PUBLIC NOTICE

SPECIAL MEETING
AGENDA

LOCKHART CITY COUNCIL

TUESDAY, SEPTEMBER 26, 2017

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

6:30 P.M.

1. CALL TO ORDER
   Mayor Lew White

2. 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.)

3. DISCUSSION/ACTION ITEMS
   A. Discussion and/or action to consider Ordinance 2017-35 ratifying a property tax
      increase of 6.062820 percent for the Fiscal Year 2017-2018 for the use and
      support of the Municipal Government for the City of Lockhart. 3-9
   B. Discussion and/or action to consider Ordinance 2017-36 adopting the budget and
      appropriating resources for the Fiscal Year 2017-2018, beginning
      October 1, 2017 for the City of Lockhart, Caldwell County, Texas. 6-9
   C. Discussion and/or action to consider Ordinance 2017-37 levying Maintenance and
      Operations property taxes for the use and support of the City of Lockhart, Texas
      and interest and sinking property taxes for the debt service obligations of the City
      of Lockhart resulting in a tax increase of 6.062820 percent for Fiscal Year 2018,
      beginning October 1, 2017 and ending September 30, 2018, and appropriating
      each part thereof for the specific purposes. 9-11
   D. Discussion and/or action to consider Ordinance 2017-38 of the City Council of the
      City of Lockhart, Texas establishing the classifications within the Police
      Department and authorizing the number of employees in each classification. 12-23
   E. Discussion and/or action regarding confirmation of the City Manager’s conditional
      appointment of Mr. Williams R. Jenkins as Lockhart Fire Chief. 24-28

4. ADJOURNMENT
* Once approved to be on the agenda, staff requests you register to speak prior to the meeting. Deadline for specific items on the agenda is Noon Tuesday prior to the Regular Meeting.

If, during the course of the meeting, any discussion of any item on the agenda should be held in executive or closed session, the City Council will convene in such executive or closed session, in accordance with the provisions of the Government Code, Title 5, Subchapter D to consider one or more matters pursuant to the following:

Section 551.071. Private consultation with its attorney to seek advice about pending or contemplated litigation; and/or settlement offer; (2) and/or a matter in which the duty of the attorney to the government body under the Texas Disciplinary Rules of Professional Conduct of the State of Texas clearly conflicts with this chapter.

Section 551.072. To deliberate the purchase, exchange, lease or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

Section 551.073. To deliberate a negotiated contract for a prospective gift or donation to the state or the governmental body if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

Section 551.074. To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee.

Section 551.076. To deliberate the deployment, or specific occasions for implementation, of security personnel or devices.

Section 551.086. To deliberate vote or take final action on any competitive matters relating to public power utilities.

Section 551.087. To deliberate or discuss regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or to deliberate the offer of a financial or other incentive to a business prospect.

Section 551.088. To deliberate a test item or information related to a test item if the governmental body believes that the test item may be included in a test the governmental body administers to individuals who seek to obtain or renew a license or certificate that is necessary to engage in an activity.

After discussion of any matters in executive session, any final action or vote taken will be in public by the City Council.

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 22nd day of September 2017 at 10:36 a.m. 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
COUNCIL AGENDA ITEM

CITY SECRETARY'S USE ONLY
☐ Consent ☐ Regular ☐ Statutory
Reviewed by Finance x Yes ☐ Not Applicable
Reviewed by Legal x Yes ☐ Not Applicable

Council Meeting Date: September 26, 2017

Department: Finance

Department Head: Jeff Hinson
Asst. City Manager

Dept. Signature: □□□□
City Manager □□□□

Agenda Item Coordinator/Contact (include phone #): Jeff Hinson 398-3461 x232

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

CAPTION

FINANCIAL SUMMARY

X N/A ☐ GRANT FUNDS ☐ OPERATING EXPENSE ☐ REVENUE ☐ CIP ☐ BUDGETED ☐ NON-BUDGETED

FISCAL YEAR:

<table>
<thead>
<tr>
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<th>PRIOR YEAR (CIP ONLY)</th>
<th>CURRENT YEAR</th>
<th>FUTURE YEARS</th>
<th>TOTALS</th>
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<td>$0.00</td>
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</table>

FUND(S):

SUMMARY OF ITEM

The ordinance referenced above is required by state law.

STAFF RECOMMENDATION

Staff recommends approval of the ordinance.

List of Supporting Documents: Other Departments, Boards, Commissions or Agencies:

Copy of the document.
ORDINANCE NO. 2017-35


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

SECTION I.

That this budget will raise more total property taxes than last year’s budget by $374,686 or 11.226207%, and of that amount $132,596 is tax revenue to be raised from new property added to the tax -roll this year based on an ad valorem rate of 72.60 cents per each 100 dollars property valuation.

SECTION II.

That the 2017 taxable value on the 2017 certified appraisal roll totals $569,798,786 compared to $545,217,170 in 2016. An additional $41,520,297 of taxable value is still under protest.

SECTION III.

That the proposed Fiscal Year 2018 Budget and Tax Levy shall be adopted in separate ordinances and will become effective October 1, 2017, and end September 30, 2018.

SECTION IV. Publication Clause

The City Secretary of the City of Lockhart is hereby authorized and directed to publish the caption of this ordinance in the manner and for the length of time prescribed by law.

SECTION V. Severability Clause

The provisions of this ordinance are severable, and if any sentence, section, or other parts of this ordinance should be found to be invalid, such invalidity shall not affect the remaining provisions, and the remaining provisions shall continue in full force and effect.

SECTION VI. Repealing Clause

All ordinances and resolutions and parts thereof in conflict herewith are hereby expressly repealed insofar as they conflict.
SECTION VII.

This ordinance shall take effect and be in force from and after its passage.

PASSED and APPROVED this the 26th day of September 2017.

CITY OF LOCKHART

__________________________
Lew White, Mayor

ATTEST:

Connie Constancio, TRMC, City Secretary

APPROVED AS TO FORM:

__________________________
Peter Gruning, City Attorney
CITY OF LOCKHART
COUNCIL AGENDA ITEM

CITY SECRETARY’S USE ONLY
☑ Consent ☐ Regular ☐ Statutory
Reviewed by Finance x Yes ☐ Not Applicable
Reviewed by Legal x Yes ☐ Not Applicable

Council Meeting Date: September 26, 2017

Department: Finance

Initials Date

Department Head: Jeff Hinson

Asst. City Manager

Dept. Signature: [Signature]

City Manager 9-21-2017

Agenda Item Coordinator/Contact (include phone #): Jeff Hinson 398-3461 x232

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

CAPTION
DISCUSSION AND/OR ACTION FOR COUNCIL TO CONSIDER ORDINANCE 2017-36 ADOPTING THE BUDGET AND APPROPRIATING RESOURCES FOR THE FISCAL YEAR 2017-2018, BEGINNING OCTOBER 1, 2017 FOR THE CITY OF LOCKHART, CALDWELL COUNTY, TEXAS

FINANCIAL SUMMARY

☐ N/A ☐ GRANT FUNDS ☐ OPERATING EXPENSE ☐ REVENUE ☐ CIP ☐ BUDGETED ☐ NON-BUDGETED

FISCAL YEAR:

PRIOR YEAR (CIP ONLY) CURRENT FUTURE TOTALS

Budget $0.00
Budget Amendment Amount $0.00
Encumbered/Expended Amount $0.00
This Item $0.00
BALANCE $0.00 $0.00 $0.00 $0.00

FUND(S):

SUMMARY OF ITEM
The ordinance will represent Council’s action to adopt the City of Lockhart’s FY 2017-2018 Budget.

STAFF RECOMMENDATION
Staff recommends approval of the ordinance.

List of Supporting Documents: Other Departments, Boards, Commissions or Agencies:

Copy of the document.
ORDINANCE 2017-36

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS
ADOPTING THE BUDGET AND APPROPRIATING RESOURCES FOR THE FISCAL
YEAR 2017-2018, BEGINNING OCTOBER 1, 2017 FOR THE CITY OF LOCKHART,
caldwell county, texas

WHEREAS, pursuant to the laws of the State of Texas for Home Rule cities and the City Charter for the
City of Lockhart, Texas, the budget covering proposed estimated revenues and expenditures for Fiscal
Year 2018, beginning October 1, 2017 and ending September 30, 2018, was filed with the City
Secretary and notice of public hearing was provided as required, and,

WHEREAS, a public hearing was held by the City Council of the City of Lockhart, Texas, on said
budget on September 5, 2017 at which time said budget was presented and considered, and interested
citizens were provided an opportunity to be heard by the City Council of the City of Lockhart, and,

WHEREAS, the City Council, City Manager and staff, after careful deliberate study and considerable
debate, have determined the appropriate revenues and expenditures necessary for the maintenance
and operations of the City of Lockhart for Fiscal Year 2018.

THEREFORE, BE IT RESOLVED, that the City Council of the CITY OF LOCKHART hereby adopts the
Fiscal Year 2018 annual budget providing for revenues and expenditures as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>Revenues</th>
<th>Undesignated Fund Balance</th>
<th>Total Revenue &amp; Sources of Funds</th>
<th>Expenditures</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>$9,409,786</td>
<td>$0</td>
<td>$9,409,786</td>
<td>$(9,409,786)</td>
</tr>
<tr>
<td>Debt Service Fund</td>
<td>1,072,014</td>
<td>13,463</td>
<td>1,085,477</td>
<td>(1,085,477)</td>
</tr>
<tr>
<td>Electric Fund</td>
<td>10,712,146</td>
<td>0</td>
<td>10,712,146</td>
<td>(10,712,146)</td>
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<tr>
<td>Water Fund</td>
<td>3,383,189</td>
<td>0</td>
<td>3,383,189</td>
<td>(3,383,189)</td>
</tr>
<tr>
<td>Wastewater Fund</td>
<td>2,136,668</td>
<td>0</td>
<td>2,136,668</td>
<td>(2,136,668)</td>
</tr>
<tr>
<td>Solid Waste Fund</td>
<td>1,618,333</td>
<td>0</td>
<td>1,618,333</td>
<td>(1,618,333)</td>
</tr>
<tr>
<td>Emergency Medical Service</td>
<td>1,179,290</td>
<td>0</td>
<td>1,179,290</td>
<td>(1,179,290)</td>
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<tr>
<td>Airport Fund</td>
<td>73,284</td>
<td>(36,711)</td>
<td>36,573</td>
<td>(36,573)</td>
</tr>
<tr>
<td>Trust &amp; Agency Funds</td>
<td>4,029</td>
<td>5,243</td>
<td>9,272</td>
<td>(9,272)</td>
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<tr>
<td>Misc Utility Funds</td>
<td>618,800</td>
<td>12,467,501</td>
<td>13,086,301</td>
<td>(13,086,301)</td>
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<tr>
<td>Capital Funds</td>
<td>68,250</td>
<td>5,598,162</td>
<td>5,666,412</td>
<td>(5,666,412)</td>
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<tr>
<td>Special Revenue Funds</td>
<td>1,071,980</td>
<td>1,633,174</td>
<td>2,705,154</td>
<td>(2,705,154)</td>
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<tr>
<td>LEDC</td>
<td>$845,634</td>
<td>$2,589,524</td>
<td>3,435,158</td>
<td>(3,435,158)</td>
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</table>

$54,463,759 $ (54,463,759)

PASSED, APPROVED and ADOPTED this the 26th day of September 2017.

CITY OF LOCKHART

Lew White, Mayor
ATTEST:

Connie Constancio, TRMC
City Secretary

APPROVED AS TO FORM:

Peter Gruning
City Attorney
CITY OF LOCKHART
COUNCIL AGENDA ITEM

CITY SECRETARY’S USE ONLY

Reviewed by Finance: x Yes □ Not Applicable
Reviewed by Legal: x Yes □ Not Applicable

Council Meeting Date: September 26, 2017

Department: Finance
Initials
Date

Department Head: Jeff Hinson
Asst. City Manager

Dept. Signature: Jeff Hinson
City Manager

Agenda Item Coordinator/Contact (include phone #): Jeff Hinson 398-3461 x232

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

CAPTION

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FUND(S):

SUMMARY OF ITEM

The ordinance will represent Council’s action to adopt the property taxes levy. Please take a record vote and use the following wording when making the motion:

I move that the property tax rate be increased by the adoption of a tax rate of 72.60 cents per 100 dollars taxable value, or an increase of 6.062820 percent in total tax revenues from properties on the tax roll in the preceding year.

STAFF RECOMMENDATION

Staff recommends approval of the ordinance.
ORDINANCE 2017-37


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

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

1. There is hereby levied and shall be collected a maintenance and operations (M&O) property tax for the use and support of the municipal government of the City of Lockhart, Texas and there is hereby levied and shall be collected an interest and sinking (I&S) property tax to provide for the debt service obligations of the City of Lockhart for Fiscal Year 2018, beginning October 1, 2017, upon all taxable property, within the corporate limits of the City of Lockhart, Texas, as follows:

   a. For the maintenance and operations needs of the City of Lockhart the maintenance and operations (M&O) property tax is hereby adopted as 60.77 cents per each 100 dollars of property valuation. The tax rate will raise more taxes for maintenance and operations than last year’s tax rate. The tax rate will effectively be raised by 7.9204 percent and will raise taxes for maintenance and operations on a $100,000 home by approximately $44.60; and,

   b. For the debt service obligations of the City of Lockhart interest and sinking (I&S) property tax is hereby adopted as 11.83 cents per each 100 dollars of property valuation.

2. All taxes levied under the Ordinance for the specific purposes named herein shall be and is hereby approved to be collected and appropriated to the account(s) of the City of Lockhart for the specific purpose indicated in each items a and b above, by the Property Tax Assessor/Collector of the City of Lockhart.

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

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

5. Effective date: This ordinance shall become effective and be in full force immediately upon its passage.
PASSED, APPROVED and ADOPTED this the 26th day of September 2017.

CITY OF LOCKHART

Lew White, Mayor

APPROVED AS TO FORM:

Peter Gruning
City Attorney

ATTEST:

Connie Constancio, TRMC
City Secretary
CITY OF LOCKHART
COUNCIL AGENDA ITEM

CITY SECRETARY'S USE ONLY

<table>
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<tr>
<th>Consents</th>
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Council Meeting Date: September 26, 2017

Department: Civil Service

Department Head: Julie Bowermon Asst. City Manager

Dept. Signature: [Signature] City Manager [signature] 9-20-17

Agenda Item Coordinator/Contact (include phone #): Julie Bowermon (512) 398-3461

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

CAPTION
DISCUSSION AND/OR ACTION TO CONSIDER APPROVAL ORDINANCE 2017-38 OF THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS ESTABLISHING THE CLASSIFICATIONS WITHIN THE POLICE DEPARTMENT AND AUTHORIZING THE NUMBER OF EMPLOYEES IN EACH CLASSIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING A REPEALER; PROVIDING FOR PUBLICATION; AND ESTABLISHING AN EFFECTIVE DATE.

FINANCIAL SUMMARY

<table>
<thead>
<tr>
<th>XNA</th>
<th>GRANT FUNDS</th>
<th>OPERATING EXPENSE</th>
<th>REVENUE</th>
<th>CIP</th>
<th>BUDGETED</th>
<th>NON-BUDGETED</th>
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FUND(S):

SUMMARY OF ITEM

With the FY 17-18 budget, Council increased the number of police officers in the Lockhart Police Department by adding one police officer effective October 1, 2017. In compliance with civil service, the number of classified police and fire positions are set by an ordinance, which is referred to as the “Strength of Force.” The proposed ordinance reflects the increase of in police officers.

STAFF RECOMMENDATION

City Manager and Civil Service Director recommend that Council approve Ordinance 2017-38.

List of Supporting Documents: Chapter 143.021(a); Ord 2015-25; Proposed Ord 2017-38

Other Departments, Boards, Commissions or Agencies:
Sec. 143.021. CLASSIFICATION; EXAMINATION REQUIREMENT. 
(a) The commission shall provide for the classification of all fire fighters and police officers. The municipality's governing body shall establish the classifications by ordinance. The governing body by ordinance shall prescribe the number of positions in each classification.

(b) Except for the department head and a person the department head appoints in accordance with Section 143.014 or 143.102, each fire fighter and police officer is classified as prescribed by this subchapter and has civil service protection. The failure of the governing body to establish a position by ordinance does not result in the loss of civil service benefits by a person entitled to civil service protection or appointed to the position in substantial compliance with this chapter.

(c) Except as provided by Sections 143.013, 143.014, 143.0251, 143.102, and 143.1251, an existing position or classification or a position or classification created in the future either by name or by increase in salary may be filled only from an eligibility list that results from an examination held in accordance with this chapter.

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS ESTABLISHING THE CLASSIFICATIONS WITHIN THE POLICE DEPARTMENT AND AUTHORIZING THE NUMBER OF EMPLOYEES IN EACH CLASSIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING A REPEALER; PROVIDING FOR PUBLICATION; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Lockhart has adopted Civil Service, Chapter 143 of the Texas Local Government Code for its Fire and Police Department employees; and

WHEREAS, pursuant to Chapter 143, the City Council shall establish the classifications of employees and prescribe the number of positions in each classification pursuant to Chapter 143.021(a) of the Texas Local Government Code; and

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

I. The classifications and number of positions in each classification in the Police Department shall now be as follows:

**Effective October 1, 2010 (per Ordinance 2010-32)**

1. Police Chief – 1  
2. Captain – 1  
3. Lieutenant – 2  
4. Sergeant – 4  
5. Police Officer – 16

**Effective January 1, 2011 (per Ordinance 2010-32)**

1. Police Chief – 1  
2. Captain – 1  
3. Lieutenant – 2  
4. Sergeant – 4  
5. Police Officer – 17

**Effective October 1, 2015**

1. Police Chief – 1  
2. Captain – 1  
3. Lieutenant – 2  
4. Sergeant – 4  
5. Police Officer – 19
III. **Severability:** If any provision, section, clause, sentence, or phrase of this ordinance is for any reason held to be unconstitutional, void, invalid, or un-enforced, the validity of the remainder of this ordinance or its application shall not be affected, it being the intent of the City Council in adopting and of the Mayor in approving this ordinance that no portion, provision, or regulation contained herein shall become inoperative or fail by way of reasons of any unconstitutionality or invalidity of any other portion, provision, or regulation.

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

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

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

VII. This ordinance shall become effective and be in full force on October 1, 2015.

**PASSED, APPROVED, AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS, ON THIS THE 22nd DAY OF SEPTEMBER, 2015.**

CITY OF LOCKHART

[Signature]
Lew White, Mayor

ATTEST:

Connie Constancio, TRMC, City Secretary

APPROVED AS TO FORM:

[Signature]
Peter Gruning, City Attorney
PROPOSED
ORDINANCE NO. 2017-38

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS ESTABLISHING THE CLASSIFICATIONS WITHIN THE POLICE DEPARTMENT AND AUTHORIZING THE NUMBER OF EMPLOYEES IN EACH CLASSIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING A REPEALER; PROVIDING FOR PUBLICATION; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Lockhart has adopted Civil Service, Chapter 143 of the Texas Local Government Code for its Fire and Police Department employees; and

WHEREAS, pursuant to Chapter 143, the City Council shall establish the classifications of employees and prescribe the number of positions in each classification pursuant to Chapter 143.021(a) of the Texas Local Government Code; and

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

1. The classifications and number of positions in each classification in the Police Department shall now be as follows:

   **Effective January 1, 2011 (per Ordinance 2010-32)**
   1. Police Chief – 1
   2. Captain – 1
   3. Lieutenant – 2
   4. Sergeant – 4
   5. Police Officer – 17

   **Effective October 1, 2015 (per Ordinance 2015-25)**
   1. Police Chief – 1
   2. Captain – 1
   3. Lieutenant – 2
   4. Sergeant – 4
   5. Police Officer – 19

   **Effective October 1, 2017**
   1. Police Chief – 1
   2. Captain – 1
   3. Lieutenant – 2
   4. Sergeant – 4
   5. Police Officer – 20
III. **Severability:** If any provision, section, clause, sentence, or phrase of this ordinance is for any reason held to be unconstitutional, void, invalid, or un-enforced, the validity of the remainder of this ordinance or its application shall not be affected, it being the intent of the City Council in adopting and of the Mayor in approving this ordinance that no portion, provision, or regulation contained herein shall become inoperative or fail by way of reasons of any unconstitutionality or invalidity of any other portion, provision, or regulation.

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

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

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

VII. This ordinance shall become effective and be in full force on October 1, 2017.

**PASSED, APPROVED, AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS, ON THIS THE 26th DAY OF SEPTEMBER, 2017.**

CITY OF LOCKHART

Lew White, Mayor

ATTEST: 

APPROVED AS TO FORM:

Connie Constancio, TRMC, City Secretary

Peter Gruning, City Attorney
CITY OF LOCKHART
COUNCIL AGENDA ITEM

History

CITY SECRETARY'S USE ONLY

☐ Consent  ☐ Regular  ☐ Statutory

Reviewed by Finance  ☐ Yes  ☐ Not Applicable

Reviewed by Legal  ☐ Yes  ☐ Not Applicable

Council Meeting Date: September 22, 2015

Department: Civil Service

Initials  Date

Department Head: Julie Bowerman  Asst. City Manager

Dept. Signature:  City Manager

Agenda Item Coordinator/Contact (include phone #): Julie Bowerman (512) 398-3461

ACTION REQUESTED:  ☒ ORDINANCE  ☐ RESOLUTION  ☐ CHANGE ORDER  ☐ AGREEMENT

☐ APPROVAL OF BID  ☐ AWARD OF CONTRACT  ☐ CONSENSUS  ☐ OTHER

CAPTION

DISCUSSION AND/OR ACTION TO CONSIDER APPROVAL ORDINANCE 2015-25 OF THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS ESTABLISHING THE CLASSIFICATIONS WITHIN THE POLICE DEPARTMENT AND AUTHORIZING THE NUMBER OF EMPLOYEES IN EACH CLASSIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING A REPEALER; PROVIDING FOR PUBLICATION; AND ESTABLISHING AN EFFECTIVE DATE.

FINANCIAL SUMMARY

☒ N/A  ☐ GRANT FUNDS  ☒ OPERATING EXPENSE  ☐ REVENUE  ☐ CIP  ☒ BUDGETED  ☐ NON-BUDGETED

FISCAL YEAR:

PRIOR YEAR  CURRENT  FUTURE  TOTALS
(CIP ONLY)  YEAR  YEARS

Budget  $0.00
Budget Amendment Amount  $0.00
Encumbered/Expended Amount  $0.00
This Item  $0.00
BALANCE  $0.00  $0.00  $0.00  $0.00

FUND(S):

SUMMARY OF ITEM

With the FY 15-16 budget, Council increased the number of police officers in the Lockhart Police Department by adding two police officers effective October 1, 2015. In compliance with civil service, the number of classified police and fire positions are set by an ordinance, which is referred to as the "Strength of Force." The proposed ordinance reflects the increase of police officers.

STAFF RECOMMENDATION

City Manager and Civil Service Director recommend that Council approve Ordinance 2015-25.
Sec. 143.021. CLASSIFICATION; EXAMINATION REQUIREMENT.
(a) The commission shall provide for the classification of all
fire fighters and police officers. The municipality's governing
body shall establish the classifications by ordinance. The
governing body by ordinance shall prescribe the number of
positions in each classification.

(b) Except for the department head and a person the
department head appoints in accordance with Section 143.014 or
143.102, each fire fighter and police officer is classified as
prescribed by this subchapter and has civil service protection.
The failure of the governing body to establish a position by
ordinance does not result in the loss of civil service benefits
by a person entitled to civil service protection or appointed to
the position in substantial compliance with this chapter.

(c) Except as provided by Sections 143.013, 143.014,
143.0251, 143.102, and 143.1251, an existing position or
classification or a position or classification created in the
future either by name or by increase in salary may be filled
only from an eligibility list that results from an examination
held in accordance with this chapter.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.
Amended by Acts 1995, 74th Leg., ch. 64, Sec. 1, eff. Sept. 1,
1995.
ORDINANCE NO. 2010-32

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOCKHART, ESTABLISHING THE CLASSIFICATIONS WITHIN THE POLICE DEPARTMENT AND AUTHORIZING THE NUMBER OF EMPLOYEES IN EACH CLASSIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING A REPEALER; PROVIDING FOR PUBLICATION; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Lockhart has adopted Civil Service, Chapter 143 of the Texas Local Government Code for its Fire and Police Department employees; and

WHEREAS, pursuant to Chapter 143, the City Council shall establish the classifications of employees and prescribe the number of positions in each classification pursuant to Chapter 143.021(a) of the Texas Local Government Code; and

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

1. The classifications and number of positions in each classification in the Police Department shall now be as follows:

   **Effective October 30, 2007**

   1. Police Chief – 1
   2. Captain – 1
   3. Lieutenant – 2
   4. Sergeant – 4
   5. Police Officer – 15

   **Effective October 1, 2010**

   1. Police Chief – 1
   2. Captain – 1
   3. Lieutenant – 2
   4. Sergeant – 4
   5. Police Officer – 16

   **Effective January 1, 2011**

   1. Police Chief – 1
   2. Captain – 1
   3. Lieutenant – 2
   4. Sergeant – 4
   5. Police Officer – 17
III. **Severability:** If any provision, section, clause, sentence, or phrase of this ordinance is for any reason held to be unconstitutional, void, invalid, or un-enforced, the validity of the remainder of this ordinance or its application shall not be affected, it being the intent of the City Council in adopting and of the Mayor in approving this ordinance that no portion, provision, or regulation contained herein shall become inoperative or fail by way of reasons of any unconstitutionality or invalidity of any other portion, provision, or regulation.

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

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

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

**PASSED, APPROVED, AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS, ON THIS THE 5TH DAY OF OCTOBER, 2010.**

CITY OF LOCKHART

[Signature]
Ray Sanders, Mayor

ATTEST:

Connie A. Rodriguez, TRMC, City Secretary

APPROVED AS TO FORM:

Peter Gruning, City Attorney
ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOCKHART, TEXAS ESTABLISHING THE CLASSIFICATIONS WITHIN THE POLICE DEPARTMENT AND AUTHORIZING THE NUMBER OF EMPLOYEES IN EACH CLASSIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING A REPEALER; PROVIDING FOR PUBLICATION; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Lockhart has adopted Civil Service, Chapter 143 of the Texas Local Government Code for its Fire and Police Department employees; and

WHEREAS, pursuant to Chapter 143, the City Council shall establish the classifications of employees and prescribe the number of positions in each classification pursuant to Chapter 143.021(a) of the Texas Local Government Code; and

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

I. The classifications and number of positions in each classification in the Police Department shall now be as follows:

   Effective October 1, 2010 (per Ordinance 2010-32)

   1. Police Chief – 1
   2. Captain – 1
   3. Lieutenant – 2
   4. Sergeant – 4
   5. Police Officer – 16

   Effective January 1, 2011 (per Ordinance 2010-32)

   1. Police Chief – 1
   2. Captain – 1
   3. Lieutenant – 2
   4. Sergeant – 4
   5. Police Officer – 17

   Effective October 1, 2015

   1. Police Chief – 1
   2. Captain – 1
   3. Lieutenant – 2
   4. Sergeant – 4
   5. Police Officer – 19
III. Severability: If any provision, section, clause, sentence, or phrase of this ordinance is for any reason held to be unconstitutional, void, invalid, or un-enforced, the validity of the remainder of this ordinance or its application shall not be affected, it being the intent of the City Council in adopting and of the Mayor in approving this ordinance that no portion, provision, or regulation contained herein shall become inoperative or fail by way of reasons of any unconstitutionality or invalidity of any other portion, provision, or regulation.

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

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

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

VII. This ordinance shall become effective and be in full force on October 1, 2015.


CITY OF LOCKHART

Lew White, Mayor

ATTEST:

APPROVED AS TO FORM:

Connie Constancio, TRMC, City Secretary

Peter Gruning, City Attorney
CITY OF LOCKHART
COUNCIL AGENDA ITEM

CITY SECRETARY’S USE ONLY
☐ Consent ☐ Regular ☐ Statutory
Reviewed by Finance ☐ Yes ☐ Not Applicable
Reviewed by Legal ☐ Yes ☐ Not Applicable

Council Meeting Dates: September 26, 2017

Department: City Manager
Initials Date
Department Head: Vance Rodgers Asst. City Manager
Dept. Signature: 9-20-2017
City Manager
Agenda Item Coordinator/Contact (include phone #): Vance Rodgers

ACTION REQUESTED: [X] ORDINANCE ☐ RESOLUTION ☐ CHANGE ORDER ☐ AGREEMENT
☐ APPROVAL OF BID ☐ AWARD OF CONTRACT ☐ CONSENSUS ☐ OTHER

CAPTION
Discussion and/or action regarding confirmation of the City Manager’s conditional appointment of Mr. William R. Jenkins as Lockhart Fire Chief

FINANCIAL SUMMARY
☐ N/A ☐ GRANT FUNDS ☐ OPERATING EXPENSE ☐ REVENUE ☐ CIP ☐ BUDGETED ☐ NON-BUDGETED

FISCAL YEAR:

<table>
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<tr>
<th>Prior Year (CIP ONLY)</th>
<th>Current Year</th>
<th>Future Years</th>
<th>Totals</th>
</tr>
</thead>
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<tr>
<td>Budget</td>
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<tr>
<td>Budget Amendment Amount</td>
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<td></td>
<td></td>
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<tr>
<td>Encumbered/Expended Amount</td>
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<td></td>
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<tr>
<td>This Item</td>
<td>$0.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BALANCE</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

FUND(S):

SUMMARY OF ITEM
This position was advertised, 24 applications taken and ranked according to the Job Description experience and requirements. An interview panel comprised of Lockhart Interim Chief Jerry Doyle, Chief Ken Bailey (Travis County ESD 11), and Chief Pat Ekiss (Taylor) was set to interview the top 5 applicants but two withdrew at the last minute taking other jobs. The City Manager personally interviewed the top candidate selected by the interview panel, Mr. William R. Jenkins, a retired Cleburne, Texas, Deputy Fire Chief with 28 years of professional firefighting experience. He is the best qualified applicant to be the next Lockhart Fire Chief. The City Manager personally called references; all stated Mr. Jenkins was great to work with and all expressed a great amount of respect for him for his professionalism and dedication. A conditional job offer letter has been issued; some of the conditions include him passing a physical, providing an acceptable 3 year driving record, and passing a recent background check. His starting salary will be $70,000 per year. His proposed start day is October 2, 2017.

STAFF RECOMMENDATION
City Manager appoints Mr. William R. Jenkins as Fire Chief and respectfully recommends confirmation of the appointment by the City Council.

List of Supporting Documents:
Profile & Certification Information and Reference Checks Information.

Other Departments, Boards, Commissions or Agencies:
Interview Panel of Fire Chiefs
PROFILE

- 15 years’ experience as Assistant Fire Chief and Emergency Management Coordinator
- 28 years’ experience in a paid municipal fire department
- Values based team leader

EMPLOYMENT

Assistant Fire Chief, City of Cleburne
- Second in command for a 57 person paid municipal fire department
- Develop and implement policies and procedures
- Oversee budget development, accounts payable, and payroll
- Manage recruit hiring and probation process
- Manage department continuing education training program

1-2001 to 10-2016

Emergency Management Coordinator, City of Cleburne
- Coordinate cities emergency response plan
- Design and implement emergency management exercises
- Maintain and operate the city’s emergency operation center (EOC)

1-2001 to 10-2016

Firefighter, City of Cleburne
- Positions include; Firefighter, Engineer, Lieutenant, and Captain

3-1988 to 01-2001

EDUCATION & CERTIFICATIONS

Associate of Applied Science - Fire Technology; Tarrant County College
Bachelor of Arts – Fire Administration; Western Illinois University
Certified Public Manager (CPM) – University of Texas at Arlington
Texas Emergency Manager (TEM) – Emergency Management Association of Texas
Chief Fire Officer (CFO) – Center for Public Safety Excellence
Texas Commission on Fire Protection (TCFP) – Master Firefighter, Hazardous Materials Technician,
Fire Officer IV, Fire Inspector, Plans Examiner, and Wildland Firefighter

COMMUNITY INVOLVEMENT

Johnson County Local Emergency Planning Committee (LEPC), Previous President
Johnson County Victim Relief Ministries (VRM), Board of Directors
Emergency Management Association of Texas (EMAT), Previous Board of Directors

HONORS & AWARDS

Firefighter of the Year – Cleburne Fire Department; 1999
Fire Officer of the Year – Cleburne Fire Department; 2004
College Scholar Award – Western Illinois University; 2005
Exemplary Humanitarian Service Recognition – Cleburne Eastside Community Center; 2006

25
# Certification verification report

**Personal report on William Randolph Jenkins.**

## Current status

<table>
<thead>
<tr>
<th>Certificate</th>
<th>Date Issued</th>
<th>Exp. Date</th>
<th>Status</th>
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<tbody>
<tr>
<td>Firefighter Master</td>
<td>3/11/1994</td>
<td>10/31/2017</td>
<td>Active</td>
</tr>
<tr>
<td>Inspector Basic</td>
<td>12/3/2012</td>
<td>10/31/2017</td>
<td>Active</td>
</tr>
<tr>
<td>Fire Service Instructor II</td>
<td>2/10/1993</td>
<td>10/31/2017</td>
<td>Active</td>
</tr>
<tr>
<td>Fire Officer IV</td>
<td>12/18/2014</td>
<td>10/31/2017</td>
<td>Active</td>
</tr>
<tr>
<td>Wildland Firefighter - Basic</td>
<td>9/9/2013</td>
<td>10/31/2017</td>
<td>Active</td>
</tr>
<tr>
<td>Hazardous Materials Technician</td>
<td>8/21/2002</td>
<td>10/31/2017</td>
<td>Active</td>
</tr>
</tbody>
</table>

**Field examiner / CTBS / TIMP**

- Not a field examiner.
- Courage To Be Safe course completed 8/24/2011.
- Traffic Incident Management Program course not completed.

## Employment

<table>
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<tr>
<th>Employer</th>
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<tbody>
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## Historical data

### Certifications (non-active)

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<tr>
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</tr>
<tr>
<td>Fire Officer I</td>
<td>10/2/2008</td>
<td>Upgraded</td>
</tr>
<tr>
<td>Fire Officer II</td>
<td>10/2/2008</td>
<td>Upgraded</td>
</tr>
<tr>
<td>Fire Officer III</td>
<td>12/18/2014</td>
<td>Upgraded</td>
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### Former employment (non-active)

<table>
<thead>
<tr>
<th>Employer</th>
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<th>End Date</th>
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</thead>
<tbody>
<tr>
<td>Cleburne Fire Department, FDID - (450)</td>
<td>3/1/1988</td>
<td>9/30/2016</td>
</tr>
</tbody>
</table>

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**Certification and professional development**

Certification and professional development [here](http://www.tcfp.texas.gov/certification/certification_overview.asp)

A brief introduction to the commission's certification and professional development program.

Certification requirements [here](http://www.tcfp.texas.gov/certification/certification_requirements.asp)
The commission offers 40 certifications or certification "levels" (i.e., basic, intermediate, advanced, etc.). This chart provides links to the requirements for each certification and each level.

Certification verification (http://www.tcpf.texas.gov/certification/certification_verification.asp)
A form to verify a certified individual's certification status.

Basic fire suppression (http://www.tcpf.texas.gov/certification/basic_certification/basic_certification-overview.asp)
Overview of the requirements to become certified as an entry-level firefighter in the State of Texas.

CE - required hours (http://www.tcpf.texas.gov/certification/ce_required_hours.asp)
How to determine how many hours of continuing education are required to renew.

Individual renewals (http://www.tcpf.texas.gov/certification/individual_renewals.asp)
Information and FAQs for individual certificate holders. (Individual certificate holders are those who are not affiliated with a regulated department.)

Transferring to Texas (http://www.tcpf.texas.gov/certification/transferring.asp)
Guidelines for transferring out-of-state or military fire protection certifications to Texas.

A-list and B-list courses (http://www.tcpf.texas.gov/certification/course_list.asp)
A-list and B-list courses for higher levels of certification.

CE sources (http://www.tcpf.texas.gov/certification/CE_sources.asp)
Sources of continuing education.

Courage to Be Safe resources (http://www.tcpf.texas.gov/certification/cbs.asp)
Resources and links to more information about the Courage to Be Safe program.

Traffic safety course resources (http://www.tcpf.texas.gov/certification/traffic_safety.asp)
Resources and links to more information about the required traffic safety program.

Texas Commission on Fire Protection
PO Box 2286
Austin, TX 78768-2286
Phone: (512) 936-3838
FAX: (512) 936-3808
E-mail: info@tcfp.texas.gov (mailto:info@tcfp.texas.gov)

Texas.gov (http://www.texas.gov)
TRAIL (http://www.tl.state.tx.us/trail/)
Texas Homeland Security (http://www.texas homelandsecurity.com/)
Where the money goes (https://www.comptroller.texas.gov/transparency/)
Veterans Portal (http://veterans.portal.texas.gov/en/Pages/default.aspx)

Adobe Reader (http://get.adobe.com/reader/)
FIDO (https://fido.tcpf.texas.gov/)
FARM (https://farm.tcpf.texas.gov/)
IFSAC (https://www.tcpf.texas.gov/IFSAC/index.asp)

Facebook (http://www.facebook.com/pages/Texas-Commission-on-Fire-Protection/17821349147)
Twitter (http://twitter.com/tcpf_info)
Blogger (http://www.tcfpblog.blogspot.com)
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<tr>
<th>Reference</th>
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<th>Working Relationship</th>
<th>Civil Service Exp</th>
<th>Professionalism</th>
<th>Knowledge</th>
<th>Public Opinion</th>
<th>Truthfulness</th>
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<tr>
<td>Clint Ishmael</td>
<td>09/19/2019</td>
<td>2:30 PM</td>
<td>Supervisor</td>
<td>10</td>
<td>10</td>
<td>10</td>
<td>10</td>
<td>10</td>
<td>10</td>
<td>10</td>
</tr>
<tr>
<td>Comments: A fantastic person who could have taken over as Chief; trained me; very detailed oriented and professional; could not hire a better person and professional.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>Stephen Bicknell</td>
<td>09/19/2019</td>
<td>2:50 PM</td>
<td>Fellow employee</td>
<td>10</td>
<td>10</td>
<td>10</td>
<td>10</td>
<td>10</td>
<td>10</td>
<td>10</td>
</tr>
<tr>
<td>Comments: He was my Lieutenant and I would leave here and go to work for him there if he called me. He is the honest and hard working supervisor I ever worked with.</td>
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</tr>
<tr>
<td>Soott Lail</td>
<td>09/19/2019</td>
<td>3:10 PM</td>
<td>Fellow employee</td>
<td>10</td>
<td>10</td>
<td>9</td>
<td>9</td>
<td>10</td>
<td>10</td>
<td>10</td>
</tr>
<tr>
<td>Comments: Randy is a person that you want on your team. He is very professional and honest. He knows how to motivate his assigned personnel and has respect because he is fair.</td>
<td></td>
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</tr>
<tr>
<td>Keith Searbrough</td>
<td>09/19/2019</td>
<td>3:20 PM</td>
<td>Fellow employee</td>
<td>wrong number</td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BY: Vance Rodgers</td>
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