

## MINUTES

## LANCASTER CITY COUNCIL MEETING OF JULY 8, 2013

The City Council of the City of Lancaster, Texas, met in Regular session in the Council Chambers of City Hall on July 8, 2013 at 7:00 p.m. with a quorum present to-wit:

**Councilmembers Present:**

Mayor Marcus E. Knight  
Carol Strain-Burk  
Stanley Jaglowski  
Marco Mejia  
Mayor Pro Tem James Daniels  
LaShonjia Harris  
Deputy Mayor Pro Tem Nina Morris

**City Staff Present:**

Opal Mauldin Robertson, City Manager  
Aretha Adams, Assistant City Manager  
Alicia Oyedele, Assistant to the City Manager  
Thomas Griffith, Fire Chief  
Rona Stringfellow, Managing Director Public Works / Development Services  
Jim Brewer, Assistant Director Public Works / Development Services  
Larry King, Building Official  
Crystal Cloud, Utility Billing Manager  
Dawn Berry, Purchasing Agent  
Mark Divita, Airport Manager  
Dolle Downe, City Secretary

**Call to Order:**

Mayor Knight called the meeting to order at 7:00 p.m. on July 8, 2013.

**Invocation:**

Pastor John Richardson with Zion Chapel gave the invocation.

**Pledge of Allegiance:**

Councilmember Strain-Burk led the pledge of allegiance.

**Proclamation:**

Mayor Knight read a proclamation proclaiming July 14 - 20, 2013 as Samia Nkrumah African Unity Celebration Week in the City of Lancaster acknowledging African immigrants and African Americans meeting for public discussions on areas of mutual interest and benefit. Dr. Kwame Nkrumah, the Honorable Samia Kkrumah and other members of the delegation accepted the proclamation thanking Mayor Knight and Deputy Mayor Pro Tem Morris.

**Presentation:**

LTC Purgerson was unable to attend the meeting.

**Citizens Comments:**

Debra Johnson, 1237 Roan Drive, stated that she had called to make sure her water payment had posted and waited an hour and five minutes to talk with someone; stated that would be a person's whole lunch hour; asked Council to please address the situation.

**Consent Agenda:**

City Secretary Downe read the consent agenda.

- C1. Consider approval of minutes from the City Council Special Meeting held May 28 & 29, 2013 and City Council Regular Meeting held June 24, 2013.
- C2. Consider a resolution authorizing the award of Bid 2013-82, an annual contract, to Johnson Controls for maintenance and repair of City Heating and Air Conditioning units for an amount not to exceed \$71,311.04.
- C3. Consider a resolution awarding the bid to Postal Pros, Inc. for printing, distribution, and online payment acceptance of utility bills for an amount not to exceed \$88,000.
- C4. Consider a resolution approving the terms and conditions of the City owned T-Hangar non-commercial lease from building 660 at the Lancaster Regional Airport.
- C5. Consider a resolution authorizing Dallas County to resell 3712 Waters Street, a tax foreclosed property, by public or private sale, to the highest qualified purchaser, as provided by Section 34.05 of the Texas Property Tax Code.

Mayor Knight pulled consent item C3.

**MOTION:** Councilmember Strain-Burk made a motion, seconded by Deputy Mayor Pro Tem Morris, to approve consent items C1, C2, C4 and C5. The vote was cast 7 for, 0 against.

Mayor Knight asked City Manager Mauldin Robertson to comment regarding the upgrade to the utility billing system [item C3]. City Manager Mauldin Robertson indicated that using the interlocal with Duncanville saves the City about \$27,000 for printing/distribution services as well as providing upgrades to the automated payment and online billing and additional notifications prior to due dates. City Manager Mauldin Robertson noted this enhances customer service.

**MOTION:** Councilmember Strain-Burk made a motion, seconded by Mayor Pro Tem Daniels, to approve a resolution awarding the bid to Postal Pros, Inc. for printing, distribution, and online payment acceptance of utility bills for an amount not to exceed \$88,000. The vote was cast 7 for, 0 against.

**6. Consider a resolution adopting City Council Goals and Objectives contained in the May 2013 City Council Retreat Report.**

City Manager Mauldin Robertson stated that this report, compiled by The Novak Consulting Group, outlines the City Council's goals and objectives for fiscal year 2013/14 as discussed and defined during strategic planning.

**MOTION:** Councilmember Strain-Burk made a motion, seconded by Councilmember Jaglowski, to approve a resolution adopting City Council Goals and Objectives contained in the May 2013 City Council Retreat Report. The vote was cast 7 for, 0 against.

**7. Discuss and consider an ordinance amending Chapter 8 of the Lancaster Code of Ordinances, by adopting Article 8.17, Sections 8.17.001 through 8.17.045, "Hotel/Motel Property Regulations"; providing for Definitions; providing the Powers and Duties of the Building Official as the Designated Administrator; providing for minimum standards and for the responsibilities of the Property Owner/Manager; providing Guest Responsibilities; providing for Repair Duties; providing Notice Requirements; providing Affirmative Defenses; providing for a Rental Agreement, Disclosures and Administrative Responsibilities; providing requirements for Trade Name Registration; providing for Application, Place of Business, Issuance, Renewal and Expiration of License; providing for the establishment of a Hotel/Motel License Fee; providing for Display, Replacement and Transferability; and providing a penalty of fine not to exceed five hundred dollars (\$500.00).**

Building Official King made a presentation outlining the hotel/motel property program which requires each hotel/motel property owner to register their complex annually and receive semi-annual inspections to ensure minimum standards are being met. Building Official King noted there are four hotel/motel complexes consisting of a total of 238 rental units.

Councilmember Mejia asked about furniture inspections. Building Official King commented that such inspection is primarily for maintenance purposes, such as the beds.

Councilmember Jaglowski asked about staff making the inspection. Building Official King noted that the inspection task force is comprised of the Fire Department and the Building Inspection Division.

Councilmember Strain-Burk asked about potential for improvements in the properties. Building Official King stated that the program can help improve the quality of a facility.

Deputy Mayor Pro Tem Morris stated she liked the idea and would like to see pictures from 2012. Building Official King stated there are no pictures from 2012.

Councilmember Jaglowski clarified that it takes about an hour to an hour and fifteen minutes for inspection.

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Councilmember Mejia commented that the City should not be overzealous with the program and suggested possible abatement from the fee, but not from the inspection, for new hotels.

City Manager Mauldin Robertson indicated that it would be possible for the ordinance to provide for a new establishment not to pay the fee for a period of time.

**MOTION:** Councilmember Mejia made a motion, seconded by Councilmember Strain-Burk, to approve an ordinance amending Chapter 8 of the Lancaster Code of Ordinances, by adopting Article 8.17, Sections 8.17.001 through 8.17.045, "Hotel/Motel Property Regulations with a provision added that new hotels/motels would not be charged the fee for a period of five years, but would be subject to the inspections. The vote was cast 7 for, 0 against.

**8. Discuss and consider a resolution amending the Master Fee Schedule, Article 3.000 Building Related Fees to provide an annual inspection fee for hotel/motel property rental units.**

City Manager Mauldin Robertson stated that the proposed resolution establishes the fee at \$60 per rental unit.

Councilmember Mejia commented that the fee is too high and owners need to be able to absorb the fee into their budget. Councilmembers discussed various fees.

**MOTION:** Councilmember Mejia made a motion, seconded by Councilmember Strain-Burk, to approve a resolution amending the Master Fee Schedule, Article 3.000 Building Related Fees to provide an annual inspection fee for hotel/motel property rental units of \$50 per unit. The vote was cast 7 for, 0 against.

**9. Discuss and consider designation of the City's voting representative to the North Central Texas Council of Governments.**

**MOTION:** Deputy Mayor Pro Tem Morris made a motion, seconded by Councilmember Jaglowski, to designate Mayor Knight as the City's voting representative to the North Central Texas Council of Governments. The vote was cast 7 for, 0 against.

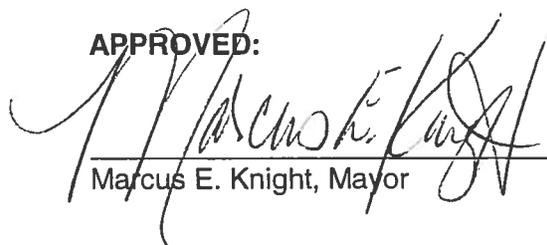
**MOTION:** Mayor Pro Tem Daniels made a motion, seconded by Councilmember Jaglowski, to adjourn. The vote was cast 7 for, 0 against.

The meeting was adjourned at 8:11 p.m.

**ATTEST:**

  
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Dolle K. Downe, City Secretary

**APPROVED:**

  
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Marcus E. Knight, Mayor