

## MINUTES

**LANCASTER CITY COUNCIL MEETING OF September 08, 2014**

The City Council of the City of Lancaster, Texas, met in Regular session in the Council Chambers of City Hall on September 8, 2014 at 7:02 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  
Deputy Mayor Pro Tem LaShonjia Harris  
Nina Morris

**City Staff Present:**

Opal Mauldin Robertson, City Manager  
Rona Stringfellow, Assistant City Manager  
Fabrice Kabona, Assistant to the City Manager-Intern  
Thomas Griffith, Fire Chief  
Cheryl Wilson, Police Chief  
Sam Urbanski, Assistant Police Chief  
Jason Boulton, Assistant Police Chief  
Jim Brewer, Director Public Works  
Cynthia Pearson, Director of Finance  
Baron Sauls, Assistant Director of Finance  
Sean Johnson, Managing Director of Quality of Life and Cultural Services  
Ed Brady, Director of Economic Development  
Robert E. Hager, City Attorney  
Angie Arenas, City Secretary  
Mark Divita, Airport Manager  
Alton Dixon, Purchasing Agent  
Gina Garcia, Engineer

**Call to Order:**

Mayor Knight called the meeting to order at 7:02 p.m. on September 8, 2014.

**Invocation:**

Deacon Jones with Ministerial Alliance gave the invocation.

**Pledge of Allegiance:**

Mayor Pro Tem James Daniels led the pledge of allegiance.

**Citizens Comments:**

Jim Cheshire, 739 N. Dallas Avenue shared his concerns with landscaping issues down Dallas Avenue by the golf course and at the city park.

Elnora Lacey, 1516 Dewberry Blvd apartment 118, asked what was the next step in the issue of Bel Air Place Apartments and shared that the manager has begun to use "tactics" to keep residents from speaking their concerns.

LaToya Flanagan, 1510 Dewberry Blvd apartment 143, stated that she shared the same concerns as the citizen before her.

Joe Thomas, 709 Sewell Drive, shared praise for the city and its councilmembers as well as suggested keeping the broadcasting of the city council meetings current for those that do not attend the meetings.

**Consent Agenda:**

City Secretary Arenas read the consent agenda.

- C1. Consider approval of minutes from the City Council Regular Meeting held August 25, 2014.**
- C2. Consider a resolution approving the terms and conditions of the City owned tie down T-Spot non-commercial lease at the Lancaster Regional Airport.**
- C3. Consider a resolution approving the terms and conditions of the Grant Agreement for the Routine Airport Maintenance Program by and between the City of Lancaster, as Airport Sponsor, and the Texas Department of Transportation, on behalf of the State of Texas; authorizing matching funds in the amount of \$50,000 at the Lancaster Regional Airport.**
- C4. Consider a resolution adopting the City of Lancaster financial policy providing for prudent financial management of all funds to enable the city to maintain a long term stable and positive financial condition and provide guidelines for the day-to-day planning and operation of the city's financial matters.**
- C5. Consider a resolution adopting the City of Lancaster Investment Policy providing that all funds of the city be managed and invested for safety, liquidity, diversification and yield and that investments be chosen in a manner which promotes diversity by market sector, credit and maturity; providing that this policy serve to satisfy the requirements of Chapter 2256 of the Local Government Code, "Public Funds Investment Act".**
- C6. Consider a resolution canceling the City Council Work Session of September 15, 2014 and regular City Council meetings of November 24, 2014, and December 22, 2014.**
- C7. Consider a resolution providing for the adoption of the new Master Fee Schedule for all fees and charges assessed and collected by the City.**
- C8. Consider a resolution adopting the Lancaster City Council Rules and Procedures.**

**MOTION:** Councilmember Morris made a motion, seconded by Mayor Pro Tem Daniels, to approve consent items C1 – C8. The vote was cast 7 for, 0 against.

- 9. Consider and discuss an ordinance making certain findings in connection with the proposed supplemental services ordered in connection with the Beltline Ashmoore Public Improvement District.**

Assistant City Manager Stringfellow stated that a public hearing was held on Monday, August 25, 2014 for this item.

**MOTION:** Councilmember Strain-Burk made a motion, seconded by Councilmember Jaglowski, to approve the ordinance. The vote was cast 7 for, 0 against.

10. **Consider and discuss an ordinance making certain findings in connection with the proposed supplemental services ordered in connection with the Glendover Estates Public Improvement District.**

Assistant City Manager Stringfellow stated that a public hearing was held on Monday, August 25, 2014 for this item.

**MOTION:** Councilmember Strain-Burk made a motion, seconded by Councilmember Jaglowski, to approve the ordinance. The vote was cast 7 for, 0 against.

11. **Consider and discuss an ordinance making certain findings in connection with the proposed supplemental services ordered in connection with the Boardwalk Public Improvement District.**

**MOTION:** Councilmember Strain-Burk made a motion, seconded by Mayor Pro Tem Daniels, to approve the ordinance. The vote was cast 7 for, 0 against.

12. **Consider and discuss an ordinance making certain findings in connection with the proposed supplemental services ordered in connection with the Lancaster Mills Public Improvement District.**

**MOTION:** Councilmember Strain-Burk made a motion, seconded by Councilmember Jaglowski, to approve the ordinance. The vote was cast 7 for, 0 against.

13. **Consider and discuss an ordinance making certain findings in connection with the proposed supplemental services ordered in connection with the Meadowview Public Improvement District.**

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

14. **Consider and discuss an ordinance making certain findings in connection with the proposed supplemental services ordered in connection with the Millbrook East Public Improvement District.**

**MOTION:** Councilmember Strain-Burk made a motion, seconded by Councilmember Jaglowski, to approve the ordinance. The vote was cast 7 for, 0 against.

15. **Consider and discuss an ordinance making certain findings in connection with the proposed supplemental services ordered in connection with the Rolling Meadows Public Improvement District.**

**MOTION:** Councilmember Strain-Burk made a motion, seconded by Mayor Pro Tem Daniels, to approve the ordinance. The vote was cast 7 for, 0 against.

- 16. Consider 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.**

**MOTION:** Councilmember Strain-Burk made a motion, seconded by Mayor Pro Tem Daniels, to approve the ordinance. The vote was cast 7 for, 0 against.

- 17. Discuss and consider a resolution amending the rate for certain fees and charges assessed and collected by the City for water service; providing a repealing clause; and providing an effective date.**

Assistant City Manager Stringfellow stated that a utility rate study was presented to Council on August 18, 2014. At that time, there had been no water or sewer rate increase considered for over three years, even though Dallas Water Utilities and Trinity River Authority had substantially raised rates charged to the City of Lancaster. At the August 21st meeting, staff provided an option for an increase to the senior discount totaling \$3.00 and provided demographic information for the segment of Lancaster's population that utilizes the senior discount. Staff recommends adoption of the rate option as presented.

Councilmember Morris shared that she sympathizes with the residents because she understands that every dollar counts to the citizens of Lancaster and wanted to express that council and city staff do care. The reason for this increase is to avoid a significant increase in rates in the future and a deficit for the city. Councilmember Morris also shared that if citizens need assistance in paying for their bills to come up to City Hall and take advantage of the options offered.

Deputy Mayor Pro Tem Harris stated that she made a promise to the constituents of District 5 not to raise the water or sewer rates and she does not elect to support the rise in rates. She commends her peers and the efforts put into this decision especially those efforts to include the discount for senior citizens.

Councilmember Mejia wanted to make certain that the citizens understand that the city itself is not raising the rates they are passing along the costs being charged to the city. He also stated that the city had no options or bargaining power in this situation and the city could not absorb the costs of the increase. Councilmember Mejia stated that council and staff are not happy about the increase and that it has been an extremely difficult decision.

Councilmember Strain-Burk stated that she concurred with Councilmember Mejia's statements and that this issue is one that all city councils have to face and that this issue is not just in Lancaster but throughout all of the area utilizing Dallas Water Utilities.

Mayor Pro Tem Daniels stated that council was elected to make hard decisions and this in fact was a hard decision but it was in the best interest of the citizens.

**MOTION:** Councilmember Strain-Burk made a motion, seconded by Mayor Pro Tem Daniels, to approve the resolution amending the rate for certain fees and charges assessed and collected by the City for water service. The vote was cast 6 for, 1 against [Harris].

**18. Discuss and consider a resolution amending Section 10.700 of the Master Fee Schedule for fees and charges assessed for water and wastewater rates.**

**MOTION:** Councilmember Morris made a motion, seconded by Mayor Pro Tem Daniels, to approve the resolution amending Section 10.700 of the Master Fee Schedule. The vote was cast 6 for, 1 against [Harris].

**20. Conduct a public hearing and consider an ordinance regarding the proposed budget for the fiscal year beginning October 1, 2014 and ending September 30, 2015.**

City Manager Mauldin-Robertson stated that in accordance with State Truth-in-Taxation and the City Charter the proposed budget was presented to the Lancaster City Council at work sessions held on Monday, August 4, August 7, August 11 and August 18, 2014. Notice regarding the public hearing was posted in accordance with state law in the City's newspaper of record, Focus Daily News. Staff recommends closing the public hearing and approving the ordinance as presented.

Mayor Knight opened the public hearing.

Carolyn Morris, 887 Wintergreen, applauded council and staff for the countless hours put into the budget for the city. She also noted that even though no one is happy about the water rate increase it was inevitable and she respects the decision of council. Ms. Morris concluded in thanks and appreciation towards council and staff for working to move the city in the right direction.

**MOTION:** Councilmember Morris made a motion, seconded by Councilmember Strain-Burk, close the public hearing. The vote was cast 6 for, 0 against.

Councilmember Mejia shared that council has brought the city further along in past couple of years in managing the budget and in making better business deals. The city is putting forth the funds that it does have without increasing the tax rate which is always difficult and staff is also able to receive a well-deserved 5% increase in salary.

Councilmember Morris shared that even with all of the positive movement in the city it is still unable to give everyone what they deserve but asks that the citizens be aware that change is coming. Councilmember Morris also thanked the city manager and her team for their hard work.

Mayor Pro Tem Daniels thanked staff for their efforts and reassured citizens that better times are coming.

Deputy Mayor Pro Tem Harris stated that she strongly supports the 5% increase because it represents an investment in the city by retaining seasoned, well trained, quality employees.

Councilmember Morris also shared that some staff members have worked with the city 7 years without getting a raise which shows the dedication of employees in Lancaster. Councilmember Morris also shared that staff continuously seeks out grants and funding for their departments to avoid taxing citizens which should be commended.

Councilmember Jaglowski thanked the City Manager and her team for making strides for improvement in the City of Lancaster.

**MOTION:** Councilmember Morris made a motion, seconded by Councilmember Jaglowski, to approve an ordinance regarding the proposed budget for the fiscal year beginning October 1, 2014 and ending September 30, 2015. The vote was cast 7 for, 0 against.

19. **Discuss and consider an ordinance regarding the proposed revenue increase from levying ad valorem taxes for fiscal year 2014/2015 at \$0.8657 per one hundred dollars assessed valuation on 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-Robertson stated that the tax rate for fiscal year 2014/2015 is proposed at \$0.8675 per one hundred dollars assessed valuation and the total tax revenue will increase from properties on the tax roll in the preceding tax year by 11.65%. Individual taxes may increase or decrease at a rate greater or lesser depending on the change in the taxable value of each property. A public hearing was conducted on Monday, August 11, 2014 and August 25, 2014 at the City Council regular meeting to receive comment from the public regarding the proposed tax rate. Public notices were published in the official City publication of record, Focus Daily News and staff recommends approval of the ordinance as presented.

**MOTION:** Councilmember Strain-Burk made a motion, seconded by Councilmember Morris, to approve an ordinance to adopt a tax rate of 0.8675, which is effectively an 11.65% increase in the tax rate revenues. The vote was cast 7 for, 0 against.

21. **Discuss and consider a resolution ratifying the budget for the fiscal year 2014/2015 that results in an increase of revenues by 11.65% from property taxes than the previous year.**

City Manager Mauldin-Robertson stated that as of September 1, 2007 several laws went into effect, including House Bill 3195 as passed by the 80th Legislature. It requires cities and counties that will be raising more revenue from property taxes than in the previous year, to have a separate vote of the governing body to ratify the tax increase reflected in the budget.

The FY 2014/2015 budget and tax rate results in an increase in revenues by 11.65%. Staff recommends approval of the resolution.

**MOTION:** Councilmember Morris made a motion, seconded by Councilmember Strain-Burk, to approve a resolution ratifying the budget for the fiscal year 2014/2015 resulting in an increase in revenue by 11.65% from property tax from the previous year. The vote was cast 7 for, 0 against.

22. **Consider an ordinance establishing Civil Service classifications within the Police and Fire Departments; prescribing the number of positions in each classification.**

City Manager Mauldin-Robertson stated that pursuant to Title 5, Chapter 143, of the Texas Local Government Code, the City Council must establish the civil service classifications in the Police and Fire Departments and the number of positions in each classification. The proposed

ordinance is consistent with the staffing levels discussed in the proposed FY 2014-2015 budget. The proposed classifications are Fire Prevention 1, Fire Suppression 61, and Police 53 all of which are funded in the FY 2014/2015 budget.

Mayor Pro Tem Daniels asked that the Chief of Police and the Fire Chief come forward and share the status of their departments with the citizens.

Chief Wilson stated that there are a total of 5 vacancies. From October 2013 to present 7 officers have been hired, 3 have gone to other agencies, and 3 are currently in the academy. The next civil service exam is at 9 a.m. on September 20<sup>th</sup> in which they wish to fill the 5 vacancies. Chief Wilson feels that the department is on a great track to attract new candidates to serve the city.

Chief Griffith shared that 6 positions have been filled under the SAFER Grant and that there are currently 3 vacancies. Testing is October 25<sup>th</sup> for these positions and pre certification as a fire fighter is required and paramedic certification is preferred.

Mayor Pro Tem Daniels commends both Chief Griffith and Chief Wilson for jobs well done. Deputy Mayor Pro Tem Harris commends Chief Wilson in her efforts to keep the police department visible in the community.

**MOTION:** Councilmember Morris made a motion, seconded by Mayor Pro Tem Daniels, to approve the ordinance establishing civil service classifications. The vote was cast 7 for, 0 against.

**23. Discuss and consider annual appointments to City of Lancaster boards and commissions.**

Nominated for the vacant position on Planning and Zoning Commission was Racheal Hill.

**MOTION:** Councilmember Strain-Burk made a motion, seconded by Councilmember Jaglowski, to reappoint Genevieve Robinson and appoint Racheal Hill to the Planning and Zoning Commission for terms expiring July 2016. The vote was cast 7 for, 0 against.

**MOTION:** Councilmember Mejia made a motion, seconded by Councilmember Jaglowski, to reappoint members Andy Mungenast, Charles Waldrop Jr. and Keith Hutchinson to the Airport Advisory Board for terms expiring July 2016 and alternate member James O. Knight Jr. with a term to expire July 2015. The vote was cast 7 for, 0 against.

Nominated for the vacant position on the Property Standards and Appeals Board was Carlon Terry.

**MOTION:** Councilmember Strain-Burk made a motion, seconded by Councilmember Jaglowski, to reappoint Carolyn Morris and Sue Wyrick to the Property Standards and Appeals Board, appoint Don McCoo to a regular position of the Property Standards and Appeals Board for terms expiring July 2016 and alternate member Carlon Terry with a term to expire July 2015. The vote was cast 7 for, 0 against.

Nominated for the vacant position on Parks and Recreation Advisory Board/Lancaster Recreational Development Corporation were: Terrence Comick and Carolyn DeLoach. The vote was cast 5 for Mr. Comick [Morris, Harris, Daniels, Mejia, Jaglowski] and 3 for Ms. DeLoach [Knight, Strain-Burk]. Mr. Comick is appointed as an alternate member to the Parks and Recreation Advisory Board/Lancaster Recreational Development Corporation for a term expiring July 2015.

**MOTION:** Councilmember Strain-Burk made a motion, seconded by Councilmember Jaglowski, to reappoint Cecelia Rutherford, Jerry Giles, Spencer Hervey, and Willene Watson to the Parks and Recreation Advisory Board/Lancaster Recreational Development Corporation with terms to expire July 2016. The vote was cast 7 for, 0 against.

Nominated for the vacant position on the Lancaster Economic Development Corporation was Octavia Giadolor.

**MOTION:** Councilmember Strain-Burk made a motion, seconded by Councilmember Jaglowski, to reappoint Jon Cole and Vanessa Sheffield to the Lancaster Economic Development Corporation with terms to expire July 2017 and appoint Octavia Giadolor as a member to the Lancaster Economic Development Corporation with a term expiring July 2017. The vote was cast 7 for, 0 against.

Nominated for the vacant positions on the Library Advisory Board were Sonja Shipp, Quinest Banks, Anne Ordone, Carolyn DeLoach, and Desarea Bradley.

**MOTION:** Councilmember Jaglowski made a motion, seconded by Councilmember Morris, to reappoint Angela McCowan to the Library Advisory Board with a term to expire July 2016, appoint Tiffany Devereaux, Anne Ordone, and Sonja Shipp to the Library Advisory Board with a terms to expire July 2016, appoint Quinest Banks and Carolyn DeLoach to the Library Advisory Board with a terms to expire July 2015 and appoint Desarea Bradley to an alternate position with a term expiring July 2015. The vote was cast 7 for, 0 against.

**MOTION:** Councilmember Strain-Burk made a motion, seconded by Councilmember Jaglowski, to reappoint Cecelia Rutherford, Jerry Giles, Spencer Hervey, and Willene Watson to the Parks and Recreation Advisory Board/Lancaster Recreational Development Corporation with terms to expire July 2016. The vote was cast 7 for, 0 against.

Councilmember Jaglowski inquired whether or not a councilmember could serve on the Animal Shelter Advisory Committee and showed interest in doing so. City Attorney Hager stated that the correct resolution was needed in order to proceed with that process.

Councilmember Morris asked if it was possible to undo a previously made and passed motion to appoint a member to this board. City Attorney Hager stated that the best way to approach that situation would be to have the member in question resign to create a vacancy and appoint them to the appropriate board.

**MOTION:** Councilmember Mejia made a motion, seconded by Councilmember Jaglowski, to table appointments to the Animal Shelter Advisory Board until the next meeting. The vote was cast 7 for, 0 against.

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Nominated for the vacant positions on the Museum Advisory Board were Mary Ryan, Dianne McBride Allen, Ellie Pope, and Yolanda Edwards.

Deputy Mayor Pro Tem Harris suggested that it would be a good idea to have a diverse group of applicants.

**MOTION:** Councilmember Strain-Burk made a motion, seconded by Councilmember Jaglowski, to appoint Mary Ryan, Dianne McBride Allen, and Ellie to the Museum Advisory Board with terms to expire July 2016 and Yolanda Edwards as an alternate member to the Museum Advisory Board with a term to expire July 2015. The vote was cast 7 for, 0 against.

Below is a recap of the 2014 appointments.

Term Expires

Planning & Zoning Commission

Genevieve Robinson	2016	reappointment, regular position
Racheal Hill	2016	new appointment, regular position

Airport Advisory Board

Andy Mungenast	2016	reappointment, regular position
Charles Waldrop Jr.	2016	reappointment, regular position
Keith Hutchinson	2016	reappointment, regular position
James Knight	2015	reappointment, alternate position

Property Standards and Appeals Board

Carolyn Morris	2016	reappointment, regular position
Sue Wyrick	2016	reappointment, regular position
Don McCoo	2016	reappointment, regular position (from alter to reg)
Carlton Terry	2016	new appointment, alternate position

Parks and Recreation Advisory Board /

Lancaster Recreational Development Corp.

Cecelia Rutherford	2016	reappointment, regular position
Jerry Giles	2016	reappointment, regular position
Spencer Hervey	2016	reappointment, regular position
Willene Watson	2016	reappointment, regular position
Terrence Comick	2015	new appointment, alternate position

Economic Development Corp. (3 year term)

Jon Cole	2017	reappointment, regular position
Vanessa Sheffield	2017	reappointment, regular position
Octavia Giadolor	2017	new appointment, regular position

Library Advisory Board

Angela McCowan	2016	reappointment, regular position
Tiffany Devereaux	2016	reappointment, regular position (from alter to reg)
Quinnest Banks	2015	new appointment, regular position (unexpired term)
Carolyn DeLoach	2015	new appointment, regular position (unexpired term)

Sonja Shipp	2016	new appointment, regular position
Anne Ordone	2016	new appointment, regular position
Desarea Bradley	2015	new appointment, alternate position

Museum Advisory Board

Mary Ryan	2016	new appointment, regular position
Dianne McBride Allen	2016	new appointment, regular position
Ellie Pope	2016	new appointment, regular position
Yolanda Edwards	2015	new appointment, alternate position

**24. Consider confirmation of nominations made by the Mayor for appointment to the City of Lancaster Zoning Board of Adjustment.**

Mayor Knight nominated the following for reappointment to the Zoning Board of Adjustment.

Jack McCauley, reappointment, term expires July 2016  
 Rebecca Torres Swanson, reappointment, term expires July 2016  
 Edward Sutton, reappointment, alternate position, terms expires July 2015

**MOTION:** Councilmember Morris made a motion, seconded by Mayor Pro Tem, to approve the nominations made by the Mayor for appointment to the City of Lancaster Zoning Board of Adjustment. The vote was cast 7 for, 0 against.

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

The meeting was adjourned at 8:34 p.m.

**ATTEST:**

  
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 Sorangel O. Arenas, City Secretary

**APPROVED:**

  
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 Marcus E. Knight, Mayor