



**NOTICE OF REGULAR MEETING AGENDA  
LANCASTER CITY COUNCIL  
MUNICIPAL CENTER CITY COUNCIL CHAMBERS  
211 N. HENRY STREET, LANCASTER, TEXAS**

**Monday, January 10, 2022 - 7:00 PM**



**While one or more City Council Members may be present via video or audio link, a quorum of the City Council will be at the Municipal Center-City Council Chambers, as required by the Texas Open Meetings Act.**

**Please click the link below for forms:**

<https://www.lancaster-tx.com/1413/Notice-Regarding-Public-Participation>

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

[https://us02web.zoom.us/meeting/register/tZ0tceqhgT8tG9D4wo0bM\\_jMdlh26cf9Wj](https://us02web.zoom.us/meeting/register/tZ0tceqhgT8tG9D4wo0bM_jMdlh26cf9Wj)

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

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

**7:00 P.M. REGULAR MEETING:**

**CALL TO ORDER**

**INVOCATION:** Ministerial Alliance

**PLEDGE OF ALLEGIANCE:** Deputy Mayor Pro-Tem Jaglowski

**PUBLIC TESTIMONY/CITIZEN'S COMMENTS:**

At this time, citizens who have pre-registered before the call to order will be allowed to speak on any matter for a length of time not to exceed three minutes. No Council action or discussion may take place on a matter until such matter has been placed on an agenda and posted in accordance with law. Anyone desiring to speak on an item scheduled for a public hearing is requested to hold their comments until the public hearing on that item.

**CONSENT AGENDA:**

Items listed under the consent agenda are considered routine and are generally enacted in one motion. The exception to this rule is that a Council Member may request one or more items to be removed from the consent agenda for separate discussion and action.

1. Consider a resolution approving the terms and conditions of a Project Specific Agreement with Dallas County for striping on various streets in the City of Lancaster, Texas.

**ACTION:**

2. M21- 35 Discuss and consider an ordinance granting an exception to the City's Code of Ordinances Chapter 6, Fence Regulations, Sec 6.07.008 to allow the use of a 4-foot black vinyl coated chain link fence on the property addressed as 914 N. Lancaster-Hutchins Road and described as being 1.50 acres of land situated in the Samuel Keller Survey, Abstract No. 720 City of Lancaster, Dallas County, Texas.
3. Discuss and consider a resolution authorizing the Mayor to sign a ballot casting the City's vote for the fourth member of the Board of Directors of the Dallas Central Appraisal District (DCAD).
4. Discuss and consider an ordinance approving the redistricting of the single member City Council districts and establishing new single-member district boundary lines for City Council elections based on 2020 Census data.

## **ADJOURNMENT**

---

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.

---

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.

---

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

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

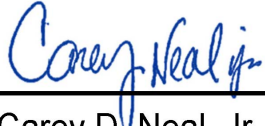
PURSUANT TO SECTION 30.07 PENAL CODE (TRESPASS BY HOLDER WITH AN OPENLY CARRIED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A HANDGUN THAT IS CARRIED OPENLY.

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

---

### Certificate

I hereby certify the above Notice of Meeting was posted at Lancaster City Hall on January 6, 2022 @ 6:30 p.m. and copies thereof were provided to the Mayor, Mayor Pro-Tempore, Deputy Mayor Pro-Tempore and Council members.

A handwritten signature in blue ink, reading "Carey D. Neal, Jr.", is positioned above a solid black horizontal line.

Carey D. Neal, Jr.

Assistant City Manager

## CITY OF LANCASTER CITY COUNCIL

### City Council Regular Meeting

1.

**Meeting Date:** 01/10/2022

**Policy Statement:** This request supports the City Council 2021-2022 Policy Agenda

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

**Submitted by:** Andrew Waits, Director of Public Works

---

### **Agenda Caption:**

Consider a resolution approving the terms and conditions of a Project Specific Agreement with Dallas County for striping on various streets in the City of Lancaster, Texas.

### **Background:**

The City of Lancaster entered into a Master Interlocal Agreement ("Agreement") with Dallas County on October 17, 2017, whereby Dallas County agreed to provide road and bridge maintenance and repair on "Type B" and "Type E" roadways situated within the territorial limits and jurisdiction of the City of Lancaster. The City must enter into project specific agreement (PSA) for specific projects under the master agreement. This is a request to enter into a PSA with Dallas County to perform striping for the following roadways:

1. Beltline Road from Bluegrove Road to North I-35 Service Road,
2. North Bluegrove Road from Beltline Road to Pleasant Run Road,
3. Lancaster Hutchins Road from Dallas Avenue to East Wintergreen Road,
4. North Houston School Road from Pleasant Run Road to Wheatland Road,
5. East Wintergreen Road from North Dallas Avenue to North Jefferson Street,
6. North Jefferson Street from Pleasant Run Road to East Wintergreen Road,
7. East Main Street from Dallas Avenue to Lancaster Hutchins Road,
8. East Wintergreen Road from North Jefferson to Wilmer City limits,
9. Cedardale Road from Dallas Avenue to North Houston School Road,
10. West Main Street from South Houston School Road to Dallas Avenue,
11. Ames Road from North Houston School Road to West Wintergreen Road,
12. Beltline Road from West Main Street to Wilmer City limits,
13. Veterans Memorial Parkway from North Dallas Avenue to North Jefferson Street,
14. Chapman Drive from Pleasant Run Road to Wintergreen Road,
15. Westridge Drive from Pleasant Run Road to Griffin Street,
16. Dewberry Boulevard from Pleasant Run Road to Donlee Road,
17. Elm Street from Pleasant Run Road to West Main Street,
18. Rogers Avenue from Pleasant Run Road to Balkin Drive,
19. Sunny Meadow Road from West Wintergreen Road to Donlee Road,
20. Donlee Road from Sunny Meadow Road to Rogers Avenue,
21. Carol Avenue from West Park Place Drive to Arbor Lane,
22. Arbor Lane from North Dallas Avenue to North Elm Street,
23. East Reindeer Road from McBride Road to Nokomis Road.

**Operational Considerations:**

Dallas County Public Works will serve as the project manager and will coordinate with City of Lancaster staff to ensure the striping is in accordance with local design specifications.

**Legal Considerations:**

This resolution and agreement has been reviewed and approved as to form by the City Attorney.

**Public Information Considerations:**

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

**Fiscal Impact:**

The total project cost to the City including material, labor and equipment is twenty-two thousand thirty dollars and zero cents (\$22,030). Funding has been identified in the FY2022 budget.

**Options/Alternatives:**

1. City Council may approve the resolution, as presented.
2. City Council may deny the resolution.

**Recommendation:**

Staff recommends approval of the resolution, as presented.

**Attachments**

Resolution

Exhibit 1

Attachment A

Attachment B

Attachment C

---

## RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LANCASTER, TEXAS, APPROVING THE TERMS AND CONDITIONS OF A PROJECT SPECIFIC AGREEMENT FOR ROADWAY STRIPING FOR "TYPE B" AND "TYPE E" ROADWAYS, MADE PURSUANT TO THE MASTER ROAD & BRIDGE INTERLOCAL MAINTENANCE AGREEMENT BETWEEN DALLAS COUNTY AND THE CITY OF LANCASTER, TEXAS; DESIGNATING A REPRESENTATIVE FOR ALL MATTERS RELATED TO THE PROJECT; AUTHORIZING THE CITY MANAGER TO EXECUTE SAID AGREEMENT; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, Chapter 791 of the Texas Government Code and Chapters 251 and 472 of the Texas Transportation Code provide authorization for local governments to contract amongst themselves for the performance of governmental functions and services; and

**WHEREAS**, on or about October 17, 2017, Dallas County and the City of Lancaster entered into a Master Interlocal Agreement (hereinafter "Master Agreement"), whereby Dallas County agreed to provide road and bridge maintenance and repair on "Type B" and "Type E" roadways situated within the territorial limits and jurisdiction of the City of Lancaster; and

**WHEREAS**, The City of Lancaster desires Dallas County to perform such maintenance and repairs, consisting of striping public roadways situated in the City of Lancaster, Texas as more fully described in Attachments "A" type B. pavement marking estimate, "B" type E. pavement marking estimate and "C" list of roads.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANCASTER, TEXAS:**

This Project Specific Agreement between Dallas County and the City of Lancaster is hereby approved by the City Council of the City of Lancaster, Texas.

**SECTION 1.** The City Council of the City of Lancaster, Texas hereby approves the Project Specific Agreement (Exhibit "1") between the City of Lancaster and Dallas County for roadway striping, as more fully described in the master agreement, which is incorporated by reference, and the project specific agreement and attachments "A", "B" and "C", which are attached hereto and incorporated herein by reference.

**SECTION 2.** The City manager shall act as the City's authorized representative in all matters related to the Project Specific Agreement and provide assurances that all requirements of the Project Specific Agreement are observed.

**SECTION 3.** Any prior resolution of the City Council in conflict with the provisions contained in this resolution are hereby repealed and revoked.

**SECTION 4.** Should any part of his resolution be held to be invalid for any reason, the remainder shall not be affected thereby, and such remaining portions are hereby declared to be severable.

**SECTION 5.** This resolution shall take effect immediately from and after its passage and it is duly resolved.

**DULY PASSED** and approved by the City Council of the City of Lancaster, Texas, on this the 10th Day of January, 2022.

**ATTEST:**

**APPROVED:**

---

Sorangel O. Arenas, City Secretary

---

Clyde C. Hairston, Mayor

**APPROVED AS TO FORM:**

---

David T. Ritter, City Attorney

**PROJECT SPECIFIC AGREEMENT RE: ROADWAY STRIPING FOR  
"TYPE B" AND "TYPE E" ROADWAY-- MADE PURSUANT TO DALLAS  
COUNTY'S MASTER ROAD & BRIDGE INTERLOCAL AGREEMENT  
BETWEEN DALLAS COUNTY AND THE CITY OF LANCASTER, TEXAS**

This Project Specific Agreement, (hereinafter "PSA"), supplemental to the Master Interlocal Agreement is made by and between Dallas County, Texas (hereinafter "County") and the City of Lancaster, Texas (hereinafter "City"), acting by and through their duly authorized representatives and officials, for the purpose of road and bridge maintenance projects, repairs and improvements to be undertaken on enumerated public roadway within the territorial limits and jurisdiction of the City of Lancaster, Texas, as more fully set forth and described in Attachments "A," "B," and "C," which are attached hereto and incorporated herein by reference ("Project").

**WHEREAS**, Chapter 791 of the Texas Government Code and Chapters 251 and 472 provide authorization for local governments to contract amongst themselves for the performance of governmental functions and services; and

**WHEREAS**, on October 17, 2017, County and City entered into a Master Interlocal Agreement (hereinafter "Master Agreement"), whereby County agreed to provide road and bridge maintenance and repair on "Type B" and "Type E" roadways, situated within the territorial limits and jurisdiction of City; and

**WHEREAS**, City now desires County to perform such maintenance and repairs, consisting of striping public roadway situated in the City of Lancaster, Texas, as more fully described in Attachments "A," "B," and "C."

**NOW THEREFORE THIS PSA** is made by and entered into by County and City, for the mutual consideration stated herein.

**Witnesseth**

**Article I**

**Project Specific Agreement**

This PSA is specifically intended to identify a Project authorized under the Master Agreement, changes in the rights and responsibilities of each of the parties as set forth in the Master Agreement and additions thereto as incorporated herein. This PSA will be an addition to the Master Agreement and incorporates each term and condition thereof as if fully set forth herein. All terms of the Agreement remains in full force and effect, except as modified herein. In the event of any conflict between the Master Agreement and this PSA, this PSA shall control.

**Article II**

**Incorporated Documents**

This PSA incorporates, as if fully reproduced herein word for word and number for number, the following items:

1. Master Agreement authorized by County Commissioners Court Order 2017-1369 dated October 17, 2017, and additions thereto as incorporated herein.



2. The Construction Estimates for "Type B" and "Type E" roadways (Attachments "A" and "B"), which are attached hereto and incorporated herein by reference.
3. Lancaster Road List (Attachment "C"), which is attached hereto and incorporated herein by reference.

### **Article III**

#### **Term of Agreement**

This PSA becomes effective when signed by the last party whose signature makes the agreement fully executed and shall terminate upon the completion and acceptance of the Project by City or upon the terms and conditions in the Master Agreement.

### **Article IV**

#### **Project Description**

This PSA is entered into by the parties for repair, maintenance and improvements conducted on "Type B" and "Type E" public roadway within the City of Lancaster, Texas. The Project shall consist of striping on various streets in the City of Lancaster, Texas, (hereinafter "Project"), and as more fully described in Attachments "A," "B," and "C." The Project is authorized by the aforementioned Master Agreement, with the parties' obligations and responsibilities governed thereby, as well as by the terms and provisions of this PSA. The Project will facilitate the safe and orderly movement of public transportation to benefit both the City and County. The City has and hereby does give its approval for expenditure of County funds for construction, improvement, maintenance or repair of a street located within the municipality.

### **Article V**

#### **Fiscal Funding**

Notwithstanding anything to the contrary herein, this PSA is expressly contingent upon the availability of County funding for each item and obligation contained herein. City shall have no right of action against the County of Dallas as regards this PSA, specifically including any funding by County of the Project in the event that the County is unable to fulfill its obligations under this PSA as a result of the lack of sufficient funding for any item or obligation from any source utilized to fund this PSA or failure of any funding party to budget or authorize funding for this PSA during the current or future fiscal years. In the event of insufficient funding, or if funds become unavailable in whole or part, the County, at its sole discretion, may provide funds from a separate source or terminate this PSA. In the event that payments or expenditures are made, they shall be made from current funds as required by Chapter 791, Texas Government Code.

Notwithstanding anything to the contrary herein, this PSA is expressly contingent upon the availability of City funding for each item and obligation contained herein. County shall have no right of action against the City as regards this PSA, specifically including any funding by City of the Project in the event that the City is unable to fulfill its obligations under this PSA as a result of the lack of sufficient funding for any item or obligation from any source utilized to fund this PSA or failure of any funding party to budget or authorize funding for this PSA during the current or future fiscal years. In the event of insufficient funding, or if funds become unavailable in whole or part, the City, at its sole discretion, may provide funds from a separate source or terminate this PSA. In the event that payments or expenditures are made, they shall be made from current funds as required by

**Article VI**  
**Agreements**

**I. City's Responsibilities:**

1. City, at its own expense, shall be responsible for the following: (a) posting appropriate and required notices to inform the public of the proposed maintenance or construction activity regarding the Project; (b) remediation of any hazardous or regulated materials, or other environmental hazard on or near the Project site; and (c) where necessary, providing appropriate traffic control support, including but not limited to flagging, cones, barricades, shadow vehicles, arrow boards, signage, police presence, etc., to enable the Project to be completed in a timely and safe manner.
2. City agrees to accomplish these functions in a timely and efficient manner to ensure that such activities will not delay the County's timely performance of its activities.
3. City shall be responsible for maintaining the Project site once the project is completed.
4. City shall be in compliance with the Manual on Uniform Traffic Control Devices ("MUTCD") standards in ensuring safety during re-striping operations as outlined in the scope of work in Attachments "A," "B," and "C."

**II. County Responsibilities:**

1. County shall be responsible for performing all transportation-related maintenance services contemplated hereunder, specifically, roadway striping activity, as more fully set forth in Attachments "A," "B," and "C" in a good and workmanlike manner.
2. County shall be responsible for setting up a pre-project meeting.

**III. Funding:**

County and City mutually agree that City shall be responsible to pay One Hundred Percent (100%) of the costs and expenses necessary to carry out and to perform the "Type E" roadwork in the amount of \$8,382.00 and a total of \$13,648.00 for its portion of the "Type B" roadwork, for a total of \$22,030.00 for City share. County shall contribute the remaining amount of the "Type B" costs, in-kind, in the form of labor and equipment. In no event shall County's in-kind contribution exceed Fifty Percent (50%) of the initial and anticipated Project cost for "Type B" roadwork. City shall only be liable and responsible for the amounts set forth in this PSA, and any properly executed amendments and/or supplements hereto, and

1. Should unforeseen and unforeseeable circumstances arise which adversely and materially impact the costs and expenses necessary to complete the Project as contemplated, County and City shall renegotiate the terms hereof, taking into proper account then-current conditions and estimated total costs to complete the Project.
2. Once approved by County, and before commencement of the Project by County, City shall segregate, set aside and place into an escrow account with the Dallas County Treasurer, \$22,030.00, representing the full amount to be paid to County either through monthly invoicing or upon completion of the Project, if the Project is

completed in less than one month.

**Article VII**  
**Miscellaneous:**

- I. **Indemnification.** County and City agree that each shall be responsible for its own negligent acts or omissions or other tortious conduct in the course of performance of this Agreement, without waiving any governmental immunity available to County or City or their respective officials, officers, employees, or agents under Texas or other law and without waiving any available defenses under Texas or other law. Nothing in this paragraph shall be construed to create or grant any rights, contractual or otherwise, in or to any third persons or entities.
- II. **No Third Party Beneficiaries.** The terms and provisions of this PSA are for the benefit of the parties hereto and not for the benefit of any third party. It is the express intention of County and City that any entity other than County or City receiving services or benefits under this PSA shall be deemed an incidental beneficiary only. This PSA is intended only to set forth the contractual right and responsibilities of the parties hereto.
- III. **Applicable Law.** This PSA is and shall be expressly subject to the County's and City's Sovereign Immunity and/or Governmental Immunity, pursuant to Title 5 of the Texas Civil Practice and Remedies Code, as amended, and all applicable federal and state laws. This PSA shall be governed by and construed in accordance with the laws of the State of Texas. Exclusive venue for any legal action regarding this PSA shall lie in Dallas County, Texas.
- IV. **Notice.** All notices, requests, demands, and other communication under this PSA shall be tendered in writing and shall be deemed to have been duly given when either delivered in person, via e-mail, or via certified mail, postage prepaid, return receipt requested to the respective parties as follows:

**COUNTY:**

Director of Public Works  
Dallas County  
500 Elm Street, Suite 5300  
Dallas, Texas 75202

**and**

Commissioner John Wiley Price  
Road & Bridge District #3  
411 Elm Street, Second Floor  
Dallas, Texas 75202

**CITY:**

Andrew Waits  
Director of Public Works  
City of Lancaster  
1999 N. Jefferson  
Lancaster, Texas 75146

Either party may change its address for notice by giving the other party written notice thereof.

- V. **Assignment.** This PSA may not be assigned or transferred by either party without the prior written consent of the other party.

- VI. Binding Agreement; Parties Bound. Upon execution by the parties, this PSA shall constitute a legal, valid and binding obligation of the parties, their successors and permitted assigns.
- VII. Amendment. This PSA may not be amended except in a written instrument specifically referring to this PSA and signed by the parties hereto.
- VIII. Counterparts. This PSA may be executed in multiple counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument.
- IX. Severability. If one or more of the provisions in this PSA shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability shall not cause this PSA to be invalid, illegal or unenforceable, but this PSA shall be construed as if such provision had never been contained herein, and shall not affect the remaining provisions of this PSA, which shall remain in full force and effect.
- X. Entire Agreement. This PSA embodies the complete agreement of the parties, and except where noted, it shall supersede previous and/or contemporary agreements, oral or written, between the parties and relating to matters in the PSA.
- XI. Contingent. This PSA is expressly subject to and contingent upon formal approval by the Dallas County Commissioners Court and by resolution of the City Council of the City of Lancaster.
- XII. Effective Date. The PSA shall commence on the Effective Date. The effective Date of this PSA shall be the date it is executed by the last of the parties. Reference to the date of execution shall mean the Effective Date.
- XIII. No Joint Enterprise/Venture. The parties agree that no party is an agent, servant, or employee of the other parties. The parties, including their agents, servants, or employees, are independent contractors, and not an agent, servant, joint enterprise/venture, or employee of any other party, and are responsible for their own acts, forbearance, negligence, and deeds, and for those of their agents, servants, or employees in conjunction with this PSA. No joint enterprise/venture exists between the parties.

The City of Lancaster, State of Texas, has executed this PSA pursuant to duly authorized City Council Resolution \_\_\_\_\_, Minutes \_\_\_\_\_, dated the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

The County of Dallas, State of Texas, has executed this PSA pursuant to Commissioners Court Order Number \_\_\_\_\_ and passed on the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

*(the remainder of this page was intentionally left blank)*

*(signatures appear on the following page)*

Executed this the 10th day of  
January, 2022

Executed this the \_\_\_\_\_ day of  
\_\_\_\_\_, 2022

**CITY OF LANCASTER:**

**COUNTY OF DALLAS:**

\_\_\_\_\_  
Clyde C. Hairston  
MAYOR

\_\_\_\_\_  
CLAY LEWIS JENKINS  
COUNTY JUDGE

**ATTEST:**

\_\_\_\_\_  
Sorangel O. Arenas  
CITY SECRETARY

**APPROVED AS TO FORM:**

**CITY OF LANCASTER:**

**APPROVED AS TO FORM\*:**

**DALLAS COUNTY**  
JOHN CREUZOT  
DISTRICT ATTORNEY

\_\_\_\_\_  
David T. Ritter  
City Attorney

\_\_\_\_\_  
Jana Prigmore Ferguson  
Assistant District Attorney

\*By law, the District Attorney's Office may only advise or approve contracts or legal documents on behalf of its clients. It may not advise or approve a contract or legal document on behalf of other parties. Our review of this document was conducted solely from the legal perspective of our client. Our approval of this document was offered solely for the benefit of our client. Other parties should not rely on this approval, and should seek review and approval by their own respective attorney(s).

# 2021 TYPE B PAVEMENT MARKING ESTIMATE

# Attachment A

Date:	September 14, 2021	Roadway:	Attached
Requested By:	Andrew Waitson	Type:	B
City:	Lancaster	Lanes:	2
City Share:	50%	Begin:	Varies
Court Order / IJ:		End:	Varies
MAPSCO:	Varies		
		Roadway Length:	
		Pre-Marking Length:	Mile
		One-way travel time to Project:	Hours

## MARKING LENGTH (Miles)

	BROKEN YELLOW	SOLID YELLOW	BROKEN WHITE	SOLID WHITE		
ESTIMATE:	8.4	13.4	13.6	11.4		
Actual:						
MATERIALS:	EST. QUANT.	Actual QUANT.	UNIT PRICE	EST. COST	ACTUAL COST	
Yellow Paint Gal	286.00	0.00	\$12.80	\$3,661.00	\$0.00	
White Paint Gal	289.00	0.00	\$11.48	\$3,318.00	\$0.00	
Beads LBS	4600.00	0.00	\$0.66	\$3,036.00	\$0.00	
Other Cans	0.00	0.00	0.00	\$0.00	\$0.00	
<b>TOTAL MATERIALS:</b>				<b>\$10,015.00</b>	<b>\$0.00</b>	
<b>LABOR</b>						
Direct Labor:						
Hour	<u>Estimate Hours</u>	<u>Actual Hours</u>	<u>Hourly Rate (FR)</u>	<u>Estimate Cost</u>	<u>ACTUAL Cost</u>	
Pre-Marking	6.00	0.00	\$121.17	\$727.00	\$0.00	
Crew persons	90.00	0.00	\$121.17	\$10,905.00	\$0.00	
Administrative	4.00	0.00	\$139.78	\$559.00	\$0.00	
			Note: (FR) - with Fringes			
Subtotal Direct Labor				\$12,191.00	\$0.00	
Indirect Labor:		<u>% of Actual Salaries:</u>				
Indirect Costs		14.96		\$1,823.00	\$0.00	
		Value calculated by Office of Budget and Evaluation				
<b>TOTAL LABOR:</b>				<b>\$14,014.00</b>	<b>\$0.00</b>	
<b>EQUIPMENT:</b>						
HRS	<u>Estimate Hours</u>	<u>Actual Hours</u>	<u>Hourly Rate</u>	<u>Cost Estimate</u>	<u>Cost ACTUAL</u>	
Survey Truck	6.00	0.00	\$19.00	\$114.00	\$0.00	
Striper	30.00	0.00	\$81.70	\$2,451.00	\$0.00	
Pickup	30.00	0.00	\$23.40	\$702.00	\$0.00	
<b>TOTAL EQUIPMENT:</b>				<b>\$3,267.00</b>	<b>\$0.00</b>	
<b>TOTAL COST:</b>				<b>\$27,296.00</b>	<b>\$0.00</b>	
			<u>% of Cost</u>			
<b>COST TO CITY</b>			50%	<b>\$13,648.00</b>	<b>\$0.00</b>	
<b>COUNTY COST</b>			50%	<b>\$13,648.00</b>	<b>\$0.00</b>	

I hereby certify that all Work depicted herein is complete effective the date stated above.

Stanley Brewer  
TRANSP FIELD SUPERVISOR

file:STRIPING 2001\TYPE-B\2001 ESTIMATEview hourly rate as of October 1st 2001

# 2021 TYPE E PAVEMENT MARKING ESTIMATE

## Attachment B

Date:	September 14, 2021	Roadway	Attached
Requested By:	Andrew Waitson	Type:	E
City:	Lancaster	Lanes:	2
City Share:	100%	Begin:	Varies
Court Order / IJ:		End:	Varies
MAPSCO:	Varies		
Roadway Length:		Mile	
Pre-Marking Length:		Hours	
One-way travel time to Project:			

### MARKING LENGTH (Miles)

	BROKEN YELLOW	SOLID YELLOW	BROKEN WHITE	SOLID WHITE		
ESTIMATE:	4.2	2.5	0.1	3.5		
Actual:						
	EST.	Actual	UNIT	EST.	ACTUAL	
MATERIALS:	QUANT.	QUANT.	PRICE	COST	COST	
Yellow Paint Gal	71.00	0.00	\$12.80	\$909.00	\$0.00	
White Paint Gal	60.00	0.00	\$11.48	\$689.00	\$0.00	
Beads LBS	1048.00	0.00	\$0.66	\$692.00	\$0.00	
Other Cans	0.00	0.00	0.00	\$0.00	\$0.00	
TOTAL MATERIALS:				\$2,290.00	\$0.00	
LABOR						
Direct Labor:						
Hour	Estimate Hours	Actual Hours	Hourly Rate (FR)	Estimate Cost	ACTUAL Cost	
Pre-Marking	8.00	0.00	\$121.17	\$969.00	\$0.00	
Crew persons	24.00	0.00	\$121.17	\$2,908.00	\$0.00	
Administrative	4.00	0.00	\$139.78	\$559.00	\$0.00	
			Note: (FR) - with Fringes			
Subtotal Direct Labor				\$4,436.00	\$0.00	
Indirect Labor:		% of Actual Salaries:				
Indirect Costs		14.96		\$663.00	\$0.00	
		Value calculated by Office of Budget and Evaluation				
TOTAL LABOR:				\$5,099.00	\$0.00	
EQUIPMENT:						
HRS	Estimate Hours	Actual Hours	Hourly Rate	Cost Estimate	Cost ACTUAL	
Survey Truck	8.00	0.00	\$19.00	\$152.00	\$0.00	
Striper	8.00	0.00	\$81.70	\$654.00	\$0.00	
Pickup	8.00	0.00	\$23.40	\$187.00	\$0.00	
TOTAL EQUIPMENT:				\$993.00	\$0.00	
TOTAL COST:				\$8,382.00	\$0.00	
		% of Cost				
COST TO CITY		100%		\$8,382.00	\$0.00	
COUNTY COST		0%		\$0.00	\$0.00	

I hereby certify that all Work depicted herein is complete effective the date stated above.

# Road List - Attachment C

City/Town: Lancaster 9-3-2021

	Street	From	To
<b>Type B 50/50 (City and County Shares Cost)</b>			
1	Belt Line Rd	Bluegrove Rd	I-35 service road
2	N. Bluegrove Rd	Belt Line Rd	Pleasant Run Rd
3	Lancaster/Hutchins	Dallas Ave	E. Wintergreen Rd
4	N. Houston School Rd	Pleasant Run Rd	Wheatland Rd
5	E. Wintergreen Rd	N. Dallas Ave.	N. Jefferson St
6	N. Jefferson St.	Pleasant Run Rd	E. Wintergreen Rd
7	E. Main St	Dallas Ave	Lancaster/Hutchins
8	E. Wintergreen Rd	N. Jefferson	Wilmer City Limits
9	Cedardale	Dallas Ave	N. Houston School
10	W. Main St.	S. Houston School Rd	Dallas Ave.
11	Ames Rd	N. Houston School Rd	W. Wintergreen
12	Belt Line Rd	W. Main St.	Wilmer City Limits
13			

<b>Type F (City pays 100%)</b>			
1	Veterans Memorial Pkwy	N. Dallas Ave.	N. Jefferson St
2	Chapman Dr.	Pleasant Run Rd	Wintergreen Rd
3	Westridge Dr.	Pleasant Run Rd	Griffin St.
4	Dewberry Blvd	Pleasant Run Rd	Donlee Rd
5	Elm St	Pleasant Run Rd	W. Main St
6	Rogers Ave	Pleasant Run Rd	Balkin
7	Sunny Meadow Rd	W. Wintergreen	Donlee Rd
8	Donlee Rd	Sunny Meadow	Rogers Ave
9	Carol Ave	W. Park Place Dr	Arbor Ln
10	Arbor Ln	N. Dallas Ave.	N. Elm St
11	E. Reindeer Rd	McBride	Nokomis
12	0	0	0



## CITY OF LANCASTER CITY COUNCIL

### City Council Regular Meeting

2.

**Meeting Date:** 01/10/2022

**Policy Statement:** This request supports the City Council 2021-2022 Policy Agenda

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

**Submitted by:** Bester Munyaradzi, Senior Planner

---

### **Agenda Caption:**

M21- 35 Discuss and consider an ordinance granting an exception to the City's Code of Ordinances Chapter 6, Fence Regulations, Sec 6.07.008 to allow the use of a 4-foot black vinyl coated chain link fence on the property addressed as 914 N. Lancaster-Hutchins Road and described as being 1.50 acres of land situated in the Samuel Keller Survey, Abstract No. 720 City of Lancaster, Dallas County, Texas.

### **Background:**

1. **Location and Size:** The property is located on the east side of N. Lancaster-Hutchins Road and south of E. Pleasant Run Road. The property is approximately 1.50 acres in size.
2. **Current Zoning:** The subject property is currently zoned Single Family-6 (SF-6).
3. **Adjacent Properties:**
  - North: Single Family-6 (SF-6) - Vacant Property
  - South: Single Family-6 (SF-6) - Single Family Residence
  - East: Planned Development (Lanport District), Vacant Property
  - West: Single Family-6 (SF-6) - Single Family Residence
4. **Comprehensive Plan Compatibility:**

The Future Land Use Plan of the Comprehensive Plan identifies this site as Rural Living and the existing religious facility is permitted in all land use categories.

### **Operational Considerations:**

This is an exception request to allow a 4-foot black vinyl coated chain link fence installed at 914 N. Lancaster-Hutchins Road. The applicant installed a 4-foot black vinyl coated chain link fence along 655 feet of the northern property line without a permit. Section 6.07.008 Fence Construction, Materials, and Setback of the fence ordinance states that (a) "All fences, unless prohibited elsewhere in this Article, shall be constructed or maintained with wood, brick, stone, concrete, vinyl, ornamental iron or other materials as approved by the City Manager or his/her designee. Fence posts shall be constructed or made of metal, brick, stone, concrete, fiberglass, or other material as approved by the City Manager or his/her designee. All fence posts must be placed at a depth of at least twenty-four (24) inches into the ground filled and anchored with concrete footers or encasement".

Based on the letter of intent, the applicant seeks to secure the property and protect the congregation members. The applicant contends that the northern property owner was trespassing by driving across their property which resulted in potholes in their parking area. Additionally, the applicant notes that the northern property owner's dogs were a menace to the elderly congregants.

### **Staff Analysis:**

The installed 4-foot fence is at a property that has an existing building with only one (1) side that faces a public street, Lancaster-Hutchins Road. The applicant is allowed to secure the property and its congregants with a fence;

however, the installation of the fence was without a permit and the use of prohibited fencing material.

Since the submittal of this exception request, the applicant met with City staff and installed 22 medium size elaeagnus shrubs 90 feet along the northern property line to screen and block the installed black vinyl coated chain link fence as shown on the attached pictures. The shrubs are planted 4 feet apart and will reach 6 feet in height at maturity. In addition, elaeagnus shrubs are recommended plant materials on the City plant list and at maturity, the shrubs will be taller than the fence and will completely screen the installed fence from Lancaster-Hutchins Road rights-of-way.

Furthermore, the applicant installed a 4-foot wrought iron fence at the front of the property facing Lancaster-Hutchins Road rights-of-way and the installed wrought iron fencing material and height meets the City requirements. Chain link fence was installed on the north property line and will not substantially or permanently injure the appropriate use of the adjacent property nor adversely affect the health, safety or general welfare of the public. This exception will not be contrary to the public interest and will not authorize the operation of a use other than those uses specifically authorized for the district. Therefore, staff recommends approval of the exception subject to a requirement upon the property owner, and any successors-in-interest to both enhance and maintain the installed shrubs screening the view of the installed fence from Lancaster-Hutchins Road.

**Legal Considerations:**

This ordinance has been reviewed and approved as to form by the City Attorney.

**Public Information Considerations:**

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

**Options/Alternatives:**

1. City Council may approve the request, as presented.
2. City Council may approve the request with changes, and state those changes.
3. City Council may deny the request.

**Recommendation:**

Staff recommends approval of the exception subject to a requirement upon the property owner, and any successors-in-interest to both enhance and maintain the shrubs blocking the view of the installed fence from Lancaster-Hutchins Road all year round.

**Attachments**

Ordinance

Location Map

Letter of Intent

Pictures of the fence from applicant

Pictures with the planted shrubs from applicant

---

**ORDINANCE NO.**

**AN ORDINANCE OF THE CITY OF LANCASTER, TEXAS GRANTING AN EXCEPTION TO THE CITY CODE OF ORDINANCES CHAPTER 6, (FENCE REGULATIONS), SECTION 6.07.008 TO ALLOW BLACK VINYL-COATED CHAIN LINK FENCING ON THE PROPERTY ADDRESSED AS 914 LANCASTER-HUTCHINS ROAD AND DESCRIBED AS BEING 1.50 ACRES OF LAND SITUATED IN THE SAMUEL KELLER SURVEY, ABSTRACT NO. 720, CITY OF LANCASTER, DALLAS COUNTY, TEXAS IN SUBSTANTIAL CONFORMANCE TO THE EXHIBITS ATTACHED HERETO AND INCORPORATED HEREIN FOR ALL PURPOSES; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OR FINE NOT TO EXCEED THE SUM OF TWO THOUSAND (\$2,000) DOLLARS FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City of Lancaster, Texas has been presented with an exception request to Chapter 6 Fence Regulations, Sec 6.07.008 to allow black vinyl-coated chain link fence on the property addressed as 914 N. Lancaster-Hutchins Road and described as being a 1.50 acres of land; and

**WHEREAS**, the City Council of the City of Lancaster, Texas finds that it is in the best interest to approve such exception subject to a requirement that the property owner, and any subsequent owners or successors-in-interest, maintain sufficient landscaping or shrubs to completely block the view of the installed fence from Lancaster-Hutchins Road all year round.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LANCASTER, TEXAS:**

**SECTION 1.** That the City of Lancaster, Texas hereby grants an exception to the City's Code of Ordinances Chapter 6 (Fence Regulations), Sec 6.07.008 to allow black vinyl-coated chain link fence on the property addressed as 914 Lancaster-Hutchins Road and described as being 1.50 acres of land, subject to a requirement that the property owner, and any subsequent owners or successors-in-interest, maintain sufficient landscaping or shrubs to completely block the view of the installed fence from Lancaster-Hutchins Road all year round.

**SECTION 2.** Ordinance Number 2006-04-13, the Lancaster Development Code of the City of Lancaster, Texas, as amended, shall remain in full force and effect, save and except as explicitly amended by this ordinance.

**SECTION 3.** If any article, paragraph, subdivision, clause or provision of this ordinance or the Lancaster Development Code be adjudged invalid or held unconstitutional for any reason, such judgment or holding shall not affect the validity of this ordinance as a whole or any part or provision thereof, or the Lancaster Development Code, other than the part so declared to be invalid or unconstitutional.

**SECTION 4.** Any person, firm or corporation violating any of the provisions of this ordinance or the Lancaster Development Code of the City of Lancaster, Texas, shall be deemed guilty of a misdemeanor and, upon conviction in the municipal court of the City of Lancaster, Texas, shall be subject to a fine not to exceed the sum of Two Thousand (\$2,000.00) dollars for each offense, and each and every day such offense shall continue shall be deemed to constitute a separate offense.

**SECTION 5.** This ordinance shall take effect immediately from and after its passage and the publication of the caption as the law and charter in such cases provide.

**DULY PASSED** and approved by the City Council of the City of Lancaster, Texas, on this the 10th day of January, 2022.

**ATTEST:**

**APPROVED:**

---

Sorangel O. Arenas, City Secretary

---

Clyde C. Hairston, Mayor

**APPROVED AS TO FORM:**

---

David T. Ritter, City Attorney



City of Lancaster

914 N Lancaster Hutchins Rd  
Zoned: SF-6

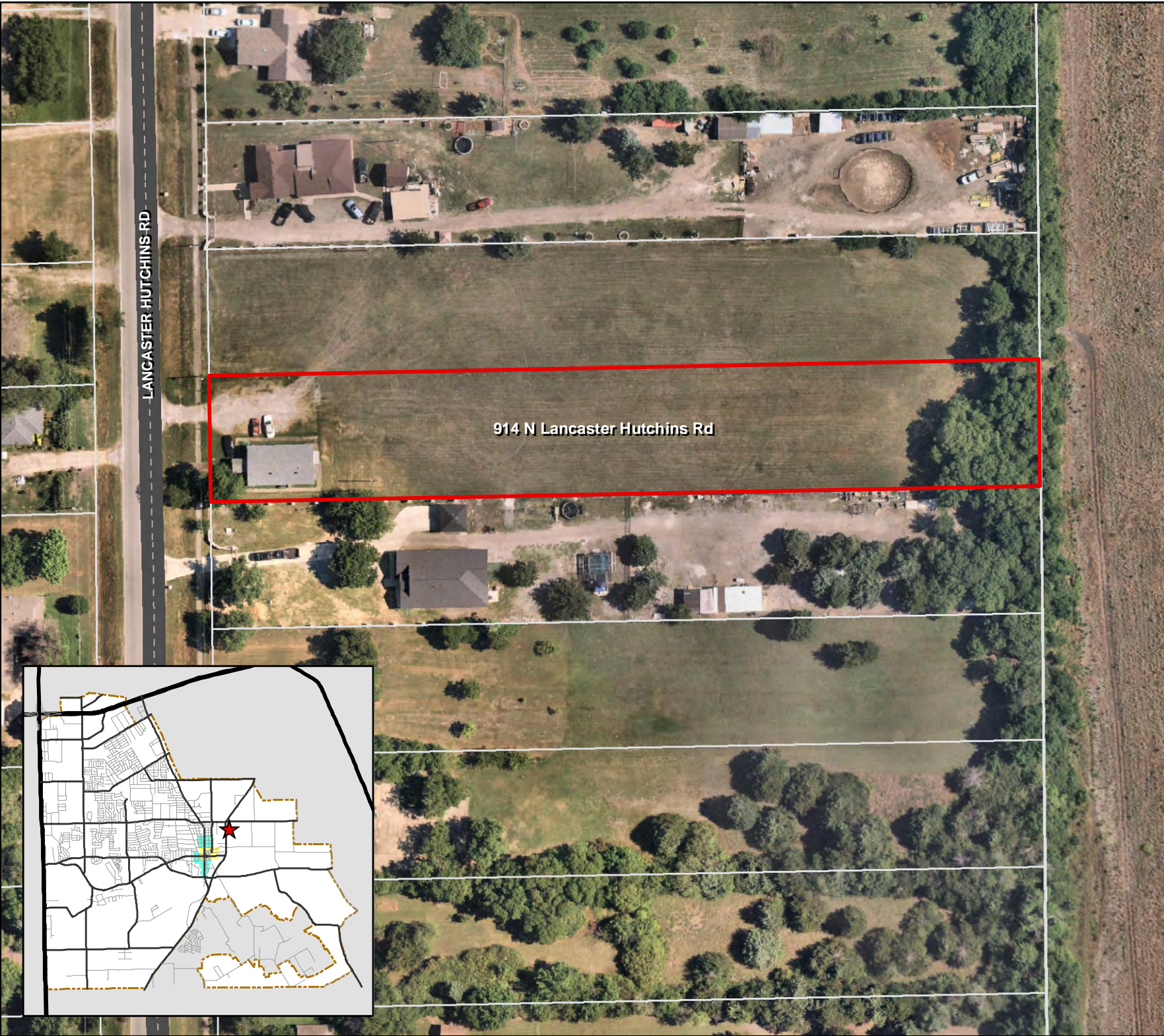


- Subject Property
- Downtown Districts
- Floodplain
- City Limits
- Parcels



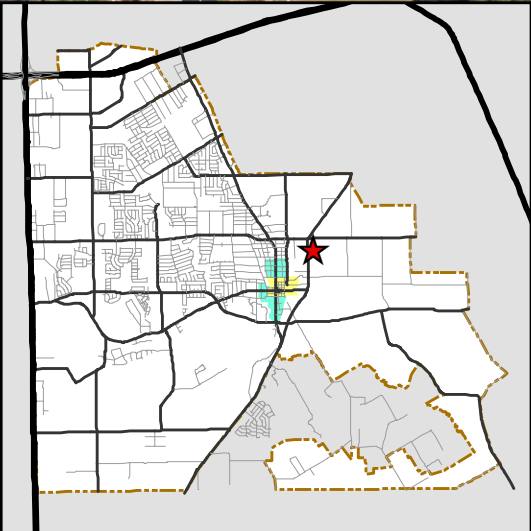
0 25 50 100 Feet

date: 08/30/2021



914 N Lancaster Hutchins Rd

LANCASTER HUTCHINS RD



City Manager Opal Mauldin-Jones,

Thanks for meeting with us, the members of Temple of Truth COGIC.

Background: We, the members of Temple of Truth COGIC, recently had a fence built on the perimeter of our church's property located at 914 Lancaster-Hutchins Rd.

Once we were made aware that our fence was not within Lancaster's city ordinance, we submitted a fence exception.

As a resolution, we will add landscaping along the northside of the fence up to the pole, which is about 70ft.

We are hoping to have this landscaping resolution project completed before the last city council meeting, 1/24/22.

We will follow up with a letter and pictures, once the project is completed.

Thanks,

Dionne Hashaway  
[dionne1991@sbcglobal.net](mailto:dionne1991@sbcglobal.net)  
214-236-5716





RECEIVED

AUG 30 2021

Planning Division





RECEIVED  
AUG 30 2021  
Planning Division





RECEIVED  
AUG 30 2021  
Planning Division





RECEIVED

AUG 30 2021

Planning Division





RECEIVED

AUG 30 2021

Planning Division











## CITY OF LANCASTER CITY COUNCIL

### City Council Regular Meeting

3.

**Meeting Date:** 01/10/2022

**Policy Statement:** This request supports the City Council 2021-2022 Policy Agenda

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

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

---

#### **Agenda Caption:**

Discuss and consider a resolution authorizing the Mayor to sign a ballot casting the City's vote for the fourth member of the Board of Directors of the Dallas Central Appraisal District (DCAD).

#### **Background:**

Pursuant to the provisions of the Property Tax Code in 1979, the agencies of Greater Dallas County elected to amend the manner in which representatives were chosen. Each of the incorporated cities and towns, except the City of Dallas, shall have the right to nominate by official resolution one (1) candidate as the fourth member to the Board. The said cities and towns shall, from among the nominations received, elect by a majority vote, with each city and town being entitled to one (1) vote, a member to the Board of Directors. At the September 27, 2021, Special Work Session, Council discussed the process and nominations for the Dallas Central Appraisal District. Two (2) names were provided for consideration. At the Regular Meeting on October 11, 2021, the Lancaster City Council approved a resolution nominating Mark D. Cook. Staff provided the City Council's nomination of Mark D. Cook to the Dallas Central Appraisal District via the United States Postal Service(USPS); however, DCAD stated they did not receive it and could not proceed with including Mr. Cook on the nomination list.

The Dallas Central Appraisal District reported back to the City of Lancaster the following nominations for consideration:

<b>Nominee</b>	<b>Entity(s) Nominating</b>
Mr. Michael Hurtt (Incumbent)	Addison, DeSoto, Duncanville, Farmers Branch, Richardson & Seagoville
Ms. Shaunte L. Allen	Glenn Heights
Ms. Dianne Cartwright	Irving
Mr. Brett Franks	Sachse
Mr. Steve Nichols	Hutchins

The Property Tax Code specifies the qualifications for membership to the Board of Directors in Section 6.03 of the Code. These qualifications are:

1. Must be a resident of the Dallas Central Appraisal District (DCAD) for at least two (2) years prior to the election.
2. May be an elected official of an agency represented by the DCAD.
3. Cannot be an employee of any agency represented by the DCAD.
4. Cannot be related within the second degree by consanguinity or affinity, as determined under Chapter 573, Government Code, to an individual who is engaged in the business of appraising

property for compensation for use in proceedings under this title or of representing property owners for compensation in proceedings under this title in the appraisal district.

5. Cannot own property on which delinquent taxes have been owed to a taxing unit for more than 60 days after the date the individual knew or should have known of the delinquency unless:
  - (A) the delinquent taxes and any penalties and interest are being paid under an installment payment agreement under Section 33.02; or
  - (B) a suit to collect the delinquent taxes is deferred or abated under Section 33.06 or 33.065.
6. An individual is ineligible to serve on an appraisal district board of directors if the individual has engaged in the business of appraising property for compensation for use in proceedings under this title or of representing property owners for compensation in proceedings under this title in the appraisal district at any time during the preceding five years.

During the December 13, 2021, Regular Meeting, Council nominated Shante Allen and submitted an official Resolution (RES 2021-12-108) before the December 17, 2021, due date. A letter dated December 22, 2021, was received from Dallas Central Appraisal District stating that the election process requires a runoff.

The Dallas Central Appraisal District reported the current tally:

Nominee	City	Votes
Mr. Michael Hurtt (Incumbent)		13
Ms. Shaunte L. Allen	Glenn Heights	3
Ms. Dianne Cartwright	Irving	1
Mr. Brett Franks	Sachse	4
Mr. Steve Nichols	Hutchins	1

Since there was no one candidate receiving 16 votes (majority of the 30 votes eligible), a runoff election is necessary between the top two finishers: Michael Hurtt of Desoto and Brett Franks of Sachse.

- For the runoff election for the Suburban Cities Representative the City Council must cast a vote by resolution and submit to Dallas Central Appraisal District not later than January 31, 2022.

#### **Operational Considerations:**

The term of office is for two (2) years beginning in January 2022. The purpose of this item is for City Council to cast a vote by official resolution for the suburban cities representative runoff ballot.

#### **Legal Considerations:**

State law requires the City to vote for the candidate of their choice by official ballot resolution not later than January 31, 2022.

#### **Public Information Considerations:**

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

#### **Options/Alternatives:**

1. With a majority of votes for a candidate, Council may authorize the Mayor to cast the City's vote for the nominee of their choice.
2. The City of Lancaster is not able to cast a ballot for a Board Member without taking action through an official ballot resolution. The Dallas Central Appraisal District urges each municipality to cast its vote because a candidate must receive a majority vote in order to be elected to the Board of Directors.

**Recommendation:**

Selection of a board member is at the pleasure of City Council.

**Attachments**

Resolution

DCAD Results Letter 12 22 21

---



**RUNOFF ELECTION**

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY/TOWN OF \_\_\_\_\_, DALLAS COUNTY, TEXAS, CASTING ITS VOTE FOR THE FOURTH MEMBER OF THE BOARD OF DIRECTORS OF THE DALLAS CENTRAL APPRAISAL DISTRICT.

WHEREAS, Dallas County eligible taxing entities have expressed and approved an option which allows for representation to the Appraisal District Board of Directors (in accordance with Section 6.03 of the Texas Property Tax Code) as follows:

1. The City of Dallas shall appoint one (1) member to the Board.
2. The Dallas Independent School District shall appoint one (1) member to the Board.
3. The Dallas County Commissioners Court shall appoint one (1) member to the Board. The member appointed by the Dallas County Commissioners Court shall not be a resident of either the City of Dallas or the Dallas Independent School District.
4. Each of the incorporated cities and towns, except for the City of Dallas, shall have the right to nominate by an official resolution one (1) candidate as the fourth member of the Board of Directors. The said cities and towns shall, from the nominations received, elect by a majority vote, with each city and town being entitled to one (1) vote, the fourth member of the Board of Directors.
5. Each of the School Districts, and the Dallas County Community College District, except the Dallas Independent School District, shall have the right to nominate by an official resolution one (1) candidate as the fifth member of the Board of Directors. The said school districts shall, from the nominations received, elect by a majority vote, with each school district and the community college district being entitled to one (1) vote, the fifth member of the Board of Directors.

The votes required for election to the Board of Directors in 4 and 5 hereof shall be by a majority of those authorized to vote in 4 and 5 respectively and not by a majority of the quorum, and

WHEREAS, the City/Town of \_\_\_\_\_ does hereby cast its vote by marking the ballot below:  
(Check one only)

☐ **Michael Hurtt**

☐ **Brett Franks**

NOW, THEREFORE BE IT RESOLVED that the City/Town Council of the City/Town of \_\_\_\_\_ does hereby confirm its one (1) vote for the election of \_\_\_\_\_ as the suburban cities' representative to the Board of Directors of the Dallas Central Appraisal District.

PASSED AND APPROVED, this the \_\_\_\_\_ day of \_\_\_\_\_, 2022

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY/TOWN SECRETARY

SEAL:



## **Dallas Central Appraisal District**

**DATE:** December 22, 2021  
**TO:** Presiding Officers of Dallas County Voting Taxing Units  
**FROM:** W. Kenneth Nolan, Executive Director/Chief Appraiser  
**RE:** Results of 2021 Election of Representatives to DCAD Board of Directors

State law requires the Chief Appraiser to conduct an election of representatives to the Board of Directors in odd numbered years. The process outlined in the Texas Property Tax Code requires the election to be conducted and the individual entities notified of the results once the process is complete.

### **1. Suburban School District Election**

Cassandra Phillips has been elected the DCAD representative for the Dallas County Suburban School Districts.

<b><u>School District</u></b>	<b><u>Candidate Selected</u></b>
1. Carrollton-Farmers Branch	Cassandra Phillips
2. Cedar Hill	No Vote
3. Coppell	Cassandra Phillips
4. Desoto	Cassandra Phillips
5. Duncanville	Cassandra Phillips
6. Ferris	Cassandra Phillips
7. Garland	Cassandra Phillips
8. Grand Prairie	Cassandra Phillips
9. Grapevine/Colleyville	Cassandra Phillips
10. Highland Park	Cassandra Phillips
11. Irving	Cassandra Phillips
12. Lancaster	No Vote
13. Mesquite	No Vote
14. Richardson	Cassandra Phillips
15. Sunnyvale	No Vote
16. Dallas College	No Vote

### **2. Suburban Cities Election**

The election process requires a runoff. The following suburban cities participated in the election. Each of their selections is noted below. The current tally indicates Michael Hurtt of Desoto received 13, Brett Franks of Sachse received 4, Shante L. Allen of Glenn Heights received 3, Diane Cartwright of Irving received 1, and Steve Nichols of Hutchins received 1 of the 22 votes cast. Since there was no one candidate receiving 16

votes (majority of the 30 votes eligible), a runoff election is necessary between the top two finishers: Michael Hurtt of Desoto and Brett Franks of Sachse.

<b><u>City</u></b>	<b><u>Candidate Selected</u></b>
1. Addison	Michael Hurtt
2. Balch Springs	Michael Hurtt
3. Carrollton	Michael Hurtt
4. Cedar Hill	Michael Hurtt
5. Cockrell Hill	No Vote
6. Combine	No Vote
7. Coppell	No Vote
8. DeSoto	Shante L. Allen
9. Duncanville	Michael Hurtt
10. Farmers Branch	Michael Hurtt
11. Ferris	No Vote
12. Garland	No Vote
13. Glenn Heights	Shante L. Allen
14. Grand Prairie	No Vote
15. Grapevine	No Vote
16. Highland Park	Michael Hurtt
17. Hutchins	Steve Nichols
18. Irving	Diane Cartwright
19. Lancaster	Shante L. Allen
20. Lewisville	No Vote
21. Mesquite	Michael Hurtt
22. Ovilla	Michael Hurtt
23. Richardson	Michael Hurtt
24. Rowlett	Brett Franks
25. Sachse	Brett Franks
26. Seagoville	Michael Hurtt
27. Sunnyvale	Michael Hurtt
28. University Park	Michael Hurtt
29. Wilmer	Brett Franks
30. Wylie	Brett Franks

### **3. Dallas County Appointment**

On October 19, 2021, the Commissioners Court has reappointed John Warren to the Board of Directors.

### **4. Dallas ISD Appointment**

On September 23, 2021, the Dallas ISD appointed Dr. Edwin Flores to the Board of Directors.

### **5. City of Dallas Appointment**

On December 08, 2021, the City of Dallas reappointed John Threadgill to the Board of Directors.

A runoff election for the Suburban Cities Representative will be held in January. The deadline for voting is January 31, 2022.

cc DCAD Board of Directors

Mr. Michael Hurtt  
217 South Hampton Rd  
Desoto, TX 75115

Mr. Brett Franks  
4811 West Creek Ln.  
Sachse, TX 75048-4301

Shaunte L. Allen  
1602 Wavecrest Dr  
Desoto, TX 75115

Ms. Diane Cartwright  
7520 North MacArthur Blvd., Suite 100  
Irving, TX 75063

Mr. Steve Nichols  
321 N. Main Street  
P.O. Box 500  
Hutchins, TX 75141

Cassandra Phillips  
1106 S Santa Fe Trail, Suite 4  
Duncanville, TX 75137

Superintendents - Suburban School Districts  
Suburban School Tax Assessor/Collectors  
Dallas County Administrator

## CITY OF LANCASTER CITY COUNCIL

### City Council Regular Meeting

4.

**Meeting Date:** 01/10/2022

**Policy Statement:** This request supports the City Council 2021-2022 Policy Agenda

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

**Submitted by:** Fabrice Kabona, Deputy City Manager

---

### **Agenda Caption:**

Discuss and consider an ordinance approving the redistricting of the single member City Council districts and establishing new single-member district boundary lines for City Council elections based on 2020 Census data.

### **Background:**

On April 19, 2021, City Council received a presentation from Bickerstaff, Heath, Delgado, Acosta, LLP regarding the 2021 redistricting process for the City of Lancaster. Redistricting is the process of changing electoral district and constituency boundaries, in response to census results. The U.S. Census provides population data to the states for the states to redistrict appropriately. The State legislature is the body that is responsible for redrawing congressional and state representation lines. Cities with single member districts are responsible for the redrawing of council district lines.

On May 24, 2021, City Council approved an agreement with Bickerstaff, Heath, Delgado, Acosta, LLP for redistricting services.

On November 08, 2021, City Council received a presentation from Bickerstaff, Heath, Delgado, Acosta, LLP regarding the Initial Assessment, which determined that based on the new 2020 census data, redistricting is required for City Council member districts. Additionally, City Council approved redistricting guidelines and criteria as established by federal and state law as well as the City's Home Rule Charter.

At the November 15, 2021, work session meeting, Bickerstaff presented three draft maps of a Council redistricting concept plan based on input from individual Councilmembers, 2020 Census data, and legal requirements for redistricting.

At the December 13, 2021, council meeting, City Council conducted a public hearing and received a total of eighteen (18) public comments on the proposed Council redistricting concept plan and map options.

### **Legal Considerations:**

The ordinance has been prepared by Bickerstaff, Heath, Delgado Acosta LLP, the attorney representing the City on this matter.

### **Public Information Considerations:**

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

**Options/Alternatives:**

1. City Council may approve the ordinance with one of the map options presented.
2. City Council may direct staff to provide additional map options.

**Recommendation:**

Staff recommends city council select a map option.

**Attachments**

ORDINANCE

Map A

Map B

Map C

---

## **ORDINANCE NO.**

### **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LANCASTER TEXAS, APPROVING THE REDISTRICTING OF THE SINGLE MEMBER CITY COUNCIL DISTRICTS AND ESTABLISHING NEW SINGLE-MEMBER DISTRICT BOUNDARY LINES FOR CITY COUNCIL ELECTIONS BASED ON 2020 CENSUS DATA; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the results of the 2020 Federal Census have been received and indicate that the City of Lancaster's single member council districts are sufficiently out of population balance to require redistricting in order to comply with the "one-person, one-vote" principle established by the U.S. Constitution; and

**WHEREAS**, the City of Lancaster ("City") contracted with the law firm of Bickerstaff, Heath, Delgado, and Acosta LLP to act as the City's consultant to prepare a proposed redistricting plan for the City in compliance with applicable requirements of state and federal law; and

**WHEREAS**, on November 8, 2021, the City Council adopted redistricting criteria developed to assist the City comply with all applicable federal and state laws, and said redistricting criteria was used to develop the City's illustrative redistricting plan; and

**WHEREAS**, on November 8, 2021, the City Council also adopted redistricting guidelines developed to assist the public in the formulation and submission of comments and proposed plans in a consistent and informative manner; and

**WHEREAS**, throughout the entire redistricting process the City provided notice to the public of its proposed discussions and development of an illustrative plan through posted agendas, public presentations, and notice on its website; and

**WHEREAS**, the City Council has considered the proposed redistricting plan at City Council meetings and public hearings on November 15 and December 13, 2021, and has received and considered any oral and written comments regarding the appropriate configuration of the council member districts; and

**WHEREAS**, the City Council finds that the attached single-member council district plan is considered to be in the best interests of the citizens of the City and complies with the criteria and guidelines adopted by the City.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LANCASTER, TEXAS:**

**SECTION 1.** That the single-member district boundary lines for the City of Lancaster are hereby amended and designated as the official final plan regarding redistricting of the six city council single-member districts as shown on the map labeled as Exhibit "A"; as further described in the tables showing population numbers and demographic statistics labeled as Exhibit "B" to this ordinance, such Exhibits are incorporated by reference into and made a part of this ordinance, and kept on file in the City Secretary's Office.

**SECTION 2.** That this ordinance shall take effect immediately and all subsequent Lancaster City Council elections shall be held in accordance with the single-member district map adopted by City Council.

**DULY PASSED** by the City Council of the City of Lancaster, Texas on this the 10th day of January, 2022.

**ATTEST:**

**APPROVED:**

---

Sorangel O. Arenas, City Secretary

---

Clyde C. Hairston, Mayor

**APPROVED AS TO FORM:**

---

David T. Ritter, City Attorney

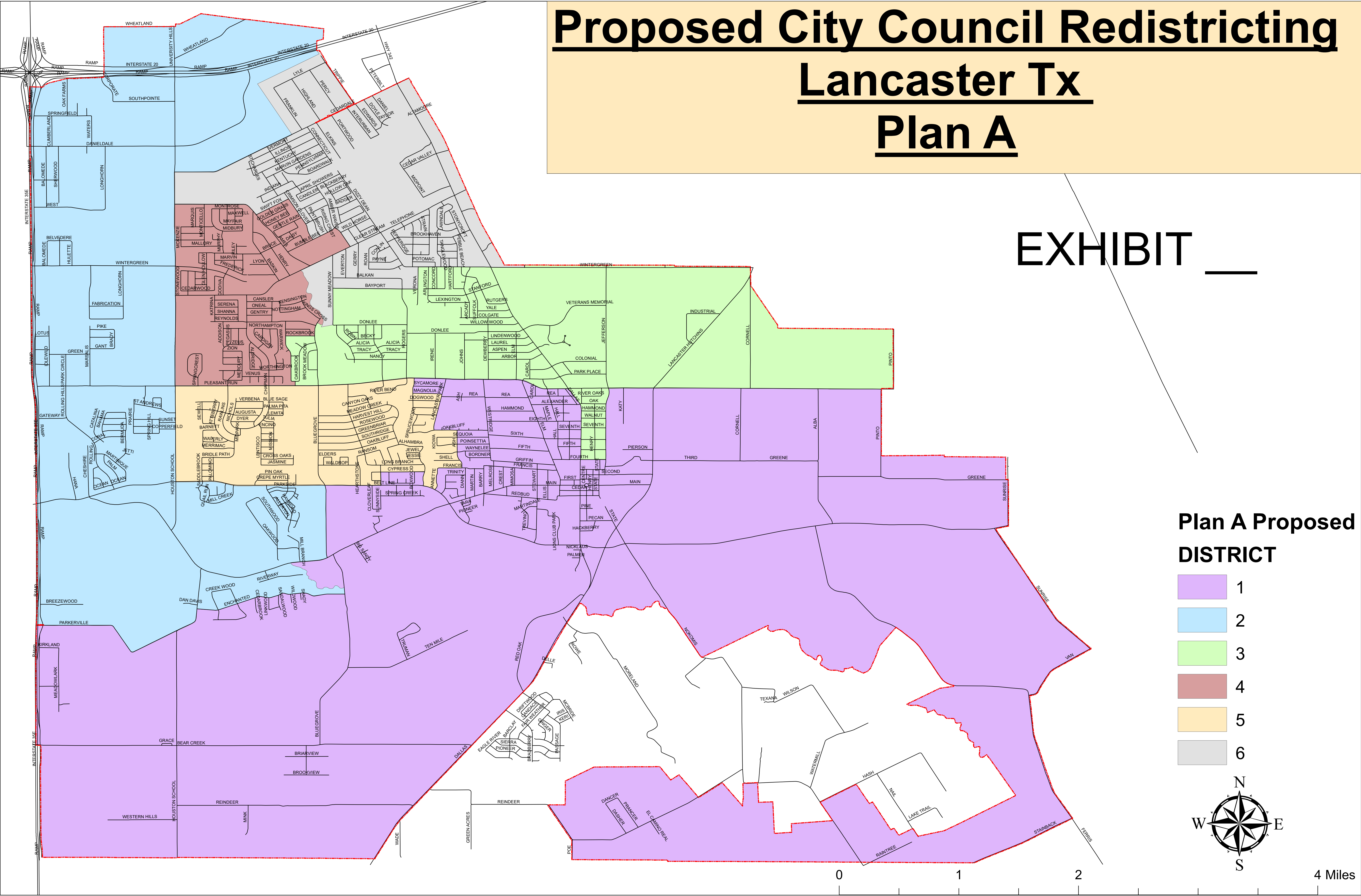


# Proposed City Council Redistricting

## Lancaster Tx

### Plan A

EXHIBIT





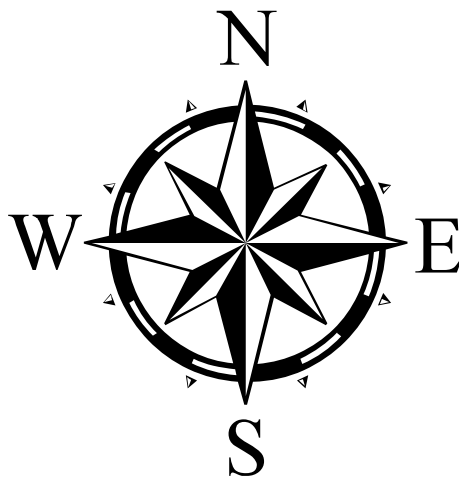
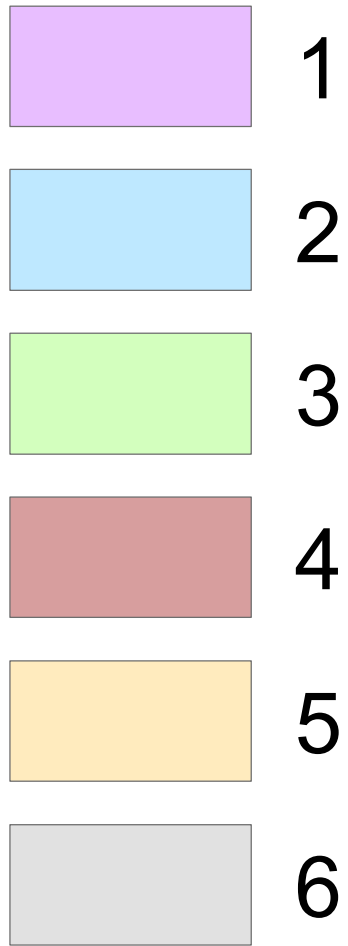
# Proposed City Council Redistricting

## Lancaster Tx

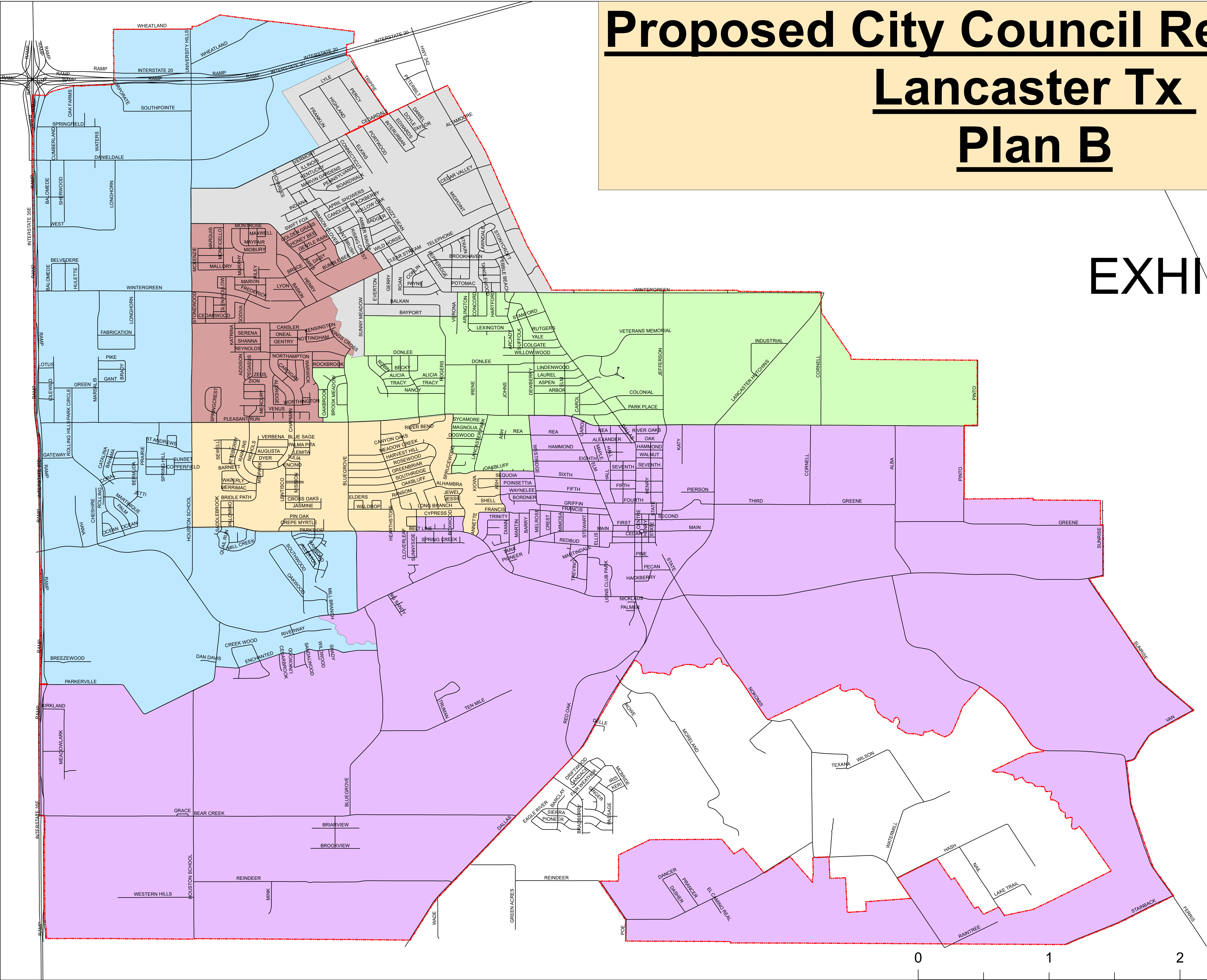
### Plan B

EXHIBIT

#### Plan B Proposed DISTRICT



4 Miles





# Proposed City Council Redistricting

## Lancaster Tx

### Plan C

EXHIBIT     

