



## NOTICE OF WORK SESSION AGENDA

### LANCASTER CITY COUNCIL

MUNICIPAL CENTER CITY COUNCIL CHAMBERS  
211 N. HENRY STREET, LANCASTER, TEXAS



**Monday, December 08, 2014 – 6:45 PM**

#### **DEFINITIONS:**

**Written Briefing:** Items that generally do not require a presentation or discussion by the staff or Council. On these items, the staff is seeking consent from the Council or providing information in a written format.

**Verbal Briefing:** These items do not require extensive written background information or are an update on items previously discussed by the Council.

**Regular Item:** These items generally require discussion between the Council and staff, boards, commissions, or consultants. These items may be accompanied by a formal presentation followed by discussion and direction to the staff.

[Public comment will not be accepted during Work Session  
unless Council determines otherwise.]

#### **Regular Items:**

- 1.** Discuss a Report of the City Council Five Year Goals and Strategies established during the annual City Council Strategic Planning Session in May 2013 for the 4th quarter of FY 2013/2014.
- 2.** Receive a presentation and discuss Quarterly Financial Report for the period ending September 30, 2014.

**EXECUTIVE SESSION:** The Council reserves the right to convene into executive session on any posted agenda item pursuant to Section 551.071(2) of the TEXAS GOVERNMENT CODE to seek legal advice concerning such subject.

**ACCESSIBILITY STATEMENT:** The Municipal Center is wheelchair-accessible. For sign interpretive services, call the City Secretary's office, 972-218-1311, or TDD 1-800-735-2989, at least 72 hours prior to the meeting. Reasonable accommodation will be made to assist your needs.

#### **Certificate**

**I hereby certify the above Notice of Meeting was posted at the Lancaster City Hall on December 5, 2014 @ 4:30 p.m. and copies thereof were provided to the Mayor, Mayor Pro-Tempore, Deputy Mayor Pro-Tempore and Council members.**

Sorangel O. Arenas  
City Secretary

# LANCASTER CITY COUNCIL

## Work Session Agenda Communication

December 8, 2014

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Item 1

Discuss Report of City Council Five Year Goals and Strategies established during the annual City Council Strategic Planning Session in May 2013 for the 4<sup>th</sup> quarter of FY 2013/2014.

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This request supports the City Council 2013-2014 Policy Agenda.

**Goals:**   **Financially Sound City Government**  
              **Civic Engagement**  
              **Healthy, Safe & Vibrant Neighborhoods**  
              **Professional & Committed Workforce**  
              **Sound Infrastructure**  
              **Quality Development**

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### **Background**

City Council conducted an annual Strategic Planning Session in May 2013. This report represents activity through the fourth quarter of FY 2013/2014 (October 2013 – September 2014). This is a review of implementation and progress on strategies and initiatives outlined in the 2013/2014 strategic plan and how said strategies connect to continued progress toward the realization of the Lancaster Vision.

**Financially Sound Government** - The City has a long-range financial plan and has prudent fiscal policies and processes in place. It has met or exceeded its general fund reserve goals, has funds available to address the needs of community and responsibly manages its debt. The community continues to move toward a more competitive tax rate.

- 1. Ensure the City's Tax Rate is Competitive** – during the FY 13/14 budget planning, presentation and town meetings, staff presented information regarding the correlation between property values and the tax rate in comparison to neighboring and survey cities. The City of Lancaster has also operated beneath the effective Tax Rate for the previous fiscal year. This information demonstrated the city tax portion of the average Lancaster resident's tax bill is less than our comparison cities. We will continue to seek strategies to improve our property values as there is a direct correlation between values and rate.

**Quality Development** - The City encourages high quality construction in its housing, commercial buildings and public facilities. The City employs sustainable building practices and encourages conservation and the use of alternative energy sources. The City has a diverse housing stock with walkable neighborhoods and other high quality neighborhood amenities. A diversity of commercial businesses includes corporate business parks and distribution facilities, which make use of the expanded airport, rail and highway system. Retail areas have grown because of growth in industrial, commercial and residential development.

### **1. Rental Registration Program**

Council authorized implemented of a rental registration program that will require annual registration and inspection of properties that are rented/leased in the community. Information regarding program implementation has been communicated to property owners. Inspections will begin in January 2015.

### **Boarding Home Ordinance**

Council authorized an ordinance regulating boarding homes. A Boarding Home must apply for and receive an operational permit "License" from the Fire Marshal's Office prior to the property being converted into a Boarding Home. The Fire Marshal's office will inspect the property and premises for compliance with this ordinance. The property must also meet the requirements of the Lancaster Development Code. If deficiencies are found, the Fire Marshal may prohibit occupancy of the residence and premises until such time as the owner takes action needed to bring the residence and premises into compliance.

### **2. Recruit Quality Commercial, Industrial and Retail Jobs.**

Economic Development staff continues working toward the attraction of projects creating commercial, industrial and retail development in order to create a growing tax base and growth in the community's daytime population ensuring the financial sustainability of government in Lancaster and jobs for our residents.

- Staff conducted 19 sales calls on commercial/industrial brokers, developers and potential end users promoting Lancaster as a location for the logistic solutions to their customers.
- Staff conducted 2 community tours for a developer unfamiliar with the opportunities in Lancaster.
- Staff responded to 10 inquiries for information regarding Lancaster as a potential location for the inquirer's expansion or relocation needs.
- Staff contacted 24 retail and restaurant prospects soliciting their evaluation of Lancaster as a future site for one of their operations.

**3. Target marketing program to commercial, industrial and retail brokerage community.**

Economic Development staff will continue to develop and implement efficient and effective marketing programs to solicit and secure the interest of the commercial, industrial and retail development-brokerage communities to promote Lancaster as a profitable marketplace for their client's future relocation or expansion needs.

- Staff participated in 3 commercial-industrial broker and developer events promoting Lancaster as a location for their customers.
- Staff hosted the visits of 2 end user companies interested in Lancaster as a location for their expansion plans.
- Staff attended 1 trade show calling on commercial-industrial users, brokers and developers exhibiting at the show to promote Lancaster as a location for the logistic solutions to their customers.

**4. Develop a strategy to pursue the development of a nationally branded hotel/convention center in Lancaster.**

- Staff compiled a list of 15 hoteliers, and prepared correspondence to communicate the advantages to selecting a site in Lancaster.

**5. Gauge the interest of the development community in projects on the north side of I-20 at Houston School Road.**

- Staff continues to include information about new business opportunities within the Campus District when making sales calls on prospects and responding to other inquiries suitable for that district in Lancaster.
- As the comprehensive plan update progresses; economic analysis information will be utilized to seek opportunities.
- During the 4<sup>th</sup> quarter FY 2013/2014, 132,360 square feet of formally empty space was occupied by business operations.

**6. Codification Update**

In November 2013, the City Secretary's office met with Planning staff and Franklin Legal regarding codification of the Lancaster Development Code (Volume 2 of the Code of Ordinances). Some conflict clarifications are necessary prior to the codification of the Development Codes.

All 2013 ordinances have been submitted to Franklin Legal for the annual update of the Code of Ordinances (non-development codes). We moved to monthly online updates of the Code of Ordinances beginning in March 2014. This will provide mor

timely availability through the City website of adopted ordinances to citizens and other interested individuals. The hard copy update will remain on an annual basis.

## **7. Update the Comprehensive Plan**

### Comprehensive Plan for the City of Lancaster 3-Year Work Plan

Council authorized execution of an agreement with Jacobs Engineering Group to update the City of Lancaster Comprehensive Plan.

Objective of this updated Comprehensive Plan is to identify community goals and objectives while also adding pertinent elements from existing plans and community input to make the plan comprehensive in scope. The Comprehensive Plan will be the “umbrella” document guiding every aspect of the City’s future development and growth.

The Jacobs Engineering Group, leading the consultant team, reviewed existing background data and previous studies to provide a high level of understanding of the City of Lancaster in terms of existing conditions, opportunities and constraints. The Jacobs team also gathered additional data from outside sources that reflect the socioeconomic, psychographic and market trends of the larger trade area that Lancaster is a part of. The Consultant team presented their findings to the City Council and Planning and Zoning Commission at a joint work session on October 7, 2013.

The first Advisory Committee meeting was held on November 21, 2013. The Advisory Committee has a central role in the process that will create the new Lancaster Comprehensive Plan. The Community Charrette was held on Saturday, February 1, 2014.

There were two online surveys seeking feedback from residents regarding the comprehensive plan. A joint work session of the Planning and Zoning Commission and City Council was held to present findings and solicit feedback regarding the results of the Charrette and surveys.

The next step is to update the Comprehensive Plan Advisory Committee on feedback from the joint work session held with Planning and zoning and City Council which was held on November 20, 2014. There will be a Community Open House held in early February with an anticipated adoption in March 2015.

## **8. Commercial Code Violations**

In an effort to ensure quality development continues our compliance staff has an aggressive approach to addressing commercial code violations. The following represents violations for the fourth quarter.

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Business Name	Address	Violation	Status	YTD Violations
American Auto Plaza	1010 Katy St Suite No. A	High Grass	Compliance	1
American Auto Plaza	1010 Katy St Suite No. A	Parking on Unapproved Surface	Compliance	1
American Auto Plaza	1010 Katy St Suite No. A	Commercial Dumpster	Compliance	1
American Auto Plaza	1010 Katy St Suite No. A	Trash	Compliance	1
Independent Plastic Recycles	103 Industrial St	Trash	Compliance	1
Independent Plastic Recycles	103 Industrial St	Outside Storage	Compliance	1
Independent Plastic Recycles	103 Industrial St	Commercial Dumpster	Compliance	1
Blue Grove Plaza	1450 W Pleasant Run Rd	Commercial Dumpster	Compliance	2
Dry Cleaners	1514 W Pleasant Run Rd	High Grass	Abatement	4
Dollar General	2253 W Belt Line Rd	Commercial Cargo Container	Compliance	1
Valero	3160 W Pleasant Run Rd Ste B	Commercial Dumpster	Compliance	2
Swift	3250 N Longhorn Dr	High Grass	Abatement	3
Blackhands Holding	3436 N I-35E	High Grass	Abatement	2
Blackhands Holding	3440 N I-35E	High Grass	Abatement	2
Blackhands Holding	3444 N I-35E	High Grass	Abatement	2
Blackhands Holding	3450 N I-35E	High Grass	Abatement	2
Blackhands Holding	3454 N I-35E	High Grass	Compliance	2
Jeff Steck	400 Jefferson St	Inoperative Motor Vehicle	Compliance	3
Jeff Steck	440 Jefferson St	Inoperative Motor Vehicle	Compliance	6
Jeff Steck	440 Jefferson St	Accumulation of Vehicle Parts	Compliance	1
Jeff Steck	440 Jefferson St	Parking on Unapproved Surface	Compliance	1
Jeff Steck	440 Jefferson St	Minor Auto Repair-Outside Storage	Compliance	1
World Harvest Church	520 N Dallas Ave	Parking on Unapproved Surface	Compliance	4
Old Minyards	919 N Dallas Ave Suite 103	High Grass	Compliance	1
Old Minyards	919 N Dallas Ave Suite 103	Sign	Compliance	1
Old Minyards	919 N Dallas Ave Suite 103	Light Pole	Compliance	1
Snar Lodging	930 N I-35E	Commercial Dumpster	Compliance	1
Snar Lodging	930 N I-35E	Trash	Compliance	1

**Healthy, Safe, & Vibrant Neighborhoods - Lancaster is a safe place where neighbors know each other. The community unites at citywide events that keep neighborhoods strong. Compassionate code enforcement maintains our residential neighborhoods, and all residents have access to parks near where they live.**

- 1. Assess Community Policing Strategy and determine appropriate staffing levels and deployment.**

The Hillard Heintze group has been retained to do an assessment of the Police Department. The initial evaluation has been completed and a final report will be completed by second quarter FY 2014/2015.

**2. Expand Police visibility and involvement in the community through community watch programs, and teen/youth activities and education.**

**Community Watch Programs**

The Department participates in several community watch programs and use this as an opportunity to educate citizens about the crime statistics in their neighborhoods and how they can help prevent these crimes. During these meetings, LPD displays statistical data specific to their neighborhoods on a poster size boards to captivate the citizens attention and interest.

**Community Oriented Policing Mission**

The Department has also begun to introduce crime watch tools available to the neighborhoods such as Nextdoor.com, Reportit.com, and Raidsonline.com. We continue to reemphasize the public safety resources and services available such as house checks, police2citizens and security checks.

**Community Partnerships/Prevention Measures**

The Department continues to identify trends in the community and deploy proper resources to deter, prevent and reduce crime in the city such as crime prevention tips, surveillance methods of policing, brochures, house checks and encouragement of new community watch programs. This quarter 9,462 close patrols were conducted.

The Lancaster Police Department and Community Outreach (LPOC) was established to proactively intervene with potential quality of life issues that can plague a community such as mental illness, victims of crime, driving under the influence, bullying, family planning, juvenile programs and much more. Several outreach programs regularly attend LPOC meetings to discuss the mission and vision to benefit the community.

The Lancaster Police Department partnered with Victim Relief Ministries and Neighbors Keepers to heighten community awareness and education to address crisis incidents, assist victims of crime, assist senior citizens, and critical incident stress management.

During the period of July 1, 2014 thru September 30, 2014 there was a total of 20,189 calls for service and 613 arrests which included:

- 130 house checks
- 124 accidents
- 114 burglaries (residential and commercial) – 33% decrease
- 135 motor vehicle burglaries

The department will continue to implement proactive strategies to reduce property and vehicle crimes within the community.

During this quarter three new officers were hired and are scheduled to graduate from the law enforcement academy on December 19, 2014.

**3. Support Lancaster neighborhoods in the creation of Public Improvement Districts (PID's) throughout the City to strengthen and connect neighborhoods.**

The annual PID Advisory Board meeting was conducted in the third quarter of FY 2013/2014. This provided advisory board members and management representatives an opportunity to discuss the annual budget (service plan) schedule and to discuss the PID policy.

The Pleasant Run Estates, Hearthstone, and Moffitt Creek Estates communities have received information regarding requirements for PID establishment.

There is a scheduled quarterly meeting with PID Advisory Boards in February 2015. PID Advisory Board members will also participate in citywide Board and Commission Open Meetings Act Training tentatively scheduled for January 2015.

**4. Lancaster is a place where we enhance public safety in our neighborhoods. The Lancaster Fire Department has responded to the following incidents and provided the Life Saving Aid listed below.**

INCIDENTS	
	4 <sup>th</sup> Qtr
<b>Fires</b>	53
<b>Explosions</b>	1
<b>Rescue, Medical</b>	1071
<b>Hazardous Material</b>	26
<b>Service Call</b>	181
<b>Good Intent</b>	74
<b>False Alarm</b>	115
<b>Severe Weather Disaster</b>	0
<b>Special Incident</b>	1
<b>Responses</b>	2828
<b>Simultaneous Incidents</b>	424

Mutual Aid Received	134
Hours Training	2434
<b>AID GIVEN</b>	
	<b>4<sup>th</sup> Qtr</b>
Resuscitation from Death	3
Lives Saved	128
Life Extending Aid	340
Quality of Life Improved	469
<b>PROPERTY SAVED</b>	
	<b>4<sup>th</sup> Qtr</b>
Value Exposure To Fire	\$23,828,500
Total Value Loss	\$7,588,400
Total Value Saved	\$16,240,100
Percentage Saved	68.15%
<b>FIRE MARSHAL</b>	
	<b>4Q</b>
Fire Cause Investigations	5
Fire Inspections	77

**5. Lancaster Municipal Court and City Marshal**

In the fourth quarter of 2013/2014 there were 1,400 cases filed and \$321,810 collected. 1,191 trials/hearings conducted.

The City Marshal's office cleared 9,370 warrants.

**Other considerations**

Fall 2014 bi-annual *Trash Off* This was a huge event that yielded high citizen participation and disposed waste as indicated below:

- 68.36 tons of Bulk waste
- 3.65 tons of Metal
- 5.93 tons of Brush
- 60 yards of recyclables (includes cardboard)
- 13,329 lbs of E – waste
- 58 junk tires
- 4,380 lbs of shredded paper

**Professional & Committed Workforce** - Lancaster city government is an employer of choice with competitive pay that attracts an engaged, responsive, customer-oriented, innovative, and effective workforce. Some employees live in the City and all have a sense of ownership of the community. City employees feel needed and appreciated by elected officials, residents and businesses and are respectful to and appreciative of their customers and the City's governing body. The City's executive staff is engage

**with residents and attends community events, upholds strong customer service, and uses technology to aid them in working smarter.**

**1. Update our Compensation Survey and provide data to the Council which illustrates how pay is relative to the established policy.**

In 2013 the City Council participated in a strategic planning session and identified the city compensation plan as an area to review for future direction and consideration. City Council expressed a desire to see how the city fairs to the established pay policy. The past established pay policy or goal was to be at the middle average of the city survey cities.

Council has taken steps towards implementing action on their goal by providing a 5% pay plan adjustment with the budget adoption. While the City of Lancaster has not met the goal of the established pay policy, City Council has taken steps towards this goal.

**2. Group Health Insurance**

The City implemented a carrier change to BlueCross Blue Shield of Texas for the 2014-2015 renewal cycle. Although Aetna provided a renegotiated renewal at -5%, BCBS has provided a -12.7% renewal offer substantially matching current plan designs. This difference represents an additional -7.7% or \$155,708 savings. Total savings from moving to BCBS represents \$256,327 when compared to the City's current premium costs. Furthermore, BCBS is offering a \$5,000 wellness allowance for the City's use.

**3. Wellness Program**

The City renewed with Methodist Health Systems for the City's wellness program. This program includes Health Risk Assessments, Fitness and Nutrition Tools, Wellness Workshops, Incentive Management and Employer and Employee Risk Factor reporting. Included in BCBS' proposal is a wellness credit of \$5,000 that may be used to offset costs incurred though the wellness program offered through Methodist Health Systems.

**4. American Heart Association "Fit Friendly Worksite" Gold Achievement**

Fit-Friendly Worksites are recognized by the American Heart Association as employers who go above and beyond when it comes to their employees' health. The City of Lancaster has been recognized by the American Heart Association for meeting criteria for employee wellness after completing the stringent application process. This is the first time the City of Lancaster has been recognized for this achievement.

**Sound Infrastructure - The City has well-maintained streets and well-planned preventative maintenance programs for infrastructure and assets.**

**1. Prioritize maintenance initiatives based on Pavement Management Program**

**results.**

A presentation to City Council was conducted in 2013 regarding the Pavement Management Program and the process for rating streets and upcoming projects.

CDBG funds were utilized to repair the following streets in FY 2013-2014

<u>2013</u>	<u>2014</u>
Idlewild	Marsalis
Henry	Gant
East Hammond ½ to 6 <sup>th</sup> Street	
Walnut	
Oaks	

**2. Plan for new Fleet Maintenance Facility.**

A request for proposal was initiated to select a consultant for the purpose of planning and designing for the needs of the fleet maintenance division.

**3. Storm water MS4 General Permit.**

The new MS4 General Permit, TPDES Permit No. TXR040000, was issued on December 13, 2013. All regulated entities (new and existing) were required to submit a Notice of Intent (NOI) and a new or revised (for existing regulated entities) Storm water Management Program (SWMP) in June 2014. The City of Lancaster plan was submitted prior to deadline.

**4. Meter Replacement Program**

Council received a presentation regarding the meter replacement program and how it is implemented.

**Civic Engagement - The City provides opportunities for involvement through special events, boards and commissions, youth and parent volunteer opportunities in recreation, sports teams, City elections, Civic Leadership Academy, and City-wide celebrations.**

**1. Parks, Recreation and Library Services**

- **TAAF Circuit Swim Meet** - Lancaster hosted 4 official TAAF Circuit swim meets, Saturday, June 7, 14, 21 and July 12, 2014. Lancaster attracted over 150 swimmers and 300 spectators each week to compete and qualify for regional competition with TAAF in July. Swimmers ranging from ages 6 to 18 visited from Cedar Hill, Midlothian, Paris and various cities in the region to enjoy this exciting competition and the opportunity to advance to final championship meet. As a result of the success of these swim meets, Lancaster was asked to serve as Commissioner at the 2014 TAAF B Regional Swim Meet.

- **Adventure of a Lifetime Summer Camp** - June - July, 2014 – was the annual “Adventure of Lifetime” Summer Camp with over 90 youth participating each week. Weekly themes included focuses on Nature, Music, Inquiry Based Activities, Dendrology, Animals & Insects, Safety in the Kitchen, and Underwater Activities. Each participant received daily breakfast, lunch and snacks. Other activities included fitness, problem solving, and working as a team, improvisation-drama, laughs, games, creativity, and more. Weekly field trips included trips to the movies, Nickelrama Nickel Arcade in Garland, Texas, the Federal Bureau of Engraving, Fort Worth Zoo, Ripley’s Believe It or Not and House of Wax and more.
- **Lancaster and Desoto Partner in 4th of July Celebration** - The cities of Lancaster and Desoto partner annually to celebrate the 4<sup>th</sup> of July! This year’s celebration included family fun, carnival-style food, bounce houses, face painting, games, live entertainment and an old fashion firework show at the Helen Giddings Amphitheater in Lancaster Community park. The celebration began at 6:00 p.m. on Friday, July 4, 2014 with **LIVE** musical entertainment which included the bands, N’Tense, D’Groove, Chadney Christle and Atonement; a world renowned violinist extraordinaire, Richmond Punch and gospel sensation, Wess Morgan headlining the evening. Thousands were in attendance to celebrate America’s Independence.
- **Ozarka Baseball Camp with the Texas Rangers** - Lancaster RBI Players (T Ball – 13U) enjoyed a free baseball clinic hosted by the Texas Rangers on July 9, 2014. The Camp allowed Lancaster youth to learn the game from Texas Ranger players, coaches, and staff! Each camper left with a fun bag filled with MLB/Texas Rangers fan gear.
- **Texas Rangers RBI Day – Arlington, TX** - Lancaster RBI Team (T Ball – 10U) joined coaches for a game and on field parade as honored guests of the Texas Rangers. Lancaster is a recognized RBI site, as well as a formally adopted league of the Texas Rangers.
- **The Lancaster RBI Program** was selected by Major League Baseball to attend the Jr. RBI Classic Tournament held in St. Paul / Minneapolis (expenses paid) during the MLB All Star Week. Lancaster 12U Team was honored and recognized on the field, as they attended the Texas Rangers official “Send Off” to the MLB Jr. RBI Classic. Our players were wished luck on the field prior to the July 7, 2014 Rangers game in Arlington, Texas. Lancaster players were allowed to attend batting practice (on field) with the Texas Rangers / Baltimore Orioles and received autographs from pitcher David Hamilton. On Thursday, July 10, 2014, Lancaster RBI 12U Players departed for a week in Minneapolis, MN to participate in the MLB Jr. RBI Classic held during All Star Week. Our players attended camps, clinics, events, and participated in friendly tournament play against selected teams from around the nation. On July 10, 2014 Lancaster’s players participated in the Cal Ripken Baseball Skills Camp (hosted by Cal Ripken). The Lancaster players competed in six games throughout the St. Paul Minneapolis area with teams from around the US and Canada. On the fourth day, our team did a GREAT job packi

food for the hungry and later attended another skills camp at MLB Fan Fest. On the final day, Lancaster was recognized nationally during the on field opening ceremonies. Players and coaches got a chance attend and take pictures with All Star Celebrity Softball Game participants from the Wounded Warriors Foundation and the Home Run Derby.

- **July is Parks and Recreation Month** - The month of July is Parks and Recreation Month and the National Recreation and Park Association (NRPA) with the theme for 2014 being “Out is In”. Activities for the month in Lancaster included Summer Camp participants exercising with “Sly the Fitness Guy”, the newest, biggest and baddest dog on the block at the Helen Giddings Amphitheater at Lancaster Community Park. The event included information on healthy eating, nutrition; fun ways to stay physically fit, an interactive fun camp, and push up challenge, games and prizes. The focus was downsizing childhood obesity one child at a time.

Other activities included our regular evening programs “DancerSize” and “Zumba” which were hosted outside at the Helen Giddings Amphitheater as a way to encourage even more people to get out and get active.

- **In-N-Out Burger Customer Appreciation Day Community Cookout** was held on August 14, 2014 at Lancaster City Park. This event provided attendees a free In-N-Out Burger, sides, cold drinks and delicious milkshakes. Summer camp participants and City employees were able to enjoy this wonderful experience as In-N-Out Burger Lancaster, TX gave back to the community.
- **LISD Back to School Red Carpet Welcome** - On Monday, August 25, 2014, Lancaster ISD students and parents returned to campuses in style as they were greeted by male and female professionals upon arrival and walked the red carpet to enter the buildings as part of their Back to School Red Carpet Welcome. Members of the City Council and staff were on hand to participate in this event. Their presence helped the school district promote the importance of education and provided an opportunity for leaders to show the students that there are positive role models within our local community who care, value and support education.
- **S.A.F.E. After School Program** - The S.A.F.E. After School Program was back in full swing with max participation of 80 participants. The Camp provides a safe haven for Lancaster ISD students Monday through Friday from 3:30pm – 6:30pm. The S.A.F.E. Program helps reduce juvenile delinquency and shortens the time frame of children being left alone at home without parental supervision. Children are also prevented from indulging in delinquent behavior by attending the S.A.F.E. Program. The participants receive a snack, homework help, and brain busting activities.
- **Lancaster Tiger Sharks** - The Lancaster Tiger Sharks welcomed six new members in September. These new swimmers have come directly from the Lancaster Aquatics Swim Lessons Programming and will join the Tiger Sharks

Their Fall/Winter Triathlon Training (Run/Bike/Swim).

- **Texas Rangers Games** - Thanks to the generosity of the Texas Rangers, Recreation was able to send Lancaster Soccer, Baseball, Football and Swim Teams to Friday and Sunday (September 26 and September 28, 2014) Rangers games in Arlington, TX. This ticket donation was a result of Lancaster's RBI Baseball Program that is sponsored by the Texas Rangers.

### **Lancaster Veterans Memorial Library Quarterly Statistics**

- ✓ Checked out 59,519 items to Library users including 227 eBooks
  - ✓ Added 4577 items to the Library collection, including 211 eBooks
  - ✓ Provided 2251 Library Cards to users
  - ✓ We had 126 people volunteer logging 737 hours
  - ✓ Provided 190 children's programs for 2933 attendees - These programs included: Family Story Time, Toddler Time and Pajama Time Stories and Teen programs
  - ✓ Provided 186 adult programs for 505 attendees. Programs included computer classes, gardening classes, Food for Thought Book Club, and Genealogy
  - ✓ Provided 39,671 computer user sessions, 2414 of which were AWE Children's Literacy computer use, for an average of 3306 sessions by library users per month access to public computers.
- On June 14, 2014, we co-sponsored the Best Southwest Bookfest in Duncanville prior to the Juneteenth Celebration. There were over 25 authors for attendees to visit with and get autographs. The Keynote Speakers were Mary Monroe and Ilyasah Shabazz, daughter of Malcolm X.
  - In June and July 2014, we had a very successful Summer Reading Club Program. A total of 1605 children attended Summer Reading Club Programs. The 2013 attendance was 1002. This was an increase of 60% from 2013. During June and July, we provided 43 children's programs including storytellers, magicians and science programs. The total minutes read were 173,000 minutes, versus 101,680 minutes in 2013.
  - In September 2014, The Library Services Division of the Quality of Life and Cultural Services Department received the Letter of Accreditation from the Texas State Library and Archives Commission. Accreditation provides access to grants, consulting, continuing education, and a state-wide discount on TexShare databases.

### **Volunteers**

- The total number of Volunteer Hours for the month of June 2014 was 166.4.
- The total number of Volunteer Hours for the month of July 2014 was 63.65.
- The total number of Volunteer Hours for the month of August 2014 was 70.75.
- The total number of Volunteer Hours for the month of September 2014 was 37.5.

#### **4. Visitors Center and State Auxiliary Museum**

The appointment of an Advisory Board is critical to the continued development and promotion of the museum. Information regarding the board has been distributed through all available media to solicit interested persons to seek appointment. Council is scheduled to consider appointments at the December 8, 2104 regular meeting.

Staff will be available to respond to any questions.

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**Submitted by:**

Opal Mauldin-Robertson, City Manager

**LANCASTER CITY COUNCIL**  
**Work Session Agenda Communication**  
December 8, 2014

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Item 2

**Receive a presentation and discuss Quarterly Financial Report for the period ending September 30, 2014.**

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**This request supports the City Council 2014-2015 Policy Agenda.**

**Goal: Financially Sound City Government**

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**Background**

The broad purpose of the City's Financial and Investment policy statements is to enable the City to achieve and maintain a long-term stable and positive financial position, and provide guidelines for the day to day planning and operations of the City's financial affairs. The following information is representative of the fourth quarter of fiscal year 2013-14, July 1, 2014 through September 30, 2014. The reports will be distributed, presented and reviewed during the work session.

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**Submitted by:**

Cynthia A. Pearson, Director of Finance

Baron A. Sauls, Assistant Director of Finance