

## MINUTES

## LANCASTER CITY COUNCIL SPECIAL MEETING OF AUGUST 19, 2019

The City Council of the City of Lancaster, Texas, met in a called Special Session in the Council Chambers of City Hall on August 19, 2019 at 7:00 p.m. with a quorum present to-wit:

**Councilmembers Present:**

Mayor Clyde C. Hairston  
Carol Strain-Burk  
Stanley Jaglowski  
Marco Mejia  
Deputy Mayor Pro Tem Derrick D. Robinson  
Mayor Pro Tem Racheal Hill  
Nina Morris

**City Staff Present:**

Opal Mauldin-Jones, City Manager  
Rona Stringfellow, Deputy City Manager  
Fabrice Kabona, Assistant City Manager  
Dori Lee, Director of Human Resources  
Michelle Evans, HR Generalist and Risk Manager  
Shane Shepard, Director of Economic Development  
Sean Johnson, Director of Quality of Life and Cultural Services  
Sam Urbanski, Police Chief  
Jason Boulton, Assistant Police Chief  
Chris Youngman, Assistant Fire Chief  
Jasmine Carr, Community Programs Coordinator  
Carey Neal, Assistant to the City Manager  
Delajer Walker, E.C. & E.M. Superintendent  
David T. Ritter, City Attorney  
Sorangel O. Arenas, City Secretary

**Call to Order:**

Mayor Hairston called the meeting to order at 7:00 p.m. on August 19, 2019

City Manager Mauldin-Jones introduced the new Fire Marshall Shawn Gary.

- 1. Conduct a public hearing and discuss an ordinance making certain findings in connection with the proposed supplemental services ordered in connection with the Beltline Ashmoore Public Improvement District.**

City Manager Mauldin-Jones shared Beltline Ashmoore is an established subdivision consisting of approximately 19.42 acres generally located on the north side of Beltline Road between Houston School Road and Blue Grove. The subdivision has an approved Public Improvement District (PID) to provide for the maintenance of common areas and entry features. Annually the PID board in accordance with the provisions of Chapter 372 of the Texas Local Government Code (the "Act") is required to present an updated five (5) year service and assessment plan. Under the Act, the City is required to hold a public hearing on the proposed assessment and service plan details related to the district and the levy of the assessment. The PID board is required to establish a five (5) year service plan. The taxable assessed value within the district is used to determine the rate per \$100 of assessed value necessary to meet the maintenance budget. The County Tax Collector will collect the districts fees and remit them to the City with our property taxes. The City directly pays all invoices received by the PID board, or management company. The Beltline Ashmoore PID is proposing an annual assessment of \$0.1500 per \$100 assessed value.

The notice of public hearing was mailed to each property owner of record and posted in the publication of record in accordance with the provisions of Chapter 372 in the Texas Local Government Code. The proposed five year service and assessment plan are in accordance with Chapter 372 of Texas Local Government Code and have been reviewed and approved as to form by the City Attorney.

City Council is required to hold a public hearing to receive comments regarding the five-year service plan prior to adoption. The public hearing was posted in the local publication of record on August 1, 2019 and notice mailed to property owners of record on August 1, 2019 as required by Texas Local Government Code Chapter 372. Staff recommends conducting and closing the public hearing and placing the item on the August 26, 2019 regular meeting for consideration.

Mayor Hairston opened the public hearing.

There were no speakers.

**MOTION:** Councilmember Morris made a motion, seconded by Council Strain-Burk to close the public hearing. Item 1 placed on August 26, 2019 agenda. The vote was cast 7 for, 0 against.

2. **Conduct a public hearing and discuss an ordinance making certain findings in connection with the proposed supplemental services ordered in connection with the Boardwalk Public Improvement District.**

City Manager Mauldin-Jones shared Boardwalk is an established subdivision consisting of approximately 38.002 acres in Phase 1 and 43 acres in Phase 2 totaling 80.239 acres generally located on the south side of Cedardale Road and on the east side of Houston School Road. The subdivision has an approved Public Improvement District (PID) to provide for the maintenance of its common areas and entry features. Annually, the PID board in accordance with the provisions of Chapter 372 of the Texas Local Government Code (the "Act") is required to present an updated five (5) year service and assessment plan. Under the Act, the City is required to hold a public hearing on the proposed assessment and service plan details related to the district and the levy of the assessment. The PID board is required to establish a five (5) year service plan. The taxable assessed value within the district is used to determine the rate per \$100 of assessed value necessary to meet the maintenance budget. The County Tax Collector will then collect the district's fees and remit them to the City with our property taxes. The City directly pays all invoices received by the PID board, or management company. Boardwalk PID is proposing an annual assessment of \$0.25 per \$100 assessed value.

City Council is required to hold a public hearing to receive comments regarding the annual maintenance and service plan prior to adoption. The public hearing was posted in the local publication of record on August 5, 2019 and notice mailed to property owner of record on August 5, 2019 as required by Local Government Code Chapter 372. Staff recommends closing the public hearing and placing the item on the August 26, 2019 regular meeting for consideration.

Mayor Hairston opened the public hearing.

Jimmie Harp, 1428 Illinois shared his concerns with the annual assessment of 0.25.

Ella Douglas, PID Board member shared the managing company made an error and the annual assessment the PID Board voted was \$0.20.

**MOTION:** Councilmember Morris made a motion, seconded by Councilmember Jaglowski to close the public hearing. Item 2 placed on August 26, 2019 agenda. The vote was cast 7 for, 0 against.

**3. Conduct a public hearing and discuss an ordinance making certain findings in connection with the proposed supplemental services ordered in connection with the Glendover Estates Public Improvement District.**

City Manager Mauldin-Jones shared Glendover Estates is an established subdivision of approximately 29.56 acres generally located south of Pleasant Run Road and west of Houston School Road. The subdivision has an approved Public Improvement District (PID) to provide for the maintenance of its common areas and entry features. Annually, the PID board in accordance with the provisions of Chapter 372 of the Texas Local Government Code (the "Act") is required to present an updated five (5) year service and assessment plan. Under the Act, the City is required to hold a public hearing on the proposed assessment and service plan details related to the district and the levy of the assessment. The PID board is required to establish a five (5) year service plan. The taxable assessed value within the district is used to determine the rate per \$100 of assessed value necessary to meet the maintenance budget. The County Tax Collector will then collect the district's fees and remit them to the City with our property taxes. The City directly pays all invoices received by the PID board, or management company. The Glendover Estates PID is proposing an annual assessment of \$0.2400 per \$100 assessed value.

City Council is required to hold a public hearing to receive comments regarding the annual maintenance and service plan prior to adoption. The public hearing was posted in the local publication of record on August 5, 2019 and notice mailed to property owners of record on August 5, 2019 as required by Local Government Code Chapter 372. Staff recommends closing the public hearing and placing the item on the August 26, 2019 regular meeting for consideration.

Mayor Hairston opened the public hearing.

Robin Hunter, 1429 Glendover has concerns with the PID assessed value.

**MOTION:** Councilmember Morris made a motion, seconded by Councilmember Jaglowski to close the public hearing. Item 3 placed on August 26, 2019 agenda. The vote was cast 7 for, 0 against.

**4. Conduct a public hearing and discuss an ordinance making certain findings in connection with the proposed supplemental services ordered in connection with the Lancaster Mills Public Improvement District.**

City Manager Mauldin-Jones shared Lancaster Mills is a subdivision of approximately 60.59 acres located north of Beltline Road and east of the Homestead Addition, south of Redbud Drive and west of the Pecan Hollow Estates Addition. The subdivision has an approved Public Improvement District (PID) to provide for the maintenance of its common areas and entry features. Annually the PID board in accordance with the provisions of Chapter 372 of the Texas Local Government Code (the "Act") is required to present an updated five (5) year service and assessment plan. Under the Act, the City is required to hold a public hearing on the proposed assessment and service plan details related to the district and the levy of the assessment. The PID board is required to establish a maintenance budget. The taxable assessed value within the district is used to determine the rate per \$100 of assessed value necessary to meet the maintenance budget. The County Tax Collector will then collect the district's fees and remit them to the City with our property taxes. The City directly pays all invoices received by the PID board, or management company. As this district is currently undeveloped, the proposed assessment rate of \$0.0000 per \$100 assessed valuation as there are no budgeted expenses for the 2019/2020 fiscal year.

City Council is required to hold a public hearing to receive comments regarding the annual maintenance and service plan prior to adoption. The public hearing was posted in the local publication of record on August 5, 2019 and notice mailed to the property owners of record on August 5, 2019 as required by Local

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Government Code Chapter 372. Staff recommends closing the public hearing and placing the item on the August 26, 2019 regular meeting for consideration.  
Mayor Hairston opened the public hearing.

There were no speakers.

**MOTION:** Councilmember Morris made a motion, seconded by Councilmember Strain-Burk to close the public hearing. Item 4 placed on August 26, 2019 agenda. The vote was cast 7 for, 0 against.

5. **Conduct a public hearing and discuss an ordinance making certain findings in connection with the proposed supplemental services ordered in connection with the Meadowview Public Improvement District.**

City Manager Mauldin-Jones shared Meadowview is an established subdivision consisting of approximately, 810 Single Family Lots and 1 common area/detention pond, 215.262 total acreage including 50.614 acres in Phase 1, 36.907 acres in Phase 2, 36.493 in Phase 3, 2.869 acres in Phase 4 and 88.384 acres in Phase 5. This subdivision is generally located east of Ames Road, west of Dizzy Dean Drive and north of Wintergreen Road. The subdivision has an approved Public Improvement District (PID) to provide for the maintenance of its common areas and entry features. Annually the PID board in accordance with the provisions of Chapter 372 of the Texas Local Government Code (the "Act") is required to present an updated five (5) year service and assessment plan. Under the Act, the City is required to hold a public hearing on the proposed assessment and service plan details related to the district and the levy of the assessment. The Meadowview PID is proposing an annual assessment of \$0.1000 per \$100 assessed value.

City Council is required to hold a public hearing to receive comments regarding the annual maintenance and service plan prior to adoption. The public hearing was posted in the local publication of record on August 5, 2019 and notice mailed to the property owners of record on August 5, 2019 as required by Local Government Code Chapter 372. Staff recommends closing the public hearing and placing the item on the August 26, 2019 regular meeting for consideration.

Mayor Hairston opened the public hearing.

Councilmember Jaglowski asked about special project.

Sonya Rolston, Representative, 1411 Singing Bird Dr. shared they are working on the entryway as well as a splash pad.

**MOTION:** Councilmember Morris made a motion, seconded by Councilmember Jaglowski to close the public hearing. Item 5 placed on August 26, 2019 agenda. The vote was cast 7 for, 0 against.

6. **Conduct a public hearing and discuss an ordinance making certain findings in connection with the proposed supplemental services ordered in connection with the Pleasant Run Estates Phase 1-A Public Improvement District.**

City Manager Mauldin-Jones shared Pleasant Run Estates, Phase 1-A is an established subdivision consisting of approximately 30.44 acres generally located on the north side of Pleasant Run Road between Houston School Road and Blue Grove. The subdivision has an approved Public Improvement District (PID) to provide for the maintenance of its common areas and entry features. The Pleasant Run Estates, Phase 1-A PID is proposing an annual assessment of \$0.1800 per \$100 assessed value. City Council is required to conduct a public hearing to receive comments regarding the annual maintenance and service plan prior to

adoption. The public hearing was posted in the local publication of record on August 5, 2019 and notices mailed to the property owners of record on August 5, 2019 as required by Local Government Code Chapter 372. Staff recommends closing the public hearing and placing the item on the August 26, 2019 regular meeting for consideration.

Mayor Hairston opened the public hearing.

Terry Bowers, 1312 Artemus Dr. ask for clarification between HOA and PID.

City Manager Mauldin-Jones, share the PID is not associated to the HOA. The Council has purview on the PID and the city does not govern the HOA.

**MOTION:** Councilmember Morris made a motion, seconded by Mayor Pro Tem Hill to close the public hearing. Item 6 placed on August 26, 2019 agenda. The vote was cast 7 for, 0 against.

7. **Conduct a public hearing and discuss an ordinance making certain findings in connection with the proposed supplemental services ordered in connection with the Rolling Meadows Public Improvement District.**

City Manager Mauldin-Jones shared Rolling Meadows is an established subdivision consisting of approximately 38.8 acres generally located on the east and west side of Rolling Hills Place and on the North side of Beltline. The subdivision has an approved Public Improvement District (PID) to provide for the maintenance of its common areas and entry features. The Rolling Meadows PID is proposing an annual assessment of \$0.30 per \$100 assessed value.

City Council is required to hold a public hearing to receive comments regarding the five year and service plan prior to adoption. The public hearing was posted in the local publication of record on August 5, 2019 and notice mailed to the property owners of record on August 5, 2019 as required by Local Government Code Chapter 372. Staff recommends closing the public hearing and placing the item on the August 26, 2019 regular meeting for consideration.

Mayor Hairston opened the public hearing.

There were no speakers.

**MOTION:** Councilmember Morris made a motion, seconded by Councilmember Strain-Burk to close the public hearing. Item 7 placed on August 26, 2019 agenda. The vote was cast 7 for, 0 against.

8. **Conduct a public hearing and discuss an ordinance making certain findings in connection with the proposed supplemental services ordered in connection with the Tribute at Mills Branch and Tribute East at Mills Branch Public Improvement District.**

City Manager Mauldin-Jones shared Tribute at Mills Branch and Tribute East at Mills Branch is a subdivision of approximately 42.7 acres located south of Beltline Road and east of Southwood Drive and platted as the Tribute at Mills Branch, Phases 1A and 1B, 190 single family lots and 9 common areas, recorded in Volume 2005097, Page 37 and Volume 2005163, Page 183, Deed Records of Dallas County, Texas; and Tribute East at Mills Branch (291 North Blue Grove Road); of approximately 4.64 acres from John M. Rawlins Abstract 1209, pg 245, Tract 8, located south of Beltline Road on the west side of North Bluegrove Road, conveyed to Wilbow Homestead Development Corporation, Volume 2005097, Page 3594 Deed Records of Dallas County, Texas. The subdivision has an approved Public Improvement District (PID) to provide for the maintenance of its common areas and entry features. As this district is now completed, a new PID board is

in the process of being elected and the former PID board has proposed an assessment plan for lots with completed homes at a rate of \$0.3600 per \$100 assessed valuation and lots without completed homes at \$0.8000 per \$100 assessed valuation, as adopted in FY 2019/2020 in the five (5) year service plan and budget adoption. Once the new board is elected and has reviewed the current proposed service plan they will likely amend the budget to include the water utility bills. Under a previous development agreement, the City paid this bill on behalf of the PID.

City Council is required to conduct a public hearing to receive comments regarding the annual maintenance and service plan prior to adoption. The public hearing was posted in the local publication of record on August 5, 2019 and notice mailed to the property owners of record August 5, 2019 as required by Local Government Code Chapter 372. Staff recommends closing the public hearing and placing the item on the August 26, 2019 regular meeting for consideration.

Mayor Hairston opened the public hearing.

There were no speakers.

**MOTION:** Councilmember Morris made a motion, seconded by Councilmember Strain-Burk to close the public hearing. Item 8 placed on August 26, 2019 agenda. The vote was cast 7 for, 0 against.

9. **Conduct a public hearing and discuss an ordinance regarding the proposed fiscal year 2019/2020 budget for the fiscal year beginning October 1, 2019 and ending September 30, 2020; providing that expenditures for said fiscal year shall be in accordance with said budget.**

City Manager Mauldin-Jones shared State Truth-in-Taxation and the City Charter require the City of Lancaster to conduct a public hearing on the proposed annual budget. The proposed total tax rate required to provide revenue for maintenance and operations and interest and sinking fund requirements is \$0.840925 cents per \$100 assessed valuation. The approval of the proposed ordinance will adopt the FY 2019/2020 budget and appropriate necessary funds for the City's operation, maintenance and debt service requirements. The proposed tax rate is \$0.840925 per \$100 assessed valuation to be assessed on taxable property to generate revenues for the maintenance, operations, interest and sinking fund requirements. The proposed maintenance and operations fund requirements (\$0.5952) and the interest and sinking fund requirements (\$0.245725). This is a decrease from our previous year tax rate of (\$0.867500), (\$0.602) for the maintenance and operations in general fund, and (\$0.266) for the interest and sinking fund.

Notice regarding the public hearings was posted in accordance with state law in the City's newspaper of record, Focus Daily News on Thursday, August 08, 2019 and on the City of Lancaster website. Staff recommends closing the public hearing and announcing the final public hearing to be held on Monday, August 26, 2019 at 7:00 p.m. at Lancaster Municipal Center Council Chambers located at 211 North Henry Street, Lancaster, Texas.

Mayor Hairston opened the public hearing

There were no speakers.

**MOTION:** Councilmember Morris made a motion, seconded by Councilmember Jaglowski to close the public hearing. The second public hearing is Monday, August 26, 2019 7:00 p.m. at the Lancaster Municipal Center, Council Chambers, 211 North Henry Street, Lancaster, Texas. The vote was cast 7 for, 0 against.

10. **Conduct a public hearing and discuss an ordinance regarding the proposed revenue increase from levying ad valorem taxes for fiscal year 2019/2020 at \$0.840925 per one hundred dollars assessed valuation of all taxable property within the corporate limits to provide revenues for current maintenance and operation expenses and interest and sinking fund requirements; providing due and delinquent dates; penalties and interest; providing a homestead exemption and disability exemption.**

City Manager Mauldin-Jones shared State Truth-in-Taxation law, Local Government Code and the City Charter require that an ordinance levying the ad valorem taxes be read and a public hearing held at a regular or special meeting of the Lancaster City Council. The tax rate proposed for fiscal year 2019/2020 is \$0.840925 per one hundred dollars assessed valuation on taxable property within the corporate limits. These tax dollars provide revenue for current operating and maintenance expenses and interest and sinking fund requirements. The total tax revenue will increase from properties on the tax roll in the preceding tax year by 7.1% (percentage by which the tax rate will be higher than effective tax rate calculated under Chapter 26, Tax Code.) Individual taxes may increase or decrease at a rate greater or lesser depending on the change in the taxable value of each property. This is the first of two public hearings regarding the proposed tax rate. The second public hearing on the tax rate is scheduled for August 26, 2019 Regular Council Meeting at Lancaster Municipal Center, City Council Chambers located at 211 North Henry, Lancaster, Texas Street. The governing body may not adopt the tax rate at either of the public hearings. The governing body must announce the date, time and place of the meeting at which it will officially vote on the tax rate. The vote on the tax rate is scheduled for Monday, September 9, 2019 at 7:00 p.m. at Lancaster Municipal Center, City Council Chambers located at 211 North Henry Street, Lancaster, Texas. Public notices were published on August 8, 2019 in the official City publication of record, Focus Daily News and on the City of Lancaster website. Information regarding the proposed tax rate is being made available in accordance with state law and the City Charter.

Staff recommends City Council conduct and close the public hearing, and announce the date, time and location of the second public hearing and final vote. The second public hearing is Monday, August 26, 2019 7:00 p.m. at the Lancaster Municipal Center, Council Chambers, 211 North Henry Street, Lancaster, Texas. The vote is scheduled for Monday, September 9, 2019, 7:00 p.m. at the Lancaster Municipal Center, Council Chambers, 211 North Henry, Lancaster, Texas.

Mayor Hairston opened the public hearing.

Patricia Thomas, 1558 Illinois Ave. asked if she would see a decrease in her taxes. City Manager Mauldin-Jones responded the tax rate is the rate the city charges on each one hundred dollars assessed value of taxable if the value of the home increased residents could potentially see an increase if the value of the home decrease then residents will see a decrease.

Patricia Thomas, 1558 Illinois Ave. asked if there is senior discount.

City Manager Mauldin-Jones responded the city of Lancaster has a homestead exemption for 65 years and over for the head of household.

Mayor Pro Tem Hill shared her excitement with the street maintenance fund, as this will help improve and maintain the overall appearance of the community.

Councilmember Strain-Burk shared the taxes are divide between Dallas County 8.29%, City of Lancaster 28.41%, Lancaster ISD 50.09%, Parkland Hospital 9.15% and Dallas Co. Community College 4.06%.

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**MOTION:** Councilmember Morris made a motion, seconded by Mayor Pro Tem Hill to close the public hearing. The second public hearing is Monday, August 26, 2019 7:00 p.m. at the Lancaster Municipal Center, Council Chambers, 211 North Henry Street, Lancaster, Texas. The vote was cast 7 for, 0 against.

**MOTION:** Councilmember Strain-Burk made a motion, seconded by Councilmember Morris to adjourn. The vote was cast 7 for, 0 against.

The meeting was adjourned at 7:59 p.m.

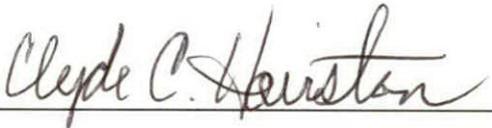
**ATTEST:**

**APPROVED:**



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Sorangel O. Arenas, City Secretary



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Clyde C. Hairston, Mayor