

MINUTES

LANCASTER CITY COUNCIL MEETING OF AUGUST 8, 2016

The City Council of the City of Lancaster, Texas, met in a called Regular session in the Council Chambers of City Hall on August 8, 2016 at 7:00 p.m. with a quorum present to-wit:

Councilmembers Present:

Mayor Marcus E. Knight
Mayor Pro Tem Carol Strain-Burk
Deputy Mayor Pro Tem Stanley Jaglowski
Marco Mejia
Spencer W. Hervey Jr. seated following oath of office
Clyde C. Hairston
Nina Morris

City Staff Present:

Opal Mauldin-Robertson, City Manager
Rona Stringfellow, Assistant City Manager
Kay Brown, Community Relations Coordinator
Dori Lee, Human Resources Director
Ed Brady, Director of Economic Development
Jermaine Sapp, Equipment and Facilities Services Director
Sean Johnson, Managing Director of Quality of Life & Cultural Services
Baron Sauls, Finance Director
Sam Urbanski, Interim Police Chief
Robert Franklin, Fire Chief
Fabrice Kabona, Assistant to the City Manager
Alton Dixon, Purchasing Manager
Amanda Monsivais, Human Resources Generalist
Mayra Ortiz, Assistant City Secretary
Sorangel O. Arenas, City Secretary

Call to Order:

Mayor Knight called the meeting to order at 7:00 p.m. on August 8, 2016.

Invocation:

Pastor Dixon gave the invocation.

Pledge of Allegiance:

Councilmember Morris led the pledge of allegiance.

Proclamation:

Mayor Knight presented a proclamation announcing August 8, 2016 as "LISD Board of Trustees Day," urging all citizens to congratulate and recognize the dedication and hard-work of the Lancaster ISD School Board Members. Lancaster ISD School Board President Ty G. Jones accepted the proclamation and expressed his thanks to the City Council. President Jones introduced the Lancaster Board of Trustees Members: Ellen Clark, LaRhonda Mays, Robbie Johnson, Marion Hamilton, Cynthia Corbin-Javis and Rhonda Davis-Crawford.

Citizens' Comments:

Samuel M. Howard, 1122 Southridge Dr., shared he is the individual who has been protesting in the City and communicated his concerns that his water utility bill keeps increasing. Mayor Knight informed him that staff will follow-up on concerns.

Oscar Figaro, 1610 Worthington, stated he would like to congratulate the newly elected council member.

Arthur Hood, 1532 Warwick Dr., inquired if there are intentions to repair the roads from Houston School Road to Chapman. Mayor Knight informed Mr. Hood that staff will address his concern. Also, since the City is currently in budget season, Mayor Knight encouraged citizens to participate in the Budget Town Meetings which address street repair strategies and additional information.

1. Administer Oath of Office, present Certificate of Election, and seat newly elected councilmember.

City Secretary Arenas administered the Oath of Office for Spencer W. Hervey, Jr. Certificate of Election was presented.

Councilmember Hervey thanked his supporters and expressed his gratitude to serve his constituents and the community. He thanked everyone in attendance and requested them to continue to support him, the City Council and the LISD School Board.

Newly elected Councilmember Spencer W. Hervey, Jr., District 4, was seated.

Consent Agenda:

City Secretary Arenas read the consent agenda.

- 2. Consider approval of minutes from the City Council Regular Meeting held on June 13, 2016.**
- 3. Discuss and consider a resolution approving the terms and conditions of an Interlocal Agreement with the cities of Duncanville, DeSoto, and Cedar Hill to share a Regional Emergency Management Operations Coordinator.**
- 4. Discuss and consider a resolution approving the terms and conditions of an interlocal agreement by and between the City of Lancaster and Dallas County Department of Health and Human Services to provide certain health services.**
- 5. Discuss and consider a resolution approving the terms and conditions of an interlocal agreement by and between the City of Lancaster and Dallas County Department of Health and Human Services to provide certain food establishment inspections and environmental services.**
- 6. Discuss and consider a resolution authorizing the City Manager or designee to undertake mosquito abatement methods; providing for the City Manager or designee to authorize and enter into an interlocal agreement with Dallas County for Aerial Spraying in the 2015-2016 and 2016-2017 Vector Seasons if promulgated by the Dallas County Judge.**
- 7. Discuss and consider a resolution approving the terms and conditions of a professional services agreement with The Retail Coach for the development of a Retail Recruitment Strategy.**
- 8. Discuss and consider a resolution authorizing the renewal of contracts with Blue Cross Blue Shield for employee medical administration with a Health Savings Account (HSA) option; and authorizing renewal with United Concordia for dental administration, Dearborn National for basic and voluntary life, accidental death and dismemberment, and long term disability; Discovery for flexible spending and the Section 125 Plan; Conexis**

for COBRA administration; and Alliance Work Partners for Employee Assistance Program administration.

9. Consider a resolution adopting the City of Lancaster Proposed Budget Calendar for Fiscal Year 2016/2017.

Mayor Pro Tem Strain-Burk pulled item 7, Councilmember Morris pulled Item 9, and Councilmember Hairston pulled Item 7 and 9 for further discussion.

MOTION: Councilmember Morris made a motion, seconded by Mayor Pro Tem Strain-Burk, to approve consent items 1 through 9 excluding items 7 and 9. The vote was cast 7 for 0 against.

7. Discuss and consider a resolution approving the terms and conditions of a professional services agreement with The Retail Coach for the development of a Retail Recruitment Strategy.

Mayor Pro Tem Strain-Burk shared that she would like to expand on item 7. She stated that this consulting group will help evaluate our community and help market us. She stated that we have been overlooked many times for retail opportunities and this company will help us identify the direction we need to go. We have a lot of progress going on, a lot of positive things and we need to have the retail that's going to be coming in to be able to have the buying power within our community.

Councilmember Hairston stated that he is excited about item 7 that we brought in The Retail Coach, so that we can have an aggressive retail strategy plan in place to promote and recruit retailers in our city. We have so much to offer in reference to existing retail, property, hard corners and land.

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

9. Consider a resolution adopting the City of Lancaster Proposed Budget Calendar for Fiscal Year 2016/2017.

Councilmember Morris shared that the Budget Town Hall Meeting on August 18, 2016 is the first Newly Elected Official's Conference and wanted to advise the newly elected officials and her colleagues that there will be another conference if they want to participate in the Budget Town Hall Meeting.

City Manager Mauldin-Robertson shared that a Budget Work Session will be held on Monday, August 15, 2016 at the James/Jefferson Pump Station beginning at 7:00 p.m. The First Budget Town Hall Meeting will be held on Thursday, August 18, 2016 at the Recreation Center (Grand Hall) beginning at 6:30 p.m. The Second Budget Town Hall Meeting will be held on Saturday, August 27, 2016 at the Recreation Center (Grand Hall) beginning at 9:00 a.m. Public Hearings related to the budget will be held on Monday, August 22, 2016 and Monday, August 29, 2016 at the City Hall Council Chambers beginning at 7:00 p.m. with consideration for adoption on Monday, September 12, 2016 beginning at 7:00 p.m.

Councilmember Hairston thanked Mayor Knight, City Council members, City Manager, Finance Director and staff for their hard-work and collaboration effort in bringing the city thus far.

Councilmember Hervey stated that this is a wonderful time that we are in and with the outlook of this budget process; he encouraged citizens to add input and participate in meetings held by the city.

MOTION: Councilmember Morris made a motion, seconded by Mayor Pro Tem Strain-Burk, to approve item 9. The vote was cast 7 for 0 against.

10. Conduct a public hearing and consider a resolution of the City Council of the City of Lancaster establishing the Pleasant Run Estates Phase 1-A Public Improvement District and taking certain other actions concerning the district.

Mayor Knight recused from this item.

Assistant City Manager Stringfellow stated that the request for Pleasant Run Estates, Phase 1-A, consisting of approximately 30.44 acres, is to establish a Public Improvement District. The subdivision has a Home Owners Association which has been struggling to maintain its common areas and entry features due to lack of full participation from property owners in paying their dues assessment. In order to address the concerns and maintain their properties, the Homeowner's Association Board of Directors has successfully obtained more than fifty percent (50%) of the residential signatures necessary to establish a Public Improvement District. Assistant City Manager Stringfellow shared that a PID is an assessment district that only affects the properties within the established PID boundary. It is a financial means of collecting an assessment fee from each property owner in lieu of homeowner association dues to cover maintenance cost and/or capital improvements of the common areas. All property owners will be required to pay their fees as it is billed by the County on the property tax bill. The Pleasant Run Estates PID is proposing an annual assessment of \$0.18 per \$100.00 assessed value. She shared that as required by Local Government Code Chapter 372, a public notice regarding the establishment of the PID and the public hearing was published in the official publication of record, Focus Daily News on Sunday, July 24, 2016; and all property owners within the defined subdivision were mailed notices. The PID is not expected to have any direct financial impact on the City. The Finance Department will be required to create a separate account for the district and invoices and reimbursements will be processed in accordance with the existing policies and procedures. She shared that staff recommends approving the resolution creating the Pleasant Run Estates Phase 1-A Public Improvement District.

Assistant City Manager Stringfellow added that the PID will assist with the maintenance of the common areas. There are Covenants, Conditions, and Restrictions (CC&Rs) that the HOA can utilize and potentially enforce but the PID cannot enforce the CC&Rs of the neighborhood. There are some neighborhoods that will enforce the CC&Rs, and this will help with the common areas and entry features.

Deputy Mayor Pro Tem Jaglowski inquired when the PID will go into effect.

Assistant City Manager Stringfellow shared that approval of the resolution is the creation of the PID and August 22, 2016 will be the Public Hearing along with the other established PIDs. August 29, 2016 the PIDs will adopt their budgets.

Councilmember Hervey thanked the leadership in the Pleasant Run Estates and the successful work in obtaining the residential signatures necessary to establish a Public Improvement District.

Mayor Pro Tem Strain-Burk opened the public hearing.

Rickey Childers, 1318 Mercury Lane, spoke in favor for item 10. He stated that he has been a resident in Pleasant Run Estates for eight years and stated that the community needs the PID establishment. He stated that they have a great Chair that shows a lot of leadership. He reiterated information Mayor Pro Tem Strain-Burk shared, namely that the PID dues will be able to be deducted from income taxes.

MOTION: Councilmember Morris made a motion, seconded by Deputy Mayor Pro Tem Jaglowski, to close the public hearing. The vote was cast 6 for 0 against. [Mayor Knight recused]

MOTION: Councilmember Hairston made a motion, seconded by Councilmember Hervey, to approve item 10. The vote was cast 6 for 0 against. [Mayor Knight recused]

11. Discuss and consider a resolution authorizing the City Manager to execute an economic

for COBRA administration; and Alliance Work Partners for Employee Assistance Program administration.

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Rickey Childers, 1318 Mercury Lane, spoke in favor for item 10. He stated that he has been a resident in Pleasant Run Estates for eight years and stated that the community needs the PID establishment. He stated that they have a great Chair that shows a lot of leadership. He reiterated information Mayor Pro Tem Strain-Burk shared, namely that the PID dues will be able to be deducted from income taxes.

MOTION: Councilmember Morris made a motion, seconded by Deputy Mayor Pro Tem Jaglowski, to close the public hearing. The vote was cast 6 for 0 against. [Mayor Knight recused]

MOTION: Councilmember Hairston made a motion, seconded by Councilmember Hervey, to approve item 10. The vote was cast 6 for 0 against. [Mayor Knight recused]

11. Discuss and consider a resolution authorizing the City Manager to execute an economic

development agreement pursuant to Chapter 380, Texas Local Government Code, by and between the City of Lancaster and I-20 Commerce Center, LLC.

Ed Brady, Director of Economic Development, stated this is a real property tax reduction incentive agreement with the I-20 Commerce LLC., Copeland Commercial. The property is approximately 59 acres located at the intersection of I-20 and Houston School Road. The developer is to construct two warehouse distribution facilities totaling approximately one million (1,000,000) square feet to lease to future tenants. The company estimates approximately \$43,000,000 in value added capital investment and the company has applied for a real property tax incentive grant in compliance with the City's Incentive Policy. The agreement includes the fifty percent (50%) real property tax grant for seven (7) years, the project will represent approximately \$1,300,000 in new revenue to the City.

MOTION: Mayor Pro Tem Strain-Burk made a motion, seconded by Deputy Mayor Pro Tem Jaglowski to approve item 11. The vote was cast 7 for 0 against.

12. Discuss and consider a resolution ratifying the terms and conditions of an incentive grant by and between the Lancaster Economic Development Corporation and I-20 Commerce Center, LLC.

Ed Brady, Director of Economic Development, stated that this is a companion item to item 11 and the Lancaster Economic Development Corporation Board has authorized a grant up to \$375,000 to assist with permit and infrastructure costs associated with the construction of their two warehouse-distribution buildings.

MOTION: Mayor Pro Tem Strain-Burk made a motion, seconded by Councilmember Morris to approve item 12. The vote was cast 7 for 0 against.

13. Discuss the proposed FY 2016-2017 tax rate of \$0.8675 per \$100 assessed valuation, receive related tax calculation documents, take record vote to consider a tax rate to increase total tax revenues from properties on the tax roll in the previous year and set public hearing dates on the proposed tax rate.

City Manager Mauldin-Robertson stated that the item is to receive the calculations from the Dallas County Tax Office related to our tax rate that we are requesting that Council consider on the proposed budget. She stated that this is not a vote on the tax but just to consider this tax rate which is how the budget was prepared and calculated. The tax rate will remain the same but because of the increase in values in the City there will be an increase in revenue to the City. The City Manager's office recommended maintaining the existing tax rate at \$0.8675 per \$100 of assessed valuation. The first public hearing is scheduled for Monday, August 22, 2016 at 7:00 p.m. at the Lancaster Municipal Center, 211 North Henry Street, Lancaster, Texas 75146. The second public hearing is scheduled for Monday, August 29, 2016 at 7:00 p.m. at the Lancaster Municipal Center, 211 North Henry Street, Lancaster, Texas 75146.

City Manager Mauldin-Robertson stated the tax rate of \$0.8675 per \$100 of assessed valuation remains the same. The revenue is based on the assessed value of a property. If the value of the property increases then the revenue increases and the City has experienced an overall increase. She stated that staff is maintaining the existing tax rate and based on the calculations, the Rollback Tax Rate remained below the rate.

MOTION: Councilmember Hairston made a motion, seconded by Mayor Pro Tem Strain-Burk to approve item 13. The vote was cast 7 for 0 against.

Executive Session:

- 14. **City Council shall convene into closed executive session pursuant to Section 551.072, Texas Gov't Code to deliberate the sale, acquisition or exchange of real property located east of Dallas Avenue, South of Pleasant Run Road, North of Beltline and West of Lancaster-Hutchins Road.**

- 15. **Reconvene into open session. Consider and take appropriate action(s), if any, on closed/executive session matters.**

The City Council recessed for Executive Session at 7:53 p.m. and reconvened into open session at 8:42 p.m. No action required following Executive Session.

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

The meeting was adjourned at 8:43 p.m.

ATTEST:



Sorangel O. Arenas, City Secretary

APPROVED:



Marcus E. Knight, Mayor