

MINUTES

LANCASTER CITY COUNCIL SPECIAL MEETING OF JANUARY 29, 2018

The City Council of the City of Lancaster, Texas, met in a called Special Session in the Council Chambers of City Hall on January 29, 2018 at 7:00 p.m. with a quorum present to-wit:

Councilmembers Present:

Mayor Marcus E. Knight
Stanley Jaglowski
Marco Mejia
Spencer W. Hervey, Jr.
Mayor Pro Tem Clyde C. Hairston
Deputy Mayor Pro Tem Nina Morris

Councilmembers Absent:

Carol Strain-Burk

City Staff Present:

Opal Mauldin-Jones, City Manager
Rona Stringfellow, Assistant City Manager
Dori Lee, Human Resources Director
Shane Shepard, Director of Economic Development
Jermaine Sapp, Director of Equipment and Facility Services
Alton Dixon, Purchasing Agent
Fabrice Kabona, Assistant to the City Manager
Dale Jackson, Building Official/Interim Development Services Director
Than Nguyen, City Engineer
Imelda Speck, ICMA Fellow for Economic Development
Jasmine Carr, Community Programs Coordinator
David T. Ritter, City Attorney
Sorangel O. Arenas, City Secretary

Call to Order:

Mayor Knight called the meeting to order at 7:00 p.m. on January 29, 2018.

Recognition:

Mayor Knight recognized Dr. Valerie Perkins for winning first place in the Best Yard Contest held from October to December 2017.

Consent Agenda:

City Secretary Arenas read the consent agenda.

1. **Consider a resolution ordering a General Election to be held on Saturday, May 5, 2018, for the election of a mayor at-large; providing for the publication and posting of notice; and providing for early voting dates, times and locations.**

Considere una resolución que ordena una Elección General que se celebrará el Sábado, 5 de mayo 2018, para la elección general de un alcalde; se dispone la publicación y aviso de notificación, prevea fechas de votación anticipada, horas y lugares.

2. **Consider a resolution authorizing Dallas County to resell 4360 Highland Street, 2551 Gerry Way, 2633 Concord Lane, 730 E. Pleasant Run Road, and 2724 Pike Drive, tax foreclosed properties, by public or private sale, to the highest qualified purchaser, as provided by Section 34.05 of the Texas Property Tax Code.**
3. **Consider a resolution implementing Land Bank Program.**

Mayor Knight pulled item 3.

Councilmember Hervey pulled item 2 for additional staff comments. City Manager Mauldin-Jones shared that item 2 is a result of tax foreclosed properties. Linebarger Goggan Blair & Sampson, LLP is the law firm responsible for delinquent property tax for the City of Lancaster. The parcels mentioned in item 2 did not receive sufficient bid as set by law and were struck off to City of Lancaster. Dallas County is preparing for the resell of the properties, as tax foreclosed properties, which are now in the ownership of the taxing authorities. Dallas County is requesting the City of Lancaster's consent to sell said properties to the highest qualified purchaser, by either public or private sale.

Councilmember Hervey inquired if the values listed will be the starting bid and if citizens are able to partake. City Manager Mauldin-Jones confirmed his inquiry.

MOTION: Deputy Mayor Pro Tem Morris made a motion, seconded by Mayor Pro Tem Hairston to approve consent items 1 & 2 and table item 3 to the next Regular Meeting. The vote was cast 6 for, 0 against [Strain-Burk absent].

4. Discuss and consider an extended management agreement for the Country View Golf Course.

Assistant City Manager Stringfellow shared that item 4 is for an extended management agreement for the Country View Golf Course. At the January 08, 2018 meeting, City Council received a presentation outlining the current operations of the Country View Golf Course under the oversight of Touchstone Golf, LLC. This is a request to approve a 12 month management agreement with Touchstone Golf, LLC. The City Manager's Office will continue to manage the Golf Course in the same way that other City assets are managed (i.e. Airport). The General Manager, under contract with Touchstone, will report to the City Manager's Office and continue to receive direction, approval, etc. under this reporting structure. Staff recommended approval of the resolution, as presented.

Councilmember Hervey requested clarification on the length of the agreement. Mayor Knight shared that the agreement is to approve a 12 month management agreement. However, Assistant City Manager Stringfellow stated that the agreement has a monthly base management fee and the City will be responsible for any additional out-of-pocket expenses and cost for maintaining & operating the Golf Course facility.

Councilmember Hervey inquired from Assistant City Manager Stringfellow the due date for the base management fee. She shared that the monthly payable fee is due in advance. Councilmember Hervey suggested an itemize list to the monthly base fee of \$4,250.00.

Councilmember Hervey inquired if the current employees will be employed by Touchstone Golf, LLC. Assistant City Manager Stringfellow informed that all employees with the exception of one will be employed with the City.

Mayor Knight shared that in section three (3) of the contract titled, "Powers and Responsibilities of Touchstone," depicts the layout related to the base fee.

MOTION: Mayor Pro Tem Hairston made a motion, seconded by Councilmember Jaglowski to approve item 4. The vote was cast 5 for, 1 against [Mejia] [Strain-Burk absent].

5. Discuss and consider a resolution approving a Professional Services Agreement with GSBS for the schematic design of the new City Hall in an amount not to exceed three hundred seventeen thousand eight hundred ninety-seven dollars and eighty cents (\$317,897.80).

Assistant City Manager Stringfellow shared that in the City Council Goals and Objectives identifies design and development of a new City Hall as a strategic objective. GSBS Architects made a presentation to Council in June 2017 regarding their approach to City Hall design and preliminary location. City Council requested a tour of similar sized projects and downtown developments. On Friday, November 3, 2017, Council toured Kaufman, Grapevine and Southlake City Halls as well as the Tarrant County Northeast

Courthouse. The tour was an opportunity for Council to gather ideas on current trends as well as designs for sustainable, public and community facilities located within historic downtown. GSBS Architects compiled the feedback. At the December 4, 2017 City Council Special Work Session, GSBS made a presentation regarding the next steps in the design and development process which is to bring the schematic design agreement for consideration. GSBS will need to enter into an agreement with the City of Lancaster to continue develop the design in an amount not to exceed three hundred seventeen thousand eight hundred ninety-seven dollars and eighty cents (\$317,897.80). She shared that each step of the way, an item will be brought forth for Councils' consideration for design and public hearing items since this is the first that has been performed in over fifty years. Staff recommends approving the resolution, as presented.

Councilmember Mejia inquired how item 5 will be funded. Assistant City Manager Stringfellow shared that staff is in the process in obtaining Certificate of Obligation bonds which is will be at Councils' authorization.

Councilmember Mejia inquired the sum that is estimated for the development. Assistant City Manager Stringfellow shared that without the schematic design, the sum is not determined at this time.

Councilmember Mejia expressed his concerns with the funds being expended without knowing if the final project will be approved. He acknowledged that a new City Hall is needed but currently the funds need to be invested in infrastructure, streets, sewer, etc. He communicated his opposition since there are too many unknown variables.

City Manager Mauldin-Jones clarified that in June 2017 and during the tour held on November 2017, a square footage was suggested in which a price range for the design up to a dollar amount was presented at the direction following the two meeting dates.

Deputy Mayor Pro Tem Morris commented that Councilmember Mejia expressed her similar concerns. Before a decision is made, she requested a solid foundation of the proposed development. She was uncertain that this item would promptly be presented from June 2017 to approve three hundred seventeen thousand eight hundred ninety-seven dollars and eighty cents (\$317,897.80). City Manager Mauldin-Jones stated that based on the square footage mentioned, the Council toured similar facilities that was in the price range and square footage recommended since the tour was an opportunity for Council to gather ideas on current trends. Additionally, staff is following the last two years of conversation of systemic phase approach to get to the next step.

Nick Palluth, representative with GSBS Architects, shared that when this item was discussed in June 2017 the estimated total was about 14.5 million dollars which is at four dollars and fifty cents (\$4.50) per square foot. The range for the estimated square footage is from thirty thousand to thirty-two thousand square feet.

Deputy Mayor Pro Tem Morris requested proper steps outlining the financial process and procedures.

Mayor Knight conveyed the consideration of engaging a firm to facilitate and identify the process, in order to provide feedback to any potential development, will originate in a cost. However, once a decision is determined, either in the future or presently, the proposed amount is a cost estimate that; nevertheless; will still be incurred as you engage in an architectural firm to help determine what the governing body would potential desire. He inquired from the governing body if item 5 will be considered or does the item need to be considered at a later date. Additionally, he advised that in most development cases typically do not decrease on the estimated cost but increases. Nevertheless, if the body chooses to move forward, the governing body still has the ability to pause the process. The item is design to gain direction and feedback to potential variables like funding options to assist outlining the process and procedures in different phases of the development process.

Deputy Mayor Pro Tem Morris expressed her appreciation on the information received. However, if item 5 is considered and with elections just round the corner, a decision will be proposed for a new governing body.

Mayor Knight commented that the decision reached is not any different than any other decisions that are currently being presented for consideration. At the time of the new governing body, a decision will eventually need to be established on item 5. At least in the meantime, there will be architectural design to be considered.

Nick Palluth, representative with GSBS Architects, shared the process for the schematic design for the new City Hall.

Councilmember Jaglowski inquired if an expiration date exists for the schematic design. Mr. Palluth shared that the designs are eligible to use for the future; however, he advised that the real estate market is increasing one half percent every month. Additionally, a reason why a design drawing might be considered out-of-date is through code modifications.

Councilmember Hervey spoke in favor of item 5; however, he is not comfortable approving the amount of three hundred seventeen thousand eight hundred ninety-seven dollars and eighty cents (\$317,897.80) without public consideration.

Councilmember Mejia shared that he would be at ease considering item 5 if there were funds presently available for the project rather than straining on how to fund the development in the future. His constituents are steadily inquiring for the construction of streets and not for the development of a City Hall. He shared that item 5 should be postponed until a goal is established. At this time, the constituents deserve better infrastructure and Public Safety staff and equipment.

Mayor Pro Tem Hairston agreed with Councilmember Mejia's comments. He inquired confirmation from City Manager Mauldin-Jones that item 5 has been Council's direction for two years. City Manager Mauldin-Jones confirmed.

Mayor Pro Tem Hairston inquired if the amount being considered has been set aside for the development. City Manager Mauldin-Jones shared the funds are available in the Capital Fund account and staff has been following Councils' direction as it relates to the project in increments and phase approaches.

Councilmember Mejia expressed that Quality Development, under Council's Goals and Objectives, is not a goal that is in agreement with the entire governing body.

Councilmember Jaglowski inquired the benefits of developing a City Hall downtown. City Manager Mauldin-Jones shared that Council identified downtown as the location because of the reinvestment into the Square in order to generate catalyst for the additional development.

Deputy Mayor Pro Tem Morris expressed her concerns on how suddenly item 5 has occurred and is requesting clarity and additional information.

Mayor Knight suggested to present item 5 at a Work Session to allow the opportunity to provide clarity and understanding.

Councilmember Mejia requested of staff to provide financing options as he is in opposition in private funding.

Councilmember Jaglowski reiterated to staff to provide the process and procedures along with the financing options when the item is presented at a Work Session Meeting.

Deputy Mayor Pro Tem Morris inquired that the governing body ought to ensure that item 5 is the desire of community. City Manager Mauldin-Jones shared that item 5 was included in the Comprehensive Land Use Plan that was adopted in October 2016 and the citizens spoke in favor along with Council. She clarified that the consideration of item 5 is not staff driven but motivated by citizens and Councils.

Mayor Knight disclosed that during the Comprehensive Planning process the idea in developing a New City Hall was revealed. Ultimately, Council adopted the plan as a goal which subsequently directed staff to take the necessary steps to move forward. He advised to further discuss the item at a Work Session.

MOTION: Deputy Mayor Pro Tem Morris made a motion, seconded by Mayor Pro Tem Hairston to table item 5 to the February 19, 2018 Work Session. The vote was cast 6 for, 0 against [Strain-Burk absent].

6. Discuss and consider a resolution approving the terms and conditions of the Interlocal Agreement by and between Dallas County and the City of Lancaster, for the expenditure of County funds for the widening of Sunrise Road from Beltline Road, north to the Lancaster/Wilmer city limit line, and to the easternmost city limit along Sunrise Road.

City Manager Mauldin-Jones shared that item 6 is to consider a funding agreement by and between Dallas County and the City of Lancaster. Dallas County desires to begin the design phase of the widening of Sunrise Road between Beltline Road and Pleasant Run Road. In the attached funding agreement, it stipulates that there will be no cost to the City of Lancaster. Approving the resolution authorizes the funding agreement for Sunrise Road between the City of Lancaster and Dallas County with the stipulation that the agreement is for design only.

Mayor Knight clarified that the motion is to approve the design. City Manager Mauldin-Jones confirmed and shared if Dallas County encroaches upon the City of Lancaster, they cannot continue with the design of the road without a Project Specific Agreement.

Councilmember Jaglowski requested staff comments on the boundary between the cities of Lancaster and Wilmer. City Manager Mauldin-Jones shared that the boundary lines referenced is in regards to a realignment of an infrastructure which will shift the design of the road.

City Attorney Ritter advised that Article III, Terms of Agreement, contemplate into a Project Specific Agreement. However, Article IV, Project Description, he suggested striking through "construction, improvement, maintenance, or repair" which will then read, "The City does hereby give its approval for the expenditure of County funds for the design of a street located within the municipality and County."

Councilmember Mejia shared the area is important for the next economic development movement and he shared his recommendation for approval.

Councilmember Hervey voiced his recommendation for approval.

MOTION: Deputy Mayor Pro Tem Morris made a motion, seconded by Mayor Pro Tem Hairston to approve item 6 with the requested amendments to Article IV. The vote was cast 6 for, 0 against [Strain-Burk absent].

7. Consider confirmation of Civil Service Commission appointment as designated by the City Manager.

Mayor Knight shared that it has been the tradition to vote as a full body on Boards and Commissions items. However, item 7 have a statutory requirement that must take action.

City Manager Mauldin-Jones respectfully submits the individual that expressed a desire to be reappointed to the Civil Service Commission. State law requires that the City maintain a Civil Service Commission. With only three members on the Commission, it is important that all three positions be filled in order for the Commission to conduct its required business. The City Manager is asking for favorable consideration from City Council by confirming the appointment.

Councilmember Jaglowski inquired the individual that re-desire re-appointment. City Manager Mauldin-Jones shared that Lafayette Miles desires re-appointment.

MOTION: Deputy Mayor Pro Tem Morris made a motion, seconded by Mayor Pro Tem Hairston to approve item 7. The vote was cast 6 for, 0 against [Strain-Burk absent].

8. Discuss and consider annual appointments to City of Lancaster Boards and Commissions.
9. Consider confirmation of nominations made by the Mayor for appointments to the City of Lancaster Zoning Board of Adjustment.


Mayor Knight spoke on items 8 – 9 and stated that we do not have the full governing body and it has been practice to ensure as it relates to boards and commissions appointments. He suggested considering tabling those items to the next regular meeting.

MOTION: Mayor Pro Tem Hairston made a motion, seconded by Councilmember Hervey to table item 8 and 9 to the next regular meeting. The vote was cast 6 for, 0 against [Strain-Burk absent].

MOTION: Deputy Mayor Pro Morris made a motion, seconded by Councilmember Jaglowski, to adjourn. The vote was cast 6 for, 0 against [Strain-Burk absent].

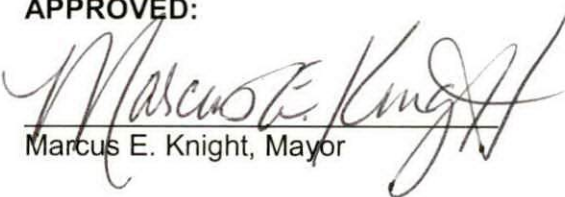
The meeting was adjourned at 7:53 p.m.

ATTEST:



Sorangel O. Arenas, City Secretary

APPROVED:



Marcus E. Knight, Mayor