



**NOTICE OF SPECIAL MEETING
LANCASTER CITY COUNCIL
JAMES R. WILLIAMS PUMP STATION
TRAINING ROOM, 1999 Jefferson**



Thursday, December 3, 2015 - 6:30 P.M.

6:30 P.M. SPECIAL MEETING:

CALL TO ORDER

1. Conduct interviews for City of Lancaster Boards and Commissions.

ADJOURNMENT

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 November 24, 2015 @ 4:00 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

Agenda Communication

December 3, 2015

Conduct interviews for City of Lancaster Boards and Commissions.

This request supports the City Council 2015-2016 Policy Agenda.

Goal: Civic Engagement

Background

This year for board and commission appointments, we expanded recruiting efforts to include several new areas including social media and invitation letters to homeowners associations. Requests for applications were made through various sources including:

- Spring Issue - *Lancaster Connection*
- *Lancaster Live* – weekly email for 5 weeks
- Invitation letter to 2015 graduates of the Civic Leadership Academy
- Invitation letter to representatives for Homeowners Associations
- City of Lancaster website home page
- Press release
- Social media: Facebook and Twitter

A total of twenty applications were received, an increase from last year's eleven. Included are the following to help facilitate the interview process:

- Alphabetical list of all applicants (indicates board preferences)
- Applications (alphabetical)
- 2015 Expiring Terms and Vacancies Recap
- 2015 Appointment Worksheet

An interview schedule will be provided prior to the start of the interviews.

Considerations

Animal Shelter Advisory Board

Please note that there are state requirements for appointment to the Animal Shelter Advisory Board. Under Section 823.005 of the Texas Health and Safety Code, a municipality in which an animal shelter is located is required to appoint an advisory committee to assist in complying with state requirements.

Under the state code, the advisory committee must be composed of at least:

- one licensed veterinarian
- one municipal officer
- one person whose duties include the daily operation of animal shelter
- one representative from an animal welfare organization



Boards and Commissions Applicants

2015



Applicants	Airport	PSAB	HLPC	Library	ZBA	LEDC	P&Z	Parks/4B	Animal SAB	Museum	Comments
Adair, Linda									1		
Aguilar, Isabel						1					
Butler, Clara					2		1	3			
Chambers, Norma				1							
Christopher Davis						1					
Curry, Erin									1		
Gardner, Candace		2		3				1	4		Applied for LEDC no expiring terms at this time willing to serve on other boards
Green, Myron						1					
Griffin, Elva				1							
Johnson, Cynthia				1			2				
Lewis, Cassandra				1	3			2			
Mann, Syrinithnia				2					1		
May, Sterling	1										
Mayfield, Lisa									1		
Mendez, Madel C.		1			3	2					
Miles, Christylla									1		
Polk, Amanda						1	2	3			
Ross, Rosanna									1		
Smith, Joe					3	1		2			
Williams, Sherri						1					



**BOARDS COMMISSIONS
EXPIRING TERMS AND VACANCIES
RECAP - 2015**



<i>Boards/Commissions</i>	<i>Term Expires</i>	<i>Member Name</i>	<i>Desires Reappointment</i>		<i>Notes</i>
			<i>YES</i>	<i>NO</i>	
Planning and Zoning Commission	2015	Lawrence Prothro	✓		
	2015	Marvin Earle	✓		
	2015	Tom Barnett Jr.		✓	
	2016	Vacant			
Airport Advisory Board	2015	Dean Byers	✓		
	2015	John Stewert	✓		
	2015	Tim Fagan	✓		
ALTERNATE	2015	James O. Knight	✓		
Property Standards and Appeals Board	2015	Cassondra Andrews	✓		
	2015	Donna Lee	✓		
ALTERNATE	2015	Carlton Terry	✓		
Lancaster Recreational Development Corp. and Parks & Recreation Advisory Board	2015	Abe Cooper	✓		
	2015	Darwin Isham	✓		
	2015	Mary Sykes	✓		
ALTERNATE	2015	Terrence Comick	✓		
Lancaster Economic Development Corp.					No Expirations



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EXPIRING TERMS AND VACANCIES
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<i>Boards/Commissions</i>	<i>Term Expires</i>	<i>Member Name</i>	<i>Desires Reappointment</i>		<i>Notes</i>
			YES	NO	
Library Advisory Board	2015	Quinnest Banks	✓		
	2015	Marcus Slaughter			No Response
	2015	Carolyn DeLoach		✓	
ALTERNATE	2015	Desarea B. Bradley	✓		
Animal Shelter Advisory Committe	2015	Dr. Jean Eye			No Response
	2015	Stacey Jaglowski	✓		
	2015	Mark Wilson			No Response
ALTERNATE	2015	Vacant			
Historic Landmark Preservation Committee	2015	Glenn Hooper	✓		
<i>(P & Z appoints, Council confirms)</i>	2015	Delaisse Gilles	✓		
	2015	Vacant			
	2015	Vacant (Alternate)			
Zoning Board of Adjustment	2015	Deborah Taylor	✓		
<i>(Mayor appoints, Council confirms)</i>	2015	Kimest Sanders			No Response
	2015	Margaret Brooks	✓		
ALTERNATE	2015	Edward Sutton		✓	



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EXPIRING TERMS AND VACANCIES
RECAP - 2015**



<i>Boards/Commissions</i>	<i>Term Expires</i>	<i>Member Name</i>	<i>Desires Reappointment</i>		<i>Notes</i>
			<i>YES</i>	<i>NO</i>	
Museum Advisory Board					
ALTERNATE	2015	Yolanda Edwards			No Response
Civil Service Commission					
<i>(City Manager appoints, City Council Confirms)</i>					



**Worksheet
Board & Commission Appointments
December 3, 2015**

Planning and Zoning Commission – 2 regular positions

Desiring Reappt. / Notes

- | | |
|----------|------------------|
| 1. _____ | Marvin Earle |
| 2. _____ | Lawrence Prothro |
| 3. _____ | Vacant |
| 4. _____ | Vacant |

Airport Advisory Board – 3 regular positions; 1 alternate

- | | |
|----------------------|-----------------|
| 1. _____ | Dean Byers |
| 2. _____ | John Stewart |
| 3. _____ | Tim Fagan |
| 4. _____ (alternate) | James O. Knight |

Property Standards & Appeals Board – 3 regular positions; 1 alternate)

- | | |
|----------------------|-------------------|
| 1. _____ | Cassandra Andrews |
| 2. _____ | Donna Lee |
| 3. _____ (alternate) | Carlton Terry |

Parks & Recreation Advisory/

Recreational Development Board – 3 regular positions; 1 alternate

- | | |
|----------------------|-----------------|
| 1. _____ | Abe Cooper |
| 2. _____ | Darwin Isham |
| 3. _____ | Mary Sykes |
| 4. _____ (alternate) | Terrence Comick |

Worksheet (Cont'd)

Desiring Reappt. / Notes

Economic Development Corp. – 3 regular positions (3 year terms)

* No expiring terms

Library Advisory Board – 4 regular positions, 1 alternate, 2 Vacancies

- | | |
|----------------------|--------------------|
| 1. _____ | Quinnest Banks |
| 2. _____ | Vacant |
| 3. _____ | Vacant |
| 4. _____ (alternate) | Desarea B. Bradley |

Animal Shelter Advisory Committee – 2 regular positions, 1 alternate

- | | |
|----------------------|-----------------------------|
| 1. _____ | Vacant (municipal officer)* |
| 2. _____ | Stacey Jaglowski (regular)* |
| 3. _____ | Vacant (animal welfare)* |
| 4. _____ (alternate) | Vacant |

*fills state requirement

Historic Landmark Preservation Committee – 2 regular positions, 1 alternate

- | | |
|----------------------|-----------------|
| 1. _____ | Glenn Hooper |
| 2. _____ | Delaisse Gilles |
| 3. _____ | Vacant |
| 4. _____ (alternate) | Vacant |

Worksheet (Cont'd)

Desiring Reappt. / Notes

Zoning Board of Adjustment (Mayor appoints; Council confirms)

- | | |
|----------------------|-----------------|
| 1. _____ | Deborah Taylor |
| 2. _____ | Margaret Brooks |
| 3. _____ | Vacant |
| 4. _____ (alternate) | Vacant |

Museum Advisory Board – 5 regular positions, 1 alternate

- | | |
|----------------------|--------|
| 1. _____ (alternate) | vacant |
|----------------------|--------|

Notes:

1. Historic Landmark Preservation Committee – P & Z appoints; Council confirms
2. Civil service Commission- City Manager appoint; Council confirms
3. Youth Advisory Committee appointments by City Manager or her designee
4. Economic Development Corp. (3 year terms) no expiring positions in 2015