



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

Monday, May 8, 2023 - 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/j/88920772486?pwd=SWNsMnpzU1JjTXZ3Mms2bmsxeWtIQT09>

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: Lancaster Interdenominational Ministerial Alliance

PLEDGE OF ALLEGIANCE: Councilmember Jaglowski

PROCLAMATION: National Public Works Week

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.

1. Consider approval of minutes from the Regular Meeting held on April 10, 2023
2. Consider a resolution authorizing the purchase of a 2024 International HV607 SBA Blocking Truck from Sam Pack's Five Star Ford with a second Scorpion II Attenuator through an interlocal agreement with Buyboard an amount not to exceed one hundred, thirty-nine thousand, five hundred twenty-five dollars and sixty-nine cent (\$139,525.69).

PUBLIC HEARING:

3. Z23-04 Conduct a public hearing and consider an ordinance granting a zoning change from Agricultural Open (AO) to Single Family Estates (SF-E). The property is located along the cul de sac of Raintree Drive approximately 2,000 feet from Nokomis Road addressed as 1550 Raintree Drive, known as Block 0, Lot 13, Raintree Acres Addition, City of Lancaster, Dallas County, Texas.

ACTION:

4. Discuss and consider appointments to the Comprehensive Plan Steering Committee.

EXECUTIVE SESSION:

5. In accordance with Section 551.071 of the Texas Government Code (the Texas Open Meetings Act), the City Council shall convene in executive session to confer with the City's attorney to discuss pending, threatened, contemplated or potential related litigation in regard to Real Property located at 632 Reindeer Road.
6. Reconvene into open session. Consider and take appropriate action(s), if any, on closed/executive session matters.

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.

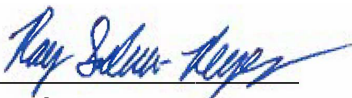
CONFORME A LA SECCION 30.06 DEL CODIGO PENAL (TRASPASAR PORTANDO ARMAS DE FUEGO CON LICENCIA) PERSONAS CON LICENCIA BAJO DEL SUB-CAPITULO 411, CODIGO DEL GOBIERNO (LEY DE PORTAR ARMAS), NO DEBEN ENTRAR A ESTA PROPIEDAD PORTANDO UN ARMA DE FUEGO OCULTADA.

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 May 4, 2023, @ 2:35 p.m. and copies thereof were provided to the Mayor, Mayor Pro-Tempore, Deputy Mayor Pro-Tempore and Council members.



Ray Silva-Reyes
Assistant City Manager

CITY OF LANCASTER CITY COUNCIL

City Council Regular Meeting

Item 1.

Meeting Date: 05/08/2023

Policy Statement: This request supports the City Council 2022-2023 Policy Agenda

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

Submitted by: Angie Arenas, City Secretary

Agenda Caption:

Consider approval of minutes from the Regular Meeting held on April 10, 2023

Background:

Attached for your review and consideration are the minutes of the Regular Meeting held on April 10, 2023.

Attachments

April 10, 2023 Draft Minutes

CITY OF LANCASTER CITY COUNCIL

City Council Regular Meeting

Item 2.

Meeting Date: 05/08/2023

Policy Statement: This request supports the City Council 2022-2023 Policy Agenda

Goal(s): Healthy, Safe & Engaged Community

Submitted by: Kenneth L. Johnson, Fire Chief

Agenda Caption:

Consider a resolution authorizing the purchase of a 2024 International HV607 SBA Blocking Truck from Sam Pack's Five Star Ford with a second Scorpion II Attenuator through an interlocal agreement with Buyboard an amount not to exceed one hundred, thirty-nine thousand, five hundred twenty-five dollars and sixty-nine cent (\$139,525.69).

Background:

The City of Lancaster was awarded a grant from the Texas Department of Transportation (TXDOT) to fund a specialized blocking truck to allow needed fire apparatus to remain in service for alarms. The blocking vehicle identified has custom features such as specialized lighting and a barrier, making it better suited for the task.

Operational Considerations:

Responding to highway incidents on the interstate poses a risk, and to protect those working to clear the incident, a technique referred to as blocking is deployed. We have an interlocal agreement with DeSoto for shared use of the vehicle and we received a grant from the Texas Department of Transportation.

Legal Considerations:

Texas law authorizes cooperative agreements to help save time in developing specifications and duplication during the bid process. The use of cooperative agreements is in accordance with Section 791.001 of the Texas Government Code and 271.101 of the Texas Local Government Code.

An interlocal agreement allows staff to utilize other agencies' formal bid contracts. Each entity's formal bid process must meet the requirements set forth in the statutes, including advertising, M/WBE participation, reference checks, verification of insurance and bonding if required by specifications, and any other requirements. All legal requirements are verified by the Purchasing Agent prior to the recommendation or use of a contract. Utilization of interlocal agreements saves time associated with issuing bids or obtaining quotes. Savings are achieved through aggregate volumes either through joint bidding opportunities or by addressing the cooperative language within the specifications to the vendors. The City of Lancaster maintains an interlocal agreement with Buyboard.

The resolution 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 cost of the vehicle is one hundred, thirty-nine thousand, five hundred twenty-six dollars (\$139,526). The grant will pay eighty percent (80%) of the price, which was one hundred twelve thousand, two hundred and seventeen dollars (\$112,217), resulting in a grant reward of eighty-nine thousand, seven hundred and seventy-four dollars (\$89,774). The grant requires a twenty percent (20%) match of twenty-two thousand, four hundred forty-four dollars (\$22,444) and the city is responsible for the match and any cost above the approved amount. The Interlocal agreement with the City of DeSoto to provide blocking service on Interstate Highway 35, which passes through their city, for one hundred twenty thousand dollars (\$120,000) for the first year, and six hundred dollars (\$600) per call in future years. The initial funding from DeSoto and the grant will cover the cost of the equipment, which totals one hundred thirty-nine thousand, five hundred twenty-five dollars and sixty-nine cents (\$139,525.69).

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 A

CITY OF LANCASTER CITY COUNCIL

City Council Regular Meeting

Item 3.

Meeting Date: 05/08/2023

Policy Statement: This request supports the City Council 2022-2023 Policy Agenda

Goal(s): Sound Infrastructure
Quality Development

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

Agenda Caption:

Z23-04 Conduct a public hearing and consider an ordinance granting a zoning change from Agricultural Open (AO) to Single Family Estates (SF-E). The property is located along the cul de sac of Raintree Drive approximately 2,000 feet from Nokomis Road addressed as 1550 Raintree Drive, known as Block 0, Lot 13, Raintree Acres Addition, City of Lancaster, Dallas County, Texas.

Background:

1. **Location and Size:** The property is located approximately 2,000 feet East of Nokomis Road along the cul-de- sac of Raintree Drive, addressed as 1550 Raintree Drive and is 2.03 acres in size.
2. **Current Zoning:** The subject property is zoned Agricultural Open.
3. **Adjacent Properties:**
North: Agricultural Open (AO) Undeveloped Land
South: Agricultural Open (AO) Undeveloped Land
East: Agricultural Open (AO) Undeveloped Land
West: Agricultural Open (AO) Undeveloped Land
4. **Comprehensive Plan Compatibility:** The Future Land Use Plan of the Comprehensive Plan designates the property as Rural Living. The proposed zoning district is consistent with the Future Land Use Plan of the Comprehensive Plan.

5. **Case History:**

DATE	BODY	ACTION
04/24/2023	CC	Z23-04 Tabled to 05/08/2023 Council meeting
04/04/2023	P&Z	Z23-04 Recommended for approval
11/14/2011	CC	Approved for annexation into the City

On May 24, 2023, City Council tabled the request to obtain additional information on the lot sizes along Raintree Drive, as well as the number of homes that were built on Raintree Drive prior to being annexed into the City.

There is a total of twenty-five (25) lots on Raintree Drive. Nineteen (19) of those lots are within the City's Municipal limits. Five (5) of those lots are partially within the City's Municipal limits. The remaining lot is fully within Ellis County, Texas. Of the entire twenty-five (25) lots, fifteen (15) are developed with a single-family home, one (1) is currently under construction, and nine (9) are vacant. Approximately ten (10) single-family homes were constructed prior to the November 14, 2011 annexation.

Agricultural-Open zoning allows 1 unit/5 acres. 1550 Raintree is 2.03 acres in size. Without the property being rezoned, residential development is not permissible.

Since the November 2011 annexation, City Council has approved rezoning requests from Agricultural open (AO) to the following:

- 1542 Raintree Drive- August 27, 2018 – Single-Family Residential (SF-4) (1.79 acres)
- 1522 Raintree Drive- November 12, 2018 – Single-Family Estate (SF-E) (1.80 acres)
- 1517 Raintree Drive- October 14, 2019 – Single-Family Estate (SF-E) (1.82 acres)
- 1533 Raintree Drive-May 9, 2022 – Single-Family Estate (SF-E) (1.98 acres)
- 1545 Raintree Drive- July 25, 2022 - Single-Family Estate (SF-E) (2.33 acres)

Operational Considerations:

The applicant is proposing two (2) single-family residential lots by dividing lot 13 which is 2.03 acres of land. Each lot would consist of 1.01 acres of land. The applicant proposes to build a 2,800 square feet single-family home on each lot.

Pursuant to Section 14.1101 of the Lancaster Development Code (LDC), when reviewing a zoning change application, there are five (5) considerations that must be made when deciding on a zoning application. The following is an analysis of these considerations:

Consistency with the Comprehensive Plan:

The Comprehensive Plan Future Land Use map designates this area as Rural Living. Rural Living is focused on areas of the community that have the ability to preserve a rural character. This includes estate residential type areas. The high-end character of this housing is primarily focused on serving the needs of executives with densities less than two (2) dwelling units per acre. The zoning change request is therefore consistent with the Comprehensive Plan shown on the attached Comprehensive Plan excerpt.

Potential Impact on Adjacent Development:

Properties to the north, east and west are zoned AO. To the south is primarily AO, with one property zoned SF-4. The properties immediately adjacent to the subject property are vacant. The average size of lots on Raintree Drive are approximately 1.85 acres in size. The surrounding lots with single-family dwellings on Nokomis Road range from 3-45 acres in size. If the rezoning request is approved by City Council, the proposed SF-E development will be subject to the Lancaster Development Code, Subdivision Regulations and all other relevant City codes. There are no restrictive covenants outlined in the warranty deed.

Availability of utilities and access:

The City does not have any water or sewer lines in this area. Rockett Special Utility District (SUD) provides water service and a septic tank will be required for sewer services. Review and approval of septic systems is contracted through Dallas County Health and Human Services.

Site conditions such as vegetation, topography and floodplain:

The subject property is currently undeveloped. Upon construction of this site, factors such as vegetation, topography and flood plain issues will be addressed through the development review

process.

Timing of Development as it relates to the Capital Improvement Plan (CIP):

There are no capital improvements planned for the area.

Based upon an analysis of the five (5) criteria that must be taken into consideration when reviewing a change in zoning application, the proposed change request will integrate appropriately as the area is envisioned for single-family home development and is consistent with the Future Land Use Plan of the Comprehensive Plan.

Legal Considerations:

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

Public Information Considerations:

On March 19, 2023, a notice for this public hearing appeared in the Focus Daily Newspaper. Staff mailed notifications of this public hearing to property owners within 200-feet of the subject site and zoning signs were placed on the property. At the time of this report, staff has not received any letters in support or opposition.

Options/Alternatives:

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

Recommendation:

On April 24, 2023, City Council tabled Z23-04 to the May 8, 2023, City Council meeting. The Planning and Zoning Commission recommended approval of the request to rezone the property from Agricultural Open (AO) to Single-Family Estate (SF-E) and staff concurs.

Attachments

Ordinance

Location Map

Site Plan

Letter of Intent

Comprehensive Plan Excerpt

P&Z Agenda (April 4, 2023)

April 4, 2023 P&Z Draft Minutes

CITY OF LANCASTER CITY COUNCIL

City Council Regular Meeting

Item 4.

Meeting Date: 05/08/2023

Policy Statement: This request supports the City Council 2022-2023 Policy Agenda

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

Submitted by: Carey Neal, Assistant City Manager

Agenda Caption:

Discuss and consider appointments to the Comprehensive Plan Steering Committee.

Background:

The Comprehensive Plan is a city's policy document that guides long-range growth, development, and service delivery. Generally, a major plan update occurs every 10 years unless community conditions significantly change (i.e. population, development), which would cause an update to occur sooner. The Comprehensive Plan establishes the City Council's vision and goals for the following key areas: Future Land Use, Transportation, Infrastructure, Economic Development, Open Space and Recreation, Community character and Design, Historic Preservation, Public Facilities. The 2016 Comprehensive Plan update was developed through the use of an 18-member Advisory Committee that consisted of two City Council members, the LISD Superintendent, as well as Lancaster residents and business owners. Additionally, there were also extensive efforts to engage and obtain feedback from the public through multiple community workshops and public hearings.

The Comprehensive Plan has also been amended to incorporate and prioritize other guiding principle documents such as the Master Throughfare Plan (updated September 2020), Parks and Open Space Master Plan (updated June 2020), Trails Master Plan (updated September 2020), Streetscape Master Plan (updated September 2020), Water/Wastewater Master Plan (updated June 2021) and the Stormwater Master Plan (scheduled adoption June 2023).

The City Council engaged in additional discussions to clarify, define and plan for the implementation of the comprehensive plan vision through the I-35E/Loop 9 corridor studies (adopted February 2021) and the Quality Residential Patten Book and Guide to define through text and pictures the quality, character, and style of residential development the community desires (pending).

An item was placed on the City Council agenda for May 2, 2022, at the request of Councilmember Marco Mejia to discuss the 2016 Comprehensive Plan. During the discussion, City Council provided direction to request proposals for a company that would facilitate a comprehensive plan update.

On August 1, 2022, staff issued a Request for Qualifications (RFQ) and received only one proposal from Gap Strategies.

At the November 7, 2022, meeting, the City Council received a presentation from Gap Strategies regarding their community planning qualifications and experience with updating Comprehensive Plans. On November 8, 2022, a memo providing references for Gap Strategies was sent to City Council, and no additional feedback was received.

At the January 9, 2023, City Council Regular Meeting, the City Council approved Resolution 2023-01-02 approving a professional services agreement between the City of Lancaster and Gap

Strategies for the purpose of updating the City's Comprehensive Plan.

Between January 31, 2023 and February 3, 2023, Council met with Gap Strategies, LLC, regarding the scope of work proposed for the City of Lancaster. In this presentation, the process was outlined which included the Council appointment of a "Comprehensive Plan Stakeholder Committee" to work closely with staff and Gap Strategies, LLC. during the overall update process.

Operational Considerations:

City Council will appoint a 15-member advisory committee composed of the following individuals:

Development Services staff along with the City Managers Office will serve as staff resources to the committee.

Public Information Considerations:

This item is being discussed and 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 resolution as presented.
2. City Council may deny the resolution and direct staff.

Recommendation:

Staff recommends approval as presented.

Attachments

Resolution

CITY OF LANCASTER CITY COUNCIL

City Council Regular Meeting

Item 5.

Meeting Date: 05/08/2023

Policy Statement: This request supports the City Council 2022-2023 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:

In accordance with Section 551.071 of the Texas Government Code (the Texas Open Meetings Act), the City Council shall convene in executive session to confer with the City's attorney to discuss pending, threatened, contemplated or potential related litigation in regard to Real Property located at 632 Reindeer Road.

LANCASTER CITY COUNCIL

City Council Regular Meeting

Item 6.

Meeting Date: 05/08/2023

Policy Statement: This request supports the City Council 2022-2023 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:

Reconvene into open session. Consider and take appropriate action(s), if any, on closed/executive session matters.

Background:

This agenda item allows City Council to take action necessary, if any, on item(s) discussed in Executive Session.