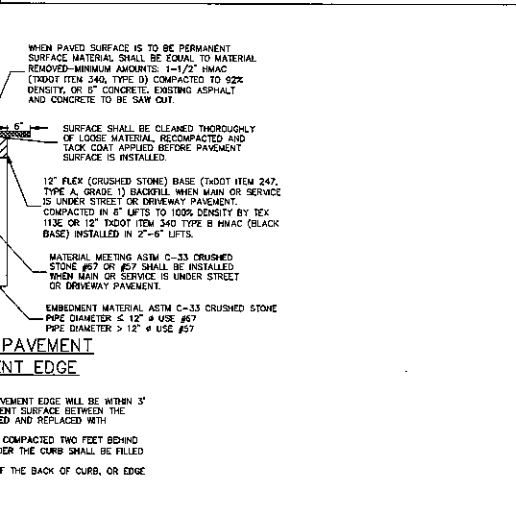
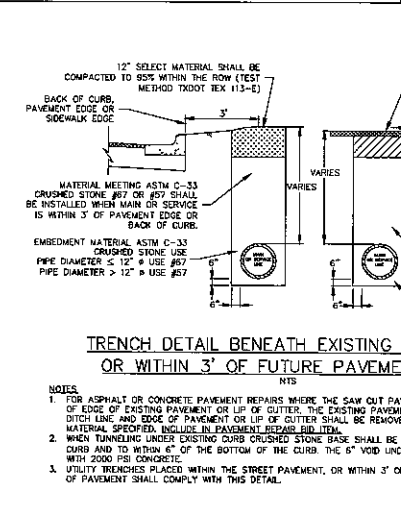
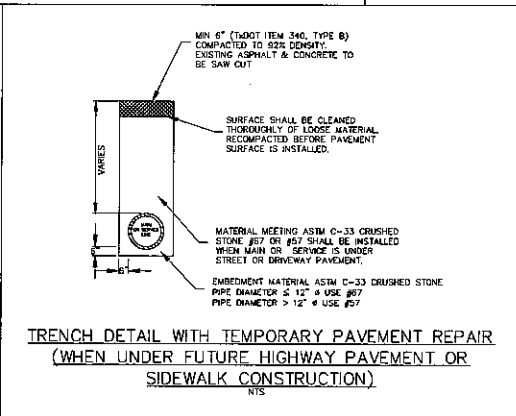
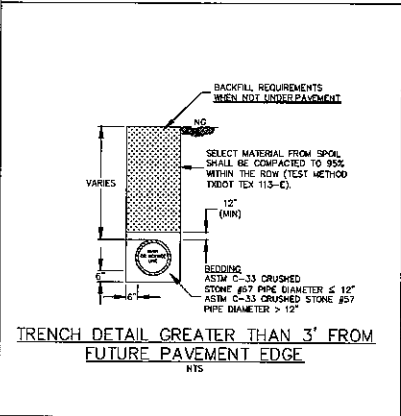
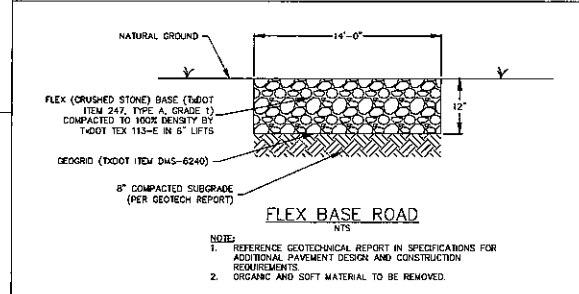
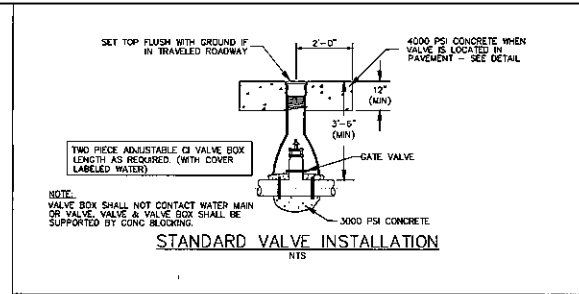
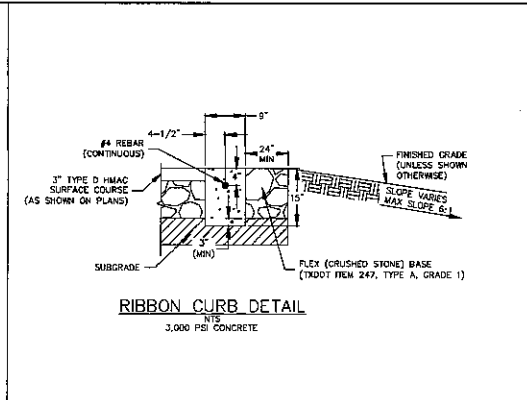
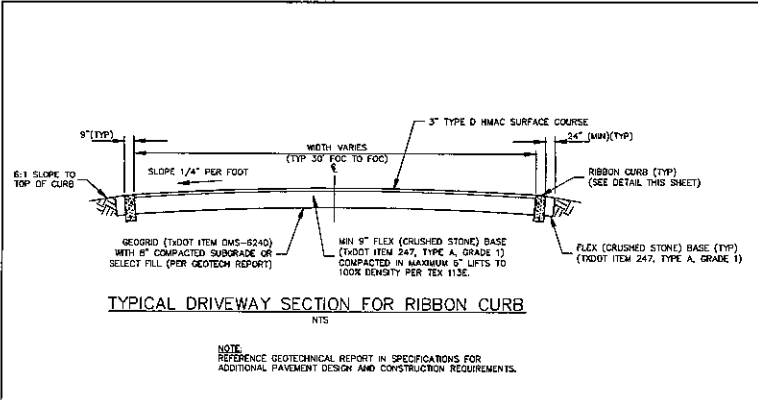
**TRC ENGINEERS, INC.**  
540 E. TEXAS STREET, SUITE 200, DALLAS, TX 75202  
(214) 742-8800

**CITY OF LOCKHART, TEXAS**  
**CESAR CHAVEZ 500,000 GALLON ELEVATED TANK DRIVEWAY DETAILS**

**LOCKHART TEXAS**

**SHEET 6**

**APRIL 2019**



**TABLE A**  
UPWARD THRUST GRAVITY BLOCKS

PIPE DIAMETER	MIN TOP WIDTH	MIN BOTTM WIDTH	ANGLE (degrees)	NOTE
6"	6"	0-9	NOTE 2	
		9-15	38"	
		15-25	48"	
8"	6"	>25	NOTE 1	
		0-9	NOTE 2	
		9-15	30"	
10"	6"	15-25	48"	
		25-35	60"	
		>35	NOTE 1	
12"	6"	0-9	NOTE 2	
		9-15	48"	
		>15	NOTE 1	
16"	12"	0-9	NOTE 2	
		9-15	60"	
		>15	NOTE 1	
20" THRU 36"	DIAMETER	>5.0	NOTE 1	
		>3.0	NOTE 1	

**CONCRETE THRUST BLOCKING DETAILS**  
NTS

NOTE:  
1. FOR ANGLES GREATER THAN THOSE INDICATED RESTRAINED JOINTS SHALL BE INSTALLED.  
2. FOR JOINT DEFLECTIONS LESS THAN 5 DEGREES, NO HORIZONTAL OR VERTICAL THRUST RESTRAINT IS REQUIRED FOR PIPES LESS THAN 42" IN DIAMETER.

THRUST BLOCK DESIGN AS FOLLOWS:  
A. PRESSURE OF 150 PSF (ACTUAL IF HIGHER) + 50 % SURGE ALLOWANCE.  
B. MAXIMUM SOIL BEARING SEE TABLE BELOW.

**PRESSURE**  
LOOSE OR SPONGY SOIL: 1500 LB/SQ FT  
UNDISTURBED SOIL, CALICHE: 2000 LB/SQ FT  
LIMESTONE ROCK: 4000 LB/SQ FT

**SOIL TYPES**  
1500 LB/SQ FT  
2000 LB/SQ FT  
4000 LB/SQ FT

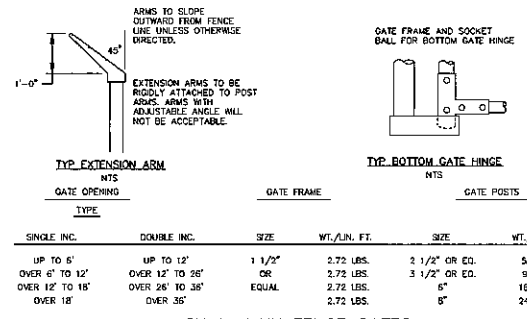
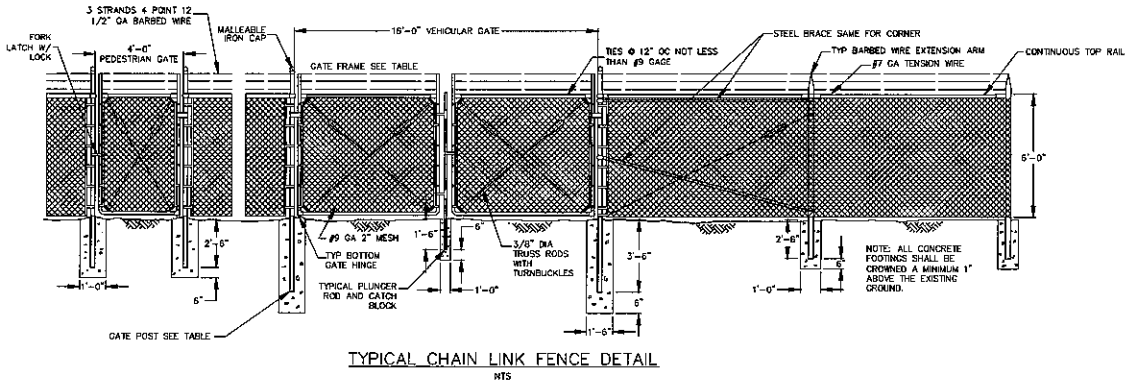
\* THE DIMENSION FOR "H" MUST BE GREATER THAN DIAMETER OF THE PIPE  
\*\* LENGTH "L" ALONG THE BEND MUST BE GREATER THAN "H" AND LESS THAN 2 TIMES "H"

**CTRC**  
TRC ENGINEERS, INC.  
505 E. VESTER AVE. SUITE 100  
DALLAS, TEXAS 75201  
(214) 343-4400

**CITY OF LOCKHART, TEXAS**  
**CESAR CHAVEZ 500,000 GALLON**  
**ELEVATED TANK**  
**MISCELLANEOUS DETAILS I**

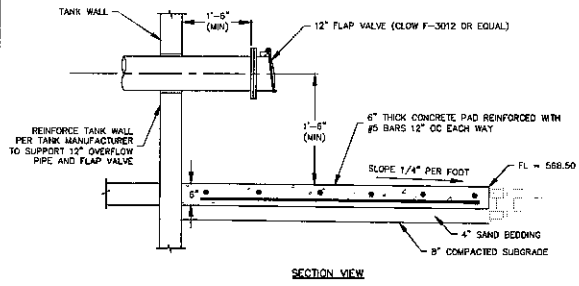
**LOCKHART**

**SHEET**  
7  
APRIL 2019

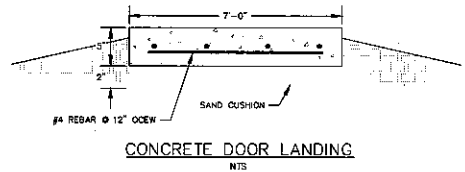


TYPICAL CHAIN LINK FENCE DETAIL  
NTS

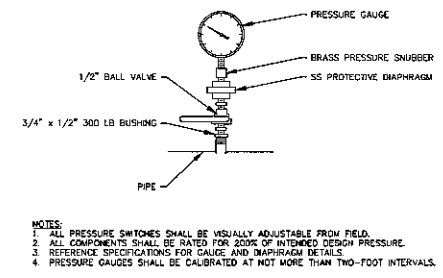
CHAIN LINK FENCE GATES  
TABLE OF MINIMUM SIZES & WEIGHTS



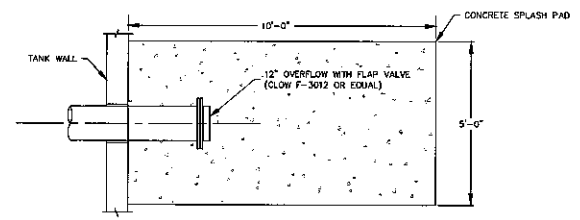
SECTION VIEW  
OVERFLOW DISCHARGE DETAIL  
NTS



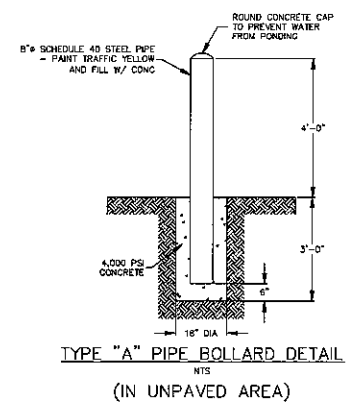
CONCRETE DOOR LANDING  
NTS



PRESSURE GAUGE DETAIL  
NTS



PLAN VIEW  
OVERFLOW DISCHARGE DETAIL  
NTS



TYPE "A" PIPE BOLLARD DETAIL  
NTS  
(IN UNPAVED AREA)

DATE	
REVISION	
NO.	
DESIGN BY	NAME
DRAWN BY	MORNETY
CHECKED BY	DELL
SCALE	NOT
JOB NUMBER	22484

**CTRC**  
TRC ENGINEERS, INC.  
100 L. L. LINDSEY DRIVE, SUITE 100, FORT WORTH, TEXAS 76104  
(817) 551-8716



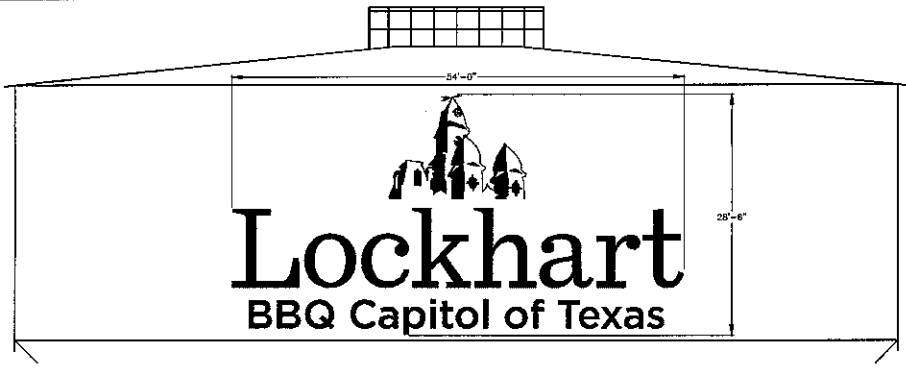
CITY OF LOCKHART, TEXAS  
CESAR CHAVEZ 500,000 GALLON  
MISCELLANEOUS DETAILS II



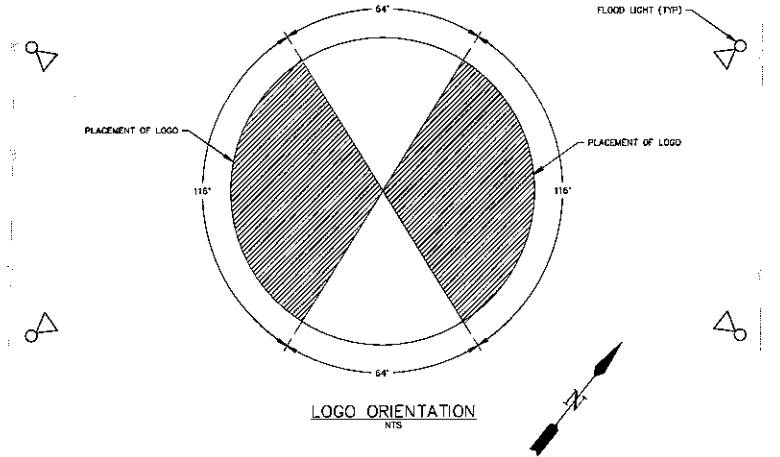
PLANS BY: TRAVIS R. CLINE, LICENSED PROFESSIONAL ENGINEER, STATE OF TEXAS, LICENSE NO. 10587. DATE: 04/18/19.



121



TANK LOGO  
NTS



LOGO ORIENTATION  
NTS

- NOTES:
1. LETTERING AND LOGO SHALL BE PLACED ON TWO SIDES OF TANK.
  2. ORIENTATION OF LETTERING AND LOGO SHALL BE CONFIRMED BY OWNER.

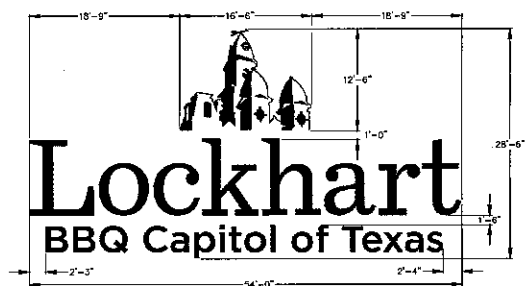
VALUE	LENGTH	VALUE	LENGTH
A	6'-3"	U	2'-0"
B	2'-10"	R	0'-8"
C	7'-11"	S	3'-6"
D	0'-8"	T	1'-11"
E	6'-3"	U	1'-1"
F	5'-5"	V	2'-3"
G	0'-5"	W	2'-2"
H	7'-0"	X	0'-7"
I	0'-5"	Y	1'-8"
J	7'-4"	Z	3'-8"
K	6'-5"	AA	2'-0"
L	3'-1"	AB	1'-6"
M	4'-10"	AC	0'-11"
N	3'-4"	AD	2'-5"
O	0'-9"	AE	0'-3"
P	0'-8"	AF	0'-2"



NTS



NTS



NTS

DATE	
REVISION	
NO.	
DESIGN BY	BAWA
DRAWN BY	LAURENCE
CHECKED BY	SELL
SCALE	AS SHOWN
DATE	

**CTRC**  
 TRC ENGINEERS, INC.  
 505 C. TEXAS FOR BUSINESS CENTER  
 DALLAS, TEXAS 75201  
 (214) 441-8715



CITY OF LOCKHART, TEXAS  
 CESAR CHAVEZ 500,000 GALLON  
 ELEVATED TANK  
 TANK LOGO DETAILS



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### ELECTRICAL SYMBOLS & ABBREVIATIONS

NOTE: SELDOM ARE ALL SYMBOLS & ABBREVIATIONS USED IN THE DRAWINGS. REFERENCE ONLY THOSE THAT ARE APPLICABLE.

#### PLAN LEGEND

- EQUIPMENT CONNECTION
- JUNCTION OR CONNECTION BOX
- STARTER
- COMBINATION STARTER/DISCONNECT SWITCH
- DISCONNECT SWITCH
- MANHOLE
- HANDHOLE
- KEYED NOTE, NUMBER MATCHES NOTE NUMBER
- TOGGLE SWITCH, WALL MOUNTED, SINGLE POLE, SINGLE THROW, MOUNTED 54" AFF UNLESS OTHERWISE NOTED
- TOGGLE SWITCH, WALL MOUNTED, THREE WAY, MOUNTED 54" AFF UNLESS OTHERWISE NOTED
- TOGGLE SWITCH, WALL MOUNTED, FOUR WAY, MOUNTED 54" AFF UNLESS OTHERWISE NOTED
- SWITCH MOTOR RATED WITH THERMAL OVERLOADS
- SWITCH IN WEATHER PROOF ENCLOSURE
- TELEPHONE/DATA OUTLET, MOUNTED 12" AFF
- DATA OUTLET, SURFACE MOUNTED
- MOTOR LOAD, NUMBER INDICATES HORSEPOWER
- POLE
- TRANSFORMER, DRY TYPE, KVA RATING MAY BE DISPLAYED NEXT TO SYMBOL
- ANTENNA
- HEADER/FOOTER LETTERS INDICATE PANELBOARD, NUMBERS INDICATE CIRCUIT NUMBER IN PANELBOARD
- CONDUIT CAPPED FOR FUTURE USE
- CONDUIT GOING DOWN
- CONDUIT GOING UP
- CONDUIT
- CONDUIT RUN UNDERGROUND OR CONCEALED
- LIQUID TIGHT FLEXIBLE CONDUIT
- SURFACE MOUNT, APPLIES TO ALL WALL MOUNTED EQUIPMENT
- 120V RECEPTACLE
- 120V QIAD RECEPTACLE
- 250V RECEPTACLE
- WELDING OUTLET
- THERMOSTAT
- NORTH ARROW
- PLANT NORTH ARROW
- TORQUE SWITCH
- SOLENOID VALVE
- LIMIT SWITCH
- PRESSURE SWITCH
- LIGHTING CONTACTOR
- PHOTOCELL

- LETTER IN OR BESIDE FIXTURE IDENTIFIES FIXTURE IN FIXTURE SCHEDULE
- INFER FIXTURE, (E) DESIGNATES BATTERY BACKUP
- FIXTURE, SURFACE OR SUSPENDED, CEILING MOUNTED
- FIXTURE, WALL MOUNTED, E DESIGNATES BATTERY BACKUP
- LIGHTED EXIT SIGN, ARROWS DENOTE DIRECTION OF EGRESS ON EACH SIDE OF FIXTURE, NO ARROW DENOTES NO DIRECTION OF EGRESS

#### ONE LINE & CONTROL SCHEMATICS LEGEND

- GROUND CONNECTION
- MOTOR STARTER COIL, NORMALLY OPEN CONTACTS, NORMALLY CLOSED CONTACTS RESPECTIVELY
- CONDUCTOR CONNECTION
- CIRCUIT BREAKER, MOLDED CASE, TRIP CURRENT, AND QUANTITY OF POLES (P) SHOWN NEXT TO SYMBOL
- DISCONNECT SWITCH NON-FUSED, LOAD BREAK, CONTINUOUS CURRENT RATING, AND QUANTITY OF POLES (P) SHOWN NEXT TO SYMBOL
- DISCONNECT SWITCH FUSED, LOAD BREAK, CONTINUOUS CURRENT RATING, QUANTITY OF POLES (P), AND FUSE RATING SHOWN NEXT TO SYMBOL
- FUSE, RATING SHOWN NEXT TO SYMBOL
- MOTOR STARTER THERMAL OVERLOAD PROTECTOR
- CONTROL RELAY, NORMALLY OPEN CONTACTS, NORMALLY CLOSED CONTACTS RESPECTIVELY
- LIMIT SWITCH NORMALLY CLOSED
- LIMIT SWITCH NORMALLY OPEN
- MOTOR OPERATED VALVE GEARED LIMIT SWITCH
- PRESSURE SWITCH NORMALLY CLOSED OPENS ON INCREASING PRESSURE
- I-STAT (OPENS ON RISE IN TEMPERATURE)
- I-STAT (CLOSES ON RISE IN TEMPERATURE)
- PRESSURE SWITCH NORMALLY OPEN CLOSES ON INCREASING PRESSURE
- LEVEL SWITCH NORMALLY CLOSED OPENS ON INCREASING LEVEL
- LEVEL SWITCH NORMALLY OPEN CLOSES ON INCREASING LEVEL
- FLOW SWITCH NORMALLY CLOSED OPENS WITH FLOW
- FLOW SWITCH NORMALLY OPEN CLOSES WITH FLOW
- SPACE HEATER
- PHASE FAILURE RELAY
- MAINTAINED CONTACT START/STOP PUSHBUTTON
- MAINTAINED CONTACT HAND OFF AUTOMATIC SELECTOR SWITCH
- NORMALLY CLOSED MOMENTARY CONTACT PUSHBUTTON
- NORMALLY OPEN MOMENTARY CONTACT PUSHBUTTON
- ELECTRICAL SERVICE METER
- POTENTIAL TRANSFORMERS

#### LIGHTING FIXTURE LEGEND

- POLE MOUNTED LUMINAIRE, SEE SCHEDULE OR NOTES FOR TYPE, ORIENT FIXTURE FOR CUT-OFF TOWARDS AREA TO BE LIT, ORIENT HOUSING SHIELD TOWARDS BUILDING, SEE DETAILS FOR POLE BASE, PROVIDE POLE BASE GROUND ROD.
- EMERGENCY LIGHT FIXTURE SELF CONTAINED BATTERY OPERATED
- POLE MOUNTED FLOODLIGHT, NUMBER OF TRIANGLES INDICATES NUMBER OF FIXTURES, ARROW DENOTES FOLDING POLE AND DIRECTION POLE FOLDS DOWN.

- WYE TRANSFORMER CONNECTION
- DELTA TRANSFORMER CONNECTION
- CURRENT TRANSFORMER WITH RATIO SHOWN
- ANALYTICAL TRANSMITTER
- FLOW OR FLOAT SWITCH
- LEVEL TRANSMITTER
- MOTOR OPERATED VALVE
- PRESSURE TRANSMITTER
- SOLENOID VALVE
- ELAPSED TIME METER
- TIME DELAY RELAY, TIMES OUT AFTER ENERGIZATION, ADJUSTABLE TIME DELAY TIME INDICATED NEXT TO SYMBOL
- TIME DELAY RELAY, TIMES OUT AFTER DEENERGIZATION, ADJUSTABLE TIME DELAY TIME INDICATED NEXT TO SYMBOL
- EQUIPMENT MARK
- TELEVISION CAMERA
- PILOT LIGHT R=RED B=BLUE G=GREEN A=AMBER Y=YELLOW
- CONTROL POWER TRANSFORMER, PRIMARY AND SECONDARY VOLTAGES INDICATED
- INSTRUMENT TRANSFORMER PT-POTENTIAL TRANSFORMER
- POWER TRANSFORMER, VOLTAGE AND KVA RATING AS SHOWN
- LIGHTING ARRESTOR
- AMMETER
- VOLTMETER
- MOTOR STARTER
  - FVNR=FULL VOLTAGE NON-REVERSING
  - VFD=VARIABLE FREQUENCY DRIVE
  - RVS=REDUCED VOLTAGE SOFT START
  - PVNR=REDUCED VOLTAGE NON-REVERSING
  - FVR=FULL VOLTAGE REVERSING
  - MCP=MOTOR CIRCUIT PROTECTOR
  - SIZE= NEMA STARTER SIZE

#### GROUNDING LEGEND

- GROUND TEST WELL
- 3/4" X 10' COPPER-CLAD GROUND ROD
- BARE COPPER GROUNDING CONDUCTOR
- GROUNDING CONNECTION

#### LEGEND NOTES:

1. BRANCH CIRCUIT NUMBERS MAY BE SHOWN NEXT TO SYMBOLS IN MULTIWIRE CIRCUITS.
2. SYMBOL SIZE DOES NOT IMPLY EQUIPMENT SIZE UNLESS OTHERWISE NOTED.
3. LOWERCASE LETTERS NEXT TO SYMBOLS INDICATE FIXTURE(S) CONTROLLED BY THE SWITCH DISPLAYING THE SAME LETTER.
4. THIS IS A STANDARD LEGEND LIST. ALL SYMBOLS MAY NOT BE USED.

#### ABBREVIATIONS

- A AMPERES OR TRIP AMPERES
- AC ALTERNATING CURRENT
- A/C AIR CONDITIONING
- AFB ABOVE FINISHED FLOOR
- AFD ABOVE FINISHED GRADE
- ALAC ALUMINUM SYMMETRICAL AMPERES INTERRUPTING CAPACITY
- AWG AMERICAN WIRE GAUGE
- BLDG BUILDING
- BKR BREAKER
- C CONDUIT
- CAP CAPACITOR
- CKT CIRCUIT
- CONTD CONTINUED
- CPT CONTROL POWER TRANSFORMER
- CT CURRENT TRANSFORMER
- CJ COPPER
- DBL DOUBLE
- DISC SW DISCONNECT SWITCH
- DC DIRECT CURRENT
- EMER EMERGENCY
- EMT ELECTRICAL METALLIC TUBING
- ENCL ENCLOSURE
- EP EXPLOSION PROOF
- EQUIP EQUIPMENT
- FS FLOAT SWITCH
- G EMBOD OR GROUND WIRE
- GALV GALVANIZED
- GEN GENERATOR
- GFI GROUND FAULT INTERRUPTER CIRCUIT
- HT HEIGHT
- HZ HERTZ
- INST INSTRUMENT
- KV KILOVOLTS
- KVA KILOVOLT AMPERES
- KWH KILOWATT HOURS
- LA LIGHTNING ARRESTOR
- L-L LINE TO LINE
- L-N LINE TO NEUTRAL
- MCC MOTOR CONTROL CENTER
- MFR MANUFACTURER
- MIN MINIMUM
- MTD MOUNTED
- MTD MOUNTING
- NC NORMALLY CLOSED
- NEC NATIONAL ELECTRICAL CODE
- NEMA NATIONAL ELECTRICAL MANUFACTURER'S ASSOCIATION
- NEUT NEUTRAL
- NO NORMALLY OPEN
- NTS NOT TO SCALE
- OC ON CENTER
- OH OVERHEAD
- P POLE
- PC PHOTOCELL
- PNL PANEL
- PR1 PRIMARY
- PVC POLYVINYL CHLORIDE
- REQD REQUIRED
- RMC RIGID METAL CONDUIT
- SCH SCHEDULE
- SEC SECONDARY
- (SC) SPLIT CIRCUIT
- S/A SOLID NEUTRAL
- SPACE SPACE(S) ONLY-NO BREAKER OR DEVICE
- SPARE SPARE BREAKER OR DEVICE
- SPCS SPECIFICATIONS
- SD BARE SOFT DRAWN BARE
- SS STAINLESS STEEL
- SWBD SWITCHBOARD
- SWGR SWITCHGEAR
- TB TERMINAL BLOCK
- TYP TYPICAL
- UL UNDERWRITERS LABORATORIES
- V VOLTS
- VA VOLT AMPERES
- W WATTS
- W/ WITH
- W/D WITHOUT
- WP WEATHERPROOF
- WTR TRANSFORMER
- # PHASE
- 1/C ONE CONDUCTOR
- 3/C THREE CONDUCTOR

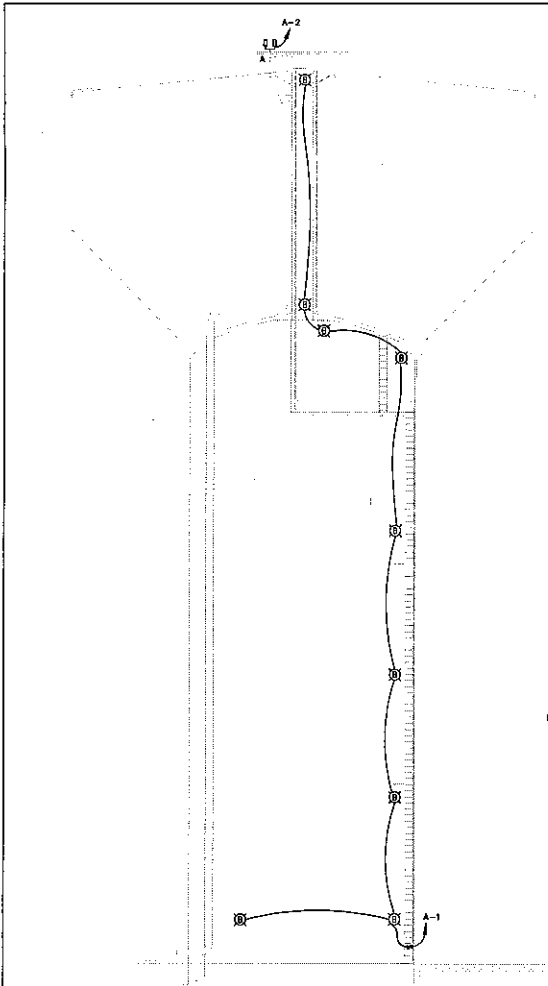
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DESIGNED BY	CHANGED BY
DRAWN BY	SCALE
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 (303) 444-8774

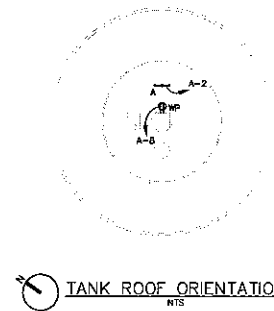
**CITY OF LOCKHART, TEXAS**  
**CESAR CHAVEZ 500,000 GALLON**  
**ELEVATED TANK**  
**ELECTRICAL LEGEND & ABBREVIATIONS**

DATE	APRIL 2019
BY	SHBET
NO.	E1

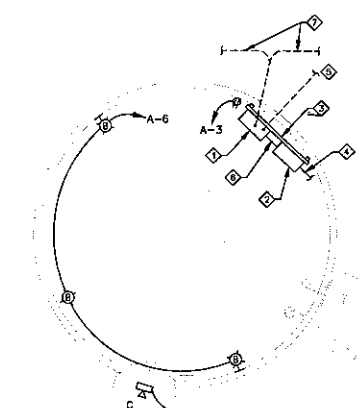




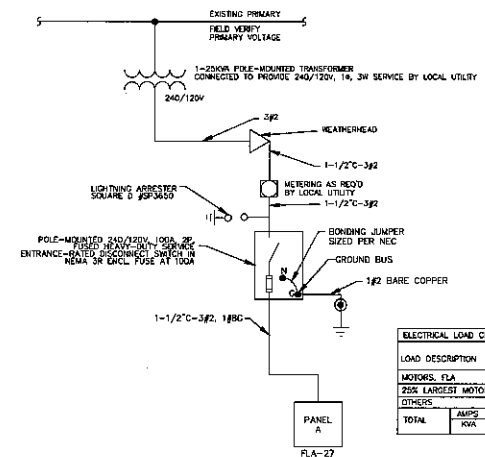
TANK ELEVATION DETAIL  
NTS



TANK ROOF ORIENTATION  
NTS



TANK FLOOR ORIENTATION  
NTS

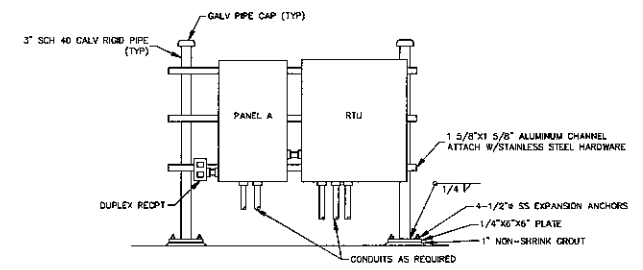


ELECTRICAL ONE LINE DIAGRAM

ELECTRICAL LOAD CHART @ 120/240V, 14.3W SERVICE

LOAD DESCRIPTION	LOAD CURRENT IN AMPERES	
	INITIAL	FUTURE
MOTORS, FLA		
2500 LARGEST MOTOR	27	27
OTHERS	27	27
TOTAL	AMP 54	AMP 54
	KVA 6.53	KVA 6.53

- NOTES:
- ◆ PANEL "A"
  - ◆ RTU
  - ◆ EQUIPMENT RACK RE: EQUIPMENT RACK DETAIL ON THIS SHEET.
  - ◆ 3/4" - 2#14 (OBSTRUCTION LIGHT OUT ALARM FROM FAIL-OVER RELAY TO RTU)
  - ◆ 3/4" - 1#8, BELDEN #9760 (TANK LEVEL TRANSMITTER TO RTU)
  - ◆ 1-1/2" C - 3#2, 1#80 (ELECTRICAL SERVICE TO PANEL "A") RE: SHEET E2 FOR CONTINUATION.
  - ◆ 3/4" - 2#12, 1#120 (RTU FEEDER FROM PANEL "A")
  - ◆ SITE LIGHTING CONDUITS FROM PANEL "A"



EQUIPMENT RACK DETAIL  
NTS

COORDINATED PANEL ASSEMBLY INTERRUPTING RATING: 10,000 AIC  
EQUIPMENT GROUND BUS  
SOLID NEUTRAL

VOLTAGE: 240/120V PHASES: 3 WIRES: 3 AMPERES: 100A MFC SURFACE ENCL: NEMA I MAIN BRK: 100A, 2P

LOAD SERVED	#	C	N	A	B	WIRE SIZE	BKR SIZE	PHASE LOAD IN VA		WIRE SIZE	LOAD SERVED	
								A	B			
LADDER LIGHTING	6	8		675		20A, 1P	2	20A, 1P	200	8	10	OBSTRUCTION LIGHTS
RECEPTACLE	12	12		180		20A, 1P	2	20A, 1P	1360	10	12	NORM. SITE LIGHTING
SOUTH SITE LIGHTING	10	12		1304		20A, 1P	2	20A, 1P	225	10	10	GROUND FLOOR LIGHTS
RTU	12	12		600		20A, 1P	2	20A, 1P	180	10	8	ROOF RECEPTACLE
CATHODIC PROTECTION	10	10		1800		20A, 1P	2	20A, 1P	0	0	0	SPACE
LED WALL PACK	12	12		84		20A, 1P	2	20A, 1P	0	0	0	SPACE
SPACE									0	0	0	SPACE
									0	0	0	SPACE

TOTAL CONNECTED PHASE LOADS IN VA | A | 4,204 | B | 2,338 | TOTAL CONNECTED LOAD IN VA 6,532 | ESTIMATED DEMAND LOAD IN VA 6,532 | DEMAND LINE AMPERES 27

LIGHTING FIXTURE SCHEDULE

MARK	DESCRIPTION	VOLTAGE	LAMPS	MOUNTING	POLE DATA	MANUFACTURER	CATALOG NUMBER
A	DOUBLE OBSTRUCTION LIGHT	120	2-LED	ROOF	-	CRUICKSHANKS OR APPROVED EQUAL	OWLFDR/120 WITH FAIL OVER RELAY 70820-LED
B	NON-METALLIC VAPOR/TITE INCANDESCENT	120	75W A-21	WALL	-	HUBBEL OR APPROVED EQUAL	NY815CHG
C	LED WALL PACK	120	64W-LED	WALL	-	LITHONIA OR APPROVED EQUAL	TWR2 LED P1 40K MVOLT RE 02870D
F	FLOOD POLE MOUNT AT 30'	120	2-303W-LED	POLE	BEGA 20085F	BEGA OR APPROVED EQUAL	84541

REVISION

DATE

DESIGN BY: DUBOIS

CHECKED BY: BAWM

SCALE: NTS

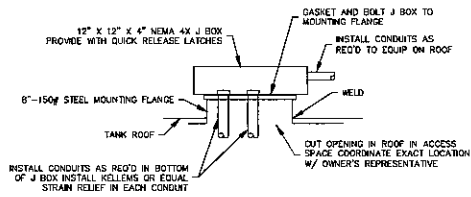
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CTRC  
TRC ENGINEERS, INC.  
505 S. GULF BLVD., SUITE 1000  
HOUSTON, TX 77057  
(281) 454-4774

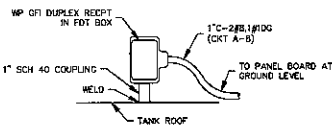
CITY OF LOCKHART, TEXAS  
CESAR CHAVEZ 500,000 GALLON  
ELEVATED TANK  
ELECTRICAL TANK DETAILS

SHEET  
E3

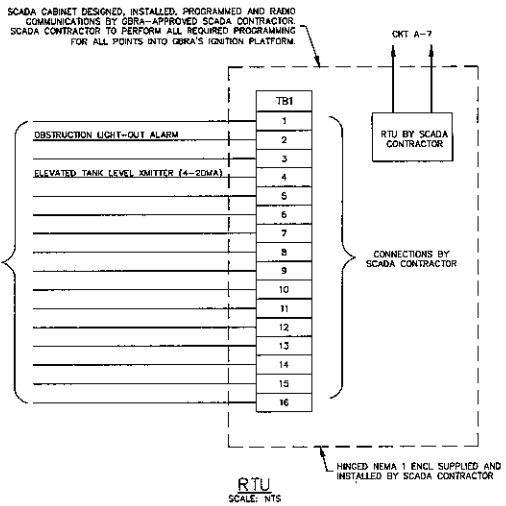
APRIL 2019



**TYPICAL ROOF J BOX INSTALLATION**  
SCALE: NTS



**ROOF RECEPTACLE INSTALLATION**  
SCALE: NTS

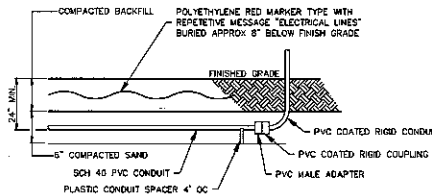


CONNECTIONS BY ELECTRICAL CONTRACTOR

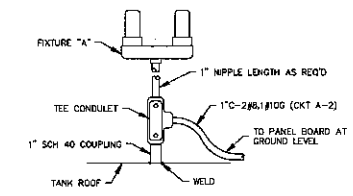
CONNECTIONS BY SCADA CONTRACTOR

**RTU SCALE: NTS**

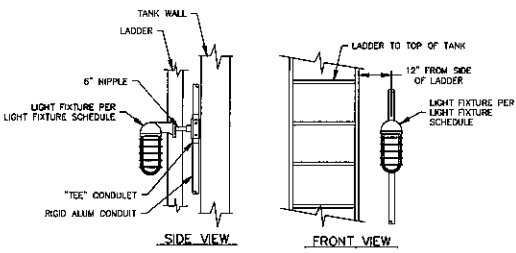
HINGED NEMA 1 ENCL. SUPPLIED AND INSTALLED BY SCADA CONTRACTOR



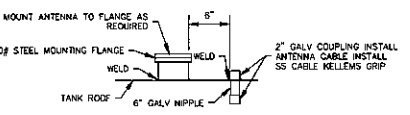
**TYPICAL UNDERGROUND CONDUIT RUN**  
SCALE: NTS



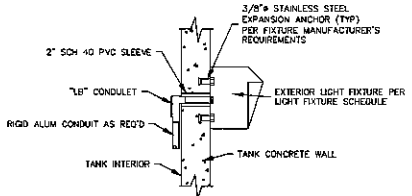
**OBSTRUCTION LIGHT INSTALLATION**  
SCALE: NTS



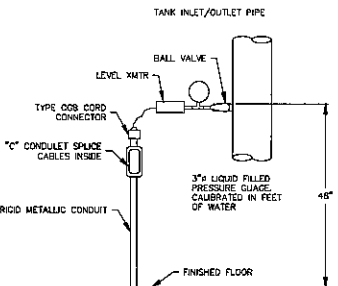
**TYPICAL TANK LADDER LIGHT INSTALLATION**  
SCALE: NTS



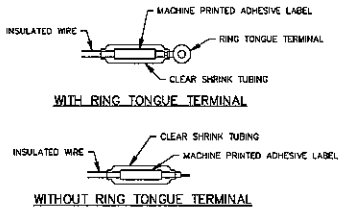
**ANTENNA SUPPORT INSTALLATION**  
SCALE: NTS



**COMPOSITE TANK EXTERIOR LIGHT INSTALLATION**  
SCALE: NTS

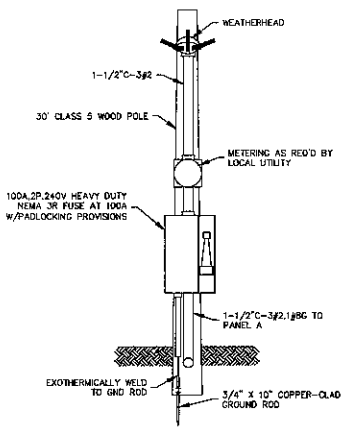


**TANK LEVEL TRANSMITTER INSTALLATION**  
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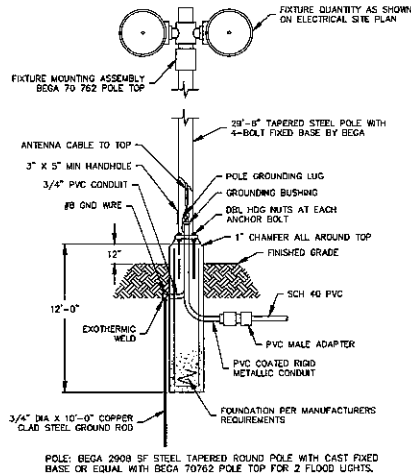


**WIRE TERMINATION AND MARKING DETAIL**  
SCALE: NTS

WHERE POSSIBLE RING TERMINALS SHALL BE USED. ONE OF THE ABOVE METHODS MUST BE USED ON ALL WIRE #8 AWG & SMALLER. THE SAME MUST ALSO BE USED ON LARGER WIRE UNLESS AN ALTERNATE METHOD IS SUBMITTED & APPROVED.



**SERVICE POLE INSTALLATION**  
SCALE: NTS



**FIXTURE F INSTALLATION**  
SCALE: NTS

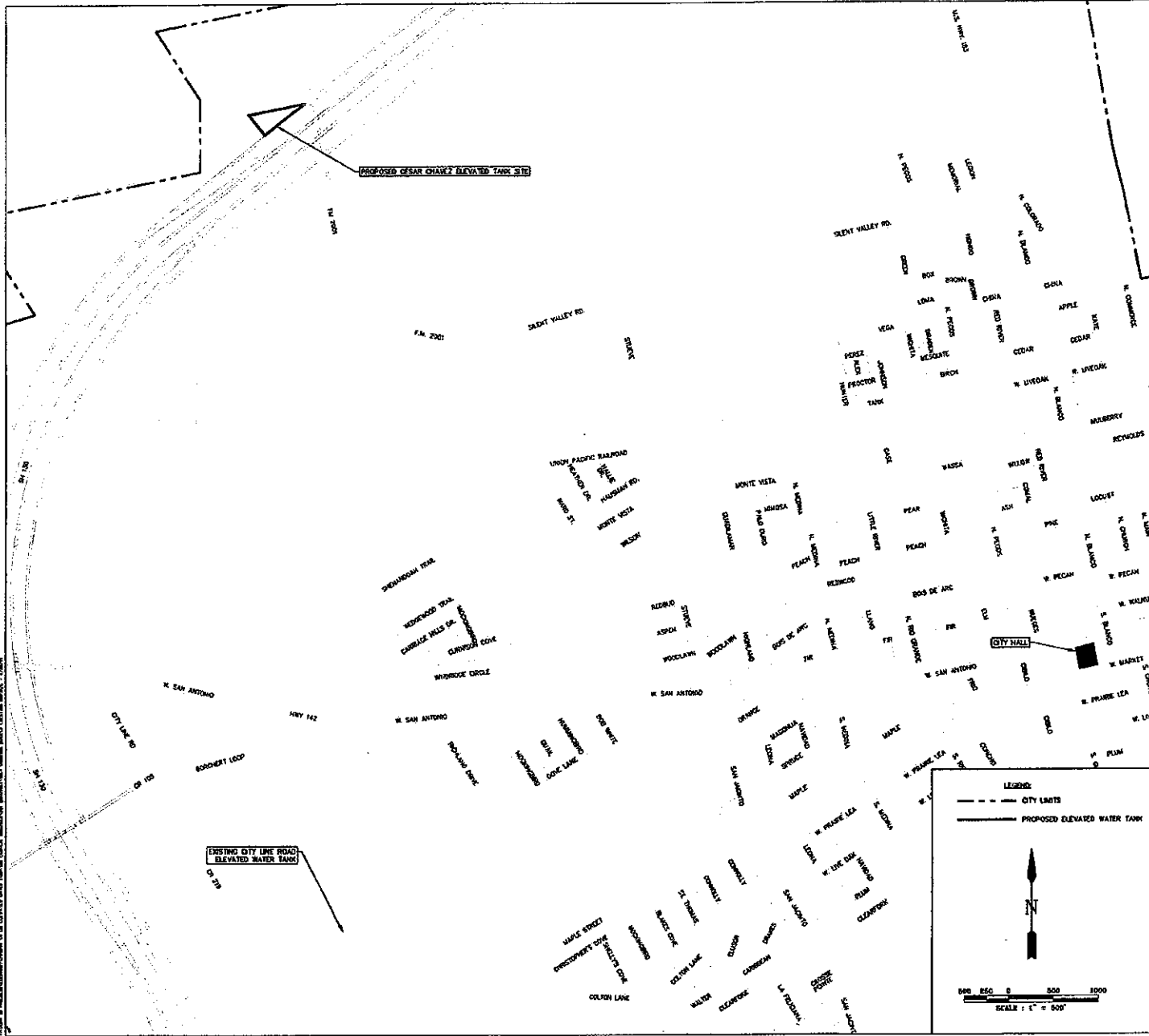
POLE: BEGA 2908 SF STEEL TAPERED ROUND POLE WITH CAST FIXED BASE OR EQUAL WITH BEGA 70762 POLE TOP FOR 2 FLOOD LIGHTS.

DATE	REVISION	NO.	DESCRIPTION
			DESIGN BY: SHORON
			DRAWN BY: JAVAN
			CHECKED BY: NTS
			SCALE: NTS
			JOB NUMBER: 2004A



**CITY OF LOCKHART, TEXAS**  
**CESAR CHAVEZ 500,000 GALLON**  
**ELEVATED TANK**  
**ELECTRICAL DETAILS & SCHEDULES**





**SHEET INDEX**

- 1 COVER SHEET
- 2 LOCATION MAP
- 3 EXISTING SITE PLAN
- 4 PROPOSED SITE PLAN
- 5 TANK DETAILS
- 6 DRIVEWAY DETAILS
- 7 MISCELLANEOUS DETAILS I
- 8 MISCELLANEOUS DETAILS II
- 9 TANK LOGO DETAILS
- 10 EROSION CONTROL
- E1 ELECTRICAL LEGEND & ABBREVIATIONS
- E2 PROPOSED ELECTRICAL SITE PLAN
- E3 ELECTRICAL TANK DETAILS
- E4 ELECTRICAL DETAILS & SCHEDULES

**GENERAL LEGEND**

- SANITARY SEWER
- WATER LINE
- GAS LINE
- TELEPHONE CABLE
- BIRD WIRE FENCE
- CHAIN LINK FENCE
- WIRE FENCE
- PROPERTY LINE
- OVERHEAD ELECTRIC
- EDGE OF ASPHALT
- UNDERGROUND ELECTRIC
- XXX EXISTING MAJOR CONTOUR
- EXISTING MINOR CONTOUR
- PROPOSED CONTOUR
- GUTCH FLOW LINE
- TO BE DEMOLISHED
- SHRUB
- TREE
- TREE PROTECTION REQUIRED
- MAILBOX
- CONTROL POINT
- PUMP
- HIGHWAY SIGN
- GRATE INLET
- CURB INLET
- MONUMENT
- STORM SEWER MANHOLE
- SANITARY SEWER MANHOLE
- TELEPHONE MANHOLE
- WATER/GAS METER
- FIRE HYDRANT
- POWER POLE
- POWER POLE W/ CUY WIRE
- TELEPHONE PEDESTAL
- WATER VALVE
- PROPERTY CORNER
- LIGHT POLE

**LEGEND**

--- CITY LIMITS

--- PROPOSED ELEVATED WATER TANK

0 250 500 750 1000

SCALE: 1" = 500'

DATE	
REVISION	
NO.	
NAME	
DESIGNED BY	
CHECKED BY	
SCALE	1" = 500'-0"
DATE	

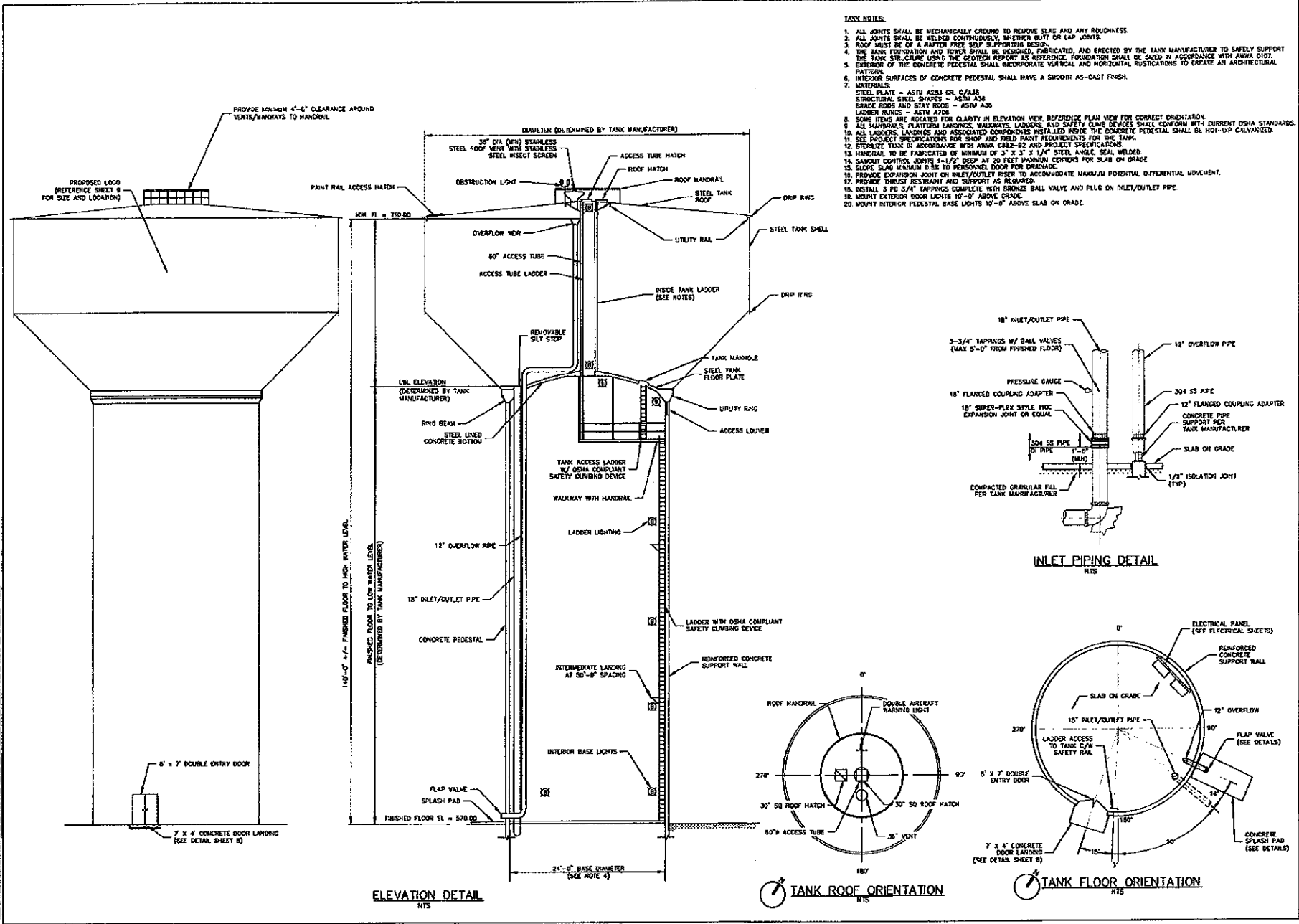
**TRC**  
TRC ENGINEERS, INC.  
10000 N. LOOP WEST, SUITE 200  
DALLAS, TEXAS 75243  
TEL: 972-412-1000  
FAX: 972-412-1001

**CITY OF LOCKHART, TEXAS**  
**CESAR CHAVEZ 500,000 GALLON**  
**ELEVATED TANK**  
**LOCATION MAP**

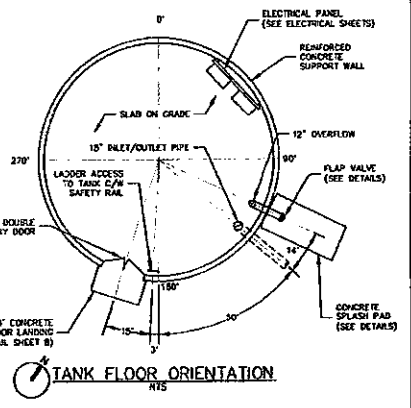
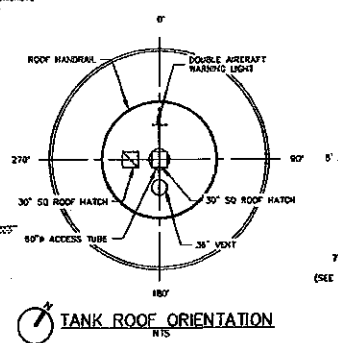
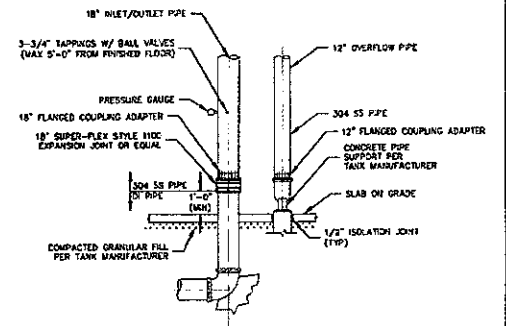
**SHEET**  
2

APRIL 2019

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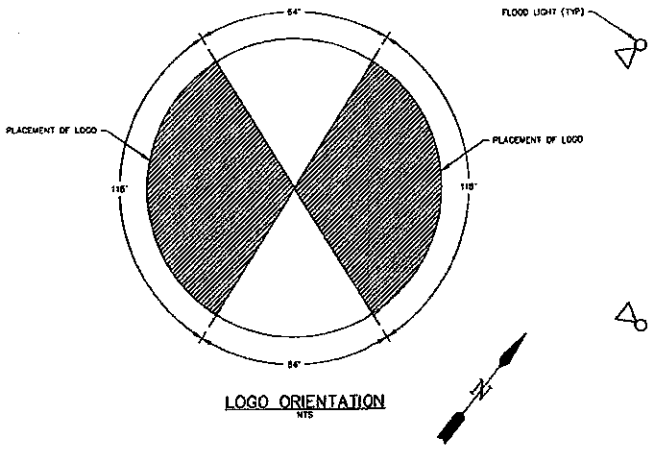
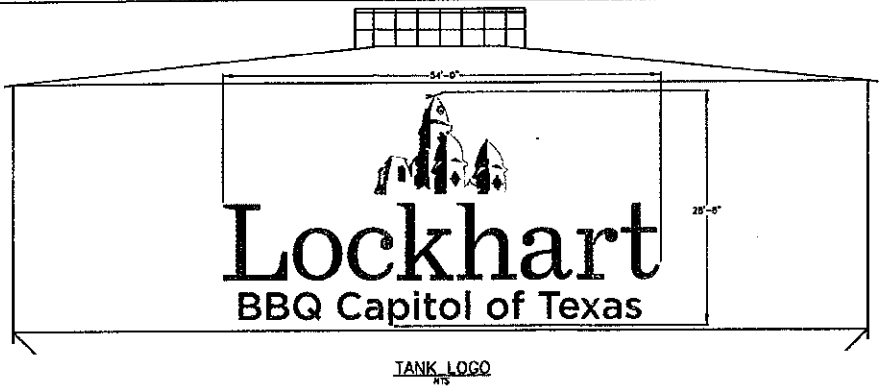
- TANK NOTES:**
1. ALL JOINTS SHALL BE MECHANICALLY GROUDED TO REMOVE SLAG AND ANY ROUGHNESS.
  2. ALL JOINTS SHALL BE WELDED CONTINUOUSLY, WHETHER BUTT OR LAP JOINTS.
  3. ROOF MUST BE OF A RAFTER FREE SELF SUPPORTING DESIGN.
  4. THE TANK FOUNDATION AND WALKWAY SHALL BE ENGINEERED, FABRICATED, AND ERECTED BY THE TANK MANUFACTURER TO SAFELY SUPPORT THE TANK STRUCTURE USING THE DESIGN REPORT AS REFERENCE. FOUNDATION SHALL BE SIZED IN ACCORDANCE WITH AWWA D107.
  5. EXTERIOR OF THE CONCRETE PEDESTAL SHALL INCORPORATE VERTICAL AND HORIZONTAL RUSTICATIONS TO CREATE AN ARCHITECTURAL PATTERN.
  6. INTERIOR SURFACES OF CONCRETE PEDESTAL SHALL HAVE A SMOOTH AS-CAST FINISH.
  7. MAXIMUMS:  
 STEEL PLATE - ASTM A283 OR C/A36  
 STRUCTURAL STEEL SHAPES - ASTM A36  
 BRIDGE IRONS AND STAY RODS - ASTM A36  
 LADDER RUNGS - ASTM A106  
 WALKWAY HANDRAILS - ASTM A106  
 WALKWAY PLATEFORM LADDERS, WALKWAYS, LADDERS, AND SAFETY CLIMB DEVICES SHALL CONFORM WITH CURRENT OSHA STANDARDS.  
 ALL LADDERS, LANDINGS AND ASSOCIATED COMPONENTS INSTALLED INSIDE THE CONCRETE PEDESTAL SHALL BE HOT-DIP GALVANIZED.  
 SEE PROJECT SPECIFICATIONS FOR SHOP AND FIELD PAINT REQUIREMENTS FOR THE TANK.  
 STABILIZE TANK IN ACCORDANCE WITH AWWA C302-82 AND PROJECT SPECIFICATIONS.  
 HANDRAILS TO BE FABRICATED OF MINIMUM OF 2" X 3" X 1/4" STEEL ANGLE, SEAL WELDED.  
 SCAFFOLD JOINTS 1-1/2" DEEP AT 20 FEET MAXIMUM SPACING FOR SLAB ON GRADE.  
 SLOPE SLAB MAXIMUM 0.5% TO PERSONNEL DOOR FOR DRAINAGE.  
 PROVIDE EXPANSION JOINT ON INLET/OUTLET RISER TO ACCOMMODATE MAXIMUM POTENTIAL DIFFERENTIAL MOVEMENT.  
 PROVIDE THRUST RESTRAINT AND SUPPORT AS REQUIRED.  
 INSTALL 3 PE 3/4" TAPPINGS COMPLETE WITH BRIDGE BALL VALVE AND FLUG ON INLET/OUTLET PIPE.  
 MOUNT EXTERIOR DOOR LIGHTS 10'-0" ABOVE GRADE.  
 MOUNT INTERIOR PEDESTAL BASE LIGHTS 10'-0" ABOVE SLAB ON GRADE.



DATE	
REVISION	
NO.	1
DATE	
BY	
CHECKED BY	
SCALE	
JOB NUMBER	
<b>CITY OF LOCKHART, TEXAS          CESAR CHAVEZ 500,000 GALLON          ELEVATED TANK          TANK DETAILS</b>	
<b>SHEET          5</b>	
APRIL 2019	



621



- NOTES:**
1. LETTERING AND LOGO SHALL BE PLACED ON TWO SIDES OF TANK.
  2. ORIENTATION OF LETTERING AND LOGO SHALL BE CONFIRMED BY OWNER.

VALUE	LENGTH	VALUE	LENGTH
A	8'-0"	W	8'-0"
B	8'-0"	X	8'-0"
C	7'-0"	Y	8'-0"
D	7'-0"	Z	8'-0"
E	8'-0"	AA	8'-0"
F	8'-0"	AB	8'-0"
G	8'-0"	AC	8'-0"
H	8'-0"	AD	8'-0"
I	8'-0"	AE	8'-0"
J	8'-0"	AF	8'-0"
K	8'-0"	AG	8'-0"
L	8'-0"	AH	8'-0"
M	8'-0"	AI	8'-0"
N	8'-0"	AJ	8'-0"
O	8'-0"	AK	8'-0"
P	8'-0"	AL	8'-0"
Q	8'-0"	AM	8'-0"
R	8'-0"	AN	8'-0"
S	8'-0"	AO	8'-0"
T	8'-0"	AP	8'-0"
U	8'-0"	AQ	8'-0"
V	8'-0"	AR	8'-0"
W	8'-0"	AS	8'-0"
X	8'-0"	AT	8'-0"
Y	8'-0"	AU	8'-0"
Z	8'-0"	AV	8'-0"
AA	8'-0"	AW	8'-0"
AB	8'-0"	AX	8'-0"
AC	8'-0"	AY	8'-0"
AD	8'-0"	AZ	8'-0"
AE	8'-0"	BA	8'-0"
AF	8'-0"	BB	8'-0"
AG	8'-0"	BC	8'-0"
AH	8'-0"	BD	8'-0"
AI	8'-0"	BE	8'-0"
AJ	8'-0"	BF	8'-0"
AK	8'-0"	BG	8'-0"
AL	8'-0"	BH	8'-0"
AM	8'-0"	BI	8'-0"
AN	8'-0"	BJ	8'-0"
AO	8'-0"	BK	8'-0"
AP	8'-0"	BL	8'-0"
AQ	8'-0"	BM	8'-0"
AR	8'-0"	BN	8'-0"
AS	8'-0"	BO	8'-0"
AT	8'-0"	BP	8'-0"
AU	8'-0"	BQ	8'-0"
AV	8'-0"	BR	8'-0"
AW	8'-0"	BS	8'-0"
AX	8'-0"	BT	8'-0"
AY	8'-0"	BU	8'-0"
AZ	8'-0"	BV	8'-0"
BA	8'-0"	BW	8'-0"
BB	8'-0"	BX	8'-0"
BC	8'-0"	BY	8'-0"
BD	8'-0"	BZ	8'-0"
BE	8'-0"	CA	8'-0"
BF	8'-0"	CB	8'-0"
BG	8'-0"	CC	8'-0"
BH	8'-0"	CD	8'-0"
BI	8'-0"	CE	8'-0"
BJ	8'-0"	CF	8'-0"
BK	8'-0"	CG	8'-0"
BL	8'-0"	CH	8'-0"
BM	8'-0"	CI	8'-0"
BN	8'-0"	CJ	8'-0"
BO	8'-0"	CK	8'-0"
BP	8'-0"	CL	8'-0"
BQ	8'-0"	CM	8'-0"
BR	8'-0"	CN	8'-0"
BS	8'-0"	CO	8'-0"
BT	8'-0"	CP	8'-0"
BU	8'-0"	CQ	8'-0"
BV	8'-0"	CR	8'-0"
BW	8'-0"	CS	8'-0"
BX	8'-0"	CT	8'-0"
BY	8'-0"	CU	8'-0"
BZ	8'-0"	CV	8'-0"
CA	8'-0"	CW	8'-0"
CB	8'-0"	CX	8'-0"
CC	8'-0"	CY	8'-0"
CD	8'-0"	CZ	8'-0"
CE	8'-0"	DA	8'-0"
CF	8'-0"	DB	8'-0"
CG	8'-0"	DC	8'-0"
CH	8'-0"	DD	8'-0"
CI	8'-0"	DE	8'-0"
CJ	8'-0"	DF	8'-0"
CK	8'-0"	DG	8'-0"
CL	8'-0"	DH	8'-0"
CM	8'-0"	DI	8'-0"
CN	8'-0"	DJ	8'-0"
CO	8'-0"	DK	8'-0"
CP	8'-0"	DL	8'-0"
CQ	8'-0"	DM	8'-0"
CR	8'-0"	DN	8'-0"
CS	8'-0"	DO	8'-0"
CT	8'-0"	DP	8'-0"
CU	8'-0"	DQ	8'-0"
CV	8'-0"	DR	8'-0"
CW	8'-0"	DS	8'-0"
CX	8'-0"	DT	8'-0"
CY	8'-0"	DU	8'-0"
CZ	8'-0"	DV	8'-0"
DA	8'-0"	DW	8'-0"
DB	8'-0"	DX	8'-0"
DC	8'-0"	DY	8'-0"
DD	8'-0"	DZ	8'-0"
DE	8'-0"	EA	8'-0"
DF	8'-0"	EB	8'-0"
DG	8'-0"	EC	8'-0"
DH	8'-0"	ED	8'-0"
DI	8'-0"	EE	8'-0"
DJ	8'-0"	EF	8'-0"
DK	8'-0"	EG	8'-0"
DL	8'-0"	EH	8'-0"
DM	8'-0"	EI	8'-0"
DN	8'-0"	EJ	8'-0"
DO	8'-0"	EK	8'-0"
DP	8'-0"	EL	8'-0"
DQ	8'-0"	EM	8'-0"
DR	8'-0"	EN	8'-0"
DS	8'-0"	EO	8'-0"
DT	8'-0"	EP	8'-0"
DU	8'-0"	EQ	8'-0"
DV	8'-0"	ER	8'-0"
DW	8'-0"	ES	8'-0"
DX	8'-0"	ET	8'-0"
DY	8'-0"	EU	8'-0"
DZ	8'-0"	EV	8'-0"
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ED	8'-0"	EZ	8'-0"
EE	8'-0"	FA	8'-0"
EF	8'-0"	FB	8'-0"
EG	8'-0"	FC	8'-0"
EH	8'-0"	FD	8'-0"
EI	8'-0"	FE	8'-0"
EJ	8'-0"	FF	8'-0"
EK	8'-0"	FG	8'-0"
EL	8'-0"	FH	8'-0"
EM	8'-0"	FI	8'-0"
EN	8'-0"	FJ	8'-0"
EO	8'-0"	FK	8'-0"
EP	8'-0"	FL	8'-0"
EQ	8'-0"	FM	8'-0"
ER	8'-0"	FN	8'-0"
ES	8'-0"	FO	8'-0"
ET	8'-0"	FP	8'-0"
EU	8'-0"	FQ	8'-0"
EV	8'-0"	FR	8'-0"
EW	8'-0"	FS	8'-0"
EX	8'-0"	FT	8'-0"
EY	8'-0"	FU	8'-0"
EZ	8'-0"	FV	8'-0"
FA	8'-0"	FW	8'-0"
FB	8'-0"	FX	8'-0"
FC	8'-0"	FY	8'-0"
FD	8'-0"	FZ	8'-0"
FE	8'-0"	GA	8'-0"
FF	8'-0"	GB	8'-0"
FG	8'-0"	GC	8'-0"
FH	8'-0"	GD	8'-0"
FI	8'-0"	GE	8'-0"
FJ	8'-0"	GF	8'-0"
FK	8'-0"	GG	8'-0"
FL	8'-0"	GH	8'-0"
FM	8'-0"	GI	8'-0"
FN	8'-0"	GJ	8'-0"
FO	8'-0"	GK	8'-0"
FP	8'-0"	GL	8'-0"
FQ	8'-0"	GM	8'-0"
FR	8'-0"	GN	8'-0"
FS	8'-0"	GO	8'-0"
FT	8'-0"	GP	8'-0"
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FV	8'-0"	GR	8'-0"
FW	8'-0"	GS	8'-0"
FX	8'-0"	GT	8'-0"
FY	8'-0"	GU	8'-0"
FZ	8'-0"	GV	8'-0"
GA	8'-0"	GW	8'-0"
GB	8'-0"	GX	8'-0"
GC	8'-0"	GY	8'-0"
GD	8'-0"	GZ	8'-0"
GE	8'-0"	HA	8'-0"
GF	8'-0"	HB	8'-0"
GG	8'-0"	HC	8'-0"
GH	8'-0"	HD	8'-0"
GI	8'-0"	HE	8'-0"
GJ	8'-0"	HF	8'-0"
GK	8'-0"	HG	8'-0"
GL	8'-0"	HH	8'-0"
GM	8'-0"	HI	8'-0"
GN	8'-0"	HJ	8'-0"
GO	8'-0"	HK	8'-0"
GP	8'-0"	HL	8'-0"
GQ	8'-0"	HM	8'-0"
GR	8'-0"	HN	8'-0"
GS	8'-0"	HO	8'-0"
GT	8'-0"	HP	8'-0"
GU	8'-0"	HQ	8'-0"
GV	8'-0"	HR	8'-0"
GW	8'-0"	HS	8'-0"
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GY	8'-0"	HU	8'-0"
GZ	8'-0"	HV	8'-0"
HA	8'-0"	HW	8'-0"
HB	8'-0"	HX	8'-0"
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HD	8'-0"	HZ	8'-0"
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HG	8'-0"	IC	8'-0"
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IJ	8'-0"	JF	8'-0"
IK	8'-0"	JG	8'-0"
IL	8'-0"	JH	8'-0"
IM	8'-0"	JI	8'-0"
IN	8'-0"	JJ	8'-0"
IO	8'-0"	JK	8'-0"
IP	8'-0"	JL	8'-0"
IQ	8'-0"	JM	8'-0"
IR	8'-0"	JN	8'-0"
IS	8'-0"	JO	8'-0"
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IU	8'-0"	JQ	8'-0"
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IX	8'-0"	JT	8'-0"
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LR	8'-0"	MM	8'-0"
LS	8'-0"	MN	8'-0"
LT	8'-0"	MO	8'-0"
LU	8'-0"	MP	8'-0"
LV	8'-0"	MQ	8'-0"
LW	8'-0"	MR	8'-0"
LX	8'-0"	MS	8'-0"
LY	8'-0"	MT	8'-0"
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MA	8'-0"	MV	8'-0"
MB	8'-0"	MW	8'-0"
MC	8'-0"	MX	8'-0"
MD	8'-0"	MY	8'-0"
ME	8'-0"	MZ	8'-0"
MF	8'-0"	NA	8'-0"
MG	8'-0"	NB	8'-0"
MH	8'-0"	NC	8'-0"
MI	8'-0"	ND	8'-0"
MJ	8'-0"	NE	8'-0"
MK	8'-0"	NF	8'-0"
ML	8'-0"	NG	8'-0"
MM	8'-0"	NH	8'-0"
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MP	8'-0"	NK	8'-0"
MQ	8'-0"	NL	8'-0"
MR	8'-0"	NM	8'-0"
MS	8'-0"	NO	8'-0"
MT	8'-0"	NP	8'-0"
MU	8'-0"	NQ	8'-0"
MV	8'-0"	NR	8'-0"
MW	8'-0"	NS	8'-0"
MX	8'-0"	NT	8'-0"

021

CITY OF LOCKHART, TEXAS  
CESAR CHAVEZ 500,000 GALLON ELEVATED  
TANK

LEW WHITE, MAYOR

CITY COUNCIL

ANGIE GONZALES-SANCHEZ, MAYOR PRO-TEM

BRAD WESTMORELAND, AT-LARGE

JUAN MENDOZA

JOHN CASTILLO

KARA MCGREGOR

JEFFRY MICHELSON

STEVEN LEWIS, CITY MANAGER

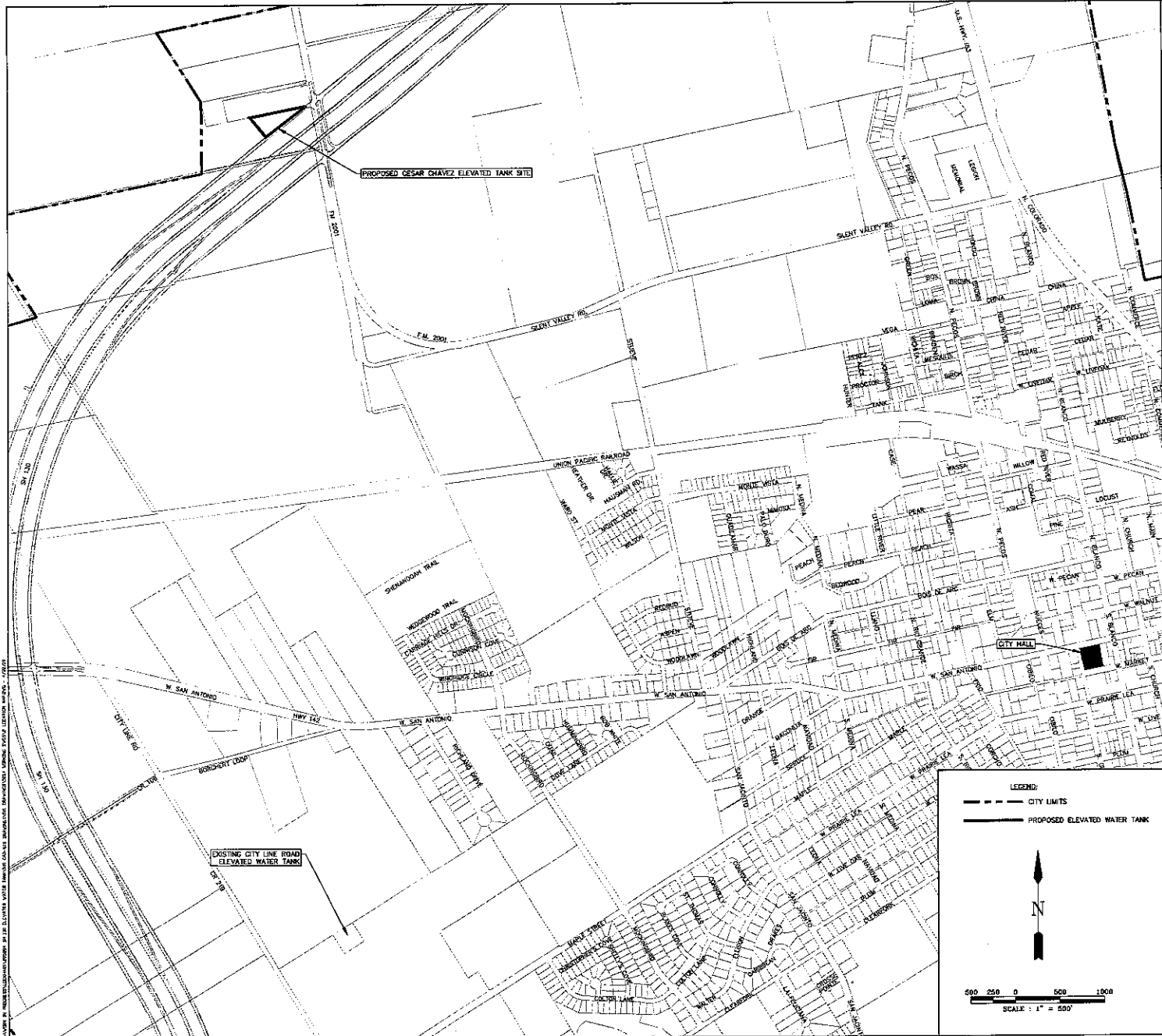
SEAN KELLEY, DIRECTOR OF PUBLIC WORKS



295894  
APRIL 2019



CITY OF LOCKHART, TEXAS - CESAR CHAVEZ 500,000 GALLON ELEVATED TANK - 295894



**SHEET INDEX**

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- 2 LOCATION MAP
- 3 EXISTING SITE PLAN
- 4 PROPOSED SITE PLAN
- 5 TANK DETAILS
- 6 DRIVEWAY DETAILS
- 7 MISCELLANEOUS DETAILS I
- 8 MISCELLANEOUS DETAILS II
- 9 TANK LOGO DETAILS
- 10 EROSION CONTROL
- E1 ELECTRICAL LEGEND & ABBREVIATIONS
- E2 PROPOSED ELECTRICAL SITE PLAN
- E3 ELECTRICAL TANK DETAILS
- E4 ELECTRICAL DETAILS & SCHEDULES

**GENERAL LEGEND**

- HW — SANITARY SEWER
- W — WATER LINE
- GAS — GAS LINE
- TEL — TELEPHONE CABLE
- X — BARS WIRE FENCE
- DD — CHAIN LINK FENCE
- W — WIRE FENCE
- PL — PROPERTY LINE
- OE — OVERHEAD ELECTRIC
- EA — EDGE OF ASPHALT
- UE — UNDERGROUND ELECTRIC
- --- --- EXISTING MAJOR CONTOUR
- - - - - EXISTING MINOR CONTOUR
- --- --- PROPOSED CONTOUR
- --- --- DITCH FLOW LINE
- ▨ TO BE DEMOLISHED
- SHRUB
- TREE
- TREE PROTECTION REQUIRED
- MAILBOX
- CONTROL POINT
- PUMP
- HIGHWAY SIGN
- GRATE INLET
- CURB INLET
- MONUMENT
- STORM SEWER MANHOLE
- SANITARY SEWER MANHOLE
- TELEPHONE MANHOLE
- WATER/GAS METER
- FIRE HYDRANT
- POWER POLE
- POWER POLE W/ GUY WIRE
- TELEPHONE PEDESTAL
- WATER VALVE
- PROPERTY CORNER
- LIGHT POLE


**LEGEND:**

- CITY LIMITS
- PROPOSED ELEVATED WATER TANK


N

500 250 0 500 1000  
SCALE : 1" = 500'

NO.	REVISION	DATE
DESIGN BY: JZHM	CHECKED BY: SKLL	SCALE: 1" = 500'-0"
DRAWN BY: JZHM	DATE: 11/17/2018	JOB NUMBER: 150004



**CTRC**  
CTRC ENGINEERS, INC.  
555 E. WINDYBROOK BLVD. SUITE 200  
DALLAS, TEXAS 75246

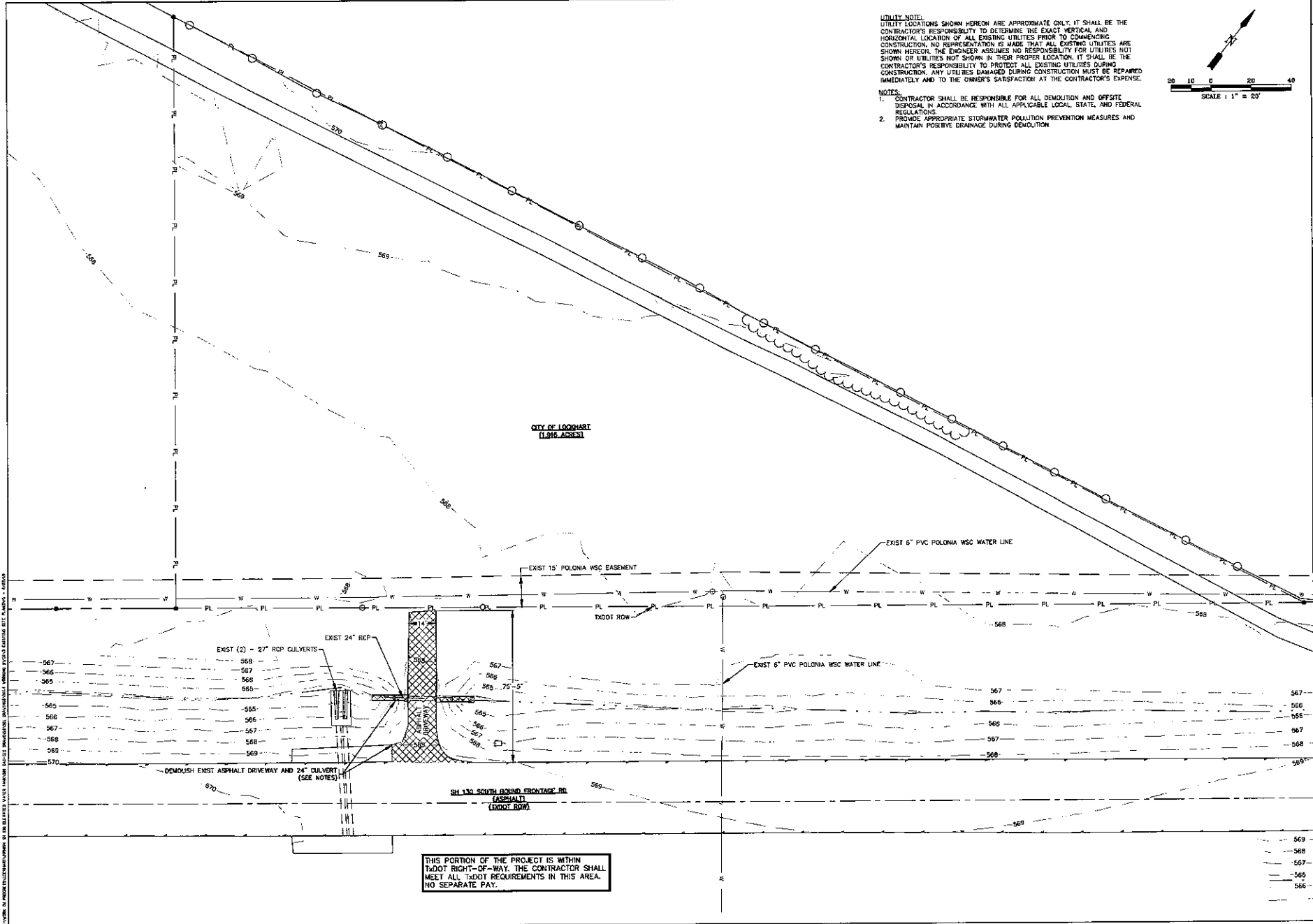


**CITY OF LOCKHART, TEXAS**  
**CESAR CHAVEZ 500,000 GALLON**  
**ELEVATED TANK**  
**LOCATION MAP**

**SHEET**  
2

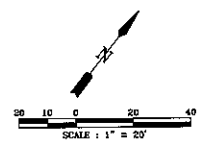
APRIL 2019

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**UTILITY NOTE:**  
 UTILITY LOCATIONS SHOWN HEREON ARE APPROXIMATE ONLY. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THE EXACT VERTICAL AND HORIZONTAL LOCATION OF ALL EXISTING UTILITIES PRIOR TO COMMENCING CONSTRUCTION. NO REPRESENTATION IS MADE THAT ALL EXISTING UTILITIES ARE SHOWN HEREON. THE ENGINEER ASSUMES NO RESPONSIBILITY FOR UTILITIES NOT SHOWN OR UTILITIES NOT SHOWN IN THEIR PROPER LOCATION. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO PROTECT ALL EXISTING UTILITIES DURING CONSTRUCTION. ANY UTILITIES DAMAGED DURING CONSTRUCTION MUST BE REPAIRED IMMEDIATELY AND TO THE OWNER'S SATISFACTION AT THE CONTRACTOR'S EXPENSE.


- NOTES:**
1. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL DEMOLITION AND OFFSITE DISPOSAL IN ACCORDANCE WITH ALL APPLICABLE LOCAL, STATE, AND FEDERAL REGULATIONS.
  2. PROVIDE APPROPRIATE STORMWATER POLLUTION PREVENTION MEASURES AND MAINTAIN POSITIVE DRAINAGE DURING DEMOLITION.




ALL WORK IS TO BE COMPLETED WITHIN THE SPECIFIED TIME FRAME. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND EASEMENTS. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING UTILITIES AND STRUCTURES. THE CONTRACTOR SHALL MAINTAIN POSITIVE DRAINAGE DURING CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND EASEMENTS. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING UTILITIES AND STRUCTURES.

THIS PORTION OF THE PROJECT IS WITHIN TxDOT RIGHT-OF-WAY. THE CONTRACTOR SHALL MEET ALL TxDOT REQUIREMENTS IN THIS AREA. NO SEPARATE PAY.


DATE	
REVISION	
NO.	
DESIGN BY:	JAWH
DRAWN BY:	MENKOOT
CHECKED BY:	CEBIL
SCALE:	1" = 20'
DATE PLOTTED:	2/28/24



**CTRC**  
 TRC ENGINEERS, INC.  
 505 E. WINDLAND AVENUE, SUITE 200, AUSTIN, TX 78703  
 TEL: (512) 426-7700 FAX: (512) 426-8778



**CITY OF LOCKHART, TEXAS**  
**CESAR CHAVEZ 500,000 GALLON**  
**ELEVATED TANK**  
**EXISTING SITE PLAN**



**SHEET**  
**3**

APRIL 2019

# City of Lockhart, Texas

## Council Agenda Item Briefing Data

**COUNCIL MEETING DATE:** June 18, 2019

**AGENDA ITEM CAPTION:** Discussion and/or action regarding recommendation to award bid to Bell Construction, Inc. of Belton, Texas in the amount of \$606,143.87 for the installation of approximately 6,681' of 18" and 16" water main along SH 130 from north of the railroad tracks at Cesar Chavez Parkway to the new elevated water tank location. Appointing the Mayor to sign all contractual documents.

**ORIGINATING DEPARTMENT AND CONTACT:** Public Works-Sean Kelley

**ACTION REQUESTED:**

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

**BACKGROUND/SUMMARY/DISCUSSION:** This water main improvement was identified in the 2020 Comprehensive Plan and will serve the developing west side of town. The project is the second/final phase in connecting the existing water system to the proposed water tank that will be constructed. Bids were advertised in compliance with State Law for the installation of 6,681' of 18" and 16" water main along SH 130. Seventeen (17) bids were received ranging from \$606,143.87 to a high of \$1,334,647.30. The lowest bid was submitted by Bell Construction, Inc. This company has a commendable reputation of utility construction business along with the personnel and the equipment to get the job done successfully and in a timely manner.

**PROJECT SCHEDULE (if applicable):** 6 Months

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

Funds Required: \$606,143.87

Account Number: 525-5750-911 and 526-5750-911

Funds Available: \$606,143.87

Account Name: Water Impact Fees and 2015 CO-Water

**FISCAL NOTE (if applicable):**

Previous Council Action:

**COMMITTEE/BOARD/COMMISSION ACTION:**

**STAFF RECOMMENDATION/REQUESTED MOTION:** Staff respectfully recommends approval of the bid award to Bell Construction in the amount of \$606,143.87.

**LIST OF SUPPORTING DOCUMENTS:** Bid Notice, Bid Tab, Engineer's Letter of Recommendation,

Department Head initials:

City Manager's Review:

\_\_\_\_\_

\_\_\_\_\_

## ADVERTISEMENT FOR BIDS

Sealed proposals addressed to the Mayor and City Council of the City of Lockhart will be received at the Lockhart City Hall, 308 West San Antonio, Lockhart, Texas 78644, until **9:00 A.M., May 30, 2019** for the **SH 130 18" Water Main, Phase 2** at which time and place will be publicly opened and read aloud. Any bid received after closing time will be returned unopened.

**The project consists of approximately 5,643 LF of 18" PVC water main, 821 LF of 16" HDPE water main, 217 LF of 18" DI water main, a pressure sustaining valve and vault and all necessary appurtenances.**

Bidders shall submit with their bids a Cashier's Check in the amount of five percent (5%) of the maximum total bid, payable to the City of Lockhart, Texas without recourse, or a Proposal Bond in the same amount from an approved Surety Company as a guarantee that Bidder will enter into a contract and execute performance and payment bonds on the forms provided, within ten (10) days after the award of Contract. Bids without check or Proposal Bond will not be considered.

The successful Bidder must furnish Performance and Payments Bonds each in the amount of 100% of the contract price from an approved Surety Company holding a permit from the State of Texas to act as Surety and acceptable according to the latest list of companies holding certificates of authority from the Secretary of Treasury of the United States, or other Surety or Sureties acceptable to the Owner.

Plans and specifications may be examined without charge at Lockhart City Hall. Bid Documents and Construction Drawings for the project may be viewed and downloaded free of charge (with the option to purchase hard copies) at [www.civcastusa.com](http://www.civcastusa.com). Bidders must register on this website in order to view and/or download specifications, plans and other related documents for this project. Printed copies of the specifications and drawings may also be viewed at the Engineer's office, TRC Engineers, Inc., 505 East Huntland Drive, Suite 250, Austin, Texas 78752, (512) 454-8716.

Please submit questions for this project five (5) days prior to bid opening through [www.civcastusa.com](http://www.civcastusa.com) in the Q&A portal. All addenda issued for this project will be posted on [www.civcastusa.com](http://www.civcastusa.com). It is the responsibility of the Contractor bidding to use proper scaling, paper size, etc., for bid quantities. Failure to do so may result in error in the Unit Bid Quantities and/or Bid Amounts.

The City Council of the City of Lockhart reserves the right to reject any or all bids and to waive formalities. No bid may be withdrawn within ninety (90) days after the date on which bids are received.

**CITY OF LOCKHART, TEXAS  
LEW WHITE, MAYOR**



T.B.P.E. #F-8632

505 East Huntland Drive  
Suite 250  
Austin, TX 78752

512.454.8716 PHONE  
512.454.2433 FAX

www.TRCSolutions.com

June 12, 2019

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

**RE: SH 130 18" Water Main Project Phase II  
Bid Award Recommendation**

Dear Mr. Lewis:

The bid opening for the above referenced project was held on May 30, 2019. The bids range from a low of \$606,143.87 to a high of \$1,354,081.28 as shown on the attached bid tabulation. The project consists of the installation of 5,643 feet of 18" PVC, 821 feet of 16" HDPE and 217 feet of 18" DI water main beginning at SH 130 and proceeding north along SH 130 to the proposed Cesar Chavez Elevated Tank.

TRC has conducted reference checks and found that the low bidder, Bell Contractors, Inc., has satisfactorily completed several water and sewer main installation projects previously in the central Texas area.

It is recommended that Bell Contractors be awarded a contract in the amount of \$606,143.87 for the SH 130 18" Water Main, Phase II Project. The contractor has provided a bid bond and will be required to furnish a Performance Bond and Payment Bond to the City.

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

Sincerely,

Jeff Dahm, P.E.  
Project Engineer

Enclosures Bid Tab

City of Lockhart  
 SH 130 18" Water Main, Phase II  
 Bid Tabulation  
 May 30, 2019 - 9:00 AM



				Bell Contractors, Inc. 3082 W Hwy. 190 Belton, Texas 76513		Nighthawk Construction 1420 S. Commerce Street Lockhart, Texas 78666		Wauters Engineering, LLC 12870 Adkins St. Hedwig Road St. Hedwig, Texas 78152	
Item	Item Description	Qty.	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total
P.1	18" PVC Pipe	5,643	LF	\$50.53	\$285,140.79	\$62.00	\$349,866.00	\$59.00	\$332,937.00
P.2	18" DI Pipe	217	LF	\$64.15	\$13,920.55	\$90.00	\$19,530.00	\$71.00	\$15,407.00
P.3	16" Restrained Joint Pipe	821	LF	\$72.65	\$59,645.65	\$83.56	\$68,604.00	\$85.00	\$69,785.00
P.4	6" DI Pipe Fire Hydrant Lead	59	LF	\$38.09	\$2,247.31	\$50.00	\$2,950.00	\$46.00	\$2,714.00
P.5	Fire Hydrants	10	EA	\$2,462.96	\$24,629.60	\$3,500.00	\$35,000.00	\$3,480.00	\$34,800.00
P.6	Relocate Existing Fire Hydrants	1	EA	\$2,876.62	\$2,876.62	\$2,000.00	\$2,000.00	\$4,441.00	\$4,441.00
P.7	Pressure Reducing/Sustaining Valve & Vault Assembly	1	LS	\$27,333.19	\$27,333.19	\$26,000.00	\$26,000.00	\$8,474.00	\$8,474.00
P.8	Fittings	6.6	TON	\$7,694.48	\$50,783.57	\$4,000.00	\$26,400.00	\$7,017.20	\$46,313.52
P.9	18" AWWA C504 Butterfly Valve	8	EA	\$8,574.20	\$68,593.60	\$8,000.00	\$64,000.00	\$5,990.00	\$47,920.00
P.10	12" AWWA C515 Gate Valve	1	EA	\$2,124.00	\$2,124.00	\$2,500.00	\$2,500.00	\$3,123.00	\$3,123.00
P.11	6" AWWA C515 Gate Valve	10	EA	\$942.40	\$9,424.00	\$1,000.00	\$10,000.00	\$1,180.00	\$11,800.00
P.12	18" Water Main Connection	1	EA	\$2,491.48	\$2,491.48	\$5,000.00	\$5,000.00	\$4,095.00	\$4,095.00
P.13	12" Water Main Connection	1	EA	\$4,869.24	\$4,869.24	\$4,000.00	\$4,000.00	\$4,111.00	\$4,111.00
P.14	Asphalt Street Repair	29	LF	\$79.29	\$2,299.41	\$50.00	\$1,450.00	\$154.00	\$4,466.00
P.15	Seeding	5,890	LF	\$1.54	\$9,070.60	\$2.00	\$11,780.00	\$2.20	\$12,958.00
P.16	OSHA	5,919	LF	\$0.83	\$4,912.77	\$0.50	\$2,959.50	\$0.40	\$2,367.60
P.17	Pollution Prevention Plan	1	LS	\$9,818.63	\$9,818.63	\$3,000.00	\$3,000.00	\$6,478.00	\$6,478.00
P.18	Performance/Payment Bonds	1	LS	\$10,517.58	\$10,517.58	\$12,000.00	\$12,000.00	\$15,067.00	\$15,067.00
P.19	Mobilization/De-mobilization	1	LS	\$15,445.28	\$15,445.28	\$2,500.00	\$2,500.00	\$24,731.00	\$24,731.00
<b>TOTAL PROJECT BID</b>					<b>\$606,143.87</b>		<b>\$649,539.50</b>		<b>\$651,988.12</b>

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City of Lockhart  
 SH 130 18" Water Main, Phase II  
 Bid Tabulation  
 May 30, 2019 - 9:00 AM



				Herschap Backhoe & Ditching, Inc. P.O. Drawer 489 Bastrop, Texas 78602		Bruce Flanigan Construction, Inc. 5114 Lampasas Lane Temple, Texas 76513		Qro Mex Construction Co., Inc 2801 Prairie Creek Rd. Granite Shoals, Texas 78654	
Item	Item Description	Qty.	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total
P.1	18" PVC Pipe	5,643	LF	\$59.50	\$335,758.50	\$62.20	\$350,994.60	\$67.00	\$378,081.00
P.2	18" DI Pipe	217	LF	\$71.00	\$15,407.00	\$81.30	\$17,642.10	\$75.00	\$16,275.00
P.3	16" Restrained Joint Pipe	821	LF	\$75.00	\$61,575.00	\$104.80	\$86,040.80	\$99.00	\$81,279.00
P.4	6" DI Pipe Fire Hydrant Lead	59	LF	\$45.00	\$2,655.00	\$42.80	\$2,525.20	\$60.00	\$3,540.00
P.5	Fire Hydrants	10	EA	\$4,000.00	\$40,000.00	\$2,981.00	\$29,810.00	\$4,000.00	\$40,000.00
P.6	Relocate Existing Fire Hydrants	1	EA	\$2,000.00	\$2,000.00	\$2,193.00	\$2,193.00	\$4,500.00	\$4,500.00
P.7	Pressure Reducing/Sustaining Valve & Vault Assembly	1	LS	\$29,000.00	\$29,000.00	\$28,697.00	\$28,697.00	\$15,000.00	\$15,000.00
P.8	Fittings	6.6	TON	\$8,000.00	\$52,800.00	\$8,324.00	\$54,938.40	\$8,000.00	\$52,800.00
P.9	18" AWWA C504 Butterfly Valve	8	EA	\$4,500.00	\$36,000.00	\$4,059.00	\$32,472.00	\$4,600.00	\$36,800.00
P.10	12" AWWA C515 Gate Valve	1	EA	\$2,600.00	\$2,600.00	\$2,396.00	\$2,396.00	\$2,400.00	\$2,400.00
P.11	6" AWWA C515 Gate Valve	10	EA	\$1,000.00	\$10,000.00	\$965.00	\$9,650.00	\$950.00	\$9,500.00
P.12	18" Water Main Connection	1	EA	\$4,000.00	\$4,000.00	\$2,915.00	\$2,915.00	\$4,500.00	\$4,500.00
P.13	12" Water Main Connection	1	EA	\$3,000.00	\$3,000.00	\$2,915.00	\$2,915.00	\$3,500.00	\$3,500.00
P.14	Asphalt Street Repair	29	LF	\$90.00	\$2,610.00	\$83.70	\$2,427.30	\$30.00	\$870.00
P.15	Seeding	5,890	LF	\$2.00	\$11,780.00	\$3.10	\$18,259.00	\$2.00	\$11,780.00
P.16	OSHA	5,919	LF	\$2.00	\$11,838.00	\$0.70	\$4,143.30	\$2.00	\$11,838.00
P.17	Pollution Prevention Plan	1	LS	\$15,000.00	\$15,000.00	\$14,359.00	\$14,359.00	\$18,000.00	\$18,000.00
P.18	Performance/Payment Bonds	1	LS	\$10,000.00	\$10,000.00	\$12,572.00	\$12,572.00	\$30,000.00	\$30,000.00
P.19	Mobilization/De-mobilization	1	LS	\$15,000.00	\$15,000.00	\$17,743.00	\$17,743.00	\$40,000.00	\$29,000.00
<b>TOTAL PROJECT BID</b>					<b>\$661,023.50</b>		<b>\$692,692.70</b>		<b>\$749,663.00</b>

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City of Lockhart  
 SH 130 18" Water Main, Phase II  
 Bid Tabulation  
 May 30, 2019 - 9:00 AM



				M&C Fonseca Construction Co. Inc. 1901 Prairie Creek Road Granite Shoals, Texas 78654		R.L. Jones, LP 18946 Redland Road San Antonio, Texas 78259		Z.T. Jackson Construction 1473 Industrial Loop 287 Breckenridge, Texas 76424	
Item	Item Description	Qty.	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total
P.1	18" PVC Pipe	5,643	LF	\$59.00	\$332,937.00	\$71.00	\$400,653.00	\$69.00	\$389,367.00
P.2	18" DI Pipe	217	LF	\$77.50	\$16,817.50	\$85.00	\$18,445.00	\$95.00	\$20,615.00
P.3	16" Restrained Joint Pipe	821	LF	\$94.00	\$77,174.00	\$110.00	\$90,310.00	\$140.00	\$114,940.00
P.4	6" DI Pipe Fire Hydrant Lead	59	LF	\$48.00	\$2,832.00	\$45.00	\$2,655.00	\$45.00	\$2,655.00
P.5	Fire Hydrants	10	EA	\$4,700.00	\$47,000.00	\$4,000.00	\$40,000.00	\$2,990.00	\$29,900.00
P.6	Relocate Existing Fire Hydrants	1	EA	\$7,800.00	\$7,800.00	\$2,300.00	\$2,300.00	\$3,500.00	\$3,500.00
P.7	Pressure Reducing/Sustaining Valve & Vault Assembly	1	LS	\$18,000.00	\$18,000.00	\$25,000.00	\$25,000.00	\$29,875.00	\$29,875.00
P.8	Fittings	6.6	TON	\$10,000.00	\$66,000.00	\$8,000.00	\$52,800.00	\$9,300.00	\$61,380.00
P.9	18" AWWA C504 Butterfly Valve	8	EA	\$7,200.00	\$57,600.00	\$5,200.00	\$41,600.00	\$8,600.00	\$68,800.00
P.10	12" AWWA C515 Gate Valve	1	EA	\$4,200.00	\$4,200.00	\$2,200.00	\$2,200.00	\$3,800.00	\$3,800.00
P.11	6" AWWA C515 Gate Valve	10	EA	\$2,700.00	\$27,000.00	\$1,100.00	\$11,000.00	\$1,850.00	\$18,500.00
P.12	18" Water Main Connection	1	EA	\$4,500.00	\$4,500.00	\$5,000.00	\$5,000.00	\$5,500.00	\$5,500.00
P.13	12" Water Main Connection	1	EA	\$4,100.00	\$4,100.00	\$5,000.00	\$5,000.00	\$4,500.00	\$4,500.00
P.14	Asphalt Street Repair	29	LF	\$62.00	\$1,798.00	\$80.00	\$2,320.00	\$75.00	\$2,175.00
P.15	Seeding	5,890	LF	\$0.90	\$5,301.00	\$1.00	\$5,890.00	\$2.20	\$12,958.00
P.16	OSHA	5,919	LF	\$3.00	\$17,757.00	\$1.00	\$5,919.00	\$1.00	\$5,919.00
P.17	Pollution Prevention Plan	1	LS	\$2,800.00	\$2,800.00	\$3,000.00	\$3,000.00	\$8,000.00	\$8,000.00
P.18	Performance/Payment Bonds	1	LS	\$24,000.00	\$24,000.00	\$17,000.00	\$17,000.00	\$31,000.00	\$31,000.00
P.19	Mobilization/De-mobilization	1	LS	\$37,500.00	\$37,500.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
<b>TOTAL PROJECT BID</b>					<b>\$755,116.50</b>		<b>\$756,092.00</b>		<b>\$838,384.00</b>

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City of Lockhart  
 SH 130 18" Water Main, Phase II  
 Bid Tabulation  
 May 30, 2019 - 9:00 AM



				Lone Star Sitework P.O. Box 1867 Wimberley, Texas 78676		BRCT LLC dba Blackrock Construction 1475 Heritage Parkway, Suite 113 Mansfield, Texas 76063		Atlas Construction Corp 316 Sunset Prire Granite Shoals, Texas 78654	
Item	Item Description	Qty.	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total
P.1	18" PVC Pipe	5,643	LF	\$78.52	\$443,088.36	\$80.00	\$451,440.00	\$90.00	\$507,870.00
P.2	18" DI Pipe	217	LF	\$127.00	\$27,559.00	\$93.00	\$20,181.00	\$81.87	\$17,765.79
P.3	16" Restrained Joint Pipe	821	LF	\$146.00	\$119,866.00	\$110.00	\$90,310.00	\$76.15	\$62,519.15
P.4	6" DI Pipe Fire Hydrant Lead	59	LF	\$142.00	\$8,378.00	\$60.00	\$3,540.00	\$41.50	\$2,448.50
P.5	Fire Hydrants	10	EA	\$3,805.00	\$38,050.00	\$3,750.00	\$37,500.00	\$3,932.00	\$39,320.00
P.6	Relocate Existing Fire Hydrants	1	EA	\$2,850.00	\$2,850.00	\$1,950.00	\$1,950.00	\$4,313.00	\$4,313.00
P.7	Pressure Reducing/Sustaining Valve & Vault Assembly	1	LS	\$21,960.00	\$21,960.00	\$25,000.00	\$25,000.00	\$13,258.73	\$13,258.73
P.8	Fittings	6.6	TON	\$10,942.00	\$72,217.20	\$15,600.00	\$102,960.00	\$13,000.00	\$85,800.00
P.9	18" AWWA C504 Butterfly Valve	8	EA	\$6,966.00	\$55,728.00	\$8,080.00	\$64,640.00	\$13,320.00	\$106,560.00
P.10	12" AWWA C515 Gate Valve	1	EA	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$3,269.00	\$3,269.00
P.11	6" AWWA C515 Gate Valve	10	EA	\$1,475.00	\$14,750.00	\$1,020.00	\$10,200.00	\$1,100.00	\$11,000.00
P.12	18" Water Main Connection	1	EA	\$5,100.00	\$5,100.00	\$2,810.00	\$2,810.00	\$3,600.00	\$3,600.00
P.13	12" Water Main Connection	1	EA	\$4,050.00	\$4,050.00	\$1,750.00	\$1,750.00	\$2,600.00	\$2,600.00
P.14	Asphalt Street Repair	29	LF	\$105.00	\$3,045.00	\$150.00	\$4,350.00	\$30.00	\$870.00
P.15	Seeding	5,890	LF	\$5.60	\$32,984.00	\$1.50	\$8,835.00	\$1.00	\$5,890.00
P.16	OSHA	5,919	LF	\$2.60	\$15,389.40	\$1.00	\$5,919.00	\$1.00	\$5,919.00
P.17	Pollution Prevention Plan	1	LS	\$7,500.00	\$7,500.00	\$17,000.00	\$17,000.00	\$2,500.00	\$2,500.00
P.18	Performance/Payment Bonds	1	LS	\$15,000.00	\$15,000.00	\$20,000.00	\$20,000.00	\$7,000.00	\$7,000.00
P.19	Mobilization/De-mobilization	1	LS	\$6,500.00	\$6,500.00	\$43,000.25	\$43,000.25	\$40,000.00	\$40,000.00
<b>TOTAL PROJECT BID</b>					<b>\$896,514.96</b>		<b>\$913,885.25</b>		<b>\$922,503.17</b>

bcl

City of Lockhart  
 SH 130 18" Water Main, Phase II  
 Bid Tabulation  
 May 30, 2019 - 9:00 AM



Haros Brother's Company 7514 Mansfield Hwy. Kennedale, Texas 76060	Excel Aircraft LLC dba Excel Trenching 2228 SE Loop 59 Carthage, TX 75633	D Guerra Construction, LLC 9810 FM 969 Austin, Texas 78724
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Item	Item Description	Qty.	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total
P.1	18" PVC Pipe	5,643	LF	\$87.24	\$492,295.32	\$65.00	\$366,795.00	\$105.00	\$592,515.00
P.2	18" DI Pipe	217	LF	\$160.45	\$34,817.65	\$105.00	\$22,785.00	\$140.00	\$30,380.00
P.3	16" Restrained Joint Pipe	821	LF	\$138.00	\$113,298.00	\$120.00	\$98,520.00	\$150.00	\$123,150.00
P.4	6" DI Pipe Fire Hydrant Lead	59	LF	\$50.00	\$2,950.00	\$260.00	\$15,340.00	\$70.00	\$4,130.00
P.5	Fire Hydrants	10	EA	\$4,200.00	\$42,000.00	\$7,100.00	\$71,000.00	\$4,500.00	\$45,000.00
P.6	Relocate Existing Fire Hydrants	1	EA	\$3,500.00	\$3,500.00	\$10,350.00	\$10,350.00	\$3,300.00	\$3,300.00
P.7	Pressure Reducing/Sustaining Valve & Vault Assembly	1	LS	\$28,500.00	\$28,500.00	\$27,800.00	\$27,800.00	\$17,500.00	\$17,500.00
P.8	Fittings	6.6	TON	\$14,575.00	\$96,195.00	\$1.00	\$6.60	\$7,300.00	\$48,180.00
P.9	18" AWWA C504 Butterfly Valve	8	EA	\$4,873.00	\$38,984.00	\$12,860.00	\$102,880.00	\$6,200.00	\$49,600.00
P.10	12" AWWA C515 Gate Valve	1	EA	\$3,200.00	\$3,200.00	\$6,500.00	\$6,500.00	\$4,000.00	\$4,000.00
P.11	6" AWWA C515 Gate Valve	10	EA	\$980.00	\$9,800.00	\$5,400.00	\$54,000.00	\$2,900.00	\$29,000.00
P.12	18" Water Main Connection	1	EA	\$3,500.00	\$3,500.00	\$10,300.00	\$10,300.00	\$3,600.00	\$3,600.00
P.13	12" Water Main Connection	1	EA	\$3,200.00	\$3,200.00	\$13,300.00	\$13,300.00	\$2,600.00	\$2,600.00
P.14	Asphalt Street Repair	29	LF	\$20.00	\$580.00	\$100.00	\$2,900.00	\$90.00	\$2,610.00
P.15	Seeding	5,890	LF	\$4.14	\$24,384.60	\$2.60	\$15,314.00	\$1.00	\$5,890.00
P.16	OSHA	5,919	LF	\$1.50	\$8,878.50	\$24.00	\$142,056.00	\$5.00	\$29,595.00
P.17	Pollution Prevention Plan	1	LS	\$10,500.00	\$10,500.00	\$17,500.00	\$17,500.00	\$15,000.00	\$15,000.00
P.18	Performance/Payment Bonds	1	LS	\$42,475.75	\$42,475.75	\$10,500.00	\$10,500.00	\$15,000.00	\$15,000.00
P.19	Mobilization/De-mobilization	1	LS	\$17,839.75	\$17,839.75	\$40,000.00	\$40,000.00	\$100,000.00	\$100,000.00
<b>TOTAL PROJECT BID</b>					<b>\$976,898.57</b>		<b>\$1,027,846.60</b>		<b>\$1,121,050.00</b>

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City of Lockhart  
 SH 130 18" Water Main, Phase II  
 Bid Tabulation  
 May 30, 2019 - 9:00 AM



				Persons Service Corp 6435 Storey Drive Humble, Texas 77396		Gonzalez-De La Garza & Associates, LLC 4800 Fredericksburg Road, Suite 200SL San Antonio, Texas 78229	
Item	Item Description	Qty.	Unit	Unit Price	Total	Unit Price	Total
P.1	18" PVC Pipe	5,643	LF	\$140.00	\$790,020.00	\$107.10	\$604,365.30
P.2	18" DI Pipe	217	LF	\$95.00	\$20,615.00	\$302.40	\$65,620.80
P.3	16" Restrained Joint Pipe	821	LF	\$122.00	\$100,162.00	\$136.08	\$111,721.68
P.4	6" DI Pipe Fire Hydrant Lead	59	LF	\$70.00	\$4,130.00	\$39.06	\$2,304.54
P.5	Fire Hydrants	10	EA	\$4,500.00	\$45,000.00	\$5,694.58	\$56,945.80
P.6	Relocate Existing Fire Hydrants	1	EA	\$2,600.00	\$2,600.00	\$8,820.00	\$8,820.00
P.7	Pressure Reducing/Sustaining Valve & Vault Assembly	1	LS	\$26,000.00	\$26,000.00	\$119,700.00	\$119,700.00
P.8	Fittings	6.6	TON	\$6,000.00	\$39,600.00	\$17,829.30	\$117,673.38
P.9	18" AWWA C504 Butterfly Valve	8	EA	\$10,000.00	\$80,000.00	\$8,520.12	\$68,160.96
P.10	12" AWWA C515 Gate Valve	1	EA	\$3,000.00	\$3,000.00	\$4,860.46	\$4,860.46
P.11	6" AWWA C515 Gate Valve	10	EA	\$1,500.00	\$15,000.00	\$2,100.42	\$21,004.20
P.12	18" Water Main Connection	1	EA	\$3,500.00	\$3,500.00	\$2,520.00	\$2,520.00
P.13	12" Water Main Connection	1	EA	\$3,100.00	\$3,100.00	\$2,520.00	\$2,520.00
P.14	Asphalt Street Repair	29	LF	\$325.00	\$9,425.00	\$44.10	\$1,278.90
P.15	Seeding	5,890	LF	\$6.00	\$35,340.00	\$5.04	\$29,685.60
P.16	OSHA	5,919	LF	\$1.00	\$5,919.00	\$2.52	\$14,915.88
P.17	Pollution Prevention Plan	1	LS	\$5,200.00	\$5,200.00	\$25,200.00	\$25,200.00
P.18	Performance/Payment Bonds	1	LS	\$16,500.00	\$16,500.00	\$47,211.60	\$47,211.60
P.19	Mobilization/De-mobilization	1	LS	\$40,000.00	\$40,000.00	\$49,572.18	\$49,572.18
	<b>TOTAL PROJECT BID</b>				<b>\$1,245,111.00</b>		<b>\$1,354,081.28</b>

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# City of Lockhart, Texas

## Council Agenda Item Briefing Data

**COUNCIL MEETING DATE:** June 18, 2019

**AGENDA ITEM CAPTION:** Discussion and/or action regarding recommendation to award bid to TTE, LLC. of Spicewood Springs, Texas in the amount of \$1,025,000 for the City Line Road Pump Station Project. Appointing the Mayor to sign all contractual documents.

**ORIGINATING DEPARTMENT AND CONTACT:** Public Works-Sean Kelley

**ACTION REQUESTED:**

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

**BACKGROUND/SUMMARY/DISCUSSION:** The City Line Road Pump Station will act as a booster station for the new pressure plane. It will take water from the Maple Street Elevated Water Tank and send it to the new pressure plane and new elevated storage tank to be constructed. This pump station will include two vertical turbine pumps, connecting to the interior of the existing elevated tank, painting of the interior/exterior of the existing tank and the painting of two logos on the tank. Bids were advertised in compliance with State Law for the construction of the City Line Road Pump Station Project. Four (4) bids were received ranging from \$1,118,500 to a high of \$1,432,000. The lowest bid was submitted by TTE, LLC. In the amount of \$1,025,000 for the Base Bid Proposal and Additive Alternates P.A.1, P.A.2 and P.A.4. TTE, LLC. has a commendable reputation of installing and constructing mechanical components for water utilities, along with the capability of having the existing tank painted.

**PROJECT SCHEDULE (if applicable):** 10 Months

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

Funds Required: \$1,025,000

Account Number: 522-5750-911 and 526-5750-911

Funds Available: \$1,025,000

Account Name: 2008 Water Development Fund and 2015 CO-Water

**FISCAL NOTE (if applicable):**

Previous Council Action:

**COMMITTEE/BOARD/COMMISSION ACTION:**

**STAFF RECOMMENDATION/REQUESTED MOTION:** Staff respectfully recommends approval of the bid award to TTE, LLC. in the amount of \$1,025,000.

**LIST OF SUPPORTING DOCUMENTS:** Bid Notice, Bid Tab, Engineer's Letter of Recommendation,

Department Head initials:

City Manager's Review:

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## **ADVERTISEMENT FOR BIDS**

Sealed proposals addressed to the Mayor and City Council of the City of Lockhart will be received at the Lockhart City Hall, 308 West San Antonio, Lockhart, Texas 78644, until **11:00 A.M., May 30, 2019** for the **City Line Road Pump Station** at which time and place will be publicly opened and read aloud. Any bid received after closing time will be returned unopened.

**The project consists of installation of a pump station including two (2) vertical turbine pumps, valves, piping, connection to existing elevated tank; interior and exterior tank repainting; electrical and all necessary appurtenances.**

Bidders shall submit with their bids a Cashier's Check in the amount of five percent (5%) of the maximum total bid, payable to the City of Lockhart, Texas without recourse, or a Proposal Bond in the same amount from an approved Surety Company as a guarantee that Bidder will enter into a contract and execute performance and payment bonds on the forms provided, within ten (10) days after the award of Contract. Bids without check or Proposal Bond will not be considered.

The successful Bidder must furnish Performance and Payments Bonds each in the amount of 100% of the contract price from an approved Surety Company holding a permit from the State of Texas to act as Surety and acceptable according to the latest list of companies holding certificates of authority from the Secretary of Treasury of the United States, or other Surety or Sureties acceptable to the Owner.

Plans and specifications may be examined without charge at Lockhart City Hall. Bid Documents and Construction Drawings for the project may be viewed and downloaded free of charge (with the option to purchase hard copies) at [www.civcastusa.com](http://www.civcastusa.com). Bidders must register on this website in order to view and/or download specifications, plans and other related documents for this project. Printed copies of the specifications and drawings may also be viewed at the Engineer's office, TRC Engineers, Inc., 505 East Huntland Drive, Suite 250, Austin, Texas 78752, (512) 454-8716.

Please submit questions for this project five (5) days prior to bid opening through [www.civcastusa.com](http://www.civcastusa.com) in the Q&A portal. All addenda issued for this project will be posted on [www.civcastusa.com](http://www.civcastusa.com). It is the responsibility of the Contractor bidding to use proper scaling, paper size, etc., for bid quantities. Failure to do so may result in error in the Unit Bid Quantities and/or Bid Amounts.

The City Council of the City of Lockhart reserves the right to reject any or all bids and to waive formalities. No bid may be withdrawn within ninety (90) days after the date on which bids are received.

**CITY OF LOCKHART, TEXAS  
LEW WHITE, MAYOR**



T.B.P.E. #F-8632

505 East Huntland Drive  
Suite 250  
Austin, TX 78752

512.454.8716 PHONE  
512.454.2433 FAX

www.TRCsolutions.com

June 12, 2019

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

**RE: City Line Road Pump Station  
Bid Award Consideration**

Dear Mr. Lewis:

The bid opening for the above referenced project was held on May 30, 2019. A total of four (4) sealed bids were received. The total bids range from a low of \$1,118,500.00 to a high of \$1,432,000.00 as shown on the attached bid tabulation. The project consists of the installation a two vertical turbine pump station and the option to repaint the interior and exterior of the existing Maple Street Elevated Tank.

TRC is currently working with the low bidder, TTE, LLC on a similar utility project. TRC has also conducted reference checks and found that TTE has satisfactorily completed of similar projects.

It is recommended that TTE, LLC be awarded the construction project for the Base Bid Proposal and Additive Alternates P.A.1, P.A.2, and P.A.4 in the amount of \$1,025,000.00 for the City Line Road Pump Station Project. The contractor has provided a bid bond and will be required to furnish a Performance Bond and Payment Bond to the City.

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

Sincerely,

Jeff Dahm, P.E.  
Project Engineer

Enclosures Bid Tab



City of Lockhart  
City Line Road Pump Station  
Bid Tabulation  
May 30, 2019 - 11:00 AM



				TTE, LLC P.O. Box 631 Spicewood, Texas 78669		Keystone Construction 7100 Old Bee Caves Road Austin, Texas 78735	
Item	Item Description	Qty.	Unit	Unit Price	Total	Unit Price	Total
<b>BASE BID</b>							
P.1	Booster Station	1	LS	\$572,000.00	\$572,000.00	\$626,500.00	\$626,500.00
P.2	Maple Street Elevated Tank	1	LS	\$145,000.00	\$145,000.00	\$138,000.00	\$138,000.00
P.3	OSHA	110	LF	\$9.09	\$1,000.00	\$5.00	\$550.00
P.4	Pollution Prevention Plan	1	LS	\$2,000.00	\$2,000.00	\$8,000.00	\$8,000.00
P.5	Performance/Payment Bonds	1	LS	\$15,000.00	\$15,000.00	\$14,000.00	\$14,000.00
P.6	Mobilization/De-mobilization	1	LS	\$25,000.00	\$25,000.00	\$35,000.00	\$35,000.00
<b>TOTAL BASE BID</b>					<b>\$760,000.00</b>		<b>\$822,050.00</b>
<b>ALTERNATE BID</b>							
P.A.1	Abrasive Blast/Spot Repair/Paint Interior Tank	1	LS	\$149,000.00	\$149,000.00	\$140,000.00	\$140,000.00
P.A.2	Pressure Wash/Spot Repair/Paint Exterior	1	LS	\$108,000.00	\$108,000.00	\$103,000.00	\$103,000.00
P.A.3	Shroud	1	LS	\$93,500.00	\$93,500.00	\$89,000.00	\$89,000.00
P.A.4	Rectangular Concrete Encasement	1	LS	\$8,000.00	\$8,000.00	\$4,000.00	\$4,000.00
<b>TOTAL ALTERNATE BID</b>					<b>\$358,500.00</b>		<b>\$336,000.00</b>
<b>TOTAL PROJECT (BASE + ALTERNATE) BID</b>					<b>\$1,118,500.00</b>		<b>\$1,158,050.00</b>

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City of Lockhart  
City Line Road Pump Station  
Bid Tabulation  
May 30, 2019 - 11:00 AM



Black Castle General Contractor 2115 Stephens Place Suite 210 New Braunfels, Texas 78130	Excel Construction Services, LLC 1202 Leander Drive Leander, Texas 78641
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Item	Item Description	Qty.	Unit	Unit Price	Total	Unit Price	Total
<b>BASE BID</b>							
P.1	Booster Station	1	LS	\$711,200.00	\$711,200.00	\$911,750.00	\$911,750.00
P.2	Maple Street Elevated Tank	1	LS	\$125,000.00	\$125,000.00	\$160,000.00	\$160,000.00
P.3	OSHA	110	LF	\$11.00	\$1,210.00	\$25.00	\$2,750.00
P.4	Pollution Prevention Plan	1	LS	\$4,700.00	\$4,700.00	\$2,500.00	\$2,500.00
P.5	Performance/Payment Bonds	1	LS	\$18,000.00	\$18,000.00	\$20,000.00	\$20,000.00
P.6	Mobilization/De-mobilization	1	LS	\$43,200.00	\$43,200.00	\$50,000.00	\$50,000.00
	<b>TOTAL BASE BID</b>				<b>\$903,310.00</b>		<b>\$1,147,000.00</b>
<b>ADDITONAL ALTERNATE</b>							
P.A.1	Abrasive Blast/Spot Repair/Paint Interior Tank	1	LS	\$121,000.00	\$121,000.00	\$80,000.00	\$80,000.00
P.A.2	Pressure Wash/Spot Repair/Paint Exterior	1	LS	\$88,000.00	\$88,000.00	\$125,000.00	\$125,000.00
P.A.3	Shroud	1	LS	\$75,000.00	\$75,000.00	\$55,000.00	\$55,000.00
P.A.4	Rectangular Concrete Encasement	1	LS	\$5,000.00	\$5,000.00	\$25,000.00	\$25,000.00
	<b>TOTAL ALTERNATE BID</b>				<b>\$289,000.00</b>		<b>\$285,000.00</b>
	<b>TOTAL PROJECT (BASE + ALTERNATE) BID</b>				<b>\$1,192,310.00</b>		<b>\$1,432,000.00</b>

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# City of Lockhart, Texas

## Council Agenda Item Briefing Data

**COUNCIL MEETING DATE:** June 18, 2019

**AGENDA ITEM CAPTION:**

Discussion and/or action to consider Resolution 2019-13 amending its schedule of residential building permit fees in order to comply with new State Legislation; keeping all other listed fees in the schedule the same as previously adopted.

**ORIGINATING DEPARTMENT AND CONTACT:** Shane Mondin, Building Official

**ACTION REQUESTED:**

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

**BACKGROUND/SUMMARY/DISCUSSION:**

In 2019, the Texas Legislature enacted House Bill 852, which prohibits a municipality from determining the amount of building permit or inspection fees in connection with construction of a residential dwelling based on the value of the dwelling or the cost of its construction or improvement. Resolution 2019-13 establishes new building permit fees for residential projects. Electric, mechanical and plumbing permit fees will remain the same because they are a flat rate.

The residential building permit fee was calculated by averaging the cost per square foot for 14 homes. The average cost per square foot was 34.62 cents thus resulting in the recommended permit fee of 35 cents per square foot. The 35 cents per square foot is not an increase in revenue; it is revenue neutral. This change is to bring the City into compliance with the new State law/HB 852.

The budgeted revenue for building permits in FY 2019-2020 is \$155,765.

The flat rate for the demolition fee was adopted several years ago. It appears that when the re-inspection fees were changed in 2014, an old fee schedule was used for the exhibit and the incorrect demolition fee was included. This Resolution will correct the oversight and affirm the City's current permit fee for demolition.

**PROJECT SCHEDULE (if applicable):** N/A

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

Funds Required: N/A  
Account Number: N/A  
Funds Available: N/A  
Account Name: N/A

**FISCAL NOTE (if applicable):** Previous Council Action: None.

**COMMITTEE/BOARD/COMMISSION ACTION:** None.

**STAFF RECOMMENDATION/REQUESTED MOTION:**

Staff recommends approval of Resolution 2019-13, as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Resolution 2019-13 and HB 852.

Department Head initials:



City Manager's Review:

\_\_\_\_\_

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**RESOLUTION NO. 2019-13**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS AMENDING ITS SCHEDULE OF PERMIT FEES IN ORDER TO COMPLY WITH NEW STATE LEGISLATION; KEEPING ALL OTHER LISTED FEES IN THE SCHEDULE THE SAME AS PREVIOUSLY ADOPTED; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, by Resolution No. 2014-08, the City Council of Lockhart established a schedule of permit fees, increased and expanded certain fees, and retained other listed fees in the schedule the same as previously adopted by resolution; and

**WHEREAS**, in the regular session of the 86<sup>th</sup> Legislature, in 2019, the Texas Legislature enacted House Bill 852, which prohibits a municipality from determining the amount of building permit or inspection fees in connection with construction of a residential dwelling based on the value of the dwelling or the cost of its construction or improvement; and

**WHEREAS**, in order to comply with H.B. 852, it is necessary to amend certain provisions of the City's schedule of permit fees; and

**WHEREAS**, it is the opinion of the City Council that it is appropriate to ratify and affirm the City's current permit fee for demolition.

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

1. The foregoing recitals are adopted and incorporated herein for all purposes.
2. The City of Lockhart Schedule of Permit Fees is hereby amended by the adoption of the revised schedule of fees that is attached hereto as Exhibit "A."
3. All other fees heretofore adopted and not amended herein shall remain the same.

**Adopted and Approved**, effective on this the \_\_\_\_ day of \_\_\_\_\_, 2019.

**CITY OF LOCKHART**

\_\_\_\_\_  
Lew White, Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Connie Constancio, City Secretary

\_\_\_\_\_  
Monte Akers, City Attorney

**CITY OF LOCKHART  
SCHEDULE OF PERMIT FEES  
Resolution No. 2019-13**

**Non-Residential Fees**

TOTAL VALUATION	FEE
\$1,000.00 and less	No fee, unless inspection required, in which case a \$15.00 fee for each inspection shall be charged.
\$1,001.00 to \$50,000.00	\$15.00 for the first \$1,000.000 plus \$5.00 for each additional thousand or fraction thereof, to and including \$50,000.00.
\$50,001.00 to \$100,000.00	\$260.00 for the first \$50,000.00 plus \$4.00 for each additional thousand or fraction thereof, to and including \$100,000.00.
\$100,001.00 to \$500,000.00	\$460.00 for the first \$100,000.00 plus \$3.00 for each additional thousand or fraction thereof, to and including \$500,000.00.
\$500,001.00 and up	\$1,660.00 for the first \$500,000.00 plus \$2.00 for each additional thousand or fraction thereof.

**Residential Fees**

Residential dwellings, new construction: Thirty-five cents (35¢) per square foot.

Residential dwellings, improvements, room additions, garages, and carports: Twenty-five cents (25¢) per square foot, minimum of Twenty-five dollars (\$25.00)

Driveways, storage buildings, swimming pools, and reroofing: Twenty-five dollars (\$25.00) flat fee

**Re-Inspection Fees**

\$45.00 for each residential re-inspection and \$65.00 for each non-residential re-inspection. Re-inspection includes Construction, Plumbing & Gas, Mechanical, and Electrical Inspections or any other required inspections.

**Permit Renewal Fees**

\$10.00 for each successive full six (6) month renewal period, up to a maximum of two (2) renewals.

**Moving Fee**

For the moving of any building or structure, the fee shall be \$100.00.

**Demolition Fee**

For the demolition of any building or structures, the fee shall be: \$15.00.

**Penalties**

Where work for which a permit is required by this Code is started or proceeded prior to obtaining said permit, the fees herein specified shall be doubled, but the payment of such double fee shall not relieve any persons from fully complying with the requirements of this Code in the execution of the work nor from any other penalties prescribed herein.

**Plan Checking Fees**

When a plan is required to be submitted, a plan checking fee shall be paid to the Building Official at the time of submitting plans and specifications for checking. Said plan checking fee shall be equal to one-half of the building permit fee. Such plan checking fee is in addition to the building permit fee.

1 AN ACT  
2 relating to information a municipality may consider in determining  
3 the amount of certain building permit and inspection fees.

4 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF TEXAS:

5 SECTION 1. Subchapter Z, Chapter 214, Local Government  
6 Code, is amended by adding Section 214.907 to read as follows:

7 Sec. 214.907. PROHIBITION ON CERTAIN VALUE-BASED BUILDING  
8 PERMIT AND INSPECTION FEES. (a) In determining the amount of a  
9 building permit or inspection fee required in connection with the  
10 construction or improvement of a residential dwelling, a  
11 municipality may not consider:

12 (1) the value of the dwelling; or

13 (2) the cost of constructing or improving the  
14 dwelling.

15 (b) A municipality may not require the disclosure of  
16 information related to the value of or cost of constructing or  
17 improving a residential dwelling as a condition of obtaining a  
18 building permit except as required by the Federal Emergency  
19 Management Agency for participation in the National Flood Insurance  
20 Program.

21 SECTION 2. Section 214.907(a), Local Government Code, as  
22 added by this Act, applies only to a building permit or inspection  
23 fee assessed by a municipality on or after the effective date of  
24 this Act in connection with the construction or improvement of a

1 residential dwelling.

2           SECTION 3. This Act takes effect immediately if it receives  
3 a vote of two-thirds of all the members elected to each house, as  
4 provided by Section 39, Article III, Texas Constitution. If this  
5 Act does not receive the vote necessary for immediate effect, this  
6 Act takes effect September 1, 2019.

H.B. No. 852

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President of the Senate

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Speaker of the House

I certify that H.B. No. 852 was passed by the House on April 16, 2019, by the following vote: Yeas 126, Nays 9, 2 present, not voting.

---

Chief Clerk of the House

I certify that H.B. No. 852 was passed by the Senate on May 8, 2019, by the following vote: Yeas 29, Nays 2.

---

Secretary of the Senate

APPROVED: \_\_\_\_\_

Date

---

Governor



# City of Lockhart, Texas

## Council Agenda Item Briefing Data

**COUNCIL MEETING DATE:** June 18, 2019

**AGENDA ITEM CAPTION:**

Discussion with Caldwell County District Attorney, Fred Weber, and possible discussion and/or action regarding regulating game rooms in Caldwell County.

**ORIGINATING DEPARTMENT AND CONTACT:** Steve Lewis, City Manager

**ACTION REQUESTED:**

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

**BACKGROUND/SUMMARY/DISCUSSION:**

District Attorney, Fred Weber, requests that the City consider adopting an Ordinance regulating game rooms in the City of Lockhart.

**PROJECT SCHEDULE (if applicable):** N/A

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

Funds Required: N/A  
Account Number: N/A  
Funds Available: N/A  
Account Name: N/A

**FISCAL NOTE (if applicable):**

Previous Council Action: None.

**COMMITTEE/BOARD/COMMISSION ACTION:** None.

**STAFF RECOMMENDATION/REQUESTED MOTION:**

Staff seeks direction from Council.

**LIST OF SUPPORTING DOCUMENTS:** None.

Department Head initials:

\_\_\_\_\_

City Manager's Review:

\_\_\_\_\_

# City of Lockhart, Texas

## Council Agenda Item Briefing Data

**COUNCIL MEETING DATE:** June 18, 2019

**AGENDA ITEM CAPTION:**

Continue discussion and receive update regarding a Resolution pertaining to the proposed Kinder Morgan gas pipeline. [TABLED MAY 21, 2019]

**ORIGINATING DEPARTMENT AND CONTACT:** Steve Lewis, City Manager

**ACTION REQUESTED:**

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

**BACKGROUND/SUMMARY/DISCUSSION:**

During the May 21, 2019 meeting, the Council voted to table consideration of Resolution 2019-12 until the second meeting in June to allow time for Caldwell County to announce their position on the proposed Kinder Morgan gas pipeline. Staff seeks direction from the Council.

**PROJECT SCHEDULE (if applicable):** None.

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

Funds Required: None  
Account Number: None  
Funds Available: None  
Account Name: None

**FISCAL NOTE (if applicable):**

**Previous Council Action:**

May 21, 2019 – vote to table until June 18, 2019 to allow Caldwell County to announce their position.

June 4, 2019 – no discussion because Caldwell County had not announced their position on the pipeline.

**COMMITTEE/BOARD/COMMISSION ACTION:** None.

**STAFF RECOMMENDATION/REQUESTED MOTION:**

Staff seeks direction from the Council.

**LIST OF SUPPORTING DOCUMENTS:**

Resolution 2019-12, May 21, 2019 and June 4, 2019 agenda cover sheets.

Department Head initials:

\_\_\_\_\_

City Manager's Review:

\_\_\_\_\_

# City of Lockhart, Texas

## Council Agenda Item Briefing Data

HISTORY

**COUNCIL MEETING DATE:** June 4, 2019

**AGENDA ITEM CAPTION:** Discussion and/or action regarding a Resolution regarding the proposed Kinder Morgan gas pipeline.

**ORIGINATING DEPARTMENT AND CONTACT:** Steve Lewis, City Manager

**ACTION REQUESTED:**

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

**BACKGROUND/SUMMARY/DISCUSSION:**

During the May 21, 2019 meeting, the Council voted to table consideration of Resolution 2019-12 until the second meeting in June to allow time for Caldwell County to announce their position on the proposed Kinder Morgan gas pipeline. Staff seeks direction about revisions to amendments to the Resolution. Staff seeks any additional direction concerning the resolution to be considered on June 18,

**PROJECT SCHEDULE (if applicable):** None.

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

Funds Required: N/A  
Account Number: N/A  
Funds Available: N/A  
Account Name: N/A

**FISCAL NOTE (if applicable):**

**Previous Council Action:** On May 21, 2019, Council voted to table Resolution 2019-12 to be considered during the June 18, 2019 Council meeting.

**COMMITTEE/BOARD/COMMISSION ACTION:** None.

**STAFF RECOMMENDATION/REQUESTED MOTION:**

Staff seeks direction from Council.

**LIST OF SUPPORTING DOCUMENTS:**

Council packet material of May 21, 2019 meeting (includes Resolution 2019-12).

Department Head initials:

City Manager's Review:

\_\_\_\_\_

\_\_\_\_\_

**City of Lockhart, Texas**

HISTORY

**Council Agenda Item  
Briefing Data**

**COUNCIL MEETING DATE:** May 21, 2019

**AGENDA ITEM CAPTION:**

Discussion and/or action to consider Resolution 2019-12 regarding the routing of the proposed Permian Highway Pipeline (PHP) within Caldwell County and the Extraterritorial Jurisdiction of the City of Lockhart; recognizing the important role of such pipelines and the legal authority of the sponsor of the PHP; expressing concerns about public safety, landowner rights, Local Government involvement and other issues; requesting that Kinder Morgan, Exxon Mobil and Eagleclaw Midstream Ventures implement measures to protect the public, landowner rights, and to increase the involvement of Local Governments, and expressing support for Legislative and State Agency action to address these and similar issues.

**ORIGINATING DEPARTMENT AND CONTACT:** Steve Lewis, City Manager

**ACTION REQUESTED:**

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

**BACKGROUND/SUMMARY/DISCUSSION:**

The Resolution regarding the proposed Kinder Morgan Pipeline is a result of the Council's request to consider the City of Lockhart's position in regards to assuring public safety for residents of the community.

**PROJECT SCHEDULE (if applicable):** None.

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

Funds Required: None  
 Account Number: None  
 Funds Available: None  
 Account Name: None

**FISCAL NOTE (if applicable):**

Previous Council Action: None.

**COMMITTEE/BOARD/COMMISSION ACTION:** None.

**STAFF RECOMMENDATION/REQUESTED MOTION:**

Staff seeks direction from the Council.


**LIST OF SUPPORTING DOCUMENTS:**

Resolution 2019-12

Department Head initials:

\_\_\_\_\_

City Manager's Review:

  
\_\_\_\_\_

**RESOLUTION NO. 2019-12**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOCKHART REGARDING THE ROUTING OF THE PROPOSED PERMIAN HIGHWAY PIPELINE (PHP) WITHIN CALDWELL COUNTY AND THE EXTRATERRITORIAL JURISDICTION OF THE CITY OF LOCKHART; RECOGNIZING THE IMPORTANT ROLE OF SUCH PIPELINES AND THE LEGAL AUTHORITY OF THE SPONSORS OF THE PHP; EXPRESSING CONCERNS ABOUT PUBLIC SAFETY, LANDOWNER RIGHTS, LOCAL GOVERNMENT INVOLVEMENT AND OTHER ISSUES; REQUESTING THAT KINDER MORGAN, EXXON MOBIL AND EAGLECLAW MIDSTREAM VENTURES IMPLEMENT MEASURES TO PROTECT THE PUBLIC, LANDOWNER RIGHTS, AND TO INCREASE THE INVOLVEMENT OF LOCAL GOVERNMENTS; AND EXPRESSING SUPPORT FOR LEGISLATIVE AND STATE AGENCY ACTION TO ADDRESS THESE AND SIMILAR ISSUES**

**WHEREAS**, Kinder Morgan and Exxon Mobil, in partnership with EagleClaw Midstream Ventures, have initiated the process of routing a 42-inch buried natural gas pipeline, known as the Permian Highway Pipeline ("PHP") from Coynosa, Texas to Sheridan, Texas, which **will** traverse the properties of multiple landowners, requiring a permanent easement of fifty (50) feet, a part of which will pass through Caldwell County and the extraterritorial jurisdiction of the City of Lockhart and

**WHEREAS**, more than 2.5 million miles of pipelines exist across the United States that perform the important function of transporting hazardous liquids, natural gas and petroleum throughout all 50 states; and

**WHEREAS**, the City Council recognizes that Kinder Morgan and its associate sponsors of the PHS is operating legally under current law and has the power of eminent domain; and

**WHEREAS**, the City Council recognizes the vital functions performed by pipelines and the many benefits that they provide to the City, Caldwell County; the State and the nation; and

**WHEREAS**, the City Council also recognizes, as reported by the media, that natural gas pipelines sometimes "fail, causing horrific disasters that destroy the environment and cause injuries or even deaths to oil workers and residents;" and

**WHEREAS**, citizens of Lockhart and Caldwell County have expressed concerns about safety in rural settings from such pipelines and potential accidents due to digging and trenching; and

**WHEREAS**, the City Council of Lockhart acknowledges that numerous bills were introduced during the 2019 regular session of the Texas Legislature that addressed both pipeline safety issues, the rights of property owners, funding for safety and cleanup, and other issues relevant to gas pipelines, none of which have been enacted as of the date of this resolution; and

**WHEREAS**, the City Council is of the opinion that legislative or state agency action may be needed to ensure greater public safety in connection with gas pipelines, greater protection of the rights of landowners, increased involvement of local governments with jurisdiction over areas in which such pipelines are proposed for location; and protection of the environments from the detrimental or potentially detrimental impacts of such pipelines; and

**WHEREAS**, the City Council urges Kinder Morgan, Exxon Mobil, and EagleClaw Midstream Ventures to take steps to address the concerns of the citizens of Lockhart and Caldwell County and, in particular, to initiate additional measures designed to provide greater safety to the public, including significant buffer zones between the PHP and existing residences, businesses, schools, churches, hospitals, public parks, and other places where people congregate wherever possible, and to implement of construction and maintenance measures available in the industry that are designed to decrease the possibility of explosions or other failures and to provide maximum protection of the public in the event of such explosion or other failure;

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

1. The foregoing recitals are adopted and incorporated herein for all purposes.
2. The Texas State Legislature, the Texas Railroad Commission, the Governor and any other political subdivision of the state with jurisdiction or authority over gas pipelines in the state are urged to create and enact better regulatory processes for oil and gas pipeline routing that will enable impacted landowners and local governmental entities to have a greater voice in the approval process.
3. The Texas State Legislature, the Texas Railroad Commission, the Governor and any other political subdivision of the state with jurisdiction or authority over gas pipelines in the state are urged to create and enact better regulatory processes for oil and gas pipeline routing, construction, and maintenance that will provide greater public safety and reduced threat of damage to property during construction and in the event of an explosion or other failure of such a pipeline or its facilities.

4. In particular, whenever possible, neither the PHP nor any other natural gas, hazardous liquids, or petroleum product pipeline should be constructed within 1000 feet of any existing residence, business, school, church, hospital, public park, or other place where people commonly congregate.
5. In the event that it is not reasonably possible, for reasons other than finances and profit, for the owner, operator, or other party responsible for construction of the PHP or any other natural gas, hazardous liquids, or petroleum product pipeline to not construct the same within 1000 feet of any existing residence, business, school, church, hospital, public park, or other places where people congregate, then effective and extraordinary measures should be taken by such party to provide greater public safety and reduced threat of damage to property in the event of an explosion or other failure of such a pipeline or its facilities, including but not limited to: (a) burial of such pipeline at least six feet beneath the surface of the ground; (b) encasement of the pipeline within a concrete, steel, or other sleeve or conduit designed to prevent or minimize damage and injury in the event of such explosion or failure; and (c) study, identification, and implementation of technology and advancements in the industry that will detect and prevent explosions or other failures and which will protect and enhance effective public safety measures.

**RESOLVED AND ADOPTED ON THIS, THE \_\_\_\_ DAY OF \_\_\_\_\_, 2019.**

**CITY OF LOCKHART**

\_\_\_\_\_  
Lew White, Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Connie Constancio, City Secretary

\_\_\_\_\_  
Monte Akers, City Attorney

**LIST OF BOARD/COMMISSION VACANCIES**

Updated: June 7, 2019

<b>Board Name</b>	<b>Reappointments/Vacancies</b>	<b>Council member</b>
Board of Adjustment	Nic Irwin moved to Lockhart Economic Development Corp.	Any Councilmember
Electric Board	Thomas Herrera resigned 3-7-2019	Councilmember Mendoza
Planning & Zoning Commission	Marcos Villalobos resigned 4-29-2019	Councilmember Mendoza

**APPLICATIONS RECEIVED TO BE ON A BOARD/COMMISSION**

<b>APPLICANT</b>	<b>BOARD REQUESTED</b>	<b>DATE RECEIVED</b>	<b>RESIDENCE DISTRICT</b>
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.

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<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><b>NOTES: AIRPORT ADVISORY BOARD</b></p>	<p><b>Sec. 4-26. Membership; appointments.</b> 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><b>Sec. 4-28. Eligibility for board membership.</b> 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><b>Sec. 4-32. Limitations of authority.</b> 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><b>NOTES: CONSTRUCTIO N BOARD APPOINTMENTS</b></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><b>NOTES: ELECTRIC BOARD APPOINTMENTS</b></p>	<p><b>Sec. 12-132. Members.</b> (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><b>Sec. 12-133. Officers and quorum.</b> 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><b>NOTES: HISTORIC PRESERVATION COMMISSION</b></p>	<p><b>Sec. 28-3. Historical preservation commission.</b> (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><b>NOTES: PARKS ADVISORY BOARD</b></p>	<p><b>Sec. 40-133. Members.</b> (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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<p><b>NOTES:</b> Lockhart Economic Dev Corp</p>	<p><b>LEDC Bylaws – Article II. Board of Directors</b>  <b>Section 1. Powers, Number and Term of Office</b>                  a. The property and affairs of the Corporation shall be managed and controlled by a Board of Directors (The "Board") under the guidance and direction of the Lockhart City Council and, subject to the restrictions imposed by law, by the Articles of Incorporation, and by these Bylaws the Board shall exercise all of the powers of the Corporation.                  b. The Board shall consist of seven directors, each of whom shall be appointed by the City Council of the City. Each director shall occupy a place (individually the "Place" and collectively, the "Places") as designated herein. Places 1-4 are designated for Councilmember Directors from Councilmember Districts 1 through 4 respectively. In the event that a particular Councilmember from said District is unable or unwilling to serve in the capacity as a Director, that Councilmember shall have the right to nominate a non-councilmember for approval and appointment. Places 5-7 are designated for Citizen Member Directors.                  c. The directors constituting the first Board shall be those directors named in the Articles of Incorporation. Successor directors shall have the qualifications, shall be of the classes of directors, and shall be appointed to the terms set forth in the Articles of Incorporation.                  d. Any director may be removed from office by the City Council at will.</p>
<p><b>NOTES:</b> ORDINANCE RE: ALL BOARD, COMMISSION APPOINTMENTS</p>	<p><b>Sec. 2-209. - Rules for appointment.</b>                  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.  <b>Section 2-210. Method of selection; number of members; terms.</b>                  (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.  <b>Sec. 2-212. Removal and resignation of members.</b>                  (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.</p>

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<p><b>NOTES: PARKS MASTER PLAN STEERING COMMITTEE (Est. 09/05/2017)</b></p>	<p>Committee to have 8-10 members as follows:</p> <ul style="list-style-type: none"> <li>• Councilmembers</li> <li>• City staff</li> <li>• Two Parks Advisory Board members</li> <li>• Business owners</li> <li>• Civic Organization members</li> </ul> <p>Committee will assist Burditt Consultants to perform tasks outlined in the Parks Master Plan.</p>
<p><b>NOTES: AD-HOC COMMITTEE – ST. PAUL UNITED CHURCH OF CHRIST PROPERTY (Est. 09/05/2017)</b></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><b>WAYFINDING SIGNAGE AND COMMUNITY BRANDING AD-HOC (Est. 01/02/2018)</b></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> <p>NOTE: First Branding and Wayfinding Committee disbanded/dissolved on December 18, 2018.</p> <p>UPDATE: Second Branding and Wayfinding Committee appointed on March 5, 2019.</p>

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**COUNCILMEMBER BOARD/COMMISSION APPOINTMENTS**

<b>Councilmember</b>	<b>Board/Commission</b>	<b>Appointee</b>	<b>Date Appointed</b>
Mayor – Lew White	Airport Board	John Hinnekamp	12/19/17
	Board of Adjustment	Mike Annas	12/19/17
	Construction Board	Raymond DeLeon	06/04/19
	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		VACANT- Herrera resigned 3-7-19	
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		VACANT-(Villalobos resigned 4-29-19)	
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	Quartermetra Hughes	06/04/19
	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 03/07/17

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**COUNCILMEMBER BOARD/COMMISSION APPOINTMENTS**

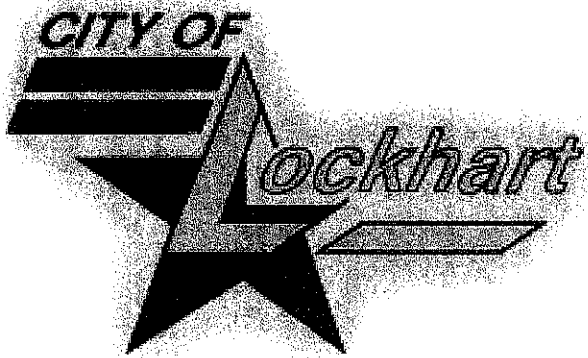
At-Large - Brad Westmoreland	Airport Board Board of Adjustment Construction Board (Alternate) Eco Dev. Revolving Loan Eco Dev. Corp. ½ Cent Sales Tax Historical Preservation Library Board Parks and Recreation Planning & Zoning	Jayson "Tex" Cordova Severo Castillo Gary Shafer Edward Strayer Frank Estrada 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**

	<p>Church Property Ad-hoc Committee (7 members)</p>	<p>Amelia Smith Jackie Westmoreland Todd Blomerth Andy Govea Terry Black Jane Brown Raymond DeLeon Dyral Thomas</p>	<p>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</p>
	<p>Wayfinding Signage and Community Branding Ad-Hoc Committee (5 members)</p> <p><b>THIS COMMITTEE WAS - RE-ESTABLISHED ON MARCH 5, 2019</b></p>	<p>Roy Watson Ronda Reagan Sally Daniel Rob Ortiz Bobby Herzog</p>	<p>03/05/19 03/05/19 03/05/19 03/05/19 03/05/19 Appointed by Mayor with consensus of Council</p>

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# City of Lockhart

2019-2020 Strategic Priorities

Prepared by:





# City of Lockhart

## Summary

On February 1 & 2, 2019 the City of Lockhart hosted two half-day planning sessions to develop goals and strategies for the next 2 years. Some of these goal areas were internal, whereas others were external. The following is the process used to reach the conclusions for the plan.

The process began with a preliminary phone meeting between the facilitator and Steve Lewis, City Manager, to go over key issues facing the City, understand the programs and projects underway through the community, and to prepare the agenda and format for the planning retreat.

The first portion of the strategic planning process began on Friday, February 1, 2019 with the City Manager and the City of Lockhart Management Team. The facilitator began by asking the Management Team participants what their expectations for discussion for the day were. She then took the team through a SWOT (Strengths, Weaknesses, Opportunities, & Threats) Analysis. The next group exercise was a brainstorm called Start/Stop/Continue that lists the things that need to begin happening, stop happening, and are mission-critical and must continue regardless of circumstances.

The facilitator then guided the Management Team through 2019-2020 goal and strategy development to recommend to the City Council the following day.

On Saturday, February 2, 2019, the City Council and City Manager convened to review, revise, and establish priorities related to the recommendations generated the day before by the Management Team. Prior to the review, the facilitator asked the City Council to list their expectations for discussion for the day.

The following are the results.

## Management Team Expectations for the Day's Discussion Topics

- That City Council will take what we say seriously
- Consider all staff in decisions
- Hear each other's goals
- Live by the plans we create / develop
- That Council develop goals / priorities based on sound data / research
- Focus
- Consider quality of life as over-arching goal
- Discuss business attraction vs. recruitment
- Being prepared for growth
- Facilities improvements
- Facilities maintenance
- How do we give back to those who need extra help?
- Smart land use practices
- Discuss Tourists/Tourism – what is there for kids to do while in town visiting family?

## City Council Expectations for the Day's Discussion Topics

- Capitalize on Tourism
- Discuss Wi-Fi
- Capitalize on BBQ Capital of Texas
- Cleaning up of unsightly properties (residential)
- Work in unity today
- Serve our community
- Focus
- To discuss Economic Development targeting technology jobs
- Industrial Park is full – now what?
- Cleaning up of City properties / facilities
- Actually implement our goals
- Discuss the direction of Economic Development
- Think bigger / think change / embrace change
- Develop our identity
- Attractive gateway signage
- Employee wages
- Technology infrastructure

## SWOT Analysis

The facilitator guided the participants through an analysis of their current Strengths, the current Weaknesses or Challenges they are facing, Opportunities that may come their way in the future, and Threats that are possible to occur in the future. Note that there are no right or wrong answers here and no implication of likelihood. This is simply a brainstorm of the opinions of the participants to get them thinking about goals in the next portion. The Management Team listed their responses first, then the City Council added additional items the following day.

### Strengths

- Historic district
- County seat
- BBQ Capital of Texas
- Location to highways
- Tourism
- Small town (family-oriented)
- Growing – room for more
- Desire to manage growth
- Good development process
- Proximity to Austin
- Comparable housing prices
- Existing capacity of utilities
- Easy mobility
- Economic Development Sales tax
- Clark Library
- Baker Theatre
- Ease of developing land (flat)
- Employees who experience long tenure
- Volunteers
- CTR (Chisholm Trail Roundup) & other local events
- Community support
- Recognizable court house
- Movies / film production (TFC)
- Long-term water planning
- High-level financial planning
- Competitive building / development fees
- “Real” city with well-managed growth
- New energy
- Proximity to large cities / airport
- New residents – new ideas – changing priorities
- Diversity
- First Friday Downtown Event

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## Weaknesses / Challenges

- Incentives – Economic Development lack of use
- Technology – aging equipment and software
- Infrastructure
- Facilities – condition / maintenance
- Competitive salaries within region
- Training opportunities
  - Professional development
  - Budget
- Closed minds – have always done it this way
- Tourism
- Managing growth
- Need for succession planning
- Public perception influencing job applicant pool
- Weak tax base
- Limited in-town post-secondary educational opportunities
- Lack of retail
- Lack of entertainment (kids)
- Limited grocery options
- City-owned property
- College
- Venue / convention center
- Lack of hotels
- Entryways to community
- Not using TIF financing
- Emerging downtown organization
- How to effectively support increasing, ever-growing number of festivals
  - Create packages for vendors and festivals
- No city recreation programs
- In-kind services
- Very limited public transportation services
- Outdated web information
- Poor communication with citizens

## Opportunities

- Expand airport (hangars)
  - Install AWOS (Automated Weather Observing System)
- Improve working conditions of employees
- Proximity to Austin
- Implement first phase of parks master plan
- SH-130 has great properties but not city-owned property
- Undeveloped lots on Square and north / northwest of Square
- Long-tenured elected leadership
- Increase community involvement
- To develop positive relationship with County, School, and organizations
- Quality economic growth
- Franchise recreational or entertainment venues (theaters, bowling, outlets, concerts, water parks)
- Community college campus
- Increased communication needed with ISD for school planning, infrastructure, etc.
- Expand walking / biking opportunities for exercise and community involvement
- Lockhart Springs (natural spring)
- Lockhart State Park transfer to City
- Potential residential development around golf course
- Development within historic district
- School district growth
- Housing growth
- Business growth
- St. Paul Church and other redevelopment opportunities
- Hospital / medical facilities
- Public bathrooms downtown
- Develop Industrial Park
- More involvement with San Marcos Greater Partnership
- Partnership with Austin Chamber
- EDC \$ will go further today than in 2 years (spec buildings, parking)

## Threats

- Economic recession
- Voter turnout
- Government shutdown
- Citizen input
- Natural disaster
- Leadership in government
- Lack of economic development direction
- Competition from other cities
- Lack of resources
- Building maintenance
- Technology – cyber security
- Surging population
- Infrastructure improvement
- Maintaining reputation
- Planning without follow through
- Lack of educated workforce – skilled labor
- Crime
- Lack of workforce – people
- Retention and hiring
- Youth retention
- School quality
- Lack of industry
- Lack of racial unity
- Micro-managing
- Other utilities providers
- Homeless services – transportation
- Types of future growth

## Start/Stop/Continue

The facilitator guided the Management Team through an exercise that challenged them to brainstorm things that the City really needed to begin doing, what they should stop doing that could be a waste of resources, and what must they continue doing, regardless of circumstances. Below are their responses. Note that there are no right or wrong items; these are merely individuals' opinions about the things that should and shouldn't change in Lockhart. Just because one person has a certain opinion on a topic, that does not imply anyone else shared that opinion.

### Start

- Space allocation study
- Renovate City buildings – construct
- Downtown bathrooms
- Improve salaries – salary survey
- Staff development program / policies / procedures
- Consistency in purchasing
  - Revamp purchasing policy
- Replacing capital equipment / vehicles – vehicle fund
- Mandatory single stream recycling
- IT department, in-house City Engineer
- New technology in terms of equipment, network, server, software
- Re-assess who is in charge of downtown redevelopment
  - Name which entity (or entities) funds downtown redevelopment initiatives
  - Name which entity (or entities) manages downtown redevelopment initiatives
- 2020 Comprehensive Master Plan Update that includes a future land use plan and map

## Stop

- In-house utility billing (consider outsourcing)
- Outsourcing IT (consider bringing in-house)
- Repetitive useless paperwork (paperwork/policies must be updated and streamlined)
- Increasing overtime in fire and police (hire more to fix this issue)
- Using outdated equipment
- Hand -picking collections of recycled goods (business pick up)
- Laying asphalt driveway approaches for “free”
- Demolition of condemned houses – stop doing in-house (needs to be outsourced)



## Continue

- Meeting with County, City, School, Chamber, EDC
- Implementing 2020 Plan and Updates
- Attracting businesses – growth
- Providing superior service
- Redeveloping Downtown
- Implement Parks Master Plan
- Being a great place to work
- Public investments along SH-130
- Supporting festivals / movie projects
- Financial planning
- Embracing tourism

**Goal 1: Economic Development / Planning**

<b>Strategies</b>
1. Partner with LISD and local youth organizations to encourage careers in local emergency services (Fire and Police)
2. Reassess who is in charge of managing and funding downtown development and tourism
3. Attract a post-secondary education campus / facility
4. Complete updating our development ordinances
5. Consider development tools to facilitate attraction / recruitment to SH 130 corridor
6. Bring utilities, assist assembling parcels, rezoning tracts along SH 130
a) Shovel ready
b) Pursue prospects
7. Start investing in more property for growth
8. Explore next industrial park
9. HOT (Hotel Occupancy Tax) Funds – revamp structure
10. Economic Development Strategic Plan
11. Robust LEDC website

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**Goal #1 KPIs / Metrics:**

- Did we partner with LISD & other youth organizations to encourage emergency services careers?
- Did we reassess downtown development and tourism initiatives and who leads each?
- Did we initiate efforts to attract a post-secondary educational institution or facility to Lockhart?
- Did we completely update our development ordinances?
- Did we brainstorm development tools for SH-130 development?
- Did we bring utilities and assemble parcels along SH-130?
- Did we develop shovel-ready development sites?
- Did we market those sites to prospective investors?
- Did we develop plans for our next industrial park?
- Did we revamp the way HOT funds are structured?
- Did we develop and implement an Economic Development Strategic Plan?
- Did the Lockhart EDC revamp their website to better attract investment?

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**Goal 2: Quality of Life / Quality of Facilities**

<b>Strategies</b>
1. Invest money to improve the appearance of our town (streets, parks, entry signs)
2. Conduct a Space Study of City Buildings and facilities including City Hall
3. Improve the image of City facilities as needed
4. Update, renovate, and construct City facilities as needed
5. Implement the Parks Master Plan, improving the quality of life for community
6. Conduct a citywide quality of life citizen survey

**Goal #2 KPIs / Metrics:**

\$ amount invested in streets in 2019 and 2020? \$ \_\_\_\_\_

\$ amount invested in parks in 2019 and 2020? \$ \_\_\_\_\_

\$ amount invested in gateway entry signs in 2019 and 2020? \$ \_\_\_\_\_

# of City facilities we improved the appearance of? \_\_\_\_\_

- Which facilities did we improve the image of?
- Did we implement elements of the Parks Master Plan?
- Did we secure quotes on a Space Study of City buildings including City Hall?
- How many City-owned buildings did we renovate or retrofit?
- Did we conduct a citywide quality of life citizen survey?
- Did we address levels of service based on the citizen responses we received?
- Did we address levels of satisfaction based on the citizen responses we received?
- Did we address areas for improvement based on the citizen responses we received?

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**Goal 3: Staffing / Personnel**

<b>Strategies</b>
1. Consider hiring additional personnel (engineer, IT, etc.)
2. Conduct a staffing study that includes evaluating efficiencies and compensations
3. Right size staffing levels city-wide based on study results
3. Consider starting salaries that compete with surrounding communities
4. Be consistent with staff development / policies / purchasing procedures
5. Implement a staff development program (be consistent)
6. Start developing / preparing current staff to take on leadership roles within the organization in the future
7. Bi-lingual staff
8. Customer service / experience excellence training

**Goal #3 KPIs / Metrics:**

# of new positions in 2019 and 2020? \_\_\_\_\_

- Did we perform a staffing efficiency/compensation study?
- Did we right-size our salaries based on that study by the end of 2020?
- Did we develop new consistent policies and procedures regarding professional development of staff?
- Did we develop new consistent policies and procedures regarding purchasing/procurement?
- Did we create and implement a new staff development program to ensure everyone has training opportunities?
- Did we begin grooming current staff for future leadership roles?
- How many staff do we have on a leadership track by the end of 2020?

# of new employees added in 2019 and 2020 who are bilingual? \_\_\_\_\_

- Did we deliver Customer Experience Excellence training to every City employee?

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**Goal 4: Procedures / IT / Software and Hardware**

<b>Strategies</b>
1. Conduct a Technology Assessment that yields specific recommendations
2. Improve technology / create specific strategies to have better IT support based on Assessment results
3. Upgrade all technology-related issues as recommended – desktops, servers, software, equipment, and peripherals
4. Start replacing old equipment
5. Provide superior service by keeping technology up to date and being able to communicate with the public (keep an open line of communication through website)
6. Carefully weigh all the pros and cons of considering bringing IT in-house
7. Upgrade the operating system
8. Streamline technology hardware, software processes within the City, based on Assessment recommendations
9. Upgrade all equipment and software and be trained on specific software to be used to maximum potential
10. Explore implementing downtown Wi-Fi

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**Goal #4 KPIs / Metrics:**

- Did we conduct a Technology Assessment?
- Did we secure top quality technology support across all departments by the end of 2020?
- Did we upgrade our desktop computers?

% of employees who received upgraded computers by the end of 2020 (from 2018 numbers)? \_\_\_\_\_

- Did we upgrade our servers?
- Did we upgrade our computer software, subscriptions, and licenses?
- Did we upgrade our peripherals?
- Did we upgrade our other technology equipment?
- Did we establish an IT policy for updates and replacements that will keep us up-to-date from now through the future?
- Did we carefully weigh all the pros and cons of keeping IT outsourced vs. bringing it in-house?
- Did we upgrade our City operating system?
- Did we streamline our City technology processes?
- Did we secure training for staff to use all new equipment properly and efficiently?
- Did we investigate implementing WiFi throughout Downtown Lockhart?

**Goal 5: Public Safety**

Strategies
1. Provide quality public safety to all citizens of Lockhart
a) Develop a specific Retention Strategy first
b) Develop a specific Hiring Strategy
c) Long-term public safety facility planning
d) Develop an equipment replacement schedule
e) Ensure use of best practices / standards (research best practices, then implement)
f) Evaluate Accreditation opportunities

**Goal #5 KPIs / Metrics:**

# of new law enforcement officers hired in 2019?

# of new law enforcement officers hired in 2020?

% law enforcement officers retained?

# of new firefighters hired in 2019?

# of new firefighters hired in 2020?

% firefighters retained?

Did we develop a long-term public safety facilities plan?

Did we develop a public safety equipment replacement schedule?

Did we implement that new replacement schedule?

Did we research and record best practices across the country regarding public safety policy?

Did we make any modifications to our public safety policies based on that research?

Did we explore and evaluate Accreditation opportunities?

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## Conclusion

At the end of the planning retreat, the facilitator reminded all the participants that these goals would only be achieved if they held true to their commitments today to implement these specific strategies and tactics.

She reminded them that they are one team working toward one vision. The participants agreed to use this document regularly throughout 2019 and 2020 to track progress and measure accomplishments.

**CITY COUNCIL FY 18-19 GOALS (FINAL COMBINED)  
PRIORITY ORDER**

<b>COUNCILMEMBER</b>	<b>PRIORITY</b>	<b>FY 18-19 GOALS</b>
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	City Facilities: Maintenance and repairs
MENDOZA	4	City Facilities: Maintenance and repairs

UNVance files\1A Public Works\City Council\Goals and Objectives\FY 18-19\FINAL GROUP\COMBINED GROUP SUBMITTED

**CITY COUNCIL FY 18-19 GOALS (FINAL COMBINED)  
PRIORITY ORDER**

<b>COUNCILMEMBER</b>	<b>PRIORITY</b>	<b>FY 18-19 GOALS</b>
MICHELSON	4	Refurbish City Hall inside (making it more inviting)
WESTMORELAND	4	Move forward with St Paul property project
WHITE	4	Park improvements- consider medium to long range plan for Town Branch development
CASTILLO	5	Affordable housing
GONZALES-SANCHEZ	5	Police Task Force: Budget extra funds for a Police Task Force, a Narcotics Officer and a Mental Health Officer to address any drug and gang related problems and mental issues our city is being faced not only on the East side of our city but citywide. Budget for updated training for our police officers. There is a lot of training that is free but a lot additional money for registration fees and course material.
MCCRECOR	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

UAVance Flex11A Public Works/City Council/Goals and Objectives/FY 18-19/FINAL GROUP/COMBINED GROUP SUBMITTED



## 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
		Rehabilitate City Hall inside (making it more inviting)	Gen Fund	City Bldgs
		Prepare Fire Station 3 (so we can have main station remodel)	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 wide enforcement of codes directed at unshabby properties	In-House	Code Enforcement
		Continue memo or email structures and pursue items aggressively	GF	Code Enforcement
		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 benefiting and money is being spent in those areas instead of 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 improvement-lighting, pedestrian safety, south plaza ideas? Sculpture? Sidewalk mosaics?	GF	Downtown
		Economic Development	General fund, LEDC	Econo Dev
		Expand economic development (by helping to spread the word & being more involved)	Gen Fund	Econo Dev
		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 Loshorst 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 many not appreciate these type of business and or venues it is good for our downtown and its livability. Let's work on getting more of the specialty shops and boutiques in or around the square.	GF	Econo Dev
		Pay raise across the board	GF	Employees
		All Department Needs to Buffer Salary Increases for all City Employees.	GF	Employees
		Welfare for employees	GF	Employees
		Employee: Possible additional Employee Holiday Time Off-Alternating System. Even though this has been discussed and the reasons for why a cannot be done, I would like to see a time of 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 development: attract more businesses to Larkhart. Increase the number of homes, apartments, housing. Our city is growing with new owners wanting to make Larkhart their home but due to the number of housing available, they wait and or possibly lose interest.	GF	Housing
		Infrastructure	GF	Infrastructure
		Infrastructure improvement: unimproved streets, street relief	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 Parking Downtown
		Angled parking for N Main and N Commerce Streets (change during downtown project)	In-House	
		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
		Review all city parks	Grants	Parks
		Work with USD to establish a community recreation center at Miami 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 Sweeney Lane Moore Vista Tract (PARKS/ANIMAL SHELTER/PUBLIC HEALTH)	General Fund/Parks & Rec	Parks
		Parks Improvements: Purchase and update the bark equipment to provide safe and fun filled parks for all to use	GF	Parks
		Start Planning for 2030 plan	GF	Planning
		Police	GF	Police
		Continued Police Community outreach, 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	GF	Police
		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 and 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/Raising	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 28-29, SORTED BY CATEGORY FINAL LIST BY COUNCIL PRIORITIZED BY CATEGORY: SUBMIT TO CITY MGR BY MARCH 2 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	GP	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
AW	7	Improve communication between City and Chamber of Commerce	In House	Chamber	City Staff works together with Chamber on all their events by being a co-sponsor with many in-kind services. Robert Tobias attends their meetings and periodically makes preparations about Economic Development issues.
IC	4	City Facilities	CF	City Bldgs	Budget for roofs and major repairs
LEPP M	3	Refresh City Hall inside (making it more inviting)	Gen Fund	City Bldgs	Working on it. regards to ceiling in progress, restrooms to be refurbished and replace stairs with more informative diagrams. New plans will be prepared working with new Chief who has different ideas than the previous Chief
LEPP M	7	Prepare Fire Station 3 (as we can have main station remodeled)	Gen Fund	City Bldgs	
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 show 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.	CF	City Manager	Concur. The current City Mgr has rode back of garbage trucks, climbed electrical poles, moved water/sewer/septic/concrete projects, and has been a utility collections clerk, and during those experiences learned the value of suggestions for change that comes from employees in such positions. All department heads/supervisors are encouraged to listen to employees who have constructive ideas that would benefit in performing assigned tasks. City Mgr has also learned there are employees who keep their hands in their pockets and talk while everyone else is working and those are the same ones who are often found to be disinterested 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 items of airtac structures and pursue liens aggressively	CF	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 areas are benefiting and money is being spent in those areas instead of 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.	CF	Convention Center	NOT 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	Downsized improvements: lighting, pedestrian safety, south plaza id-13? Sidewalks? Sidewalk measures?	CF	Downtown	CAPCOG/CO project will address.
LW	1	Economic development, creating and retaining jobs, greenery, competition.	General Fund, LEPP	Escond Park	Robert Tobias working with several administrators now
IC	2	Economic Development	CF	Escond Park	See above

8.50 Attachment B: Goals, Objectives, Foundation, and Implementation FY 18-19 Goals



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)	Left Fund	Economic Devl	Robert Tobias is involved with the San Marcos Partnership local chambers, and with downtown businesses as a regular. Leads from the Governor's office and the Austin Chamber are also pursued as applicable.
	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's good for our downtown and its livelihood. Let's work on getting more of the specialty shops and boutiques that are around the square.		Economic 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.
JHAN M.	1	Pay raise across the board		Employees	Estimated Costs Including Benefits: For each 1% for non-union service = \$32,000 For each 1% for civil service = \$28,000
ACS	2	All Department Heads to Budget Salary Increases for all City Employees.		Employees	See above
IC	5	Wellness or employees		Employees	City provides good health insurance (\$350 per month each) with wellness plans for employees many Cities have stopped this benefit and only provide a stipend for insurance. City employees with vacation leave and holiday time are off 23 days a year with pay which is more than 2 months 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 our department head who determines based on staff levels, and skills time off during holiday times.
ACS	9	Employees in very short-hand.		Employees	6 housing projects in place at different phases. City Manager recommended incentives to builders three years ago which Council approved, and during this time it was in place it produced more housing. As a result, more engineering of subdivisions has begun.
ACS	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 lease increase.		Housing	\$400,000 or more yearly needed for streets
IC	1	Infrastructure		Infrastructure	See above, it will take a major bond issue to address all streets that do not have curbs.
HW	2	Infrastructure/management- uncurbed streets, street rehab		Infrastructure	See above
HW	3	Improve Streets [Expendis]		Infrastructure	See above

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CM INITIALS	PRIORITY #	GOALS IDENTIFIED BY COUNCIL FOR FY 18-19: SORTED BY CATEGORY	SUGGESTED FUNDING SOURCE BY COUNCILMEMBER	SORTED BY CATEGORY	CITY MANAGER COMMENTS
AGS	3	Infrastructure: Continue City Infrastructure. Drainage Street Repairs Completion of Curbing, Brighter Lighting in Neighborhoods	CF	Infrastructure	For streets please see above. Brighter lighting is always a challenge in a city with so many trees. Leichter 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. 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.
BW	4	angled parking for N Main and N Commerce Streets (change during downtown project)	In-House	Parking Downtown	
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 weave out of the parking spaces and a blind spot for any and all pedestrians. Continuing to work on City Park improvements	CF	Parking Downtown	Scheduled with downtown improvements
JEFF M	2	Review all City Parks	Gen Fund	Parks	Master Plan near complete
BW	2	Review all City Parks	Grants	Parks	Master Plan near complete
KM	2	Work with USD to establish a community reception center at Adams (own, perhaps under Parks (PUBLIC HEALTH/PARKS))	General Fund/Parks & Rec	Parks	Mayor is visiting with USD about this
KM	3	Add 3 positions to the Parks Department to help facilitate other improvements (PARKS)	General Fund/Park A Rec	Parks	Approx. \$100,000 to budget not including equipment and vehicles
LW	3	Park improvements - consider medium to long range Town Branch development	CF	Parks	Bond issue needed
KM	4	Develop a dog park as part of the Stovve Lane 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	CF	Parks	Master Plan near complete
JUAN M	3	Start Planning for 2040 plan	CF	Planning	Needs to be done
IC	3	Police	CF	Police	Chief Pedraza is working on these issues. Recently issued updates that was sent to Council.
LW	4	Continued Police Community engagement involvement, neighborhood watch, GEAR AWARDSSES	CF	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	CF	Police	Will get with Chief about this

8:54 AM U:\Voces Finales Public Works\City Council\Goals and Objectives\FY 18-19\COUNCIL COMPARED w/ 18-19 Goals

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
	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 materials. I am grateful that the Police Department did invest in our Drug Dog and is being utilized by the school as well.	GP	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.
AGS	10	High School credit programs for police, fire, EMS	GP	Police / Fire	Will visit with department heads again about this position would cost with benefits about \$45,000 annually and would need more tasks to perform.
LW	6	Public Relations position to deal with social media	GP	Public Relations	Yes above
DEF M	6	Public Relations position to deal with social media	GP	Public Relations	Yes above
LW	7	Sidewalk repair and renovation	GP	Sidewalks	Costs average about \$35 per linear foot
DEF M	3	Signage in Lockhart (Highway, downtown and toll road)	Gen Fund	Signage	Wayfinding and Branding Committees in place
LW	5	Wayfinding, Branding - develop new entry sign and city property markers	GP	Signage	See above
BW	5	Move forward with St. Paul property project	In-House General	St. Paul GH	Working on crisis associated with this projects which involve asbestos/lead paint survey and possible abatement, ADA restroom, ADA entry ramp, kitchen changes, and other repairs.
KM	5	Develop archival history project to support a future "Walking Tour" app for La Fund/Fundraising 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. We do some new events to the city but need to be selective in the events that we do host.	Gen Fund	Tourism	Could be part of the Wayfinding and Branding Committee tasks
AGS	7		GP	Tourism	Chambers receive HOT funds for tourism and City co-sponsors events that contribute to tourism.
ILAN M	4	Create a Good Neighbor program [Lockhart Utility Customers can add an additional amount to utility bill to help others]	GP	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 someone. 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./BOVANTOWN)	CAPCOG Grant?	Wi-Fi	County budget had indicated to Mayor that the County could do this.
ILAN M	2	Free public wifi on the square as part of the redevelopment on the North side	GP	WiFi	See Above

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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 properies		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 materlal.		CRIME
Jeff M	4	Work with Police Department to bring back drug enforcement program		CRIME
LW	8	Fund for helping utilty 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

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**LOCKHART CITY COUNCIL FY 17-18 GOALS**

**Category and Priority Order**

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

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**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.

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**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.

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**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.

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City of Lockhart  
Future Debt Payments as of 9/30/18

Description		Paid Debt	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL DEBT
<b>General Government</b>																					
<b>Hotel Tax Fund</b>																					
2016 GO Refunding				40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000								400,000
<b>Total Hotel Tax Fund P &amp; I</b>			-	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	-	-	-	-	-	-	-	400,000
<b>LEDC</b>																					
2015 Tax & Revenue	100.00%		48,093	48,044	48,103	48,152	63,645	63,670	63,513	63,543	63,555	63,643	63,687	65,647	65,544	65,575	65,482	65,579	65,538	65,676	1,048,596
<b>Total LEDC Fund P &amp; I</b>			48,093	48,044	48,103	48,152	63,645	63,670	63,513	63,543	63,555	63,643	63,687	65,647	65,544	65,575	65,482	65,579	65,538	65,676	1,048,596
<b>2015 Capital Projects Fund</b>																					
2015 Tax & Revenue																					
<b>Total 2015 Capital Projects Fund P &amp; I</b>			-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Drainage</b>																					
2015 Tax & Revenue																					
<b>Total Drainage Fund P &amp; I</b>			100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	1,700,000
<b>General Fund</b>																					
2015 Tax & Revenue																					
<b>Total General Fund P &amp; I</b>			-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Debt Service Fund</b>																					
2006 Tax & Rev CO's	100.00%		47,175	50,535	48,690	46,845															146,070
2006-A Tax & Rev CO's	93.00%		267,890	267,803	267,332	271,128															806,264
2015 Tax & Revenue	TRNSF		186,594	186,302	186,853	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	290,564	291,374	4,548,778
2015 Tax & Revenue	12.00%		117,779	117,659	117,803	117,923	155,867	155,927	155,543	155,615	155,645	155,881	155,969	160,769	160,517	160,592	160,365	160,602	160,502	160,831	2,567,990
2016 GO Refunding	74.84%		171,056	346,930	361,150	353,181	656,899	666,927	661,698	668,974	673,111	670,566	678,350								5,735,766
<b>Total Debt Service Fund P &amp; I</b>			790,494	969,229	981,628	976,002	1,092,041	1,102,275	1,095,728	1,101,251	1,107,491	1,105,688	1,113,842	451,972	451,107	451,365	450,587	451,400	451,056	452,205	13,804,888
<b>Total General Government</b>			938,587	1,157,273	1,169,731	1,164,154	1,295,686	1,305,945	1,299,241	1,304,794	1,311,046	1,309,331	1,317,529	617,619	616,651	616,940	616,069	616,979	616,594	617,881	16,953,464

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Future Debt Payments as of 9/30/18																				
Description	Paid Debt	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL DEBT
<b>Proprietary</b>																				
<b>Electric Fund</b>																				
2013 SIB Loan	30.81%	71,151	71,152	71,151	71,151	71,151	71,151	71,151	71,152	71,151	71,151	71,151	71,151	71,151	71,151	71,151	71,152	-	-	1,067,266
<b>Total Electric Fund P &amp; I</b>		71,151	71,152	71,151	71,151	71,151	71,151	71,151	71,152	71,151	71,151	71,151	71,151	71,151	71,151	71,151	71,152	-	-	1,067,266
<b>Water Fund</b>																				
2006A Tax & Rev CO's	7.00%	20,164	20,157	20,122	20,408															60,667
2015 Tax & Revenue	49.60%	486,818	486,322	486,917	487,413	644,248	644,496	642,909	643,207	643,331	644,223	644,670	664,510	663,468	663,778	662,842	663,822	663,406	664,800	10,614,362
2016 GO Refunding	21.81%	49,849	101,103	105,247	102,919	191,435	194,357	192,833	194,371	196,159	195,418	197,686	-	-	-	-	-	-	-	1,671,528
2013 SIB Loan	35.80%	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	82,676	-	-	1,240,140
<b>Total Water Fund P &amp; I</b>		639,507	690,258	694,962	693,416	918,359	921,529	918,418	920,254	922,166	922,317	925,032	747,186	746,144	746,454	745,518	746,498	663,406	664,800	13,586,717
<b>Sewer Fund</b>																				
2015 Tax & Revenue	4.30%	42,204	42,161	42,213	42,256	55,852	55,874	55,736	55,752	55,773	55,850	55,889	57,609	57,518	57,545	57,464	57,549	57,513	57,643	920,197
2016 GO Refunding	3.35%	7,657	15,529	16,166	15,808	29,404	29,853	29,619	29,855	30,130	30,016	30,364	-	-	-	-	-	-	-	256,744
2013 SIB Loan	33.39%	77,102	77,103	77,102	77,102	77,103	77,102	77,102	77,103	77,102	77,102	77,103	77,102	77,102	77,103	77,102	77,102	-	-	1,156,537
<b>Total Sewer Fund P &amp; I</b>		126,963	134,793	135,481	135,166	162,359	162,829	162,457	162,710	163,005	162,968	163,356	134,711	134,620	134,648	134,566	134,651	57,513	57,643	2,333,478
<b>Total Proprietary Fund P &amp; I</b>		837,621	896,203	901,594	899,733	1,151,869	1,155,510	1,152,026	1,154,116	1,156,323	1,156,436	1,159,539	953,049	951,915	952,253	951,236	952,301	720,919	722,443	16,987,463
<b>Grand Total</b>		1,776,208	2,053,476	2,071,326	2,063,887	2,447,555	2,461,455	2,451,267	2,458,910	2,467,369	2,465,767	2,477,068	1,570,668	1,568,566	1,569,193	1,567,305	1,569,280	1,337,513	1,340,324	33,940,927

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