



**NOTICE OF SPECIAL WORK SESSION AGENDA
LANCASTER CITY COUNCIL
MUNICIPAL CENTER CITY HALL CONFERENCE ROOM
211 N. HENRY STREET, LANCASTER, TEXAS**



Thursday, December 8, 2016 - 6:00 PM

CALL TO ORDER

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

ADJOURNMENT

EXECUTIVE SESSION: The City Council reserve 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: Meetings of the City Council are held in municipal facilities are 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.

PURSUANT TO SECTION 30.06 PENAL CODE (TRESPASS BY HOLDER WITH A CONCEALED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A CONCEALED HANDGUN.

CONFORME A LA SECCION 30.06 DEL CODIGO PENAL (TRASPASAR PORTANDO ARMAS DE FUEGO CON LICENCIA) PERSONAS CON LICENCIA BAJO DEL SUB-CAPITULO 411, CODIGO DEL GOBIERNO (LEY DE PORTAR ARMAS), NO DEBEN ENTRAR A ESTA PROPIEDAD PORTANDO UN ARMA DE FUEGO OCULTADA.

PURSUANT TO SECTION 30.07 PENAL CODE (TRESPASS BY HOLDER WITH AN OPENLY CARRIED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A HANDGUN THAT IS CARRIED OPENLY.

CONFORME A LA SECCION 30.07 DEL CODIGO PENAL (TRASPASAR PORTANDO ARMAS DE FUEGO AL AIRE LIBRE CON LICENCIA) PERSONAS CON LICENCIA BAJO DEL SUB-CAPITULO H, CAPITULO 411, CODIGO DE GOBIERNO (LEY DE PORTAR ARMAS), NO DEBEN ENTRAR A ESTA PROPIEDAD PORTANDO UN ARMA DE FUEGO AL AIRE LIBRE.

Certificate

I hereby certify the above Notice of Meeting was posted at the Lancaster City Hall on December 5, 2016 @ 5:00 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

City Council Special Meeting

Item 1.

Meeting Date: 12/08/2016

Policy Statement: This request supports the City Council 2016-2017 Policy Agenda

Goal(s): Civic Engagement

Submitted by: Sorangel O. Arenas, City Secretary

Agenda Caption:

Conduct interviews for City of Lancaster Boards and Commissions.

Background:

For boards and commissions appointments, recruiting efforts for applications were made through various sources including:

- Fall Issue - Lancaster Connection
- Lancaster Live - weekly mail for 3 weeks
- Invitation letter to 2015 graduates of the Civic Leadership Academy
- Invitation letter to 2016 graduates of the Civic Leadership Academy
- Invitation letter to representatives for Homeowners Associations and PID
- City of Lancaster website
- Social media: Facebook and Twitter
- Marquee signs

A total of twenty-one applications were received. Included are the following to help facilitate the interview process:

- Alphabetical list of all applicants (indicates board preferences)
- 2016 Expiring Terms and Vacancies Recap
- 2016 Appointment Worksheet

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

Operational 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

In addition, a resolution adopted by Council in October 2009 provides for a councilmember and a resident to be on the advisory committee for a total of five regular members and one alternate. A resident and councilmember are not required by the state code. Currently a councilmember is not seated on the advisory committee. Council may choose to seat a councilmember, if desired. The Animal Shelter Advisory Committee consists of the following five members and alternate:

Member	Role / Capacity	Terms Expires
Dr. Jean Eye	veterinarian*	2016**
Katherine Corrao	involved in operations of shelter*	2016**
Christylla Miles	municipal officer*	2017
Stacey Jaglowski	regular position	2017
Rosanna Ross	animal welfare*	2017
Vacant	alternate	2016
	<i>*state requirement</i>	<i>**desires reappointment</i>

It is necessary that Council make appointments such that state requirements are met.

Other Appointment Notes

Zoning Board of Adjustment members are appointed by the Mayor and confirmed by City Council. The Planning & Zoning Commission makes recommendations for appointments to the Historic Landmark Preservation Committee, which are confirmed by City Council. Civil Service Commission appointments are recommended by the City Manager and confirmed by City Council. Appointments to the Youth Advisory Committee are made by the City Manager or her designee.

City Council is scheduled to make appointments for boards and commission at their meeting on December 19, 2016. Currently appointed board and commission members serve until their successor is appointed. Board and commission appointments are solely at Council's discretion.

Public Information Considerations:

This item is being considered at a meeting of the City Council noticed in accordance with the Texas Open Meetings Act.

Attachments

Alphabetical list of all applicants (indicates board preferences)

2016 Expiring Terms and Vacancies Recap

2016 Appointment Worksheet



Boards and Commissions Applicants

2016



Applicants	Airport	PSAB	HLPC	Library	ZBA	LEDC	P&Z	Parks/4B	Animal SAB	Museum	Comments
Allen, Thomas					1						
Anthony Ronald						1	3	2			
Beard, Janae						1		3			Youth Advisory Committee-2
Cade, Charlene			1								
Campbell, LePorsche						1					
Collins, Karen						1	3	2			
Covington, Petra L.					2	3		1			
Gibbons, Felicia											Youth Advisory Committee - 1
Guinn, Mary			1								
Jackson, Tamyra				1							
Lewis, Kayshellyn						1					
Matthews, Reba				1		2					Youth Advisory Committee - 3
McCoo, Don							1				Currently serving on PSA, term expires 2016 and would like to try a new board
Miller, Oscar										1	
Moore, Joseph						2	3				Civil Service Commission - 1
Smit, E Lawrence						1	2			3	
Ragland, Aderiance				2		3		1			
Reed, Jermy					2		1				
Thomas, John					2		1				
Whitson, Cecelia				4			2	1		3	Unable to attend interview due to family loss
Williams, Ivory						1	2		3		
Yeargin, Pamela						1					



**BOARDS COMMISSIONS
EXPIRING TERMS AND VACANCIES
RECAP - 2016**

<i>Boards/Commissions</i>	<i>Term Expires</i>	<i>Member Name</i>	<i>Desires Reappointment</i>		<i>Notes</i>
			YES	NO	
Planning and Zoning Commission	2016	Isabel Aguilar	✓		
	2016	Racheal Hill	✓		
Airport Advisory Board	2016	Andy Mungenast	✓		
	2016	Dr. Charles Waldrop Jr.	✓		
	2016	Keith Hutchins	✓		
ALTERNATE	2016	James O. Knight	✓		
Property Standards and Appeals Board	2016	Carolyn Morris	✓		
	2016	Sue Wyrick	✓		
	2016	Don McCoo		✓	
ALTERNATE	2016	Carlton Terry	✓		
Lancaster Recreational Development Corp. and Parks & Recreation Advisory Board	2016	Jerry W. Giles	✓		
	2016	Vacant			Resigned
	2016	Vacant			Resigned
	2017	Vacant			Resigned
ALTERNATE	2016	Joe Smith	✓		
Lancaster Economic Development Corp.	2016	Ric Peterson	✓		
	2016	Sandi Collier	✓		

**BOARDS COMMISSIONS
EXPIRING TERMS AND VACANCIES
RECAP - 2016**



<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>	
Library Advisory Board	2016	Angela McCowan	✓		
	2016	Tiffany Devereaux		✓	
	2016	Sonja Shipp	✓		
	2016	Ann Ordone		✓	
ALTERNATE	2016	Cassandra Lewis		✓	
Animal Shelter Advisory Committee	2016	Dr. Jean Eye	✓		
	2016	Katherine Corrao	✓		
ALTERNATE	2016	Linda Adair		✓	
Historic Landmark Preservation Committee	2016	Dee Hinkle	✓		
	2017	Vacant			Vacant per 2016-11-90
<i>(P & Z appoints, Council confirms)</i>	2016	Patricia Siegfild-Giles	✓		
ALTERNATE	2016	Shannon Abbott		✓	
Zoning Board of Adjustment	2016	Jack McCauley		✓	
<i>(Mayor appoints, Council confirms)</i>	2016	Rebecca Torres-Swanson			No Response
ALTERNATE	2016	Syrinthia Mann	✓		

**BOARDS COMMISSIONS
EXPIRING TERMS AND VACANCIES
RECAP - 2016**



<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	2016	Mary Ryan	✓		
	2016	Dianne McBride Allen		✓	
	2016	Ellie Pope		✓	
	2016	Shannon Boyd	✓		
	2016	Lillian Cullors	✓		
ALTERNATE	2016	Clara Butler	✓		
Civil Service Commission <i>(City Manager appoints, City Council Confirms)</i>	2016	Audley Logan	✓		



**Worksheet
Board & Commission Appointments
December 19, 2016**

Planning and Zoning Commission – 2 regular positions

Desiring Reappt. / Notes

1. _____

Isabel Aguilar

2. _____

Racheal Hill

Airport Advisory Board – 3 regular positions; 1 alternate

1. _____

Andy Mungenast

2. _____

Dr. Charles Waldrop Jr.

3. _____

Keith Hutchins

4. _____ (alternate)

James O. Knight

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

1. _____

Carolyn Morris

2. _____

Sue Wyrick

3. _____

Vacant

4. _____ (alternate)

Carlton Terry

Parks & Recreation Advisory/

Recreational Development Board – 4 regular positions, 1 alternate, 3 Vacancies

1. _____

Jerry W. Giles

2. _____

Vacant

3. _____

Vacant

4. _____

Vacant

5. _____ (alternate)

Joe Smith

Worksheet (Cont'd)

Desiring Reappt. / Notes

Economic Development Corp. – 2 regular positions (3 year terms)

1. _____ Ric Peterson
2. _____ Sandi Collier

Library Advisory Board – 4 regular positions, 1 alternate

1. _____ Angela McCowan
2. _____ Vacant
- 3.. _____ Sonja Shipp
4. _____ Vacant
5. _____ (alternate) Vacant

Animal Shelter Advisory Committee – 2 regular positions, 1 alternate

1. _____ Dr. Jean Eye
2. _____ Katherine Corrao
3. _____ (alternate) Vacant

*fills state requirement

Historic Landmark Preservation Committee – 3 regular positions, 1 alternate

1. _____ Dee Hinkle
2. _____ Vacant
3. _____ Patricia Siegfield-Giles
4. _____ (alternate) Vacant

Worksheet (Cont'd)

Desiring Reappt. / Notes

Zoning Board of Adjustment (Mayor appoints; Council confirms)

- | | |
|----------------------|----------------|
| 1. _____ | Vacant |
| 2. _____ | Vacant |
| 3. _____ (alternate) | Syrinthia Mann |

Museum Advisory Board – 5 regular positions, 1 alternate

- | | |
|----------------------|-----------------|
| 1. _____ | Mary Ryan |
| 2. _____ | Vacant |
| 3. _____ | Vacant |
| 4. _____ | Shannon Boyd |
| 5. _____ | Lillian Cullors |
| 6. _____ (alternate) | Clara Butler |

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