



**NOTICE OF SPECIAL MEETING AGENDA AND WORK SESSION
LANCASTER CITY COUNCIL
MUNICIPAL CENTER CITY COUNCIL CHAMBERS
211 N. HENRY STREET, LANCASTER, TEXAS**



Monday, April 18, 2022 - 7:00 PM

While a quorum of Councilmembers will be physically present at City Hall, one or more Councilmembers may attend 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 regarding the public will not be admitted to the physical meeting location.

Please click the link below to join the webinar:

<https://us02web.zoom.us/join/zoom/register/tZMtduGpqDktHdd5n8bEzulJbimp-NMHGeI7>

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 MEETING:

CALL TO ORDER

PUBLIC TESTIMONY/CITIZENS 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.

CONSENT

1. Consider a resolution amending Resolution 2021-12-07 authorizing the award of RFP 2021-41 to BKD LLP for audit services for Fiscal Years 2022 - 2024.

ADJOURN SPECIAL MEETING

7:05 P.M. WORK SESSION

CALL TO ORDER

1. Receive an update regarding the Quality Residential Development planning initiative.
2. Discuss and receive a presentation regarding an Economic Development Update for the Fiscal Year (FY) 2021/2022.
3. Discuss the City of Lancaster's participation in the regional application for funding through the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant program, with the North Central Texas Council of Governments (NCTCOG), Dallas County, and the City of Wilmer.
4. Discuss and receive an update on the second quarter of Fiscal Year (FY) 2021/2022 on the operations and management of Country View Golf Course.
5. Discuss and receive a presentation regarding the Quarterly Financial Report for the second quarter of Fiscal Year (FY) 2021/2022 for the period ending on March 31, 2022.
6. 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 25th and 26th, 2021, for the second quarter of the Fiscal Year 2021/2022.

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 and 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 April 14, 2022 @ 9:40 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

City Council Special Meeting and Work Session

Item 1.

Meeting Date: 04/18/2022

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

Goal(s): Financially Sound Government

Submitted by: Michael Delmore, Director of Finance

Agenda Caption:

Consider a resolution amending Resolution 2021-12-07 authorizing the award of RFP 2021-41 to BKD LLP for audit services for Fiscal Years 2022 - 2024.

Background:

BKD, LLP has served the City by providing compliance and financial auditing services.

City Council approved Resolution 2021-12-107 at the December 12, 2021 Regular Meeting awarding the bid to BKD, LLP for the financial audit services to the City. Consequently, following BKD's legal team review, certain terms of the standard professional agreement conflict with aspects of their service provision (indemnification language), and the firm being correctly referred to as BKD, LLP.

Operational Considerations:

This item amends the agreement to address the name of the firm and language related to indemnification addressed in Article 7.

Legal Considerations:

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

Public Information Considerations:

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

Fiscal Impact:

The annual fee remains \$85,000 annually to include \$80,000 for the Financial Statements and \$5,000 for a Single Audit if required. The initial term is for three years with four one-year renewal options.

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

BKD Professional Services Agreement

CITY OF LANCASTER CITY COUNCIL

City Council Special Meeting and Work Session

Item 1.

Meeting Date: 04/18/2022

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

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

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

Agenda Caption:

Receive an update regarding the Quality Residential Development planning initiative.

Background:

As part of the City Council's Strategic Planning Goals, the City engaged Halff Associates, Inc (Halff) to assist the City Council with identifying key goals and needs that would guide quality residential development. Through a series of City Council work session meetings held on April 24 and June 24, 2021, as well as, through individual interviews, Halff drafted quality residential standards. At the February 21, 2022 work session meeting, Halff presented a draft of the pattern book and blueprint. The City Council requested additional time to review the document and provide feedback. This item is to receive feedback from City Council regarding the pattern book.

CITY OF LANCASTER CITY COUNCIL

City Council Special Meeting and Work Session

Item 2.

Meeting Date: 04/18/2022

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

Goal(s): Financially Sound Government
Healthy, Safe & Engaged Community
Sound Infrastructure
Quality Development
Professional and Committed City Workforce

Submitted by: Shane Shepard, Economic Development Director

Agenda Caption:

Discuss and receive a presentation regarding an Economic Development Update for the Fiscal Year (FY) 2021/2022.

Background:

As prescribed in the City Council Rules and Procedures, amended on November 16, 2020, Section D. City Council Agenda Process, Subsection 1.b., Council Member Marco Mejia requested that an item be included on a Work Session for the purpose of updating City Council on progress on the Economic Development Strategic Plan and economic profile for the city.

CITY OF LANCASTER CITY COUNCIL

City Council Special Meeting and Work Session

Item 3.

Meeting Date: 04/18/2022

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

Goal(s): Financially Sound Government
Sound Infrastructure

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

Agenda Caption:

Discuss the City of Lancaster's participation in the regional application for funding through the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant program, with the North Central Texas Council of Governments (NCTCOG), Dallas County, and the City of Wilmer.

Background:

The United States Department of Transportation (U.S. DOT) issued a notice of funding availability for the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant program. The multi-round grant program is part of Congress' \$9.9 billion effort to fund national infrastructure investment projects that have a significant local or regional impact. U.S. DOT's program will provide an opportunity to invest in road, rail, transit, and port projects.

Operational Considerations:

The North Central Texas Council of Governments, in partnership with the cities of Lancaster and Wilmer and Dallas County, is preparing an application for RAISE 2022 funding in an effort to improve road infrastructure for portions of Belt Line Road and Sunrise Road. This area within the City has experienced tremendous growth within the last year and the ability to improve the surrounding transportation network is a critical component of supporting freight mobility within the region and state given its location within the Southern Dallas Inland Port. Based on the census designation, this portion of Belt Line Road and Sunrise Road within the City of Lancaster falls outside of the Urbanized Area of Dallas County and is therefore classified by the federal government as rural. Based on the existing conditions, Belt Line Road and Sunrise Road (south of Belt Line) are two-lane rural roads. The Master Thoroughfare Plan also designates Belt Line Road and Sunrise Road as Major Arterial Type B, which is a four-lane divided road.

The RAISE grant presents a unique funding opportunity to finance road improvements within an area that is experiencing significant development while also lacking adequate infrastructure capacity. The proposed infrastructure improvements within the area of Belt Line Road and Sunrise Road are estimated at approximately \$82,525,000. In addition to the reconstruction of the roads, the project will also include the construction of a 10-foot bike path along both Sunrise Road and Belt Line Road, as well as, the widening of the bridge at Keller Creek and Belt Line Road. If awarded, the RAISE grant request is expected to have the City of Lancaster contribute approximately \$7,250,000 or approximately 8.7% of the total estimated cost. The project is being coordinated in multiple phases to address Belt Line Road from Lancaster-Hutchins Road to Ferris Road in one phase; Belt Line Road from Ferris Road in Lancaster to Mason Road in Wilmer; and Sunrise Road from Belt Line Road to Van Road and then another phase to Loop 9. Dallas County anticipates bidding the following road and bike path improvements in one (1) bid package: Sunrise Road Phase 2, Belt Line Road Phase 1, and the Sunrise Road bike path.

City Council will receive a presentation.

CITY OF LANCASTER CITY COUNCIL

City Council Special Meeting and Work Session

Item 4.

Meeting Date: 04/18/2022

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

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

Submitted by: Carey Neal, Assistant City Manager

Agenda Caption:

Discuss and receive an update on the second quarter of Fiscal Year (FY) 2021/2022 on the operations and management of Country View Golf Course.

Background:

On April 11, 2022, the City Council approved the extended management agreement with amendment with Touchstone Golf, LLC and directed staff to provide an update on golf course operations quarterly.

This is the requested quarterly update for the second quarter of FY 2021/2022 for the period of January 1, 2022, through March 31, 2022.

Attachments

2nd Quarter Update

CITY OF LANCASTER CITY COUNCIL

City Council Special Meeting and Work Session

Item 5.

Meeting Date: 04/18/2022

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

Submitted by:

Agenda Caption:

Discuss and receive a presentation regarding the Quarterly Financial Report for the second quarter of Fiscal Year (FY) 2021/2022 for the period ending on March 31, 2022.

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 second quarter of fiscal year 2021/2022; January 1, 2022 through March 31, 2022.

Attachments

2nd Quarter Financials

CITY OF LANCASTER CITY COUNCIL

City Council Special Meeting and Work Session

Item 6.

Meeting Date: 04/18/2022

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

Goal(s): Financially Sound Government
Healthy, Safe & Engaged Community
Sound Infrastructure
Quality Development
Professional and Committed City Workforce

Submitted by: Opal Mauldin-Jones, City Manager

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 25th and 26th, 2021, for the second quarter of the Fiscal Year 2021/2022.

Background:

City Council conducted an annual Strategic Planning Session on June 25th and 26th, 2021. This report represents activity for the second quarter of the Fiscal Year 2021/2022 (January 1, 2022, through March 31, 2022). This is a review of the implementation and progress of the goals and objectives outlined in the Fiscal Year 2021/2022 strategic plan, and how said goals and objectives connect to continued progress toward the realization of the Vision.

Attachments

Quarterly Update
