



NOTICE OF WORK SESSION AGENDA
LANCASTER CITY COUNCIL

James R. Williams Pump Station
Training Room, 1999 Jefferson



Monday, May 7, 2012 – 7:00 P.M.

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.]

Item	Key Person
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Regular Items:

1. Receive and discuss a presentation on the City of Lancaster Vehicle Replacement Plan. **Mauldin Robertson**
2. Discuss participation in the Fiscal Year 2012 Dallas County Community Development Block Grant (CDBG) Program and use of allocated funds. **Brewer**
3. Receive a presentation on the Lancaster Development Code as it relates to regulating building aesthetics and discuss regulating color palette for existing and proposed developments in the City. **Stringfellow Govan**
4. Receive and discuss a financial overview of the Stormwater Drainage Fund, the Golf Course Fund and the Sanitation Fund. **Mauldin Robertson**
5. Receive and discuss a presentation on the FY 2012/2017 Capital Improvement Program for the Lancaster Recreational Development Corporation. **Mauldin Robertson**
6. Receive a presentation and discuss second quarter financials, investment update and budget amendments for Fiscal Year 2011/2012. **Haynes**

7. Discuss quarterly report of City Council Five Year Goals and Strategies established during the annual City Council Strategic Planning Session in June 2011.
Mauldin Robertson

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 May 3, 2012 @ 5:00 pm and copies thereof were hand delivered to the Mayor, Mayor Pro-Tempore, Deputy Mayor Pro-Tempore and Council members.



Dolle K. Downe, TRMC
City Secretary

LANCASTER CITY COUNCIL
Work Session Agenda Communication for
May 7, 2012

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WS12-001

**Receive and discuss a presentation on the City of Lancaster
Vehicle Replacement Plan.**

This request supports the City Council 2011-2012 Policy Agenda.

Goal: Sound Infrastructure

Background

The City of Lancaster manages a large fleet of vehicles and equipment to perform needed services. As one of Council's goals during the 2011 strategic planning session, Council directed staff to develop a city-wide vehicle replacement plan by June 2012. Staff has developed that replacement plan. This plan factors the age and use of the vehicle/equipment to get the most value during its life span. Staff will provide a presentation outlining the plan.

Prepared and submitted by:
Opal Mauldin-Robertson, City Manager
Thomas Griffith, Fire Chief

Date: April 25, 2012

LANCASTER CITY COUNCIL
Work Session Agenda Communication for
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WS12-002

**Discuss participation in the Fiscal Year 2012 Dallas County
Community Development Block Grant (CDBG) Program and use of
allocated funds.**

This request supports the City Council 2011-2012 Policy Agenda.

Goal: Financially Sound City Government
Goal: Sound Infrastructure

Background

The City of Lancaster is eligible to receive \$105,679 in Community Development Block Grant (CDBG) funds for fiscal year 2012. In addition, there are funds totaling \$27,731.93 that may be carried forward from completed 2008 and 2010 projects.

CDBG funds are administered through Dallas County and may only be used on projects that eliminate blight, eliminate a community threatening condition or primarily benefit low/moderate income residents. The primary objective of the program is to develop sustainable urban communities that meet the public service and housing needs of low and moderate income households. Federal rules allow each community to tailor its program to address specific local needs.

Historically, the City has used this funding for either demolition of substandard structures or residential roadway projects. For the past three years, staff has identified residential roadway project(s) for consideration. Council has previously approved the following roadway projects for submission.

Year Roadway Project

- 2009 Cheshier Road, from Beltline Road to its end
- 2010 Henry Road from Wintergreen Road to Baskin Drive
- 2011 Stanford Drive from Arcady Lane to Arlington Lane

Given the significant need for roadway improvements in various areas of the City, staff recommends qualifying roadway projects. The streets listed below were identified as projects using the City's HVJ Pavement management scoring, estimated cost within the allocated dollar amount, and are eligible under the CDBG program. The streets are listed in priority order.

NAME	FROM STREET	TO STREET	EST. COST	LENGTH LINEAR FT.
BASKIN DR	HENRY RD	AMES RD	\$ 61,000	918
COLGATE DR	DALLAS AVE	DEWBERRY BLVD	\$ 36,500	942
MARSALIS RD	PLEASANT RUN RD	GREEN DR	\$ 94,000	1401
PARK CIRCLE DR	GREEN DR	IDLEWILD LN	\$ 41,000	618
IDLEWILD CT	IDLEWILD LN	I-35E EAST SERVICE RD	\$ 35,000	525
GANT DR	BRADY DR	MARSALIS RD	\$ 6,000	901
BALOMEDE ST	WINTERGREEN RD	BELVEDERE RD	\$ 65,500	1090

This work session item provides Council an opportunity to discuss and provide input regarding the use of CDBG funds for fiscal year 2012.

Considerations

- **Operational** - If participating in the program, Council must adopt a resolution identifying the project(s) and submit the application by May 25, 2012. The 2012 CDBG funds will not be available for use until October 2012. Formal consideration of the submission to Dallas County is scheduled for the May 21, 2012 Council meeting.
- **Legal** - As required by law, the City conducted a public hearing to receive input from citizens regarding use of the allocated CDBG funds at its meeting on April 23, 2012. Comments were received from one individual requesting consideration of roadway repair in the newly annexed area.
- **Financial** - The City is eligible to receive \$105,679 in CDBG funding for fiscal year 2012. Funds not used on completed projects may be designated for carry-over for eligible roadway projects; funds totaling \$27,731.93 are available for carry-over (\$1,787.69 from the 2008 project and \$25,944.24 from the 2010 project). The grand total for use on CDBG project(s) is \$133,410.93.
- **Public Information** – The notice of public hearing was published in the *Focus Daily News* on April 13, 2012 and in the *Dallas Morning News* on April 16, 2012 as part of Dallas County’s notice. The City conducted its public hearing at their meeting on April 23, 2012.

Recommendation

Staff recommends the following 3 roadway projects:

		Estimated Cost	Map Segment Number
Baskin Drive	from Henry Street to Ames Road	\$ 61,000	1
Colgate Drive	from Dallas Avenue to Dewberry Blvd.	\$ 36,500	2
Idlewild Court	from Idlewild Lane to I-35E service road	\$ 35,000	5
		<u>\$132,500</u>	

Attachments

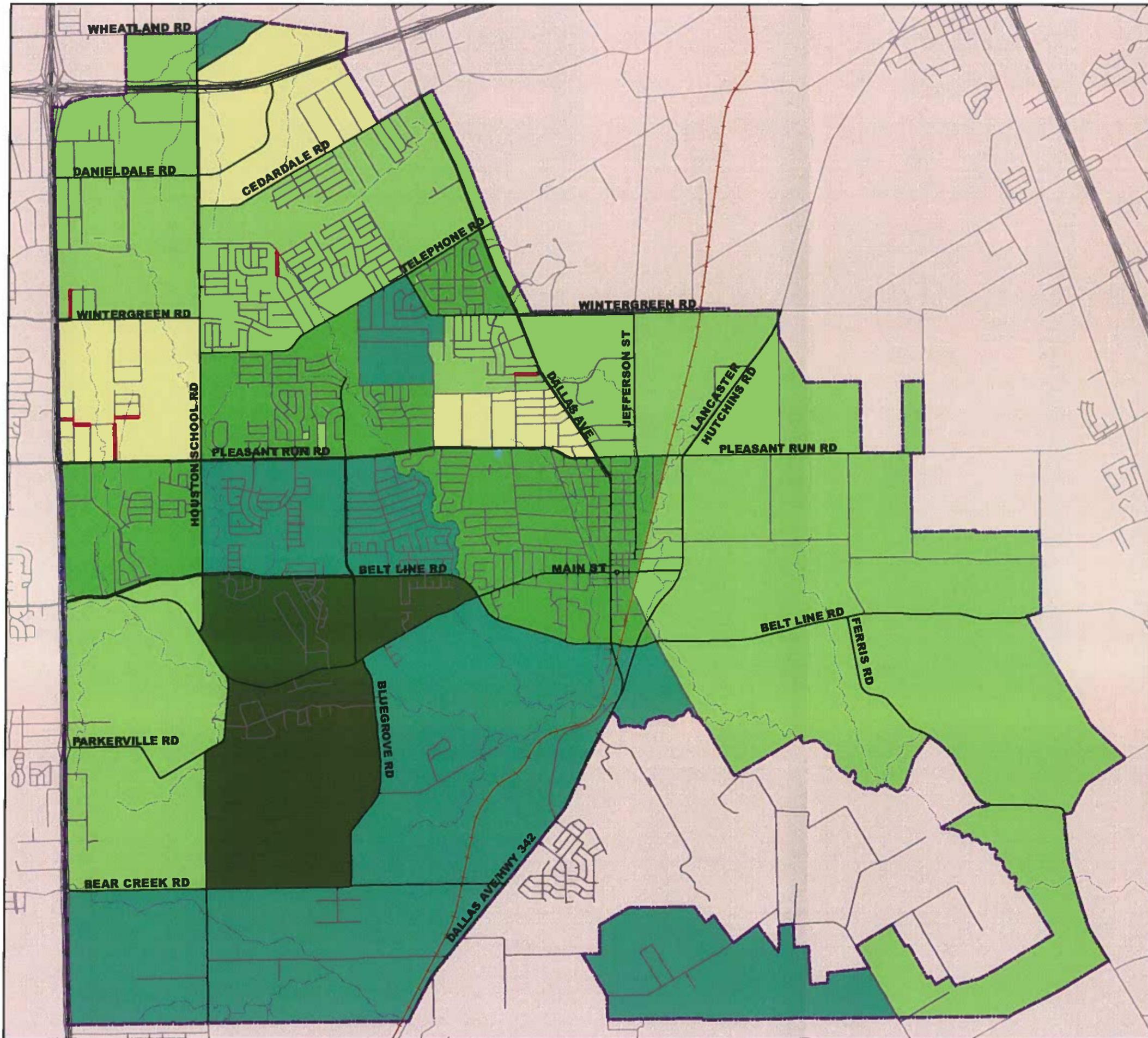
- Map of Road Reconstruction Projects
- Map - City of Lancaster Low to Moderate Income Areas

Prepared and submitted by:

Jim Brewer, Assistant Director Public Works / Development Services
Dolle K. Downe, City Secretary

Date: April 25, 2012

City of Lancaster Low to Moderate Income Areas



Creeks
 Railroads
 Lancaster City Limits
 Recommended Street Repairs

CDBG

Income Level

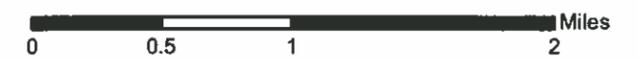
- 1: \$23,409 - \$31,785
- 2: \$31,786 - \$41,433
- 3: \$41,434 - \$52,678
- 4: \$52,678 - \$70,088
- 5: \$70,089 - \$80,630

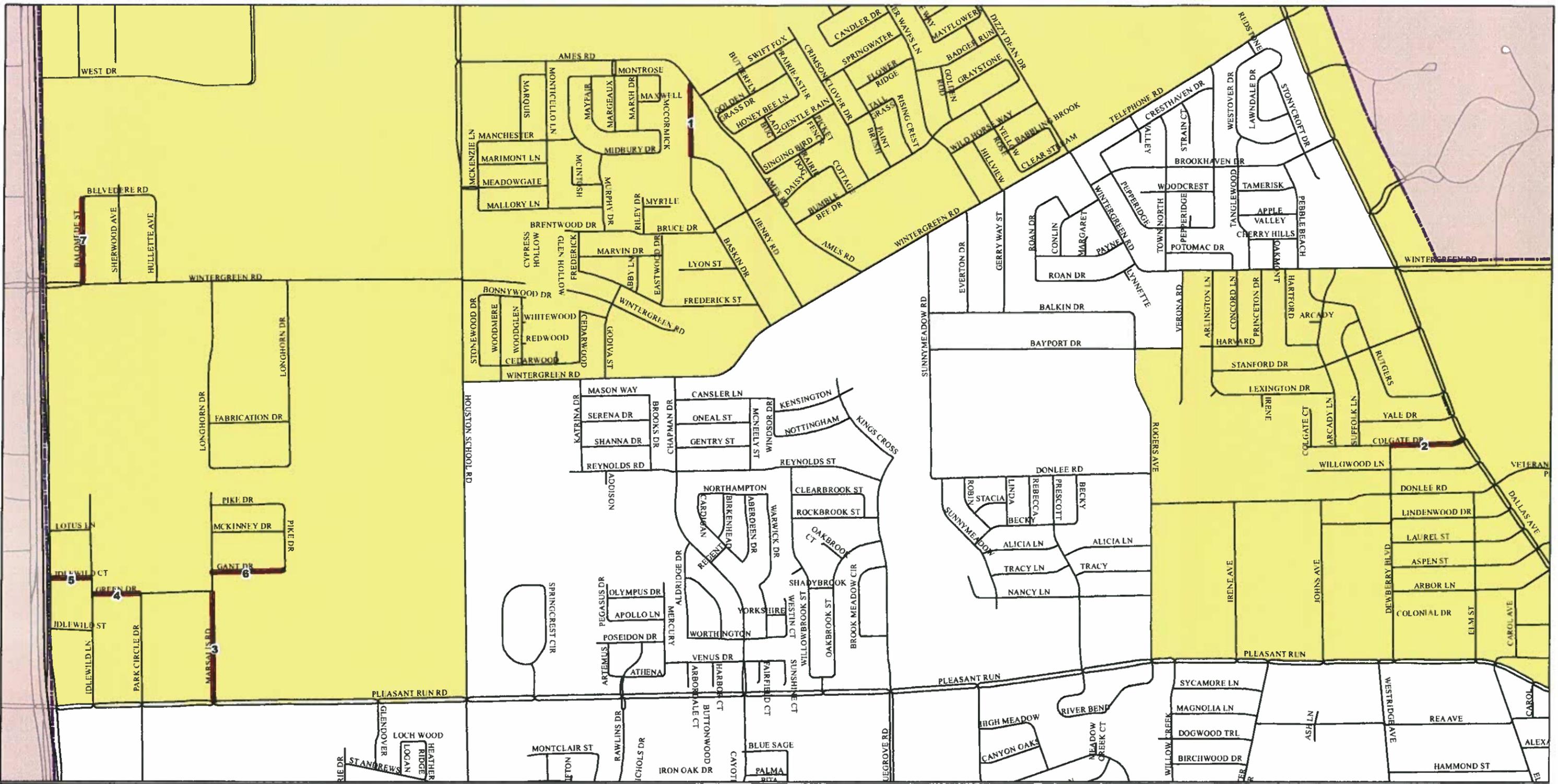
Legend

HUD Income Limits for FY 2000
Dallas County

Median	30%	50%	80%
\$60,800	\$18,250	\$30,400	\$48,560

Website: <http://www.huduser.org>





Legend

2012 CDBG Repair Recommendation

Lancaster City Limits

Census Block Groups Income %

>51%



ID	Street Name	From Street	To Street	Score	Rehab Type	Cost
1	BASKIN DR	HENRY RD	AMES RD	0	OVERLAY #2	\$61,000
2	COLGATE DR	DALLAS AVE	DEWBERRY BLVD	12	OVERLAY #4	\$36,500
3	MARSALIS RD	PLEASANT RUN RD	GREEN DR	0	OVERLAY #1	\$94,000
4	PARK CIRCLE DR	GREEN DR	IDLEWILD LN	17	OVERLAY #2	\$41,000
5	IDLEWILD CT	IDLEWILD LN	I-35E EAST SERVICE RD	0	OVERLAY #1	\$35,000
6	GANT DR	MARSALIS RD	BRADY DR	18	SURFACE TREATMENT #1	\$6,000
7	BALOMEDE AVE	W WINTERGREEN RD	BELVEDERE DR	20	OVERLAY #2	\$65,500

City of Lancaster
Low to Moderate
Income Areas



LANCASTER CITY COUNCIL
Work Session Agenda Communication for
May 7, 2012

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WS12-003

Receive a presentation on the Lancaster Development Code as it relates to regulating building aesthetics and discuss regulating color palette for existing and proposed developments in the City.

This request supports the City Council 2011-2012 Policy Agenda.

Goal: Quality Development

Background

A request from City Councilmember Stanley Jaglowski has been made to review the Lancaster Development Code (LDC) to determine if regulation of building colors is warranted. In adhering to this request, staff has reviewed existing building colors in our city limits, consulted with staff of several other cities (Cedar Hill, Midlothian, and DeSoto), and reviewed the existing regulations per the LDC. The four primary areas staff addressed are as follows:

City Regulations:

Few cities have regulations for paint colors for retail or residential structures. These regulations primarily exist within special districts such as Historic Districts, where restrictions on certain colors such as no black or neon colors are allowed. Most cities have regulations for building materials, such as the requirement for masonry exteriors, but do not proceed further.

Regulation enforcement:

Many cities find regulating paint colors difficult to enforce due to the subjective nature of interpreting color. Even with the use of color palettes, identifying colors that are allowed or disallowed becomes complicated depending on the colors involved. Code compliance is difficult and can lead to challenges in court. Developers that feel their desired color meets the regulations will often challenge Staff when denied, especially when it is their national brand.

Subjective regulation:

The City of Lancaster has a variety of building colors reflecting the individual styles, national brands, or cultures of the business or home owner. What is typical to one person may be outlandish to another. Attempting to regulate taste or style then becomes subjective depending on the group of elected officials in place. With such subjective regulations, the rules could change every few years.

Impact on surrounding developments:

The use of atypical paint colors or building design has not been shown to have a negative impact on surrounding property values. In some instances, the uniqueness of the development has drawn attention that has attracted visitors to the area and increased the market potential for everyone.

A brief presentation will be given to provide an overview of the Lancaster Development Code as it relates to regulating building aesthetics.

Following discussion, Council may direct staff regarding the matter.

Prepared and submitted by:
Nathaniel Barnett, Senior Planner

Date: April 25, 2012

LANCASTER CITY COUNCIL
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WS12-004

Receive and discuss a financial overview of the Stormwater Drainage Fund, the Golf Course Fund and the Sanitation Fund.

This request supports the City Council 2011-2012 Policy Agenda.

Goal: Financially Sound City Government

Background

As we prepare for the FY 2012/2013 budget, the City Manager's Office will present a financial overview of each of the City funds. This presentation will include discussion on the revenues, expenditures, and various distinctions of the separate funds used by the City. For this work session, the City Manager will present the summaries of the Stormwater Drainage Fund, the Golf Course Fund, and the Sanitation Fund.

The Stormwater Drainage Fund is funded by the Stormwater Drainage Fee assessed on property located within the city. The expenditures from this fund are associated with the maintenance of the City's drainage systems and floodplain maintenance.

The Golf Course Fund is funded by revenue receipts from the operations of the golf course. Expenditures include costs associated with the maintenance of the golf course property, an asset owned by the City.

The Sanitation Fund is funded by receipts from solid waste billing. Expenditures include the cost of solid waste service.

Prepared and submitted by:
Opal Mauldin Robertson, City Manager

Date: April 16, 2012

LANCASTER CITY COUNCIL
Work Session Agenda Communication for
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WS12-005

Receive and discuss a presentation on the FY 2012/2017 Capital Improvement Program for the Lancaster Recreational Development Corporation (4B).

This request supports the City Council 2011-2012 Policy Agenda.

Goal: Financially Sound City Government

As a part of the FY 2012/2013 budget, the City Manager's Office will present a financial overview of the proposed Capital Improvement Program (CIP) for Lancaster Recreational Development Corporation (4B). This presentation will provide an overview of the CIP capital budget, its purpose and how its implementation complements the goals and objectives outlined by Council and current department projects.

A capital budget is a multi-year tool with a five-year financial plan and work program. The project funding within a capital budget does not expire at the conclusion of each fiscal year as with an operating budget. Each year the Capital Improvement Program is revised and readopted in accordance with that fiscal year's budget process. The Capital Improvement Program can be funded utilizing the following: debt issuance, operating fund transfers, grants, partner agency funding, developer contributions and interest earnings.

Prepared and submitted by:
Opal Mauldin Robertson, City Manager

Date: April 16, 2012

LANCASTER CITY COUNCIL
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WS12-006

Receive a presentation and discuss second quarter financials, investment update and budget amendments for fiscal year 2011/2012.

This request supports the City Council 2011-2012 Policy Agenda.

Goal: Financially Sound City Government

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. Annually, Council reviews and adopts its Financial and Investment Policies. The following information is representative of the second quarter of fiscal year 2011/2012, January 1, 2012 through March 31, 2012.

- **Financial Report** - The financial data will be presented during the work session. Year-to-date revenues are approximately 10% higher than expected due to the increase in sales tax collection and fuel sales in the Airport Fund. The fuel sales have increased primarily due to the expansion of the runway allowing more jet traffic which purchases a higher volume of fuel versus the Avgas purchases for fixed wing traffic. Sales tax collections continue to increase from the previous year's collection. The sales tax collections are two (2) months in arrears. The year-to-date collections represented in the financials are through the month of February, 2012.

The optimal expenditure rate for the second quarter is 50% unless the expenditures are related to capital equipment, or cyclical events such as annual premiums or dues. As of March 31, 2012, the City Wide Operating Fund expenditure rate is approximately 47%. The under-expenditure rate is due to the timing of the tornado on April 3, 2012, whereas routine processing of invoice approvals were placed on hold to focus on the needs of the City. Next quarter will reflect an increase in the expenditure rate. Staff will continue to monitor the expenditures.

- **Investments** - The City's Investment Policy states the City shall manage and invest with five primary objectives, listed in order of priority: safety, public trust, liquidity,

diversification and yield. Currently, all investments are with TexPool and LOGIC. Currently, these investment pools provide the highest liquidity and safety for the City's funds. At the end of March 2012, the City had \$18,005,039 invested with TexPool and \$23,602,946 invested with LOGIC. TexPool investments are funds from Property Tax Collections and LOGIC investments are funds from bond proceeds. Since the majority of the City's property tax collections occur during the second quarter of the fiscal year, January 1, 2012 through March 31, 2012, the City transfers those funds into the TexPool account to safeguard the asset and provide the most liquidity and yield possible to support operational needs throughout the year. Attached are publications outlining the current state of the investments, market, and outlook for TexPool and LOGIC.

Budget Amendments - The City's adopted fiscal year 2011/2012 budget is October 1, 2011 ending September 30, 2012. During the course of the year, staff monitors the budget to ensure expenditures are properly recorded and in alignment with the adopted budget. As a result, there was one (1) budget amendment presented with supporting detail to realign the budget with actual expenditures required. The net results of the amendment equal to zero, with no effect on the bottom line. The amendment was for the General Fund moving funds from operation to capital.

Attachments

- TexPool Monthly Newsletter
- LOGIC Monthly Newsletter

Prepared and submitted by:

Opal Mauldin Robertson, City Manager
Sheree Haynes, Finance Director

Date: April 26, 2012

ANNOUNCEMENTS

We would like to recognize and welcome the following entity who joined the TexPool program in March 2012:

TEXPOOL PRIME

- Houston Downtown Management District

Upcoming Events

04/13/12 – 04/13/12

VO Young Institute/CIAT, College Station

04/15/12 – 04/17/12

IGFAI Spring Conference, Austin

05/08/12 – 05/11/12

LBI School/IACA, Austin

TexPool Advisory Board Members

R.C. Allen	LaVonne Mason
Pat Buchenau	John McGinn
Jose Elizondo, Jr.	Clay McPhail
Ron Leverett	Vezian Wood

Overseen by the State of Texas Comptroller of Public Accounts Susan Combs.

Operated under the supervision of the Texas Treasury Subkeeping Trust Company.

Additional information regarding TexPool is available upon request:

www.texpool.com

1-866-839-7665

(1-866-TEX-POOL)

Fax: 866-839-3291

Federated

Federated, founded in 1955, is a S&P 500 company that is publicly traded on the NYSE. It is one of the largest managers of AAA-rated money market portfolios in the country. (Source: *MoneyNet* as of 2/29/12)

Visit us at FederatedInvestors.com

(255)866-24 (06/12)

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Economic and Market Commentary

Month in Cash: The futures market is saying what Ben won't

April 1, 2012

The fed funds futures market continues to signal a blip up in rates by year-end, a move neither Federal Reserve Chairman Ben Bernanke nor official Fed policy reflects. Perhaps that's understandable. Bernanke has said he knows how to fight inflation but not deflation, so if he errs, he's likely to err on being too slow to pull in the reins, not too fast. But what the money markets and the broader markets are telling us is that while the low-rate environment is likely to stick around for a while, that doesn't mean the target funds rate necessarily will stick around at the historically low levels of the past few years. As we noted last month, "exceptionally low" doesn't have to translate into the current 0% to 0.25% target range. It also doesn't mean the Fed's current hands-off directive on fed funds "until late 2014" is set in stone.

A lot can happen between now and the end of the year, of course. But from a rate perspective, we continue to see an improving tone in the money markets. Repo rates remained in the mid- to high-teens in the past month, considerably higher from where they started the year. This was especially helpful to TexPool and TexPool Prime, as both portfolios have substantial investments in repos. Treasury yields moved up, too—nominally, they're still very low but on a relative basis, they essentially have doubled in the past few months, with a positively sloped Treasury yield curve. We're no longer seeing the shortest Treasuries trade at negative yields, as was the case at year-end 2011. It's an even better story on the credit side. While London interbank offered rates (Libor) were little changed over the past month, they are up considerably from the start of the year, with a nicely sloped Libor curve indicative of appropriate and attractive risk-reward opportunities along the curve.

U.S. economy, Europe helping lift yields

An improving domestic economy has a lot to do with this more favorable environment. We seem to be doing much better than we were at this time last year, and even during the second half of 2011. Employment is picking up. Manufacturing is coming along at a nice clip. Consumer spending and confidence appear to be moving in a positive direction, higher gas prices notwithstanding. Probably the only holdback is housing, and even that has shown signs of leveling off—not improving, but not getting worse, either. The biggest drag at this point, if there is one, is Europe. The economies of Germany and France seem to be growing nicely. But the UK is stagnating. And Spain, Italy and

(continued page 6)

PERFORMANCE as of March 31, 2012

	TexPool	TexPool Prime
Current Invested Balance	\$17,100,536,508.88	\$1,317,146,929.01
Weighted Average Maturity (1)*	45 Days	46 Days
Weighted Average Maturity (2)*	85 Days	49 Days
Net Asset Value	1.00007	1.00001
Total Number of Participants	2,261	139
Management Fee on Invested Balance	0.0473%	0.0638%
Interest Distributed	\$1,717,002.79	\$180,642.27
Management Fee Collected	\$705,117.84	\$72,072.95
Standard & Poor's Current Rating	AAAm	AAAm

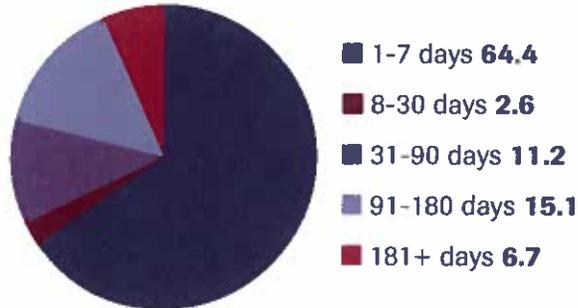
Month Averages

Average Invested Balance	\$17,579,640,300.21	\$1,332,233,172.85
Average Monthly Yield, on a simple basis (3)*	0.12%	0.16%
Average Weighted Average Maturity (1)*	44 Days	38 Days
Average Weighted Average Maturity (2)*	84 Days	41 Days

*Definitions for Average monthly yield and Average Weighted Maturity can be found on page 2.

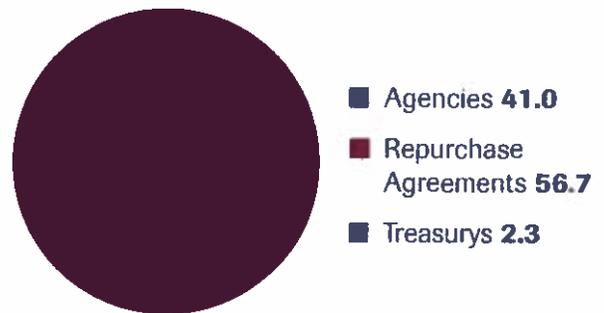
Portfolio by Maturity (%)

As of March 31, 2012



Portfolio by Type of Investment (%)

As of March 31, 2012



PORTFOLIO ASSET SUMMARY AS OF MARCH 31, 2012

	Book Value	Market Value
Uninvested Balance	-\$850.11	-\$850.11
Receivable for Investments Sold	0.00	0.00
Accrual of Interest Income	8,733,651.43	6,733,651.43
Interest and Management Fees Payable	-1,717,115.19	-1,717,115.19
Payable for Investments Purchased	0.00	0.00
Repurchase Agreements	9,687,245,000.00	9,687,241,900.00
Mutual Fund Investments	0.00	0.00
Government Securities	7,006,851,257.35	7,007,975,895.84
US Treasury Bills	0.00	0.00
US Treasury Notes	401,424,565.20	401,384,600.00
Total	\$17,100,536,508.88	\$17,101,616,281.87

Market value of collateral supporting the Repurchase Agreements is at least 102% of the Book Value. The portfolio is managed by Federated Investment Counseling and the assets are safe kept in a separate custodial account at State Street Bank in the name of TexPool. The only source of payment to the Participants is the assets of TexPool. There is no secondary source of payment for the pool such as insurance or State guarantee. Should you require a copy of the portfolio, please contact TexPool Participant Services.

PARTICIPANT SUMMARY

	Number of Participants	Balance
School District	589	\$8,348,458,425.71
Higher Education	56	\$1,946,204,087.05
Healthcare	79	\$430,411,495.83
Utility District	693	\$1,667,585,002.45
City	438	\$4,215,560,278.60
County	171	\$1,446,821,669.16
Other	255	\$1,045,380,452.02

Definition of Weighted Average Maturity (1) & (2)

*(1) "WAM Days" is the mean average of the periods of time remaining until the securities held in TexPool (a) are scheduled to be repaid, (b) would be repaid upon a demand by TexPool, or (c) are scheduled to have their interest rate readjusted to reflect current market rates. Securities with adjustable rates payable upon demand are treated as maturing on the earlier of the two dates set forth in (b) and (c) if their scheduled maturity is 397 days or less; and the later of the two dates set forth in (b) and (c) if their scheduled maturity is more than 397 days. The mean is weighted based on the percentage of the amortized cost of the portfolio invested in each period.

*(2) "WAM Days" is calculated in the same manner as the described in footnote 1, but is based solely on the periods of time remaining until the securities held in TexPool (a) are scheduled to be repaid or (b) would be repaid upon a demand by TexPool, without reference to when interest rates of securities within TexPool are scheduled to be readjusted.

Definition of Average Monthly Yield (3)

*(3) This current yield for TexPool Pnme for each date may reflect a waiver of some portion or all of each of the management fees.

TEXPOOL

DAILY SUMMARY

Date	Money Mkt. Fund Equiv. (SEC Std.)	Daily Allocation Factor	TexPool Invested Balance	Market Value Per Share	WAM Days (1)	WAM Days (2)
03/01	0.1197%	0.000003279	\$17,893,867,205.74	1.00009	42	83
03/02	0.1129%	0.000003092	\$17,705,405,305.38	1.00009	43	84
03/03	0.1129%	0.000003092	\$17,705,405,305.38	1.00009	43	84
03/04	0.1129%	0.000003092	\$17,705,405,305.36	1.00009	43	84
03/05	0.1099%	0.000003010	\$17,805,001,983.23	1.00008	41	82
03/06	0.1108%	0.000003035	\$17,562,192,960.97	1.00009	42	82
03/07	0.1012%	0.000002773	\$17,548,580,798.48	1.00008	42	82
03/08	0.1130%	0.000003095	\$17,495,874,980.70	1.00008	42	82
03/09	0.1233%	0.000003377	\$17,551,514,600.30	1.00008	44	85
03/10	0.1233%	0.000003377	\$17,551,514,600.30	1.00008	44	85
03/11	0.1233%	0.000003377	\$17,551,514,800.30	1.00008	44	85
03/12	0.1222%	0.000003348	\$17,469,700,912.26	1.00008	43	83
03/13	0.1188%	0.000003199	\$17,753,885,888.54	1.00007	43	82
03/14	0.1095%	0.000003001	\$17,717,127,613.98	1.00007	43	83
03/15	0.1477%	0.000004048	\$17,708,287,388.01	1.00007	43	82
03/16	0.1440%	0.000003945	\$17,704,751,582.27	1.00005	45	84
03/17	0.1440%	0.000003945	\$17,704,751,582.27	1.00005	45	84
03/18	0.1440%	0.000003945	\$17,704,751,582.27	1.00005	45	84
03/19	0.1215%	0.000003330	\$17,782,400,754.03	1.00008	42	82
03/20	0.1188%	0.000003254	\$17,709,153,933.74	1.00008	44	84
03/21	0.1077%	0.000002952	\$17,838,825,815.53	1.00007	48	88
03/22	0.0937%	0.000002568	\$17,597,552,589.00	1.00007	44	86
03/23	0.1056%	0.000002892	\$17,680,425,263.31	1.00008	45	85
03/24	0.1056%	0.000002892	\$17,880,425,283.31	1.00006	45	85
03/25	0.1056%	0.000002892	\$17,880,425,283.31	1.00008	45	85
03/26	0.1353%	0.000003707	\$17,542,754,788.04	1.00005	43	84
03/27	0.1125%	0.000003081	\$17,481,277,817.81	1.00008	43	83
03/28	0.1091%	0.000002990	\$17,360,604,690.00	1.00006	44	84
03/29	0.1009%	0.000002764	\$17,258,815,921.47	1.00007	44	83
03/30	0.0793%	0.000002172	\$17,100,536,508.68	1.00007	45	85
03/31	0.0793%	0.000002172	\$17,100,536,508.88	1.00007	45	85
Average	0.1150%	0.000003151	\$17,579,840,300.21	1.00007	44	84

TEXPOOL PRIME

April 2012

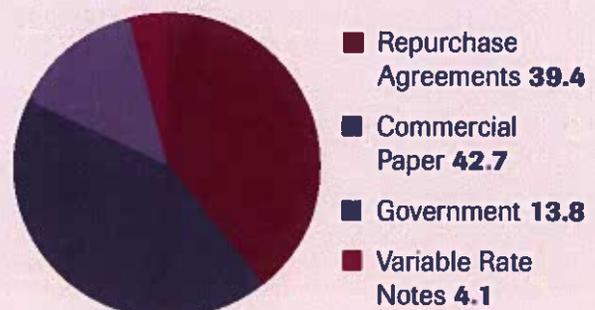
Portfolio by Maturity (%)

As of March 31, 2012



Portfolio by Type of Investment (%)

As of March 31, 2012



PORTFOLIO ASSET SUMMARY AS OF MARCH 31, 2012

	Book Value	Market Value
Uninvested Balance	\$1,031.79	\$1,031.79
Accrual of Interest Income	296,027.32	296,027.32
Interest and Management Fees Payable	-180,642.38	-180,642.36
Payable for Investments Purchased	0.00	0.00
Accrued Expenses & Taxes	0.00	0.00
Repurchase Agreements	518,155,000.00	518,155,000.00
Commercial Paper	641,021,564.72	641,033,085.00
Bank Instruments	0.00	0.00
Mutual Fund Investments	0.00	0.00
Government Securities	103,353,947.56	103,358,920.79
Variable Rate Notes	54,500,000.00	54,496,820.00
Total	\$1,317,146,929.01	\$1,317,160,042.52

Market value of collateral supporting the Repurchase Agreements is at least 102% of the Book Value. The portfolio is managed by Federated Investment Counseling and the assets are safe kept in a separate custodial account at State Street Bank in the name of TexPool Prime. The assets of TexPool Prime are the only source of payments to the Participants. There is no secondary source of payment for the pool such as insurance or State guarantee. Should you require a copy of the portfolio, please contact TexPool Participant Services.

PARTICIPANT SUMMARY

	Number of Participants	Balance
School District	66	\$559,551,086.07
Higher Education	8	\$58,996,003.09
Healthcare	7	\$11,835,303.18
Utility District	3	\$46,657,579.81
City	24	\$148,677,243.65
County	18	\$283,382,336.75
Other	13	\$208,042,958.73

TEXPOOL PRIME

DAILY SUMMARY

Date	Money Mkt. Fund Equiv. (SEC Std.)	Daily Allocation Factor	TexPool Prime Invested Balance	Market Value Per Share	WAM Days (1)	WAM Days (2)
03/01	0.1598%	0.000004372	\$1,347,369,257.91	1.00004	34	40
03/02	0.1538%	0.000004215	\$1,346,470,887.55	1.00003	35	39
03/03	0.1538%	0.000004215	\$1,348,470,887.55	1.00003	35	39
03/04	0.1538%	0.000004215	\$1,346,470,887.55	1.00003	35	39
03/05	0.1483%	0.000004082	\$1,347,425,180.73	1.00004	32	36
03/06	0.1487%	0.000004075	\$1,338,388,416.49	1.00004	32	38
03/07	0.1452%	0.000003979	\$1,338,948,894.37	1.00004	38	40
03/08	0.1513%	0.000004145	\$1,353,475,231.53	1.00004	35	39
03/09	0.1813%	0.000004418	\$1,342,002,899.43	1.00004	35	39
03/10	0.1613%	0.000004418	\$1,342,002,899.43	1.00004	35	39
03/11	0.1613%	0.000004418	\$1,342,002,899.43	1.00004	35	39
03/12	0.1611%	0.000004415	\$1,340,097,481.41	1.00004	33	37
03/13	0.1538%	0.000004215	\$1,335,423,003.58	1.00004	33	36
03/14	0.1505%	0.000004122	\$1,338,173,055.03	1.00004	39	42
03/15	0.1862%	0.000005102	\$1,330,413,451.77	1.00004	39	43
03/16	0.1737%	0.000004760	\$1,341,221,517.37	1.00003	39	43
03/17	0.1737%	0.000004760	\$1,341,221,517.37	1.00003	39	43
03/18	0.1737%	0.000004760	\$1,341,221,517.37	1.00003	39	43
03/19	0.1845%	0.000004508	\$1,330,482,801.51	1.00004	38	42
03/20	0.1633%	0.000004475	\$1,328,219,976.59	1.00003	38	42
03/21	0.1542%	0.000004228	\$1,323,799,839.94	1.00004	38	41
03/22	0.1401%	0.000003838	\$1,319,623,654.07	1.00004	38	42
03/23	0.1583%	0.000004281	\$1,313,914,915.73	1.00004	38	42
03/24	0.1563%	0.000004281	\$1,313,914,915.73	1.00004	39	42
03/25	0.1563%	0.000004281	\$1,313,814,915.73	1.00004	39	42
03/26	0.1786%	0.000004694	\$1,319,249,436.98	1.00004	39	42
03/27	0.1828%	0.000004461	\$1,321,189,831.00	1.00005	38	41
03/28	0.1607%	0.000004403	\$1,311,694,425.30	1.00002	42	45
03/29	0.1801%	0.000004368	\$1,312,172,315.88	1.00002	44	47
03/30	0.1629%	0.000004464	\$1,317,146,929.01	1.00001	48	49
03/31	0.1829%	0.000004484	\$1,317,148,929.01	1.00001	48	49
Average	0.1597%	0.000004975	\$1,332,233,172.65	1.00003	38	41

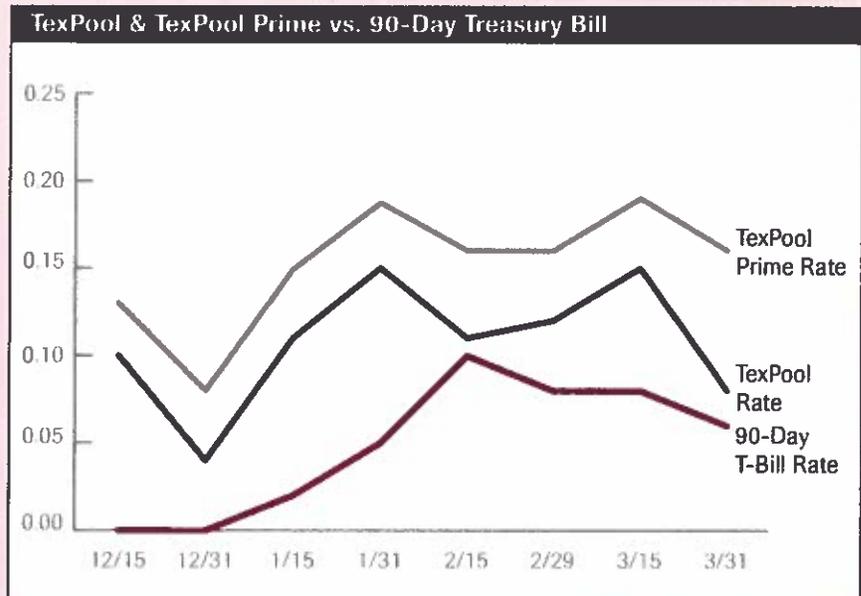
TEXPOOL

Participant Services
1001 Texas Ave. 14th Floor
Houston, TX 77002

(continued from page 1)

Portugal are all going backward. Put it all together, and the euro-zone economy is flat to slightly negative. Still, with the upward rate bias on both government and credit so far this year, we've been able to capture more yield for TexPool and TexPool Prime by lengthening the average maturity on our funds by a few days.

Increased supply of Treasuries, either directly in the form of Treasury bills or as securities available as collateral for repurchase agreements, added to the upward pressure on yields. We wouldn't be surprised to see a slight pullback in yields this month, particularly on the government side, as taxpayers make payments. The subsequent substantial inflow of tax payments will boost the supply of funds for the Treasury, temporarily lessening its need to tap the marketplace. Overall, however, we believe short rates will remain around the recently higher levels with an upward bias, driven by economic fundamentals. We wouldn't expect any drastic moves up, particularly with a Fed Chairman determined to hold rates down even though some of his fellow Fed governors feel differently. But after three years of darkness, savers may be starting to see some light at the end of the record-low-rates tunnel.



90-Day Treasury Bill is a short-term debt instrument backed by the national government. These are used to collect immediate cash to meet outstanding obligations.

Any private investor can invest in a Treasury bill. The 90-Day Treasury Bill is a weighted average rate of the weekly auctions of 90-Day Treasury Bills.



LOGIC Newsletter

March 2012

Performance

As of March 31, 2012

Current Invested Balance	\$3,263,401,089.13
Weighted Average Maturity (1)*	45 Days
Weighted Average Maturity (2)*	49 Days
Net Asset Value	1.000129
Total Number of Participants	426
Management Fee on Invested Balance	0.0875%
Interest Distributed	\$1,071,855.01
Management Fee Collected	\$245,227.00
% of Portfolio Invested Beyond 1 Year	0.13%
Standard & Poor's Current Rating	AAA

March Averages:

Average Invested Balance	\$3,308,884,180.72
Average Monthly Yield, on a simple basis	0.2942%
Average Weighted Average Maturity (1)*	48 Days
Average Weighted Average Maturity (2)*	51 Days

*Definition of Weighted Average Maturity (1) & (2)

- (1) This weighted average maturity calculation uses the SEC Rule 2a-7 definition for stated maturity for any floating rate instrument held in the portfolio to determine the weighted average maturity for the pool. This Rule specifies that a variable rate instrument to be paid in 397 calendar days or less shall be deemed to have a maturity equal to the period remaining until the next readjustment of the interest rate.
- (2) This weighted average maturity calculation uses the final maturity of any floating rate instruments held in the portfolio to calculate the weighted average maturity for the pool.

Rates reflect historical information and are not an indication of future performance.

New Participants

We would like to welcome the following entities who joined LOGIC in March:

- ★ City of Lake Worth
- ★ Santa Fe Section 4B EDC
- ★ Weatherford ISD

Forms to Update your Account Information

As a reminder, please be aware that the most current forms to update your LOGIC account are available on the LOGIC website under "Participant Services" and "Account Forms". Using these documents ensures you have the most current version and limits any possible revisions or delays. The forms can be filled out online and printed to obtain the needed signatures. Please note that the form to change Authorized Representatives **requires an Entity Seal for verification** and original signatures for processing. LOGIC Participant Services is happy to provide whatever assistance you may need in updating your account information and can be contacted either by phone at 1-800-895-6442 or by email at logic@firstsw.com.

Economic Commentary

The steady recovery in the U.S. and determination of European officials to avoid market disruption, alongside the commitment of central banks across the developed world to remain accommodative, caused credit spreads to compress significantly. However, market participants continue to be mindful of additional risks in the form of financial concerns elsewhere in Europe, particularly in Portugal and Spain, as well as potential growth concerns in China and rising oil and gas prices. Even with the remarkable market performance of the first quarter, investors remained relatively cautious as evidenced by continued strong inflows into bond funds. Markets focused on positive U.S. economic developments during the quarter as data reflected growth stronger than expectations at the beginning of the year. Specifically, the labor market continued to improve and national manufacturing and consumer confidence surveys were generally indicative of expansion, but activity measures were more subdued, with new risks coming from rising oil and gas prices. Ultimately, concerns remain that sub-trend growth will not result in a sustainable recovery. Inflation continued to be above the Federal Reserve's long term target of 2%, but declined from almost 3.0% in the third quarter of 2011. The data coincides with the Federal Reserve's statements that inflation remains "subdued," although higher gasoline prices are likely to result in a temporary increase in headline inflation data over the near term.

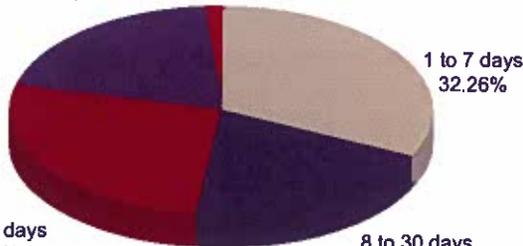
Chairman Bernanke has noted that the FOMC is likely to maintain its accommodative stance and, as a result, may not need much of a catalyst to ease monetary policy further. A significant increase in growth to above trend would likely be necessary before the FOMC would change its easy posture on monetary policy. It is also likely the committee is keenly aware of upcoming fiscal headwinds to growth starting in 2013 in the form of expiring payroll tax cuts, unemployment benefits, and Bush-era tax cuts, as well as automatic spending cuts agreed to as part of the debt ceiling debate last summer. Given the upcoming elections in the U.S., as well as the lagged nature of monetary policy actions, the Federal Reserve is likely to react to any decline in measures of growth. As a result, there is a possibility of further policy easing via either an extension of Operation Twist or a new asset purchase program altogether. However, continued improvements in the labor market could make further policy easing less likely.

This information is an excerpt from an economic report dated March 2012 provided to LOGIC by JPMorgan Asset Management, Inc., the investment manager of the LOGIC pool.

News

Portfolio by Type of Investment As of March 31, 2012

91 to 180 days 19.79%
181+ days 1.32%

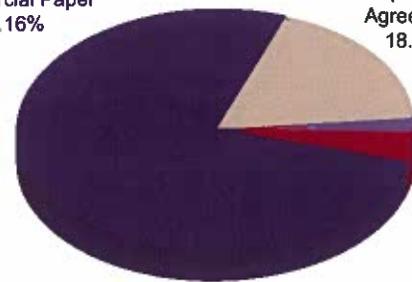


Commercial Paper 76.16%

Repurchase Agreements 18.09%

Treasuries 1.72%

Agencies 4.03%



Portfolio by Maturity As of March 31, 2012

31 to 90 days 26.78%

8 to 30 days 19.85%

Utility District 10.09%

Other 5.40%

City 28.64%

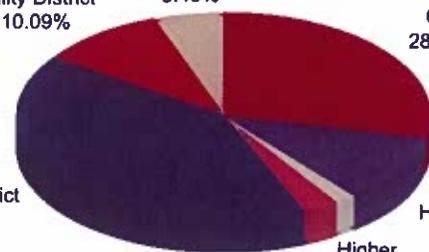
Distribution of Participants by Type As of March 31, 2012

School District 40.85%

Higher Education 2.58%

County 10.80%

Health Care 1.64%



Historical Program Information

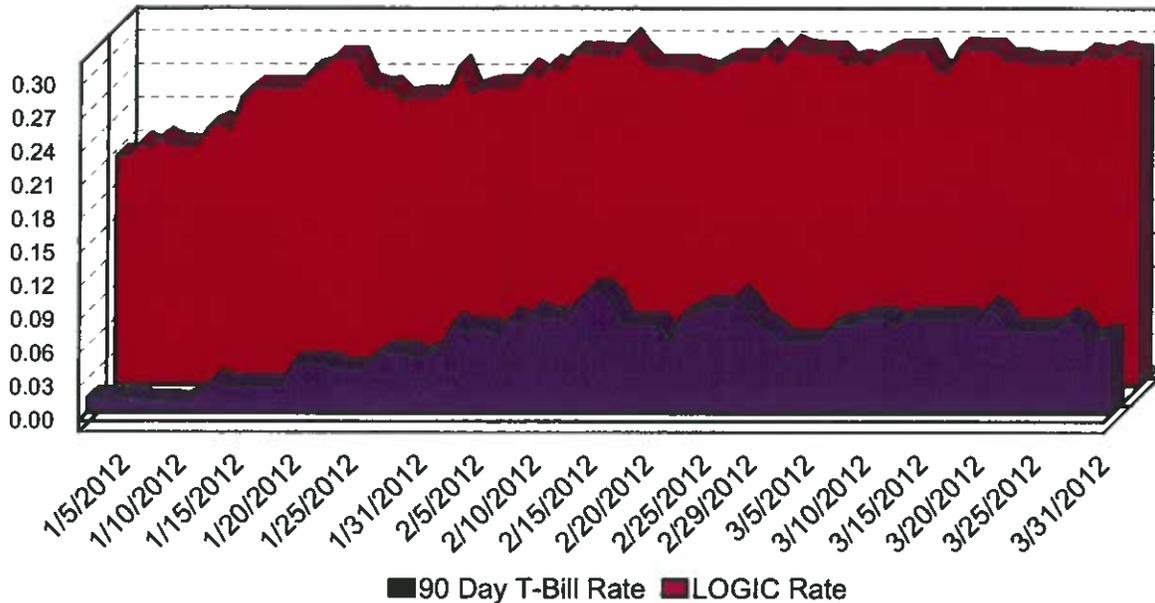
Month	Average Rate	Book Value	Market Value	Net Asset Value	WAM (1)*	WAM (2)*	Number of Participants
Mar 12	0.2942%	\$3,263,401,089.13	\$3,263,825,072.25	1.000129	48	51	426
Feb 12	0.2860%	3,230,282,021.25	3,230,605,825.73	1.000100	53	55	423
Jan 12	0.2513%	3,139,196,113.09	3,139,446,843.68	1.000079	39	41	422
Dec 11	0.2085%	2,477,652,428.03	2,477,850,942.56	1.000080	40	43	421
Nov 11	0.1874%	2,259,728,979.97	2,259,941,196.35	1.000093	47	51	421
Oct 11	0.1470%	2,279,051,628.31	2,279,247,462.46	1.000085	47	53	420
Sep 11	0.1381%	2,188,738,663.58	2,188,922,466.41	1.000075	46	52	418
Aug 11	0.1380%	2,182,133,828.03	2,182,294,888.70	1.000073	53	59	416
Jul 11	0.1424%	2,313,406,799.39	2,313,569,380.42	1.000070	49	55	414
Jun 11	0.1745%	2,404,741,857.72	2,405,079,613.48	1.000140	54	61	414
May 11	0.1785%	2,272,417,692.24	2,272,837,744.11	1.000184	55	62	413
Apr 11	0.1964%	2,476,285,267.87	2,476,709,472.73	1.000171	55	62	413

Portfolio Asset Summary as of March 31, 2012

	Book Value	Market Value
Uninvested Balance	\$ 10,342.23	\$ 10,342.23
Accrual of Interest Income	309,164.94	309,164.94
Interest and Management Fees Payable	(1,106,915.92)	(1,106,915.92)
Payable for Investment Purchased	0.00	0.00
Receivable for Investment Sold	0.00	0.00
Repurchase Agreements	590,435,000.00	590,435,000.00
Commercial Paper	2,486,152,307.91	2,486,537,993.50
Government Securities	187,601,189.97	187,639,487.50
Total	\$ 3,263,401,089.13	\$ 3,263,825,072.25

Market value of collateral supporting the Repurchase Agreements is at least 102% of the Book Value. The portfolio is managed by J.P. Morgan Chase & Co. and the assets are safekept in a separate custodial account at the Federal Reserve Bank in the name of LOGIC. The only source of payment to the Participants are the assets of LOGIC. There is no secondary source of payment for the pool such as insurance or guarantee. Should you require a copy of the portfolio, please contact LOGIC Participant Services.

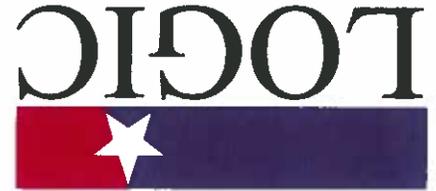
LOGIC versus 90-Day Treasury Bill



This material is for information purposes only. This information does not represent an offer to buy or sell a security. The above rate information is obtained from sources that are believed to be reliable, however, its accuracy or completeness March be subject to change. The LOGIC management fee may be waived in full or in part at the discretion of the LOGIC co-administrators and the LOGIC rate for the period shown reflects waiver of fees. This table represents investment performance/return to the customer, net of fees, and is not an indication of future performance. An investment in the security is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although the issuer seeks to preserve the value of an investment at \$1.00 per share, it is possible to lose money by investing in the security. Information about these and other program details are in the fund's Information Statement which should be read carefully before investing. The yield on the 90-Day Treasury Bill ("T-Bill Yield") is shown for comparative purposes only. When comparing the investment returns of the LOGIC pool to the T-Bill Yield, you should know that the LOGIC pool consist of allocations of specific diversified securities as detailed in the respective Information Statements. The T-Bill Yield is taken from Bloomberg Finance L.P. and represents the daily closing yield on the then current 90-day T-Bill.

Daily Summary for March 2012

Date	Mny Mkt Fund Equiv. [SEC Std.]	Daily Allocation Factor	LOGIC Invested Balance	Market Value Per Share	WAM Days (1)*	WAM Days (2)*
3/1/2012	0.2994%	0.000008202	\$3,239,288,032.21	1.000100	53	55
3/2/2012	0.2980%	0.000008164	\$3,249,110,926.77	1.000082	51	53
3/3/2012	0.2980%	0.000008164	\$3,249,110,926.77	1.000082	51	53
3/4/2012	0.2980%	0.000008164	\$3,249,110,926.77	1.000082	51	53
3/5/2012	0.2875%	0.000007876	\$3,250,154,363.14	1.000095	51	53
3/6/2012	0.2901%	0.000007948	\$3,254,626,004.56	1.000104	52	54
3/7/2012	0.2880%	0.000007891	\$3,255,096,195.69	1.000111	52	53
3/8/2012	0.2946%	0.000008070	\$3,272,333,714.38	1.000117	51	53
3/9/2012	0.2990%	0.000008193	\$3,261,676,349.04	1.000097	49	51
3/10/2012	0.2990%	0.000008193	\$3,261,676,349.04	1.000097	49	51
3/11/2012	0.2990%	0.000008193	\$3,261,676,349.04	1.000097	49	51
3/12/2012	0.3003%	0.000008228	\$3,259,874,485.21	1.000119	49	50
3/13/2012	0.2817%	0.000007718	\$3,398,634,407.42	1.000114	47	49
3/14/2012	0.2810%	0.000007698	\$3,378,311,090.78	1.000112	47	51
3/15/2012	0.3017%	0.000008265	\$3,362,523,491.89	1.000117	49	53
3/16/2012	0.3007%	0.000008239	\$3,361,960,650.07	1.000123	46	50
3/17/2012	0.3007%	0.000008239	\$3,361,960,650.07	1.000123	46	50
3/18/2012	0.3007%	0.000008239	\$3,361,960,650.07	1.000123	46	50
3/19/2012	0.2913%	0.000007981	\$3,374,541,695.03	1.000135	46	50
3/20/2012	0.2922%	0.000008005	\$3,364,567,852.46	1.000139	46	50
3/21/2012	0.2887%	0.000007910	\$3,356,021,686.60	1.000139	46	50
3/22/2012	0.2890%	0.000007919	\$3,320,693,189.12	1.000141	46	50
3/23/2012	0.2886%	0.000007907	\$3,334,979,326.23	1.000125	44	48
3/24/2012	0.2886%	0.000007907	\$3,334,979,326.23	1.000125	44	48
3/25/2012	0.2886%	0.000007907	\$3,334,979,326.23	1.000125	44	48
3/26/2012	0.2966%	0.000008126	\$3,339,644,862.02	1.000141	43	47
3/27/2012	0.2947%	0.000008074	\$3,345,179,609.59	1.000144	45	49
3/28/2012	0.2940%	0.000008055	\$3,326,155,861.17	1.000145	45	49
3/29/2012	0.2985%	0.000008178	\$3,327,779,126.33	1.000139	46	50
3/30/2012	0.2955%	0.000008097	\$3,263,401,089.13	1.000129	45	49
3/31/2012	0.2955%	0.000008097	\$3,263,401,089.13	1.000129	45	49
Average	0.2942%	0.000008060	\$3,308,884,180.72		48	51



LOGIC Participant Services
c/o First Southwest Asset Management, Inc.
325 North St. Paul Street, Suite 800
Dallas, TX 75201

LOGIC Board

LOGIC Board Members

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Fred L. Werner	Unaffiliated	Board Vice President
Judd R. Sanderson	North Texas Municipal Water District	Board Treasurer / Investment Officer
Sandra Newby	Tarrant Regional Water District	Board Member
Wes Vela	City of Missouri City	Board Member

Contacts

For more information contact LOGIC Participant Services ★ 1-800-895-6442 ★ www.logic.org



LANCASTER CITY COUNCIL
Work Session Agenda Communication for
May 7, 2012

7

WS12-007

Discuss Quarterly Report of City Council Five Year Goals and Strategies established during the annual City Council Strategic Planning Session in June 2011.

This request supports the City Council 2011-2012 Policy Agenda.

Goal: Current Strategies

Background

During the 2011 Annual Strategic Planning Session, City Council reviewed and updated five-year goals and strategies. As a result of the session, Council requested staff continue to provide a quarterly report highlighting the five year goals, strategies and projects.

The FY 2011/2012 First Quarter Update was presented at the Monday, February 20, 2012 work session. This update will provide an overview of the implementation and progress on strategies and initiatives outlined in the FY 2011-2012 strategic plan, and how said strategies tie to continued progress toward the realization of Lancaster Vision 2026. In addition, a narrative overview of disaster recovery efforts since the April 3, 2012 tornado is included for Council review.

1. 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 the community, and responsibly manages its debt. The community continues to move toward a more competitive tax rate.

- 1. Adopt a balanced budget for 2011-2012 by September 30, 2011 that maintains basic service levels and minimizes the impact on City taxpayers and ratepayers.**

During the September 12, 2011 regular meeting Council adopted a balanced FY 11/12 budget that met the objectives set forth during strategic planning.

- 2. Direct staff to monitor budget and scrutinize expenses to yield savings to be put toward funding of the City reserves.**

Executive staff has communicated expectations of fiscally responsible budget allocation and expenditures city-wide. Department budgets will be monitored utilizing established budgetary procedures and accountability standards accordingly.

3. Additional Considerations

Inclusion of a five year Capital Improvement Project (CIP) Budget in conjunction with the presentation of the FY 2012/2013 Budget.

Presentations regarding the CIP budget recommendations are currently being presented during City Council work sessions as scheduled by fund department.

Develop a city-wide equipment replacement schedule by June 2012.

The city-wide equipment replacement plan is being presented to Council. Staff inspected equipment and determined life expectancy, replacement factor and an estimated cost of replacement. The replacement schedule provides a breakdown of all types of equipment, replacement dates and replacement cost. Council will consider the schedule during the FY 2012/2013 budget process.

2. 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 include corporate business parks and distribution facilities, which makes use of the expanded airport, rail, and highway system. Retail areas have grown because of growth in industrial commercial and residential development.

1. Focus economic development efforts in industrial, retail and commercial areas in order to grow the commercial tax base and create a 12.5% increase in the total number of jobs in Lancaster.

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. During this quarterly reporting period, staff has conducted 21 sales calls on developers and commercial real estate brokers and participated in 3 commercial broker events. Staff hosted the visits of 3 companies looking for existing manufacturing and warehouse distribution space and responded to 10 inquiries for information regarding potential development projects.

During this reporting quarter, the following businesses located their operations in Lancaster occupying over **479,000** square feet of space.

- MOBIS the U.S. parts distributor for Kia and Hyundai Motor Companies has purchased the 442,000 sq. ft. South Pointe Building for their auto parts distribution operations.

- Advanced Services has leased 4,300 sq. ft. at 3339 Balomede St. for the sales and repair of hot tubs.
- CCS Fashion & Footwear has leased 1,400 sq. ft. at 1450 W. Pleasant Run for a clothing and shoe store.
- Viking Car Wash has opened car wash operations in 3,000 sq. ft. at 1530 W. Pleasant Run.
- Hobbs & Hall has leased 1,200 sq. ft. at 508 E. Pleasant Run Rd. for the storage of materials.
- Classic Cup has leased 2,200 sq. ft. at 133 Historic Town Square for a restaurant.
- Lou's Funky Junk has leased 1,320 sq. ft. at 129 Historic Town Square for a resale store.
- The Little Genius Learning Center has leased 2,000 sq. ft. at 314 W. Pleasant Run for a child care facility.
- Shoe Show has leased 6,347 sq. ft. of retail space at 1,450 W. Pleasant Run Road for their shoe sales business.
- My Family Foods has leased 5,000 sq. ft. of space at 1010 Katy St. for the distribution of pre-packaged food products.
- Take Charge Fitness Center has leased 1,333 sq. ft. of space at 246 E. First St. for a fitness studio.
- Taqueria el Abuelito has leased 1,000 sq. ft. of space at 2709 N. Dallas Ave. for a restaurant.
- Central African Hair Braiding has leased 1,500 sq. ft. at 1450 Pleasant Run Rd. for its business operations.
- Nurses Aide Academy has leased 3,520 sq. ft. at 1450 W. Pleasant Run Road for a training school
- Williams Antiques & Collectables has leased 1,200 sq. ft at 169 Historic Town Square for a retail store.
- Jackie's Catfish & More has leased 1,155 sq. ft. at 1450 W. Pleasant Run Road for a restaurant.
- One Love Coffee Shop has leased 1,200 sq. ft. at 1312 N. Dallas Ave. for a coffee shop.

2. Implement three year annexation plan for the E.T.J.

The City Council approved the Sunrise District in the first portion of the Three-year annexation plan. It was approved on November 14, 2011 at the regularly scheduled City Council meeting in accordance with State Law. Staff has been working to familiarize residents with major city services offered, pursuant to the approved service plan. Staff has re-mapped city limits, provided updated maps to appropriate entities, worked with residents in the area on transition of waste hauling services, and hosted a new resident's town hall meeting.

Staff will continue to work with the City Attorney's office on annexation agreements and preparing for the continuation of the three year plan which includes the Wilson/Nokomis District and the Hash Road District scheduled for consideration in 2012 and 2013, respectively.

3. Explore and discuss the creation of a joint TIF with Desoto for I35 corridor by December 2012.

The City Council received a presentation on March 19, 2012 at regularly scheduled work session. Council indicated that no further action needed to be taken at this time.

4. Additional Considerations
Parks and Recreation Department

Prioritize and complete entrance beautification infrastructure (e.g. signage, lighting and irrigation) and landscaping for Pleasant Run Road, Dallas Avenue and Houston School Road by FY 2013-1014.

In October 2011 a few aesthetic enhancements were implemented on the Beltline Road entrance sign to include new lettering (with Lancaster logo) along with solar panel lights for night time illumination.

Staff has researched xeriscape/ xerogardening techniques and identified drought tolerant plant materials that would reduce cost significantly. (Xeriscaping and xerogardening refers to landscaping and gardening in ways that reduce or eliminate the need for supplemental water from irrigation.) This plant material is scheduled to be put in Spring 2012.

Staff has finalized a Park Beautification/ Maintenance agreement and developed a Citywide Volunteer Program that has been approved and began implementation October 1, 2011. The City of Lancaster is now a member of the Volunteer Center of North Texas which is a statewide agency that promotes volunteerism opportunities to Corporations and Businesses along with the screening and placement of court ordered community service restitution workers. Staff is also soliciting sponsors and donors through the "Adopt a Spot" program to offer local businesses and organizations the opportunity to get involved in Lancaster' City Wide beautification efforts.

The Parks Department has aggressively recruited several new organizations to (Adopt-A-Spot) that include Boy Scout Troops, Girl Scouts of Northeast Texas Troop #305, OnCor Electric, Alpha Kappa Alpha Sorority, Inc Upsilon Lambda Omega Chapter, and a host of community volunteers that provide sporadic clean ups at various neighborhood parks.

On April 28, 2012 the City of Lancaster partnered with Concord Missionary Baptist Church for their annual "Make a Difference Day" event. This partnership yielded over 300 volunteers that participated in the weeding and planting of native and seasonal color beds at entrance signs and kiosk around the City. Plant material was purchased at a reduced cost from Southwest perennials.

3. Healthy, Safe, & Vibrant Neighborhoods

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

- 1. Support Lancaster neighborhoods in the creation of Public Improvement Districts (PIDs) throughout the City to strengthen and connect neighborhoods.**

An All HOA/PID Meeting was held Thursday, February 23, 2012 at 6:30 p.m. with 23 attendees. Inquiries and insights from various communities were recorded and addressed by staff during the meeting. The Hearthstone subdivision has expressed their interest in the PID implementation process.

- 2. Additional Considerations**

Disaster Recovery Update

The City of Lancaster continues to work to ensure all residents and businesses affected by the Tuesday, April 3, 2012 tornado are equipped with the resources and support necessary to address the recovery ahead. On Thursday, May 3, 2012 at 6:30 p.m. the City of Lancaster hosted a Disaster Relief Town Hall Meeting at the Lancaster Senior Life Center. This event included presentations by the Small Business Administration (S.B.A.) and other resource providers. All individuals affected by the April 3, 2012 tornado were encouraged to attend via various media outlets and marketing initiatives and all information provided is available at City Hall for those who were not able to attend the event. All resources listed here are also available to the public via our website, www.lancaster-tx.com.

The Recovery Assistance Center (R.A.C.) operated within the Lancaster Recreation Center has transitioned services to the Lancaster Outreach Center (L.O.C.) effective Friday, April 27, 2012. The L.O.C. will continue to assist residents with donation and service needs at their request. Donations can still be sent to the L.O.C. Checks should be made payable to Lancaster Tornado Relief Fund and mailed to 1120 Randlett Street. As of Monday, April 23, 2012, over \$37,000 dollars has been donated to the fund.

The Small Business Administration (SBA) maintains a remote location at 1425 N. Dallas Avenue where homeowners, renters and businesses of any size and non-profit organizations may apply for low-interest long-term loans to repair or replace damaged or destroyed real estate, machinery and equipment, inventory and other personal and business assets. SBA can also lend additional funds to homeowners and businesses to help with the cost of making improvements that protect, prevent or minimize the same type of disaster damage from occurring in the future. Loan amounts and terms are set by SBA and are based on each applicant's financial condition. This location is open from 8:00 a.m. to 4:30 p.m. Monday through Friday.

Applicants may also apply online via SBA's secure website <https://disasterloan.sba.gov/ela>. More detailed information can be obtained by calling 1-800-659-2955.

Assistance with permitting and inspections can be obtained by contacting our Development Services staff during the residential recovery process at 972-218-1200. Reputable contractors are aware of the necessary steps to secure proper permitting and staff is prepared to assist homeowners in navigating the process as well. A Tornado Recovery Guidelines resource document has been drafted and posted at www.lancaster-tx.com to assist further in answering property owner and contractor inquiries.

The following data summarizes Development Services cleanup efforts to date as a result of the April 3rd tornado:

- 1,572 tons of debris was removed from streets in the affected areas (7, 220 yards)
- 5,000 yards of brush processed and removed
- 73,345 linear feet of roadway was cleared of tornado debris (13.89 miles)
- 10 cities responded with mutual aid for debris clean up, brush removal and inspections

Fire/Emergency Medical Services Response

The following is a summary of responses and other activities for the second quarter from 01/01/2012 to 03/31/2012. During this time period the Lancaster Fire Department had 2,425 unit responses to 1,397 incidents.

Emergency Medical Services (EMS)

Emergency Medical Service (EMS) incidents made up the majority of runs for this time period at 65% of all calls. Paramedics provided Advance Life Support (ALS) to 88% of all patients seen. Paramedics saw an increase in unconscious person related calls from this time last year.

Fire Response

The Department responded to 37 fire incidents, 909 rescue and medical emergencies, 31 hazardous materials incidents, 178 service calls, 86 good intent calls, 79 false alarms and 3 severe weather events. Total amount lost was \$35,600 from fire and the amount saved was \$1,510,300 bringing the dollar saved rate to 97.64%. Passenger vehicle fires as the largest type of fires.

Tornado Update

The Small Business Administration continues to offer assistance from Regions Bank. We have still not received information from a FEMA declaration, however it

looks unlikely at this point because we have not reached the 33 million dollar mark require for a FEMA declaration. This has take a bit longer than expected because we have also included the other cities that were affected to try to reach 33 million dollars. The Emergency Management Coordinator has provided all information to the State of Texas requesting a Public Assistance Grant. This grant will assist in covering the cost of the response and debris removal. We have also completed more inspections of the damaged locations and at this point we are still at 300 structures that were significantly damaged. The City of Lancaster has developed an interactive map that will provide all available information and photos of each location. This map is used throughout the city to assist departments when they are helping residents. Emergency Management has also been working with the Lancaster Outreach center to develop long term plans to help in the recovery process.

Police Response

During the period of January 01, 2012 thru March 31, 2012 the Lancaster Police Department Patrol Division answered a total of 9,585 calls for service. There were a total of 617 arrests made by officers during this time period. The department responded to 104 minor accidents and 62 major accidents in the city.

Library

As of March 31, 2012, 692 items were added to the collection for the quarter. 14,212 items were circulated in the quarter. 604 new cards were issued to patrons during this timeframe.

Oversee the Development of a Post Construction Management Ordinance based on the SWM Program and Updating of the Illicit Discharge Ordinance to meet TCEQ MS4 Storm Water Management Program compliance requirements.

The City of Lancaster has developed a Storm Water Management Plan (SWMP) to comply with the requirements of the Texas Pollution Discharge Elimination System (TPDES) General Permit No. TXR04000. The Municipal Separate Storm Sewer System (MS4) Program is a TCEQ mandated program that all cities must comply with. It is a five (5) year program and the 2011-2012 fiscal year marks the 5th year. It is for the purpose of ensuring that pollutants not enter the water system. The city has 33 minimum control measures called Best Management Practices (BMP's) that must be complied with. As part of the BMP's, education for Elected Officials and the public is required and achieved through an update presentation to City Council on the progress of the SWMP five year plan. Proof of compliance must be submitted to the TCEQ in an annual report each year.

Development of a Post Construction Management Ordinance and the updating of the Illicit Discharge Ordinance will move us into compliance for the MS4 Storm Water Management Program as mandated by TCEQ. Staff has collaborated with FNI to confirm the contract for the above stated efforts, re-assigned stormwater staff to assist with inlet locations, and hired a GIS/Engineering intern to assist GIS Manager and City Engineer with the data input to complete by the deadline date of August 12, 2012.

4. 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 community 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 the customers and the City's governing body. The City's executive staff are engaged with residents and attend community events, uphold strong customer service, and use technology to aid them in working smarter.

Annual Lancaster Management Training School

The City of Lancaster Human Resources Department recently held the 7th annual Lancaster Management Training School for newly hired or newly promoted supervisors. The school was implemented in 2005 and covers a variety of topics useful to all leaders in our organization from foreman to finance director. On day one we reviewed council goals and objectives, P.R.I.D.E. vision and values, meet the executive team, reviewed purchasing laws, open records requests, open meetings, budget, WebQA, ethics, and our internal services (i.e. fleet, building services, IT, etc.). Day two we covered human resources, safety, leadership, emergency management and customer service. Topics are taught by a number of individuals in our organization including our city manager, purchasing agent, city secretary, several directors and internal service providers. The highlight of the school is the final review completed in the form of a jeopardy game. Three groups compete against each other to see how well they learned the material taught over the previous two days. We had twelve students in our 2012 class; and a guest HR Director from one of our BSW cities reviewed a portion of the school for consideration in their organization.

Codification

Franklin Legal has submitted the draft Code of Ordinances for review. The City Attorney and City Secretary are reviewing the codes for accuracy. Corrections will be submitted to Franklin Legal by the end of May. Subsequently, Council will consider formal adoption of the updated Code of Ordinances. This action by Council will complete the codification of Volume 1 (all non-development ordinances).

Redistricting

The Department of Justice has pre-cleared the City's Councilmember District boundaries (2011 redistricting plan) as submitted.

5. Sound Infrastructure

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

1. Identify funding required for City's 10% match to complete the 2012-2013 planned improvements in the Airport Master Plan.

Lancaster Regional Airport has two design and engineering projects underway per the Airport Master Plan in FY 2012. Project (1) is the design/engineering for a new south apron, stub taxiway, connection taxi lane, and helicopter landing apron. Project (2) is the design/engineering for a new 12,000 gallon self serve fuel farm and service road. Construction for these projects won't begin until FY 2014. Below is the City's (Sponsor's) 10% match required by the TxDOT – Aviation grants already in effect:

Project (1)	\$22,931.25
Project (2)	<u>\$8,068.75</u>
Total:	\$31,000.00

The preliminary engineering meeting with TxDOT – Aviation, KSA Engineers, and Lancaster Regional Airport occurred in mid March. To date, KSA engineers have taken core soil samples and are scheduling meeting w/ City of Lancaster official to begin the design phase. These projects, once construction is completed in the future, will allow Lancaster Regional Airport to be a more professional and attractive airport to corporate jets and business aircraft thus allowing the Airport to get closer to becoming self sustaining through increased air traffic and fuel sales.

On March 20th, 2012, the Airport opened a new 1,000 gallon self serve avgas fuel facility. This facility was installed and constructed at no cost to the Airport. The Airport's fuel supplier, Shell, provided for 67% of the cost to purchase the equipment and LEDC covered the remaining 33%. Fuel sales have increased dramatically since the opening of this facility. This facility will also allow the Airport to reach its goal of becoming self sustaining in the near future.

2. Additional Considerations

Utilize Dallas County Community Development Block Grant (CDBG) funds and Dallas County Public Works to reconstruct Stanford Drive from Arcady Lane to Arlington Lane.

During the June 27, 2011 City Council meeting Council conducted a Public Hearing and passed a resolution authorizing the submission of an application to Dallas

County for CDBG funds in the amount of \$124,000 for the reconstruction of Stanford Drive from Arcady Lane to Arlington Lane. Staff has received the Notice of Award for the CDBG funds from Dallas County. However, Atmos Energy has identified this area for gas line replacement. As a result of this, the gas lines have to be placed ----- feet lower in order for the reconstruction to take place. Once the gas line relocation is complete, staff will coordinate with Dallas County to move forward with the reconstruction of the road.

On May 7, 2012, City Council will receive a presentation on the next set of proposed streets for this year's award of CDBG funding. The City Council is scheduled to conduct a Public Hearing and pass a resolution authorizing the submission of an application to Dallas County for CDBG funds in the amount of approximately \$133,000 for the reconstruction of the next set of roads that will utilize the above stated funding level. Proposed roads that meet this criteria is Baskin Street, Colgate Street, and Idlewild Court, subject to City Council approval. Once Council approval is received, it will be submitted to Dallas County for a Notice of Award.

Erect 2-MG Elevated Water Storage Tank to comply with TCEQ Requirements.

During the 2010 TCEQ inspection, the system received a violation for elevated storage requirements. The elevated storage improvements are needed to ensure adequate potable water, fire protection to the city, and to provide for future growth and development. Staff is working with Freese & Nichols (FNI) to move through the schedule agreed upon with TCEQ which is as follows:

Conduct Site Study and Acquire Property: March 2012 – May 2012
Prepare Construction Documents: May 2012 – June 2012
Advertise and Award Construction Contract: June 2012—August 2012
Construction of Elevated Storage Tank: September 2012—October 2013

FNI gave a presentation with a recommended site to City Council in a closed executive session in March. The landowner has agreed to the site location and staff will seek Council approval of the site in the May closed executive session in order for staff to proceed with the process of acquiring the property for the elevated storage tank.

Replace the below listed priority water lines to improve water quality and reduce maintenance costs due to service interruptions caused by red water issues and water losses due to flushing and water line breaks.

- **Martin-Berry- Francis**
- **Lexington**

At the January 9, 2012 City Council meeting, Council approved the contracts for pipe rehabilitation through Pipe Bursting for the Martin-Berry-Francis and Lexington Project. The contractor started work on the project January 30, 2012. The

contractor has completed the Martin-Berry-Francis project and working on the completion of the Lexington line. Upon completion, the roadway along Main Street and the affected streets will be returned to their original condition through an asphalt overlay.

Make Phased Improvements to the Keller Branch Interceptor Line.

The Keller Branch Interceptor serves the East and Central portion of the city from Ten Mile Creek to Cedardale. The section of the line between Pleasant Run (at Katy) to the Trinity River Authority's sewer line in Ten Mile Creek needs to be upgraded. The Wastewater Master Plan identifies the need to enlarge the size pipe of the Keller Branch Interceptor between Pleasant Run and Ten Mile Creek. Due to the cost of replacement of the entire line, this project will need to be completed in phases beginning at the TRA interceptor replacing back towards Main Street. This will be considered Phase I and available funding will determine how much can be replaced in this phase. The project will need to be completed in subsequent budget years as funding becomes available. The city is under a 2007 Sanitary Sewer Overflow (SSO) Reduction Plan as required by the TCEQ. The first phase is scheduled for completion in 2013. Staff continues to be on schedule with this project.

Develop a systematic foundation to outline and replace distressed streets on an annual basis based on data derived from the pavement management program (funding plan) by January 2011.

Staff is compiling a Streets Maintenance Program presentation that will present the concept of "it's cheaper to maintain than repair". The presentation will also present a summary on the condition of our streets as documented by our Pavement Management Software and an on-going plan for a Streets Maintenance Program and the annual funding needed to actualize the program.

Staff has identified funding to be able to commence repair to Walnut Street, Oak Street, and Henry Street as a result of undesignated street funding from the bond sale.

Assess the contract of the current management of the Golf Course by 2011, and review and adopt the golf course five-year improvement plan by January 2011.

The assessment of the current management contract of the Country View Golf Course has been completed, as well as, a review of the golf course five-year improvement plan. Upon reviewing both, environmental concerns and incomplete title work were identified. A plan of action has been developed to address both instances which has delayed the implementation of the improvement plan with environmental concerns holding precedent. Title work is currently being completed and should be remedied in the next few months. However, several improvements

have taken place at the Golf Course to increase participant usability and enhance the aesthetic appearance. Improvements are as follows:

- renovation of men's restrooms
- lighting improvements inside the club house dining area
- installed new windows and tint to reduce energy cost
- replaced and repaired main entrance to club house
- installed new railings in the foyer that extends to cart area

6. 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. Direct Staff to write and release positive press releases weekly.

The Community Relations Division continues to meet this council objective by issuing 20 press releases since October 1, 2011 through March 31, 2012, with an average of three press releases per month. This consistent dispersal of positive media releases ensure a proactive presence in the media and informs our citizens about the value-added services and engagement opportunities the City of Lancaster provides. While not all information released appears in print publications, Staff utilizes social media outlets such as Facebook, Twitter and RSS feeds to provide citizens information about community engagement activities, special events and City services.

2. Develop schedule of regular meetings with LISD to discuss issues of mutual concern.

Staff continues to meet consistently with the LISD staff as requested by Council. On Wednesday, January 18, 2012 Mayor Marcus E. Knight and City Manager Opal Mauldin Robertson were accompanied by Dr. McFarland to present a City update to the Dallas Morning News Editorial Board. This meeting was arranged to further the positive image and communicate the unique offerings that characterize the City of Lancaster.

3. Create presentation/display boards or information kiosks for placement in high-traffic local businesses to provide civic information.

Staff is currently drafting Community Display posters that follow the "Get Connected!" theme and incorporate QR code smart phone technology. Each poster will be created to suit the highlighted sections of our newly introduced website: Live, Work and Visit. In addition, the "Visit" section of the City of Lancaster website has been updated to include detailed information for those visiting the city. We will continue to explore options and utilization of technology to ensure information regarding city services and programs are visible in high-traffic areas.

4. Additional Considerations

Continuation of Datacenter Virtualization

We continue to virtualize servers in our datacenter making better use of technology and reducing our carbon foot print on the environment. Server virtualization allows one physical server to process multiple virtual machines handling different applications. This will allow us to increase server utilization rates while running far fewer servers. This drastically cuts down on the power needed to operate and cool machines. It also reduces the number of machines to maintain.

Help Desk Tickets

There were 235 requests for technical support issues during the 2nd quarter of this physical year, averaging 3.6 requests per day.

Youth Advisory Council – Develop a plan to work with the school district to identify a Youth Commission program by January 2011.

In May 2011 Council Work Session, staff proposed to amend the YAC ordinance by repealing Section 9.1802 to provide for changes in the appointment of youth members and adult sponsors as recommended by Council Liaison. The amended ordinance passed unanimously on May 23, 2011.

The YAC conducted its first two meetings of the new school year in August and September 2011. The group was excited and eager to get back to work. Officers were elected at the October meeting. The current officers for the Youth Advisory Council are:

- Chairman De'Marcus Tilley
- Vice Chairman Jackie Adams
- Secretary/Treasurer Uriah Shepard

Members are currently working on three projects. The first project involved officers and the staff liaison attending the Annual Youth Advisory Commission Summit, which was held in Garland, TX January 21st and 22nd. Youth attended and participated in several sessions during this summit to include diversity, how to build youth organizations, and the effects on social media. The group also participated in creating PSA for animal rights.

The second project for the YAC was to increase membership. The students worked with their staff liaison to develop marketing materials that highlighted membership information, upcoming events and meetings. This information was distributed at a marketing event at Lancaster High School on Jan. 26th 2012 in the LHS Cafeteria. Several new members joined as a result of this marketing initiative.

The third planned project was to raise funds for the YAC. Fundraising initiatives included assistance with the implementation of the Parent/Child Valentines' Dance. YAC members assisted with decorating, selling tickets and serving refreshments.

The YAC also assisted with the organizing and planning of "Team Picture Day" for the Lancaster Recreation Winter Youth Basketball League participants which resulted in a \$125 donation to the YAC for their efforts. The next fundraiser event will take place at On the Border restaurant on May 23-24th 2012. OTB will donate 10% of earnings from all patrons that dine in on those selected dates to help Lancaster YAC group.

Along with these fund raising initiatives, the YAC also conducted a community service project. During the week of March 16-20th 2012, several YAC members volunteered hours of their spring break at the Lancaster rehab facility. Members read to patients, assisted with arts & crafts projects, and also served lunch.

Prepared and submitted by:

Opal Mauldin Robertson, City Manager

Date: May 7, 2012