



**NOTICE OF A SPECIAL PLANNING & ZONING COMMISSION AND CITY  
COUNCIL JOINT WORK SESSION AND  
CITY COUNCIL WORK SESSION AGENDA  
LANCASTER CITY COUNCIL  
JAMES R. WILLIAMS PUMP STATION  
TRAINING ROOM, 1999 N. JEFFERSON STREET, LANCASTER, TEXAS**



**Monday, July 19, 2021 - 7:00 p.m.**

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While the Mayor and other Council members, may be physically present at the James R. Williams Pump Station, there may be Council members, Commission members, and staff that will attend and participate via video or audio link due to the COVID-19 emergency situation.

**IMPORTANT NOTICE: Due to the COVID-19 (coronavirus) state of emergency and consistent with the Governor's Order regarding modifications to the Texas Open Meetings Act ("TOMA"), and executive orders, the public will not be admitted to the physical meeting location.**

**Please click the link below to join the meeting:**

<https://us02web.zoom.us/join/register/tZclceCupz0iEtZIW8eHpgXYb3OxOG-hZgDd>

**The meeting will be broadcast live via video at the following address:**

<http://www.lancaster-tx.com/324/Watch-Meetings>

**7:00 p.m. Special Planning & Zoning Commission and City Council Joint Work Session:**

**CALL TO ORDER**

1. Receive an update on I-35E and Loop 9 Corridor Studies and discuss the draft preferred scenarios, character sub-districts, and the fiscal analysis.

**ADJOURNMENT**

**7:30 p.m. City Council Work Session:**

**CALL TO ORDER**

1. Discuss and receive an update on the third quarter of Fiscal Year (FY) 2020/2021 for the operations and management of Country View Golf Course.
2. Receive a presentation and discuss the Quarterly Financial Report for the third quarter of FY 2020/2021 for the period ending June 30, 2021.
3. Discuss and receive a presentation regarding the City Council's Five-Year Goals and Objectives established during the annual City Council Strategic Planning Session held on June 26th and 27th, 2020, for the third quarter of Fiscal Year 2020/2021.

**ADJOURNMENT**

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EXECUTIVE SESSION: The City 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.

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ACCESSIBILITY STATEMENT: Meetings of the City Council are held in municipal facilities that are wheelchair-accessible. For sign interpretive services, call the City Secretary's office, 972-218-1311, or TDD 1-800-735-2989, at least 72 hours prior to the meeting. Reasonable accommodation will be made to assist your needs.

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

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

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

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

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#### **Certificate**

**I hereby certify the above Notice of Meeting was posted at Lancaster City Hall on July 15, 2021 @ 10:30 p.m. and copies thereof were provided to the Mayor, Mayor Pro-Tempore, Deputy Mayor Pro-Tempore and Council members.**



Carey D. Neal, Jr.

Assistant City Manager

# CITY OF LANCASTER CITY COUNCIL AND PLANNING & ZONING COMMISSION

## Special Planning & Zoning Commission and City Council Joint Work Session

1.

**Meeting Date:** 07/19/2021

**Policy Statement:** This request supports the City Council 2020-2021 Policy Agenda

**Goal(s):** Healthy, Safe & Engaged Community  
Quality Development

**Submitted by:** Vicki D. Coleman, Development Services Director

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### **Agenda Caption:**

Receive an update on I-35E and Loop 9 Corridor Studies and discuss the draft preferred scenarios, character sub-districts, and the fiscal analysis.

### **Background:**

During the FY 2018/2019 and 2019/2020 Strategic Planning Session, the City Council identified an objective to conduct and complete the I-35E and Loop 9 Corridor studies and to make recommendations regarding the City's preferred development scenario.

In February 2020, the City Council received a presentation from Halff Associates regarding the scope of work for the I-35E and Loop 9 Overlay District Corridor Studies.

In June 2020, the City Council approved a resolution accepting the terms and conditions of an agreement with Halff Associates for I-35E and Loop 9 Overlay District Corridor Studies.

In September 2020, Halff Associates led and facilitated a discussion between the City Council and Planning and Zoning Commission and completed the following:

- SWOT (Strengths, Weakness, Opportunities, Threats) discussion for the two corridors
- Corridor vision questions (value statements)
- Visual preference surveys (development type and intensity, building character, streetscape features, roadway features, place making strategies)
- Map exercises

In April 2021, the City Council and Planning Commission received a presentation of alternative scenarios for each corridor.

### **Operational Considerations:**

In advance of the meeting, please review the following materials that are attached:

1. Draft Preferred Scenarios: Depicts the draft preferred scenario images for both corridors. These scenarios have been developed based on input on the previously presented alternative scenarios for both corridors. Pages 2-3
2. Character Sub-District Descriptions: Includes additional details regarding the intent, land uses, and proposed development framework for each of the character sub-districts identified in the preferred scenarios. Please note that additional residential standards are being evaluated as part of the Quality Residential Development project and standards (such as setbacks and minimum square footage) are subject to change as that project progresses. The recommendations for both efforts

will be aligned before being finalized. Pages 4-14

3. Fiscal Analysis of Scenarios: Includes a summary of the potential fiscal implications of the preferred scenarios for both corridors. Pages 15-17.

The project team will review the attached items in more detail during the Joint Work Session and solicit your feedback.

### **Attachments**

Draft Preferred Scenarios

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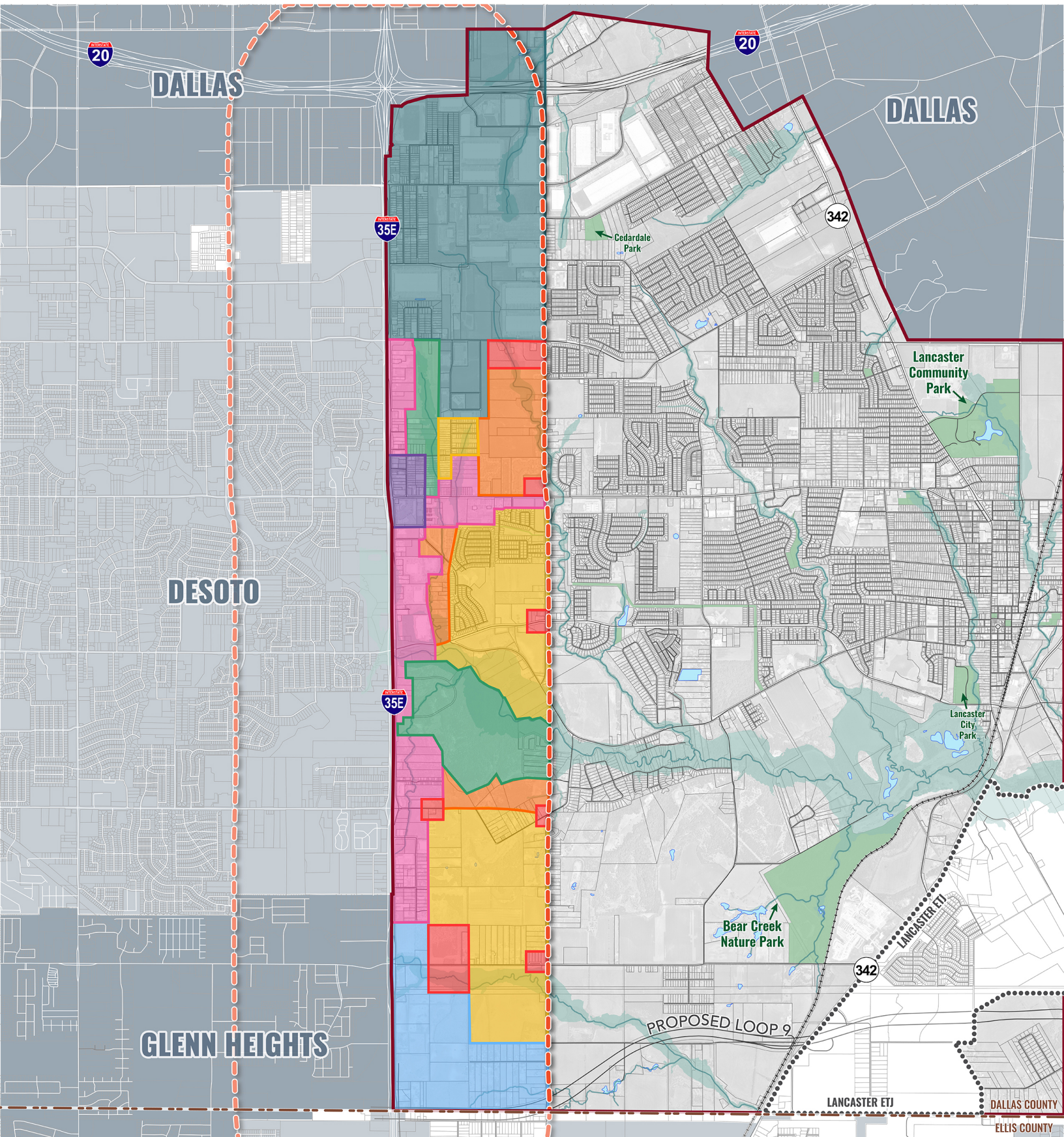


# **I-35E and Loop 9 Overlay District Corridor Studies**

Lancaster City Council and Planning & Zoning Commission

Joint Work Session – July 19, 2021

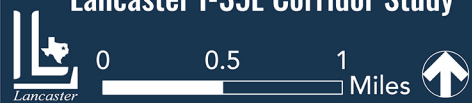




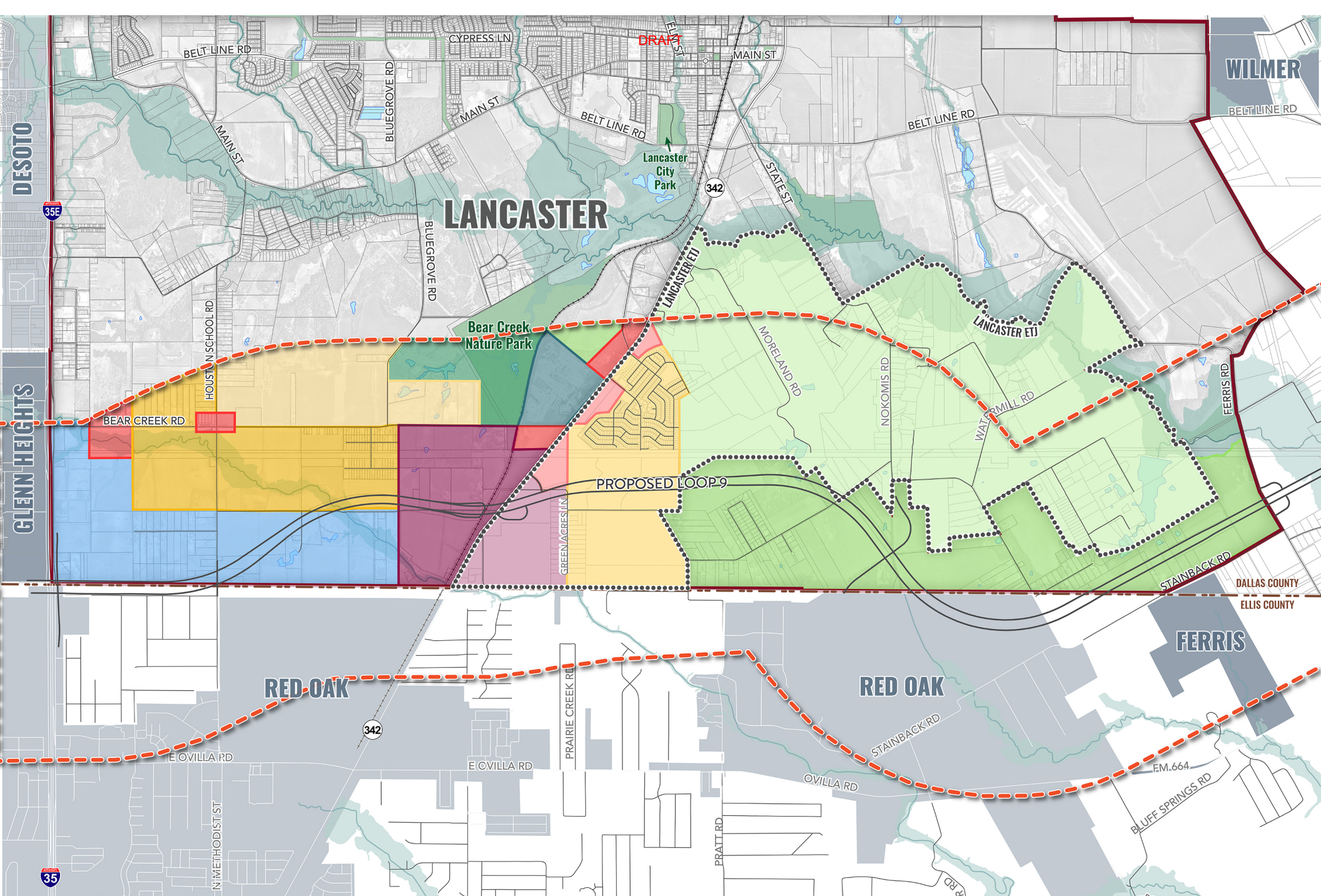
LEGEND

- Lancaster City Limits
- Lancaster Extraterritorial Jurisdiction (ETJ)
- County Boundaries
- Parks
- Floodplain
- 1 Mile Radius around I-35E
- Existing Utilities
- Commercial Node
- Employment Node
- Industrial
- Neighborhood Retail
- Open Space
- Single Family Residential
- Supportive Commercial
- Lifestyle Residential

Lancaster I-35E Corridor Study







## Lancaster Loop 9 Corridor Study



0 0.5 1 Miles



### LEGEND

- Lancaster City Limits
- Lancaster Extraterritorial Jurisdiction (ETJ)
- County Boundaries

- Parks
- Floodplain
- 1 Mile Radius around Loop 9

### Character Sub-Districts

- Employment Node
- Industrial
- Large Lot Single Family Residential
- Neighborhood Retail

- Open Space
- Rural Reserve
- Single Family Residential
- Supportive Commercial
- Transit-Oriented Development (TOD)



# Neighborhood Retail

## Description

The Neighborhood Retail sub-district primarily serves the needs of the surrounding community and is defined by low intensity retail uses offering basic goods and services. Businesses such as bakeries, doctors offices, and convenient stores would be typical of this sub-district.

## Land Uses

- Low intensity retail services

## Proposed Development Framework

**Height and Area:**  
35' and 2.5 stories

**FAR:**  
0.5:1

### Setbacks:

Front: 25'  
Side: 0' (10' if garages or carports along side or rear property line)  
Rear: 0' (20' if rear wall contains windows or doors adjacent to residentially zoned property)

**Max. Lot Coverage:**  
40% (max.)

**Lot Size:**  
7,000 sf (min.) - 3 acres (max.)



# Supportive Commercial

## Description

The Supportive Commercial sub-district is defined by large retail and professional service uses, often located in multi-tenant shopping centers and office buildings, as well as hotels, restaurants, and other services. Supportive Commercial land uses are of a scale and character to serve as a city wide and regional draw.

## Land Uses

- General retail
- Shopping centers
- Professional offices
- Places of assembly

## Proposed Development Framework

### Height and Area:

35' and 2.5 stories (max.)

### FAR:

1:1

### Setbacks:

Front: 25'

Side: 0' (30' if garages or carports along side or rear property line)

Rear: 0' (20' if rear wall contains windows or doors adjacent to residentially zoned property)

### Max. Lot Coverage:

40% (max.)

### Lot Size:

40,000 sf (min.)

\*Pad sites are permitted with 25,000 sf (min.) - 40,000 sf (max.)





# Commercial Node

## Description

The Commercial Node sub-district includes a mix of retail, commercial, and office spaces that create a walkable environment and is regionally serving.

## Land Uses

- Multi-family dwellings
- Single-family dwellings (attached)
- Commercial services
- Places of assembly
- Schools
- Community building and facilities
- Professional offices
- Parks and recreation facilities

## Proposed Development Framework

### Density:

80 du/acre (max.)

### Height and Area:

140' (60' if within 100' of a property zoned as MF, 2F, or SF)

### FAR:

1:1

### Setbacks:

Front: 25'

Side: 0' (20' if garages or carports along side or rear property line)

Rear: 0' (20' if rear wall contains windows or doors adjacent to residentially zoned property)

### Off-street Parking:

Retail: 1 sp/100 sf

Office: 1 sp/200 sf

MF Residential: 1 sp/unit

### Open Space:

35%



# Industrial



## Description

The Industrial sub-district is reserved for concentrations of warehousing, trade, transportation, research and development, manufacturing, and light industrial uses. This place type allows for the development of supporting infrastructure for freight traffic, water and sewer services needs.

## Land Uses

- Light industrial
- Manufacturing
- Wholesale trade
- General retail sales
- Commercial services
- Professional offices

## Proposed Development Framework

### Medium Industrial

Height and Area:

35'

FAR:

1:1

Setbacks:

Front:

25'

Side:

0' (20' if garages or carports along side or rear property line)

Rear:

0' (20' if rear wall contains windows or doors adjacent to residentially zoned property)

Max. Lot Coverage:

65% (max.)

Min. Lot Size:

1 acre

### Light Industrial

Height and Area:

35'

FAR:

1:1

Setbacks:

Front:

25'

Side:

0' (20' if garages or carports along side or rear property line)

Rear:

0' (20' if rear wall contains windows or doors adjacent to residentially zoned property)

Max. Lot Coverage:

65% (max.)

Min. Lot Size:

1 acre



# Employment Node

## Description

The Employment Node sub-district is reserved for concentrations of professional, innovation, and technology uses through the development of professional office and technology parks.

## Land Uses

- Professional office
- Commercial services
- Technology centers

## Proposed Development Framework

### Height and Area:

4 stories

10,000 sf (gross leasable sf max.); may exceed 10,000 sf if entire structure is over 200' from a residential use or zone

### FAR:

1:1

### Setbacks:

Front:

25'

Side:

0' (20' if garages or carports along side or rear property line)

Rear:

0' (20' if rear wall contains windows or doors adjacent to residentially zoned property)

### Max. Lot Coverage:

50% (max.)

### Lot Size:

10,000 sf (min.)





# Transit-Oriented Development (TOD)



## Description

The TOD sub-district includes a mix of residential and non-residential land uses that are associated with the future passenger rail station near Loop 9. The sub-district supports institutional, cultural, employment, shopping, and entertainment uses while also providing residential living options to create an energized environment to live, work, and play.

## Land Uses

- Multi-family dwellings
- General retail
- Professional office
- Civic uses
- Parks and recreation facilities

## Proposed Development Framework

### Density:

80 du/acre (max.)

### Height and Area:

140' (60' if within 100' of a property zoned as MF, 2F, or SF)

### FAR:

1:1

### Setbacks:

Front: 25'

Side: 0' (20' if garages or carports along side or rear property line)

Rear: 0' (20' if rear wall contains windows or doors adjacent to residentially zoned property)

### Off-street Parking:

Retail: 1 sp/100 sf

Office: 1 sp/200 sf

MF Residential: 1 sp/unit

### Open Space:

35%



# Open Space

## Description

The Open Space sub-district includes natural area and parks spaces. Land designated as open space is intended to preserve the natural landscape, includes floodplain or streams, and provides opportunities for active and passive recreation.

## Land Uses

- Park and recreation facilities
- Natural areas and open space

## Proposed Development Framework

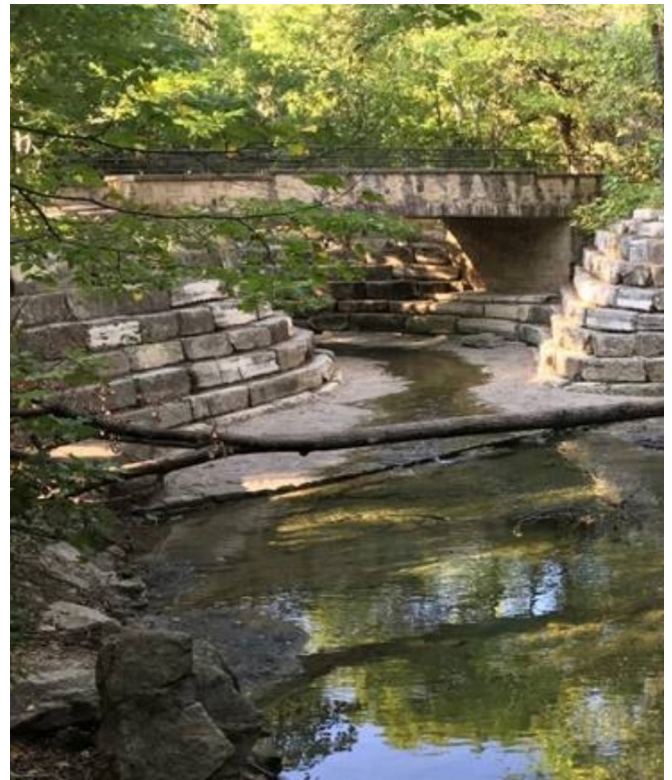
### Considerations for:

Resource Management

Public Access and Constraints

Recreational Use and Improvements

Agriculture and Revenue-Producing Use





# Rural Reserve

## Description

The Rural Reserve includes a mix of land uses such as farming, ranching, and other agriculture related services; supporting farmsteads; and, limited residential estate or cluster development. The expectation of suburban or urban development is limited, and the future provision of supporting urban infrastructure is not projected.

## Land Uses

- Agricultural or ranch lands
- Natural areas and general open space
- Single-family dwellings (detached)

## Proposed Development Framework

### Rural Residential

Density:

1 unit/acre

Dwellings per Lot:

1 unit

Height and Area:

35' and 2.5 stories

Setbacks:

Front: 30'

Side/Rear: 10'

Min. Area/Dwelling Unit:

2,100 sf

Max. Lot Coverage:

40% (max.)

Min. Lot Size:

1 acre

Parking:

Min. 2 enclosed spaces for each unit behind the front building line.

### Agricultural

Density:

1 unit/5 acres

Dwellings per Lot:

1 unit

Height and Area:

35'

Setbacks:

Front: 40'

Side: 10% of the lot width but need not exceed 50'

Rear: 25'

Max. Lot Coverage:

30% by main buildings; 50% including accessory buildings, driveways and parking areas.

Min. Lot Size:

3 acres

Parking:

Min. 2 enclosed spaces for each unit behind the front building line.



# Large Lot Single Family Residential

## Description

The Large Lot Single Family Residential sub-district provides for low-density residential and limited agricultural land uses including ranchettes, themed subdivisions, large-lot single family subdivisions, and conservation subdivisions. Large areas within this place type are reserved for resource conservation or open space preservation that are woven within developed areas, and the expectation of suburban or urban development is limited.

## Land Uses

- Single-family dwellings (detached)
- Agricultural fields and pastures
- Natural areas and general open space
- Community buildings and facilities
- Limited commercial services
- Parks and recreation facilities
- Places of assembly

## Proposed Development Framework

### Density:

4-6 du/acre

### Height and Area:

35' and 2.5 stories

### Setbacks:

Front: 30'

Side/Rear: 10'

### Max. Lot Coverage:

40% (max.)

### Min. Area/Dwelling Unit:

1,750 sf

### Open Space:

50% (min.)

### Min. Lot Size:

1 acre



# Single Family Residential

## Description

The Single Family Residential sub-district provides for low-to-moderate density residential land uses. Predominant land uses include single-family that builds upon existing neighborhoods, and other ancillary institutional and public uses such as schools, parks, and places of worship.

## Land Uses

- Single-family dwellings (detached)
- Places of assembly
- Community buildings and facilities
- Schools
- Park and recreation facilities
- Natural areas and open space

## Proposed Development Framework

### Density:

4 du/acre

### Height and Area:

35' and 2.5 stories

### Setbacks:

Front: 30'

Side/Rear: 10'

### Max. Lot Coverage:

50% (max.)

### Min. Area/Dwelling Unit:

2,100 sf

### Open Space:

50% (min.)

### Parking:

Min. 2 enclosed spaces for each unit behind the front building line





# Lifestyle Residential



## Description

The Transitional Lifestyle Residential sub-district provides diverse, quality housing options that aim to serve residents at various stages in life. Provides “missing middle” housing such as townhomes and duplexes.

## Land Uses

- Single-family dwellings (detached and attached)
- Cottage/garden homes
- Multi-family dwellings (duplexes, townhomes, apartments)



## Proposed Development Framework

### Townhomes/Duplexes (Low-density):

Density:

16 du/gross acre (max.)

Height and Area:

35' and 2.5 stories

3,000 sf (min.)

Min. Area/Dwelling Unit:

1,500 sf

Setbacks:

Front:

25'

Side:

0' (10' if garages or carports along side or rear property line)

Rear:

10'

Max. Lot Coverage:

70% (max.)

Parking:

Min. 2 enclosed spaces for each unit behind the front building line.

Additional parking shall be required for any recreational uses, club house, office, sales offices, and visitors.

### Cottages/Garden Homes (Low-density):

Density:

7 du/gross acre (max.)

Height and Area:

35' and 2.5 stories

Min. Area/Dwelling Unit:

1,750 sf

Setbacks:

Front:

30'

Side/Rear:

10'

Rear:

10'

### Multi-family/Apartments (High-density):

Density:

16 du/gross acre (max.)

Height and Area:

35' and 2.5 stories

Min. Area/Dwelling Unit:

800 sf + 100 sf/BR

Setbacks:

Front:

30'

Side:

10'

Rear:

10'

Max. Lot Coverage:

50% (max.)

Parking:

1.5 sp per 1BR or Efficiency

2 sp per 2BR

2.5 sp per 3BR

The average number of spaces for the total development shall not be less than 2 per unit. Parking may not be placed in the front yard and all parking spaces must be enclosed in a garage or covered by a carport designed to be architecturally compatible with the main structure.

### III. Fiscal Analysis of Scenarios

The project team conducted a fiscal impact analysis to understand the potential implications of both the Loop 9 and I-35 preferred scenarios. The fiscal implications were calculated to determine the potential yield of each scenario, assuming build-out of land across the proposed land use categories.

The model is based off the total remaining developable acreages per sub-district provided for the I-35 and Loop 9 corridor study areas within Lancaster. This includes approximate acreage of the vacant and potential redevelopment sites within each corridor to establish the total acreage. The following tables outline the total developable land by character sub-district within each corridor.

<b>Table 1: I-35E Draft Preferred Scenario Developable Land</b>					
<b>Character Sub-District</b>	<b>Total Acres (Approx.)</b>	<b>Currently Vacant Acres (Approx.)</b>	<b>Potential Redevelopment Acres (Approx.)*</b>	<b>Vacant + Potential Redevelopment Areas (Net New)</b>	<b>Vacant + Potential Redevelopment Areas (Net New) %</b>
Rural Reserve	n/a	n/a	n/a	n/a	n/a
Open Space	408	72	13	86	21%
Single-Family Residential**	856	463	160	623	73%
Large Lot Single Family	n/a	n/a	n/a	n/a	n/a
Lifestyle Residential	315	131	40	171	54%
Supportive Commercial	455	192	169	361	79%
Neighborhood Retail	160	121	7	128	80%
Commercial Node	52	4	20	25	48%
Employment Node	416	213	62	275	66%
Transit-Oriented Development	n/a	n/a	n/a	n/a	n/a
Industrial	1086	293	496	789	73%
<b>Total</b>	<b>3747</b>	<b>1490</b>	<b>968</b>	<b>2458</b>	<b>66%</b>
*Potential redevelopment acres are parcels with land values higher than improvement values based on appraisal district data, excluding public uses (parks, utilities, etc.)					
**Doesn't include significant acreage located in floodplain (non-developable as SF)					

<b>Table 2: Loop 9 Draft Preferred Scenario Developable Land*</b>					
<b>Character Sub-District</b>	<b>Total Acres (Approx.)</b>	<b>Currently Vacant Acres (Approx.)</b>	<b>Potential Redevelopment Acres (Approx.)**</b>	<b>Vacant + Potential Redevelopment Areas (Net New)</b>	<b>Vacant + Potential Redevelopment Areas (Net New) %</b>
Rural Reserve	1325	883	83	966	73%
Open Space	293	0	0	0	0%
Single-Family Residential	484	395	52	447	92%

Large Lot Single Family	401	355	6	361	90%
Lifestyle Residential	n/a	n/a	n/a	0	n/a
Supportive Commercial	n/a	n/a	n/a	0	n/a
Neighborhood Retail	100	100	0	100	100%
Commercial Node	n/a	n/a	n/a	0	n/a
Employment Node	643	395	75	469	73%
Transit-Oriented Development	334	197	3	200	60%
Industrial	109	0	0	0	0%
<b>Total</b>	<b>3689</b>	<b>2324</b>	<b>218</b>	<b>2542</b>	<b>69%</b>
<i>*Potential redevelopment acres are parcels with land values higher than improvement values based on appraisal district data, excluding public uses (parks, utilities, etc.)</i>					
<i>**Parcels within City of Lancaster city boundaries (does not include ETJ areas)</i>					

To be conservative, the projected growth, in dollars, is not adjusted for inflation and uses 2020 median values. The following summary tables outline the total results by corridor. There is an area in the far southern portion of the I-35E study area and the far western portion of the Loop 9 study area that overlap; therefore, the estimates in the following tables may duplicate some of the findings.

<b>Table 3: I-35E Draft Preferred Scenario Fiscal Analysis*</b>								
	<b>Square Feet</b>	<b>Units</b>	<b>Property Value</b>	<b>Retail Sales</b>	<b>Ad Valorem</b>	<b>Sales Tax</b>	<b>Jobs</b>	<b>Population</b>
Rural Reserve	0	0	-	-	-	-	0	0
Open Space	3,746,160	0	-	-	-	-	0	0
Single-Family Residential	27,137,880	2,492	\$863,478,000	-	\$7,078,240	-	0	7,974
Large Lot Single Family	0	0	-	-	-	-	0	0
Lifestyle Residential	7,448,760	2,736	\$881,077,500	-	\$7,222,509	-	0	11,881
Supportive Commercial	15,725,160	0	\$3,502,779,390	\$3,577,473,900	\$28,713,544	\$71,549,478	49,693	0
Neighborhood Retail	5,575,680	0	\$1,212,710,400	\$975,744,000	\$9,941,024	\$19,514,880	19,197	0
Commercial Node	1,089,000	560	\$147,903,250	\$171,517,500	\$1,212,416	\$3,430,350	1,942	1,008
Employment Node	11,979,000	0	\$2,171,193,750	-	\$17,798,057	-	114,273	0
Transit-Oriented Development	0	0	-	-	-	-	0	0
Industrial	34,368,840	0	\$4,296,105,000	-	\$35,216,719	-	859,221	2,016
<b>Total</b>	<b>107,070,480</b>	<b>5,788</b>	<b>\$13,075,247,290</b>	<b>\$4,724,735,400</b>	<b>\$107,182,509</b>	<b>\$94,494,708</b>	<b>1,044,326</b>	<b>22,879</b>
<i>*Represents fiscal implications for corridor build-out per the land use designations with no specific time horizon.</i>								

In the I-35E preferred scenario, the results yielded over **107M square feet of developed product** (including open space), resulting in the creation of **5,788 residential units**. Lifestyle and single-family residential product constitute the majority of residential product created, while the commercial node produces a smaller number of residential units. The total estimated property value generated through this scenario



is estimated to be valued at more than **\$13B** upon build-out and is estimated to produce ad valorem of over **\$107M**. The resulting sales tax revenues generated to the City of Lancaster are estimated to total over **\$94M**. This scenario also is projected to yield a potential job count over 1M and support a population of just under **23,000 residents**.

<b>Table 4: Loop 9 Draft Preferred Scenario Fiscal Analysis*</b>								
	<b>Square Feet</b>	<b>Units</b>	<b>Property Value</b>	<b>Retail Sales</b>	<b>Ad Valorem</b>	<b>Sales Tax</b>	<b>Jobs</b>	<b>Population</b>
Rural Reserve	42,078,960	966	\$336,892,500	-	\$2,761,629	-	0	33,663
Open Space	0	0	-	-	-	-	0	0
Single-Family Residential	19,471,320	1,788	\$619,542,000	-	\$5,078,609	-	0	5,722
Large Lot Single Family	15,725,160	361	\$113,715,000	-	\$932,163	-	0	433
Lifestyle Residential	0	0	-	-	-	-	0	0
Supportive Commercial	0	0	-	-	-	-	0	0
Neighborhood Retail	4,356,000	0	\$947,430,000	\$762,300,000	\$7,766,425	\$15,246,000	14,998	0
Commercial Node	0	0	-	-	\$-	-	0	0
Employment Node	20,429,640	0	\$3,702,872,250	-	\$30,353,777	-	194,888	0
Transit-Oriented Development	8,712,000	6,400	\$1,603,008,000	\$1,219,680,000	\$13,140,434	\$24,393,600	16,354	11,520
Industrial	0	0	-	-	-	-	0	0
<b>Total</b>	<b>110,773,080</b>	<b>9,515</b>	<b>\$7,323,459,750</b>	<b>\$1,981,980,000</b>	<b>\$60,033,036</b>	<b>\$39,639,600</b>	<b>226,240</b>	<b>51,338</b>
<i>*Represents fiscal implications for corridor build-out per the land use designations with no specific time horizon.</i>								

Similarly, the Loop 9 preferred scenario was analyzed, and is estimated to generate a potential yield of over **110M square feet** of product, including **9,515 residential units**. Most of the residential development anticipated through this scenario will be implemented through the Transit-Oriented Development sub-district, with additional units resulting from single-family residential and large lot single-family uses. This scenario is estimated to produce **\$7.3B in new property value**, resulting in a total ad valorem value of over **\$60M**. The resulting sales tax revenues anticipated to be collected by the city total over **\$39M**. Through the Loop 9 preferred scenario, an estimated 226,240 jobs could be produced in conjunction with an additional **51,000 residents**.

## CITY OF LANCASTER CITY COUNCIL

### City Council Work Session

1.

**Meeting Date:** 07/19/2021

**Policy Statement:** This request supports the City Council 2020-2021 Policy Agenda

**Goal(s):** Financially Sound City Government  
Healthy, Safe & Engaged Community

**Submitted by:** Carey Neal, Assistant City Manager

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### **Agenda Caption:**

Discuss and receive an update on the third quarter of Fiscal Year (FY) 2020/2021 for the operations and management of Country View Golf Course.

### **Background:**

On November 1, 2017, the City entered into a short-term management agreement (November 1, 2017, through December 31, 2017) with Touchstone Golf, LLC to oversee the operations at the Country View Golf Course. During this time, Touchstone evaluated operations, the facility, and other items based upon their industry experience to determine next steps.

On January 8, 2018, City Council received a presentation on findings of operations. Staff recommended the City extend the term of the Touchstone Golf, LLC agreement to provide a more comprehensive plan following a full season of golf.

On January 29, 2018, the City Council approved the extended management agreement with Touchstone Golf, LLC and directed staff to provide an update on golf course operations quarterly.

This is the requested quarterly update for the third quarter of FY 2020/2021 for the period of April 1, 2021, through June 30, 2021.

### **Attachments**

3rd Quarter Update

---

# Country View Golf Club

## Third Quarter Update

### April 1, 2021 – June 30, 2021

#### Summary

As we continue to actively focus on customer engagement through email/social media campaigns, Country View Golf Club continues to grow in golfers this quarter.

#### COVID-19 Impact

- Constant cleaning and sanitizing are still an ongoing practice.

#### Golf Operations

- Rounds of golf recorded were 7,518 this quarter compared to 4,724 last year. An increase of 2,794 rounds driven by customer engagement on social media, new members, and improved course conditions.
- Green fee and cart fee revenues for the quarter ended at \$157,957 compared to \$147,559 in 2020. An increase of \$10,398.
- There is a change in the total number of members from 139 to 171 members.

## CITY OF LANCASTER CITY COUNCIL

### City Council Work Session

2.

**Meeting Date:** 07/19/2021

**Policy Statement:** This request supports the City Council 2020-2021 Policy Agenda

**Goal(s):** Financially Sound City Government

**Submitted by:** Christine Harris, Assistant Director of Finance

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#### **Agenda Caption:**

Receive a presentation and discuss the Quarterly Financial Report for the third quarter of FY 2020/2021 for the period ending June 30, 2021.

#### **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. The following information is representative of the third quarter of fiscal year 2020/2021; April 1, 2021, through June 30, 2021.

#### **Attachments**

3rd Quarter Financial Update

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**City of Lancaster  
Quarterly  
Investment and Financial  
Reports  
Third Quarter FY2021**



## City of Lancaster

### Investment Portfolio Summary - As of June 30, 2021

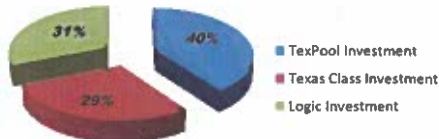
Investment Types	% of Total Investments	End of Quarter Balance
<b>TexPool Investment</b>		
TexPool	39.96%	\$ 38,567,462
<b>Texpool Total</b>	39.96%	\$ 38,567,462
<b>Texas Class Investment</b>		
Texas Class	28.85%	\$ 27,837,873
<b>Texas Class Total</b>	28.85%	\$ 27,837,873
<b>Logic Investment</b>		
Logic -01	28.46%	\$ 27,466,755
Logic -02	0.00%	\$ 495
Logic -04	1.46%	\$ 1,407,962
Logic -06	1.27%	\$ 1,225,510
<b>Logic Total</b>	31.19%	\$ 30,100,722
<b>Total Investment</b>	100.00%	\$ 96,506,056

Investment Interest Types	% of Total Interest	Quarter Interest Earned
<b>TexPool Interest</b>		
TexPool	9.92%	\$ 1,175
<b>TexPool Qtr. Interest Total</b>	9.92%	\$ 1,175
<b>Texas Class Interest</b>		
Texas Class	43.65%	\$ 5,172
<b>Texas Class Qtr. Interest Total</b>	43.65%	\$ 5,172
<b>Logic Interest</b>		
Logic -01	42.30%	\$ 5,012
Logic -02	0.00%	\$ -
Logic -04	2.17%	\$ 257
Logic -06	1.96%	\$ 232
<b>Logic Quarterly Interest Total</b>	46.43%	\$ 5,502
<b>Total Quarterly Interest</b>	100.00%	\$ 11,848

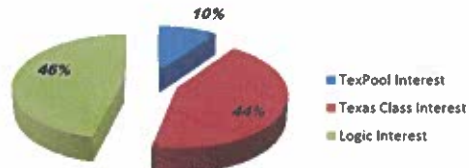
Investment Types	% of Total Investments	End of Quarter Balance
TexPool Investment	39.96%	\$ 38,567,462
Texas Class Investment	28.85%	\$ 27,837,873
Logic Investment	31.19%	\$ 30,100,722
<b>Total Investment</b>	100.00%	\$ 96,506,056

Investment Interest Types	% of Total Interest	Quarter Interest Earned
TexPool Interest	9.92%	\$ 1,174.79
Texas Class Interest	43.65%	\$ 5,172.02
Logic Interest	46.43%	\$ 5,501.56
<b>Total Interest</b>	100.00%	\$ 11,848.37

*Investment Portfolio as of  
June 30, 2021*



*Investment Interest as of  
June 30, 2021*



#### **COMPLIANCE STATEMENT**

The investment portfolio presented in these reports conforms in all respects to the investment policies of the City of Lancaster, Texas; and is being managed under the investment strategy developed and approved by the Lancaster City Council.

*Christine Harris*  
Christine Harris - Assistant Finance Director

*Opal Mauldin-Jones*  
Opal Mauldin-Jones, City Manager

*7/15/2021*  
Date

*7/15/2021*  
Date

# Authorization Statement

**This is to acknowledge that I have reviewed and approved the City of  
Lancaster's Quarterly Financial Report  
for the Third Quarter FY2021 ending June 30, 2021**


Reviewed By:   
Accountant

Date: 7/15/21

Approved By:   
Assistant Director of Finance

Date: 7/15/2021

Approved and Authorized to Present to City Council:

  
City Manager

Date: 7/15/2021





## CITY-WIDE OPERATING FUND TOTALS

Unaudited Revenues and Expenditures

Third Quarter FY2021


April 2021 thru June 2021

75% Optimal Expenditure Rate

Lancaster



2019

						
TOTAL REVENUES		2020	2020	2021	2021	2021
		Qtr. Ending	Actual	Qtr. Ending	Actual	Adopted
		06/2020	To Date	06/2021	To Date	Budget
1	General Fund	3,712,271	26,567,685	5,768,053	31,443,539	30,844,725
2	G.O. Debt Service	119,916	7,475,877	134,527	7,258,392	7,001,061
4	Street Maintenance	6,129	750,582	14,818	820,489	808,835
5	WaterWastewater	4,837,504	13,745,920	5,361,253	14,260,918	17,886,297
9	Airport	54,663	312,395	73,307	284,096	507,000
14	HotelMotel	62,532	140,188	70,487	128,746	144,661
16	LEDC/4A	329,457	823,698	377,612	835,030	1,139,078
17	LRDC/4B	611,123	1,722,004	842,802	1,834,660	2,839,583
18	Golf Course	118,846	363,689	241,855	574,324	629,741
19	Sanitation	689,230	2,030,607	688,562	2,002,147	2,589,310
21	E911	97,775	267,084	70,768	206,252	257,400
53	Stormwater	475,388	1,449,540	474,742	1,426,593	1,595,682
Total		\$ 11,114,836	\$ 55,649,269	\$ 14,118,786	\$ 61,498,820	\$ 66,243,373
						93%

TOTAL EXPENDITURES		2020	2020	2021	2021	2021
		Qtr. Ending	Actual	Qtr. Ending	Actual	Adopted
		06/2020	To Date	06/2021	To Date	Budget
1	General Fund	6,964,611	20,062,009	6,410,268	21,936,205	31,055,456
2	G.O. Debt Service	59,597	4,270,794	59,597	4,247,795	5,045,505
4	Street Maintenance	-	-	-	1,770,640	1,752,835
5	WaterWastewater	4,881,858	12,459,011	3,809,223	12,580,923	18,072,877
9	Airport	126,010	331,129	117,230	363,144	484,516
14	HotelMotel	(1,025)	11,717	7,695	30,649	41,584
16	LEDC/4A	107,157	556,642	225,482	733,310	895,924
17	LRDC/4B	553,393	2,456,798	432,560	2,336,881	3,439,655
18	Golf Course	214,308	693,504	193,155	638,319	979,997
19	Sanitation	186,676	1,070,420	428,360	1,356,227	2,043,734
21	E911	21,341	187,480	9,420	254,856	295,290
53	Stormwater	330,209	859,191	219,095	1,200,896	2,036,051
Total		\$ 13,444,134	\$ 42,958,695	\$ 11,912,087	\$ 47,449,845	\$ 66,143,423
						72%





**GENERAL FUND**  
 Unaudited Revenues and Expenditures  
 Third Quarter FY2021  
 April 2021 thru June 2021  
 75% Optimal Expenditure Rate



			2020	2020	2021	2021	2021	2021
			Qtr. Ending	Actual	Qtr. Ending	Actual	Adopted	% of Budget
REVENUES			06/2020	To Date	06/2021	To Date	Budget	
PROPERTY TAX		265,120		17,280,835	369,640	19,624,815	18,842,468	104%
SALES TAX		1,583,435		3,748,465	1,860,526	4,084,547	5,084,000	80%
FRANCHISE TAX		478,145		1,056,733	500,848	1,112,780	1,757,761	63%
LICENSES AND PERMITS		257,537		797,476	1,652,216	2,902,565	890,390	326%
INTERGOVERNMENTAL		3,750		10,000	32,869	39,119	15,000	261%
CHARGES FOR SERVICES		325,445		967,804	328,646	1,006,031	1,049,350	96%
FINES AND FORFEITURES		162,054		713,905	246,142	595,974	780,500	76%
INTEREST		22,387		124,794	3,307	12,761	55,800	23%
MISCELLANEOUS		19,884		87,883	97,259	196,611	36,042	546%
OPERATING TRANSFERS IN		572,186		1,716,557	580,266	1,740,798	2,320,914	75%
GRANT & Other Income		22,329		56,256	90,581	114,617	2,500	4585%
Total		\$ 3,712,271		\$ 26,567,685	\$ 5,768,053	\$ 31,443,539	\$ 30,844,725	102%


			2020	2020	2021	2021	2021	2021
			Qtr. Ending	Actual	Qtr. Ending	Actual	Adopted	% of Budget
EXPENDITURES			06/2020	To Date	06/2021	To Date	Budget	Used
1	City Council		17,243	51,566	12,196	34,772	152,748	23%
2	City Manager's Office		220,179	672,106	221,732	639,200	915,398	70%
5	Legal		51,488	157,878	44,105	88,469	278,570	32%
6	Building Services		348,619	895,986	282,298	954,932	1,139,143	84%
8	Municipal Court		117,487	323,675	73,170	214,086	397,584	54%
9	Building Inspections		86,136	213,387	52,264	179,041	292,734	61%
10	Fleet Maintenance		198,791	464,075	161,638	466,261	625,847	75%
12	Streets Operations		139,246	403,609	138,452	1,072,637	1,356,638	79%
13	Parks		196,966	444,787	146,883	489,756	749,806	65%
14	Police		1,737,540	5,253,723	1,672,727	5,359,455	7,745,046	69%
15	Fire		2,056,754	5,632,027	1,910,478	6,139,482	7,872,769	78%
16	Non-Departmental		449,562	1,646,504	408,296	2,121,964	3,449,482	62%
17	Planning		166,221	496,841	208,879	767,225	1,040,065	74%
18	City Secretary		46,312	206,749	47,057	145,208	253,081	57%
19	Finance		193,262	530,957	139,323	588,209	759,211	77%
20	Emergency Management		-	49,179	310	31,326	72,172	43%
24	Animal Services		40,296	139,415	50,931	123,045	249,372	49%
29	Purchasing		26,154	85,822	22,856	89,516	126,023	71%
31	Human Resources		149,542	451,068	146,913	440,903	637,355	69%
32	Civil Service		1,590	5,814	6,046	7,213	7,393	98%
34	Emergency Communications		238,991	625,235	258,620	692,679	1,013,783	68%
35	Code Compliance		145,432	355,492	127,851	376,968	601,815	63%
37	Information Technology		159,386	495,834	138,721	503,787	664,542	76%
38	Fire Marshal		49,487	136,609	47,577	144,361	214,334	67%
39	City Marshal		42,731	128,809	38,373	127,168	197,270	64%
40	Records		47,155	89,562	40,347	116,859	178,481	65%
52	Vending Contracts		-	75	65	280	-	0%
55	Public Relations		38,041	105,226	12,161	21,404	64,793	33%
Total			\$ 6,964,611	\$ 20,062,009	\$ 6,410,268	\$ 21,936,205	\$ 31,055,456	71%





**WATER AND SEWER FUND**  
 Unaudited Revenues and Expenditures  
 Third Quarter FY2021  
 April 2021 thru June 2021  
 75% Optimal Expenditure Rate



						
REVENUES		2020	2020	2021	2021	2021
		Qtr. Ending 06/2020	Actual To Date	Qtr. Ending 06/2021	Actual To Date	Adopted Budget % of Budget
	Water	2,080,439	5,964,213	2,067,371	6,368,451	8,307,555 77%
	Wastewater	2,068,761	6,172,002	2,171,328	6,296,379	8,878,652 71%
	Fees	593,331	866,234	753,233	1,088,473	271,010 402%
	Impact Fees	51,770	267,929	363,486	481,979	200,880 240%
	Other Revenue	334	156,468	1,703	4,679	5,000 94%
	Interest	42,869	319,074	4,131	20,958	223,200 9%
Total		\$ 4,837,504	\$ 13,745,920	\$ 5,361,253	\$ 14,260,918	\$ 17,886,297 80%

EXPENDITURES		2020	2020	2021	2021	2021
		Qtr. Ending 06/2020	Actual To Date	Qtr. Ending 06/2021	Actual To Date	Adopted Budget Used
2	Public Works Administration	164,245	455,637	142,377	455,495	679,489 67%
20	Utility Billing	154,890	440,313	133,301	427,674	628,638 68%
21	Water Operations	316,056	1,357,713	523,066	1,781,172	1,989,874 90%
22	Non-Departmental	(6,455)	38,032	13,655	50,977	61,886 82%
27	Meter Reading	138,515	234,988	19,850	581,561	627,643 93%
30	Wastewater Operations	716,802	1,177,994	332,313	1,055,370	1,996,965 53%
42	Wholesale Costs	2,987,580	7,280,022	2,235,254	6,761,977	9,763,202 69%
50	Debt Service	500	245,141	500	239,980	689,556 35%
80	Transfers Out	409,724	1,229,171	408,906	1,226,718	1,635,624 75%
Total		\$ 4,881,858	\$ 12,459,011	\$ 3,809,223	\$ 12,580,923	\$ 18,072,877 70%



## SALES TAX 4A-ECONOMIC DEVELOPMENT

Unaudited Revenues and Expenditures

Third Quarter FY2021

April 2021 thru June 2021

75% Optimal Expenditure Rate

Lancaster



2019

REVENUE						
	2020	2020	2021	2021	2021	2021
	Qtr. Ending	Actual	Qtr. Ending	Actual	Adopted	% of Budget
	06/2020	To Date	06/2021	To Date	Budget	
SALES TAXES	316,687	749,693	372,105	816,909	1,085,328	75%
INTEREST	8,083	59,943	819	4,058	35,000	12%
TRANSFERS IN	4,688	14,063	4,688	14,063	18,750	75%
Total	\$ 329,457	\$ 823,698	\$ 377,612	\$ 835,030	\$ 1,139,078	73%

EXPENDITURES						
	2020	2020	2021	2021	2021	2021
	Qtr. Ending	Actual	Qtr. Ending	Actual	Adopted	% of Budget
	06/2020	To Date	06/2021	To Date	Budget	Used
2 ECONOMIC DEV/ADMINISTRATION	86,121	258,905	123,288	335,041	383,447	87%
50 4A DEBT SERVICE	-	181,960	-	183,487	210,425	87%
60 MARKETING AND ADVERTISING	6,492	42,146	9,605	62,814	122,295	51%
63 INCENTIVE PROGRAMS	-	30,000	77,900	107,900	121,000	89%
80 TRANSFERS OUT	14,544	43,631	14,689	44,068	58,757	75%
Total	\$ 107,157	\$ 556,642	\$ 225,482	\$ 733,310	\$ 895,924	82%





**4B - LRDC FUND**  
 Unaudited Revenues and Expenditures  
 Third Quarter FY2021  
 April 2021 thru June 2021  
 75% Optimal Expenditure Rate



TOTAL REVENUE		2020	2020	2021	2021	2021	2021
		Qtr. Ending	Actual	Qtr. Ending	Actual	Adopted	% of Budget
		06/2020	To Date	06/2021	To Date	Budget	
0	REVENUE	635,422	1,518,894	744,533	1,635,059	2,462,200	66%
7	LIBRARY	480	11,928	3,346	9,943	-	0%
54	SENIOR LIFE CENTER	17,244	59,293	26,223	105,902	122,383	87%
56	RECREATION CENTER	(42,023)	131,889	68,700	83,756	255,000	33%
Total		\$ 611,123	\$ 1,722,004	\$ 842,802	\$ 1,834,660	\$ 2,839,583	65%

TOTAL EXPENDITURES		2020	2020	2021	2021	2021	2021
		Qtr. Ending	Actual	Qtr. Ending	Actual	Adopted	% of Budget
		06/2020	To Date	06/2021	To Date	Budget	Used
2	REC ADMINISTRATION	69,365	195,050	51,552	144,003	248,506	58%
7	LIBRARY	125,940	307,990	70,376	281,465	523,804	54%
16	NON-DEPARTMENTAL	14,539	40,020	17,025	45,053	62,000	73%
50	4B DEBT SERVICE	-	845,253	-	866,583	922,500	94%
54	SENIOR LIFE CENTER	52,631	181,128	39,485	144,517	261,009	55%
56	RECREATION CENTER	204,809	629,076	163,857	584,466	1,060,779	55%
80	TRANSFERS OUT	86,085	258,255	90,264	270,793	361,057	75%
Total		\$ 553,393	\$ 2,456,798	\$ 432,560	\$ 2,336,881	\$ 3,439,655	68%



**GOLF COURSE FUND**  
 Unaudited Revenues and Expenditures  
 Third Quarter FY2021  
 April 2021 thru June 2021  
 75% Optimal Expenditure Rate



TOTAL REVENUE		2020	2020	2021	2021	2021
		Qtr. Ending	Actual	Qtr. Ending	Actual	Adopted
		06/2020	To Date	06/2021	To Date	Budget
	GOLF COURSE REVENUE	118,846	363,689	241,855	574,324	629,741
	Total	\$ 118,846	\$ 363,689	\$ 241,855	\$ 574,324	\$ 629,741
						91%

TOTAL EXPENDITURES		2020	2020	2021	2021	2021
		Qtr. Ending	Actual	Qtr. Ending	Actual	Adopted
		06/2020	To Date	06/2021	To Date	Budget
39	GOLF COURSE	212,558	688,254	191,405	633,069	972,997
80	TRANSFERS OUT	1,750	5,250	1,750	5,250	7,000
	Total	214,308	693,504	193,155	638,319	979,997
						65%

## CITY OF LANCASTER CITY COUNCIL

### City Council Work Session

3.

**Meeting Date:** 07/19/2021

**Policy Statement:** This request supports the City Council 2020-2021 Policy Agenda

**Goal(s):**

- Effective Municipal Operations
- Financially Sound City Government
- Healthy, Safe & Engaged Community
- Sound Infrastructure
- Quality Development
- Professional and Committed City Workforce

**Submitted by:** Opal Mauldin-Jones, City Manager

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#### **Agenda Caption:**

Discuss and receive a presentation regarding the City Council's Five-Year Goals and Objectives established during the annual City Council Strategic Planning Session held on June 26th and 27th, 2020, for the third quarter of Fiscal Year 2020/2021.

#### **Background:**

City Council conducted an annual Strategic Planning Session on June 26th and 27th, 2020. This report represents activity for the third quarter of Fiscal Year 2020/2021 (April 1, 2021, through June 30, 2021). This is a review of the implementation and progress of the goals and objectives outlined in the Fiscal Year 2020/2021 strategic plan, and how said goals and objectives connect to continued progress toward the realization of the Vision.

#### **Attachments**

3rd Quarter Update

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**Fiscal Year 2020-2021  
Third Quarter Update  
April 1, 2021 – June 30, 2021**

**Financially Sound Government**

***The City has a long-range financial plan and prudent fiscal policies and processes. Appropriate reserve levels and a competitive tax rate ensures the needs of the community and responsibly manages its debt.***

1. Prudent fiscal policies and processes:  
Annually the financial debt and investment policies are renewed and approved by City Council.
2. Maintain appropriate reserve levels:  
City policy stipulates a reserve fund balance at year end at a minimum of 12%, target of 18% and a maximum of 25%. As of September 30, 2020 the General Fund – Unassigned Fund Balance was 50.5%. The excess unassigned balance is being utilized to make City Council approved equipment and capital expenditures.
3. Competitive tax rate:  
The City reduced the tax rate for 2020/2021 from \$0.840925 to \$0.819736.

**Healthy, Safe, & Engaged Community**

***Lancaster is a place where we embrace public safety and compassionate enforcement in our neighborhoods to sustain vibrant residential and business communities. The community celebrates unity and participates in citywide events, recreational and cultural activities. Residents have opportunities for involvement in civic life through boards and commissions, youth and parent volunteer opportunities in recreation, sports teams, City elections, Civic Academies, Schools and citywide celebrations.***

1. BREP – Business continue to be hesitant to allow for any non-business, non-essential visitors into their facility until COVID restrictions are lifted by the County, State, and Federal Governments. Staff practice is to implement required BREPs implanted within new incentive agreements.
2. Continue revitalization incentives – Evaluation of retail and commercial development practices such as allowing for burglar bars, windows covered up by posters, ads, and strip lights. These are areas of opportunity expressed by potential commercial customers.
3. Continue strategic plan – Incentive policy update. We are continuing implementation of the plan with active recruitment initiatives.

**Code Compliance**

**Commercial Code Compliance Cases**

<b>Business/Owner</b>	<b>Address</b>	<b>Violation</b>	<b>Action Taken</b>	<b>Status</b>
LOEZA NATALIA YADIRA & NUNEZ MIGUEL ANGEL LOEZA	300 W REDBUD St.	No building permit	CITATION 04/06/2021	CLOSED ABATED OWNER
ARABIL INC	N HOUSTON SCHOOL Rd.	High grass and weeds Commercial	NOTICE ISSUED 05/11/2021	ABATED OWNER
ASHTA VINAYAK LLC	2480 N I-35E	High grass and weeds Commercial	NOTICE ISSUED 04/07/2021	ABATED OWNER
ROBERTS JAMES TRAVIS III	607 E MAIN St.	High grass and weeds Commercial	NOTICE ISSUED 04/08/2021	ABATED
MARKETPLACE PROPERTY LLC	2855 N DALLAS Ave.	High grass and weeds Commercial	NOTICE ISSUED 04/08/2021	ABATED
GATEWAY TO LANCASTER LLC & FAWAZ KHADIJA NOVANDA PROPERTIES INC	2625 N DALLAS Ave. Ste C	High grass and weeds Commercial	NOTICE ISSUED 04/08/2021	ABATED



GATEWAY TO LANCASTER LLC & FAWAZ KHADIJA NOVANDA PROPERTIES INC	2665 N DALLAS Ave.	High grass and weeds Commercial	NOTICE ISSUED 04/08/2021	ABATED
SCHLACHTER REALTY LTD	3100 W PLEASANT RUN Rd	High grass and weeds Commercial	NOTICE ISSUED 4/8/2021	ABATED
FULLER ALVIN D & BRENDA A	2254 CEDARDALE Rd.	No Sign Permit	NOTICE ISSUED 04/14/2021	ABATED BY STAFF
STIGERS DANNY & SHONDRA STIGERS SHONDRA STIGERS	849 LEXINGTON Dr.	Minor Auto Repair	NOTICE ISSUED 04/30/2021	ABATED OWNER
TEXAS UTILITIES ELEC CO % STATE & LOCAL TAX DEPT	2610 W PLEASANT RUN Rd	High grass and weeds Commercial	NOTICE ISSUED 05/03/2021	ABATED OWNER
GUILLORY LATONDRA	761 E THIRD St.	No building permit	NOTICE ISSUED 05/04/2021	ISSUED PERMIT
VELAZQUEZ DANIEL	3250 SHASTA Dr	High grass and weeds Commercial	NOTICE ISSUED 05/04/2021	ISSUED PERMIT ABATED OWNER
GUILLORY LATONDRA	761 E THIRD St.	No building permit	NOTICE ISSUED 05/03/2021	ISSUED PERMIT ABATED OWNER
PEP PLEASANT CREEK LLC	1255 W PLEASANT RUN Rd	High grass and weeds Commercial	NOTICE ISSUED 05/11/2021	ISSUED PERMIT ABATED OWNER
COWLEY MARK & CONDE RAMON	109 S ELLIS St.	No building permit	NOTICE ISSUED 05/17/2021	ISSUED PERMIT ABATED
COWLEY MARK & CONDE RAMON	109 S ELLIS St.	No building permit	NOTICE ISSUED 05/17/2021	ABATED OWNER
COWLEY MARK & CONDE RAMON	109 S ELLIS St.	ILLEGAL CONSTRUCTION	NOTICE ISSUED 05/17/2021	ABATED OWNER
WALDROP CHARLES W III & CINDY	2281 W PLEASANT RUN Rd	High grass and weeds Commercial	NOTICE ISSUED 05/17/2021	ABATED OWNER
HERNANDEZ BERNARDO SR & MIREYA	2825 W PLEASANT RUN Rd	No building permit	NOTICE ISSUED 05/18/2021	ABATED OWNER
DEBOSE ANNETTE NETTLES	813 FRANCIS St.	No building permit	NOTICE ISSUED 05/18/2021	ISSUED PERMIT ABATED OWNER
MORALES NOEMI	611 RUTGERS Dr	High grass and weeds Commercial	ISSUED NOTICE OWNER 05/26/2021	ABATED OWNER
MORALES NOEMI	611 RUTGERS Dr	BUILDING A FENCE WITHOUT A BUILDING PERMIT	ISSUED PERMIT ABATED OWNER 05/26/2021	ISSUED PERMIT ABATED OWNER
ROMERO RICARDO	136 S ELLIS St.	All fence located on your property requires a permit, your property has no permit	ISSUED NOTICE 05/26/2021	OWNER ABATED
RANGEL KARIM	1459 PARK CIRCLE Dr.	High grass and weeds Commercial	ISSUED NOTICE 05/27/2021	ABATED OWNER
LANCASTER REAL ESTATE DEVELOPMENT LLC DEVELOPMENT LLC	1104 E BELT LINE Rd	High grass and weeds Commercial	NOTICE ISSUED 06/03/2021	CLOSED ABATED OWNER
DLH LOGISTICS - DLH LOGISTICS LLC	1500 JEFFERSON St.	High grass and weeds Commercial	NOTICE ISSUED 06/03/2021	ABATED OWNER
NIAMATALI HABIBOOLA	1981 W PLEASANT RUN Rd	High grass and weeds Commercial	NOTICE ISSUED 06/03/2021	ABATED OWNER
WHITE PROPERTY CO #2 LTD	3001 MIDPOINT Dr.	High grass and weeds Commercial	NOTICE ISSUED 06/03/2021	ABATED
SOUTHWESTERN BELL	3136 DANIELDALE Rd	High grass and weeds Commercial	NOTICE ISSUED 06/03/2021	ABATED
ARABIL INC	1747 N HOUSTON SCHOOL Rd.	High grass and weeds Commercial	NOTICE ISSUED 06/03/2021	ABATED
RAMOS TONI L	2015 N HOUSTON SCHOOL Rd	High grass and weeds Commercial	NOTICE ISSUED 06/03/2021	ABATED
BORA PETROLEUM INC	2600 W WINTERGREEN Rd.	High grass and weeds Commercial	NOTICE ISSUED 06/03/2021	ABATED
SLOCUM TERRY L & LIA	1021 TRACY Ln.	No building permit	NOTICE ISSUED 06/03/2021	ISSUED PERMIT ABATED OWNER
CRAWFORD SHIRLEY & CHARLES	1025 TRACY Ln.	No building permit	NOTICE ISSUED 06/11/2021	ABATED OWNER
REINA MEDITERRANEAN AND AMERICAN CUISINE	2625 DALLAS	High grass and weeds Commercial	NOTICE ISSUED 06/15/2021	ABATED STAFF
MEGATEL HOMES III LLC - Nick Martino/ Lenart Development	1501 CHAPMAN Dr.	High grass and weeds Commercial	NOTICE ISSUED 06/18/2021	ABATED STAFF
BLUE BELL OPERATING LP ATTN:JIM KRUSE REMINGTON PARTNERS INC	3009 W WINTERGREEN Rd.	High grass and weeds Commercial	NOTICE ISSUED 06/19/2021	ABATED OWNER
HORN MARGIE R ET AL	100 E TELEPHONE Ave.	High grass and weeds Commercial	NOTICE ISSUED 06/21/2021	ABATED OWNER



G & G DEVELOPMENT	1400 W WINTERGREEN Rd.	High grass and weeds Commercial	NOTICE ISSUED 06/21/2021	ABATED OWNER
G & G DEVELOPMENT PS	1500 W WINTERGREEN	High grass and weeds Commercial	NOTICE ISSUED 06/23/2021	ABATED OWNER

### **Animal Shelter Update**

On May 22, 2021, Texas Coalition for Animal Protection (TCAP) and the Lancaster Animal Shelter provided low-cost vaccine clinics where vaccines, testing, and wellness services are available for animals at a reduced rate. A total of 63 animals received care during the event. The Lancaster Animal Shelter has recorded a total of 203 rescues, 21 adoptions, 12 redemptions, and 35 euthanasia for the period of April 1, 2021 to June 30, 2021.

### **Police Department Update**

OFFENSES			
	3Q 2020	3Q 2021	UP/DOWN
Assault	108	124	16
Burglary Building	11	9	-2
Burglary Habitation	21	11	-10
Burglary Vehicle	35	30	-5
Criminal Mischief	67	59	-8
Drug Crimes	11	42	31
DWI	15	9	-6
Financial Crimes	20	30	10
Information Report	307	402	95
Mental Evaluations	34	52	18
Murder	0	2	2
Robbery	13	12	-1
Runaways	26	26	0
Sex Assault	5	8	3
Theft	150	186	36
UUMV	28	36	8

ARREST			
	3Q 2020	3Q 2021	UP/DOWN
Arrest	114	343	229

CALLS FOR SERVICE			
	3Q 2020	3Q 2021	UP/DOWN
Total Calls	22086	13096	-8990
Close Patrols	16558	5666	-10892
House Check Request	3	8	5
House Check Calls	7	22	15

### **Fire Department Update**

LFD members assisted LISD with Public COVID-19 vaccine administration.

LFD assisted with smoke detector installs and battery checks for seven residences.

LFD also participated in an HOA Community Wellness Event at St. Matthews Church, to offer some tips on fire safety. This event hosted about 200 people.

PATROL			
	3Q 2020	3Q 2021	UP/DOWN
Traffic Stops	444	1915	1471
Field Contacts	76	148	72

WARRANTS			
	3Q 2020	3Q 2021	UP/DOWN
New Felony	41	9	-32
New Misdemeanor	69	18	-51
New Warrants Total	110	27	-83
Warrants Served	30	1	-29

ACCIDENTS			
	3Q 2020	3Q 2021	UP/DOWN
Total Accidents	142	225	83

In partnership with Methodist Health System, the department provided standby EMT coverage for an LISD vaccination event at Beverly D. Humphrey Tiger Stadium in early April.

### **Municipal Court Update**

The third quarter of FY2020-2021 the Municipal Court collected revenues of \$411,493.00. This is a increase of \$143,104.00 from the same period of last year, \$268,389.00. 2,192 warrants were issued for third quarter, and 1,404 were served/recalled during the same period. The number of cases filed totaled 1,654; 1,555 Trials/Hearings held, and 1,986 dispositions for the third quarter of FY2020-2021.

### **Municipal Court FY 2020-2021 Report**

	Cases Filed						Trials/Hearings				Dispositions			
	Traffic	Penal	City Ord	Parking	Other	Total	Jury	Bench	Appeals	Total	Paid	Time Served	Dismissed	Total
October	295	41	47	11	4	398	0	362	0	362	192	11	241	444
November	254	23	32	28	4	341	0	552	0	552	165	5	221	391
December	208	28	68	26	4	334	0	355	0	355	152	9	188	349
January	202	28	20	17	5	272	0	793	0	793	211	1	88	300
February	120	31	23	4	3	181	0	133	0	133	131	0	34	165
March	395	27	53	11	7	493	2	145	0	147	375	74	243	692
April	282	86	93	13	7	481	2	291	0	293	298	26	378	702
May	370	21	19	25	5	440	5	612	0	617	283	4	363	650
June	546	57	89	31	10	733	2	643	0	645	271	20	343	634
July						0				0				0
August						0				0				0
September						0				0				0
2020-2021	2672	342	444	166	49	3673	11	3886	0	3897	2078	150	2099	4327

### **Parks and Recreation**

#### **Digital Media Platforms**

The reopening video was created which described the various programs April 12, 2021. The video received **125** views on YouTube. The department also presented the indoor facility (Grand Hall and Community House) reservations virtual tour videos on May 12, 2021. Collectively, the videos received 285 views on YouTube. The department updated the "Rentals" webpage to reflect current reservations information and videos.

Staff continued virtual programs and promotions which included the Mother's Day DIY Floral Arrangement, Senior Chair Exercises and Weight Training videos. The department published the Mother's Day DIY Floral Arrangement video to Facebook and YouTube on May 9, 2021. The video received 182 views on Facebook and 20 views on YouTube. Collectively, the exercise videos received 724 views on Facebook.

#### **Recreation Division**

The Recreation Center is open to the public Monday through Thursday from 8:00 a.m. to 1:00 p.m. and 5:00 p.m. to 8:00 p.m.; Friday 8:00 a.m. to 5:00 p.m. and Saturday 8:00 a.m. to 12:00 p.m. In the third quarter, these programs received approximately 1504 participants.

On April 12, 2021, the Recreation Center reopened the Family Aquatics Center for structure programs: Fitness Swim, Water Aerobics, and Aqua Babies.

The department also continued the Parking Lot BINGO program and received approximately 26 attendees. Parking Lot BINGO is held every second Thursday of the month for \$2 per bingo card.

### **Facility Reservations and Special Events**

#### **April 2021**

The division reopened reservations at 100% capacity on April 12, 2021. The park pavilions were made available for rental year-round.

#### **May 2021**

Cinco de Mayo was held at the Lancaster Community Park on May 5, 2021.

#### **June 2021**

The Senior Life Center (SLC) reopened to the public on June 21, 2021. The center reestablished several in-

person programs such as Crochet and Knitting, Croquet and Card Making. The SLC also brought back a senior favorite, in-person line dancing, which received approximately 20 attendees weekly.

### **Library Services Division Update**

The Lancaster Veterans Memorial Library offers virtual Toddler story-time on Tuesdays and Virtual Family Story-time on Wednesdays. The Teen club is available the first Thursday of each month. Teens can complete a take-home or virtual activity. The library offers a Junior Volunteers program for high school students, which allows them to complete a number of virtual activities to earn volunteer hours for school such as writing book reviews, proofreading the Library's webpage, etc. Adults are able to sign on to virtual DIY home décor activities the First Monday of the month and a virtual writing group meets the third Friday of each month.

### **April 2021**

Lancaster Veterans Memorial Library celebrated National Poetry Month in April and celebrated the integral role that poets play in our culture. National Library Week was also recognized by the staff April 4th thru the 10th. Binge Boxes were introduced, in which one check out allows you to take out multiple movies to binge at home. S.T.E.A.M. Kits featured educational games related to Science, Technology, Engineering, Art and Math.

### **May 2021**

The Library started Early Registration for the Summer Reading Club. This Year's Theme is "Tails and Tales".

### **June 2021**

The library kicked off its Summer Reading Program and toddlers tuned in on Facebook for Live animal story-times from the Fort Worth Zoo every Tuesday and had to read or be read to for 300 minutes to earn entry into the grand prize drawing for a free tiger plush and board book. Kids entering K-6th grade tuned in on Facebook for animal shows and visited the library to pick up craft kits from the Fort Worth Museum every Wednesday and read 900 minutes to earn a certificate of completion. Each participant having earned a certificate was automatically entered into the drawing for a free pass to the Dallas Zoo. 1200 minutes earned a golden trophy.

### **Sound Infrastructure**

***The City has preventative maintenance programs to ensure well-maintained infrastructure, including streets, water, storm water, wastewater and other assets.***

1. Complete Airport terminal construction:

Construction of the New Terminal Building at Lancaster Regional Airport is complete. The Airport café agreement will go to City Council in the fourth quarter for consideration.

2. Pavement Rehabilitation Project:

Planning for the Airport Pavement Rehabilitation Project with TXDOT Aviation is underway. KSA Engineers was selected as the Airport's design and engineering firm for this project and other projects for the next five years. KSA has been the design and engineering firm behind all major Airport projects since 2009.

3. Evaluated the development of a city-wide Wi-Fi network:

City Council received a presentation on January 25, 2021. Staff is in communication with the consultant to return to city council with recommendations.

### **Streets and Stormwater**

#### **Special Projects**

#### **Alley and Road Reconstruction:**

- W. Main Street Phase II 100% complete
- Bear Creek Phase II 100% complete
- 5<sup>th</sup> St. 15% complete
- Willow Wood alley 100% completed
- Cumberland Street 90% complete
- Trippe Street 90% complete

## **Special Projects**

### **Waste/Wastewater**

Wastewater Main Replacement at the dead end of Katy Street (under BNSF Railroad) out for bid and will close by July 30, 2021.

### **Water**

The following Water Main Replacements are out for bid and will close by July 30, 2021:

- Poinsettia Drive from Westridge Avenue to Kiowa Circle
- Kiowa Circle from Poinsettia Drive to Sequoia Drive
- Sequoia Drive from Kiowa Circle to Westridge Avenue

### **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 City 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 their customers and the City's governing body. The City's executive staff is engaged with residents and attends community events, upholds strong customer service, and uses technology to aid them in working smarter.***

#### **1. Evaluate compensation to address compression:**

City Council received a presentation April 12, 2021 regarding compensation and incentive pay in comparison to the market. Council will receive another presentation regarding compensation from the City Manager during the budget process for FY 2021/2022.

City Council has worked collaboratively and strategically regarding employee compensation and retention. Compensation has remained an objective of the Council for the past six years. While we still have progress to make, we have accomplished milestones with compensation, equipment replacement, comparable benefits, incentive pay and creating opportunities for career progression.

In FY 2013/2014, City Council approved a 3% increase to the pay plan. In FY 2014/2015, City Council approved a 5% increase to the pay plan. In FY 2015/2016 City Council approved a 2% increase to the pay plan. In FY 2016/2017, City Council approved a 5% increase to the pay plan. In FY 2017/2018 City Council approved a 3% increase to the pay plan. In FY 2018/2019, City Council approved a 3% increase to the pay plan. The fiscal year 2019/2020 provided for a 3% increase for general government and 4% of minimum increase to the civil service pay plan, which provides for a dollar increase of \$2,099.89 for each step in the police pay plan; and \$2,058.13 for each step in the fire pay plan. The fiscal year 2020/2021 budget provided for a 2% increase to the pay plans. Overall, this is a 26% increase to the pay plan for the past seven years. While this is substantial improvement, we still remain in the lower tier of our comparable cities.

#### **2. Continue Lancaster University:**

Lancaster University was held March 12, 2021 virtually to ensure employees continue personal and professional development in a safe environment. Topics ranged from leadership, customer service, financial wellness, physical wellness, diversity and inclusion (D&I), active shooter training, fun games, and professional dress and appearance. All teams and departments worked together to actively engage in the virtual event through chat, audio interaction as well as use of fun interactive mobile app devices to answer quizzes and questions. Employee's continue to be grateful for the opportunity to fellowship with their coworkers and receive a positive and well-rounded personal and professional development.

### **Quality Development**

***The City encourages high quality, diverse housing, Commercial and retail development and public facilities. Policies encourage sustainable building practices, conservation and the use of alternative energy sources.***

#### **1. Complete Loop 9 & I35E Corridor Studies and make Implementation Decisions:**

Halff Associates kicked off I-35E and Loop 9 Overlay District Corridor Studies in August 2020; gathering pertaining current data from staff that would aide to the studies.

On September 22, 2020 Halff Associates held meetings with stakeholders, allied organizations, and city staff for a joint work session with City Council and the Planning & Zoning Commission. These different groups participated in visioning exercises to provide input on existing conditions, future opportunities, and potential barriers for both the I-35E and Loop 9 corridors.

On October 15, 2020 City staff and the consultant team participated in a driving tour of the I35E & Loop 9 corridors to get familiar with and gain further insight on the existing conditions of the corridors to inform future recommendations.

On December 17, 2020 City staff, City Council, and the consultant team participated in a regional driving tour of the two project corridors as well as two visionary corridors (I-20 in Grand Prairie/Arlington and SH 161 in Las Colinas) to view examples of other corridors in the DFW Metroplex that have elements that could work in Lancaster in the future.

On January 14, 2021 a virtual open house was held to provide information about the project and input opportunities for the public. Two engagement methods were made available at that time, an online community survey and a virtual public engagement room, which was a virtual platform that included the type of engagement opportunities seen at a traditional in-person open house.

January 25, 2021 – Scenario workshop sessions were separately held for City Council, Planning & Zoning Commission, City Staff, Allied Organizations and Stakeholders. During these sessions the focus was on identifying needs in areas such as connectivity, access, development/redevelopment, and land use.

April 19, 2021 – City Council and the Planning & Zoning Commission participated in a joint work #2 session to review the draft scenarios for the two corridors and provide feedback on the overall draft vision.

The consultant will present to the City Council and the Planning & Zoning Commission a draft of preferred scenarios for both corridors during a July 19, 2021 Joint Work Session.

## 2. Review the 2016 Comprehensive Plan for updates/revisions

In 2020, the City Council adopted the updated the Parks, Recreation & Open Space, Hike & Bike Trails, the Streetscape and Thoroughfare master plans that align with the 2016 adopted Comprehensive Plan. As noted above, staff is currently working with Halff Associates on I-35E and Loop 9 studies, the sequence of events this far is as articulated, above.

Staff is also reviewing the overlay districts to ensure consistency between zoning and the Future Land Use Plan of the Comprehensive Plan. Staff will be bringing rezoning requests before the Planning & Zoning Commission and the City Council to consider zoning changes on parcels that are currently in conflict with the Future Land Use Plan of the Comprehensive Plan.

## 3. Evaluate strategies to attract low density, high-quality single-family residential development

At the June 22, 2021 Work Session, staff updated the City Council on the project status. Additionally, at the City Council Strategic Planning meeting on June 27, 2021, staff provided answers to the City Council's questions regarding the program.

On April 24, 2021, staff and Halff Associates engaged the City Council in an effort to gain a good and clear understanding of the members of the Council's ideal low density, high-quality single residential development to inform the consultant and staff's recommendations. After gathering insight on the City Council's vision for low density, high-quality single residential development, staff will work with the consultant developing a package/program that will be used to attract development of estate style and/or gated communities as well as marketing to high-end single-family developers.



On June 24, 2021 Halff Associates held an additional half day meeting with the City Council to obtain additional insight related to their vision of quality residential from its previous April 24th meeting.

4. Revitalize Downtown – Downtown TIF

Downtown TIF project is currently on hold as staff reviews the Downtown overlay district to ensure consistency between zoning and the Future Land Use Plan of the Comprehensive Plan. Staff has already identified parcels and tracts of land within the overlay district that are not in consistency with the Future Land Use Plan.

Staff will be bringing such parcels and tracts of land before the Planning & Zoning Commission and the City Council for zoning changes that align with the Future Land Use Plan.

During its June 21, 2021 work session meeting, the City Council discussed the Downtown Design Overlay District and opportunities for updating. At the June 28, 2021 meeting, City Council tabled the decision to update the Downtown Overlay district to October 2021. The Downtown Design District includes some land use regulations. As a result, staff will continue to focus its efforts toward the Downtown as it relates to comprehensive planning efforts.

**Effective Municipal Operations**

***The City delivers financial sustainability and quality services utilizing delivery methods that engages residents to take pride in our City.***

1. Hold bi-annual Council Strategic Planning sessions: FY 2020/2021 City Council Strategic Planning Sessions. City Council had an update on March 4, 2021 and met with consultants on June 25-26, 2021 for the FY 2021-2022 goals and objectives.