



**NOTICE OF WORK SESSION AGENDA
LANCASTER CITY COUNCIL
JAMES R. WILLIAMS PUMP STATION
TRAINING ROOM, 1999 JEFFERSON, LANCASTER, TEXAS**

Monday, August 21, 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 James R. Williams Pump Station Training Room, as required by the Texas Open Meetings Act.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/87012494035?pwd=R0tOSERQekozaDJkTk1vQUhFUzJjdz09>

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

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

7:00 P.M. WORK SESSION:

CALL TO ORDER

1. Discuss power capacity within the City of Lancaster to ensure adequate supply for current and future residential and industrial growth.
2. Discuss utility capacity within the City of Lancaster to ensure adequate supply for current and future residential and industrial growth.
3. Discuss the Quality Residential "Pattern Book".
4. Receive a presentation regarding single-family Residential Incentive Programs for developers and builders.
5. Discuss and receive a third quarter of Fiscal Year (FY) 2022/2023 update on the operations and management of Country View Golf Course.
6. Discuss and receive a presentation regarding economic development incentives.
7. Discuss the travel and education budget for District 3.

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 Thursday, August 17, 2023 @ 8:20 p.m. and copies thereof were provided to the Mayor, Mayor Pro-Tempore, Deputy Mayor Pro-Tempore and Council members.



Carey D. Neal, Jr.
Deputy City Manager

CITY OF LANCASTER CITY COUNCIL

City Council Work Session

Item 1.

Meeting Date: 08/21/2023

Policy Statement: This request supports the City Council 2023-2024 Policy Agenda

Goal(s): Sound Infrastructure
Quality Development

Submitted by: Vicki D. Coleman, Director of Development Services
Andrew Waits, Director of Public Works

Agenda Caption:

Discuss power capacity within the City of Lancaster to ensure adequate supply for current and future residential and industrial growth.

Background:

As prescribed in the City Council Rules and Procedures as amended July 2023, Section D. City Council Agenda Process, Subsection 1.b, Councilmember Strain-Burk requests that an item be placed on a City Council work session for the purpose of discussing current and future residential and industrial growth in the City of Lancaster that require significant amounts of water and power.

This item is for City Council discussion.

CITY OF LANCASTER CITY COUNCIL

City Council Work Session

Item 2.

Meeting Date: 08/21/2023

Policy Statement: This request supports the City Council 2023-2024 Policy Agenda

Goal(s): Sound Infrastructure

Submitted by: Andrew Waits, Director of Public Works

Agenda Caption:

Discuss utility capacity within the City of Lancaster to ensure adequate supply for current and future residential and industrial growth.

Background:

As prescribed in the City Council Rules and Procedures as amended July 2023, Section D. City Council Agenda Process, Subsection 1.b, Councilmember Strain-Burk requests that an item be placed on a City Council work session.

This item is for City Council discussion.

CITY OF LANCASTER CITY COUNCIL

City Council Work Session

Item 3.

Meeting Date: 08/21/2023

Policy Statement: This request supports the City Council 2023-2024 Policy Agenda

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

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

Agenda Caption:

Discuss the Quality Residential "Pattern Book".

Background:

During the FY 2020-2021 Strategic Planning Session, City Council identified the goal of evaluating strategies to attract low-density, high-quality single-family residential development. Halff Associates, Inc. proposed to implement a residential architectural and urban character pattern book and blueprint that outlines a framework with unique characteristics to establish a benchmark for future development within Lancaster; and to align with our zoning districts and standards.

The proposed process of development for the pattern book and blueprint were to consist of the following four-phase process with opportunities for Council to participate with a Halff Associate representative to identify critical goals and needs. The four phases are as follows:

Phase 1 - Discovery and Analysis - Each Council member had the opportunity to share their input.
Phase 2 - Council Workshop (April 24, 2021, and June 24, 2021)
Phase 3 - Draft Report (February 21, 2022)
Phase 4 - Final Plan

City Council participated in a full-day work session on April 24, 2021 and a secondary session on June 24, 2021. Halff conducted one on one interviews with the City Council and also conducted interviews with various residential developers who were engaged in recent projects, own land in the City, or have expressed interest in developing within Lancaster.

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. An item was placed on the April 18, 2022, City Council agenda to receive comments and feedback from the Council regarding the document.

The Council received its most recent presentation during its November 7, 2022 Special Work Session meeting.

During the June 2023 Strategic Planning Session, City Council identified an objective to review the final document and provide and revisions and comments for consideration prior to finalizing.

Attachments

Exhibit A Quality Residential - Pattern Book

CITY OF LANCASTER CITY COUNCIL

City Council Work Session

Item 4.

Meeting Date: 08/21/2023

Policy Statement: This request supports the City Council 2023-2024 Policy Agenda

Goal(s): Quality Development

Submitted by: Vicki Coleman, Director of Development Services

Agenda Caption:

Receive a presentation regarding single-family Residential Incentive Programs for developers and builders.

Background:

As prescribed in the City Council Rules and Procedures as amended July, 2023, Section D. City Council Agenda Process, Subsection 1.b., Councilmember Carol Strain-Burk requested that an item be included on a work session agenda for the purpose of discussing a Residential Incentive Program.

At the City Council Work Session on June 22, 2020, and at a Strategic Planning Session on June 26 and 27, 2020, City Council received information and had a discussion regarding a Residential Incentive Program. A Residential Incentive Program is designed for developers and residential home builders, as well as property owners, who execute an approved Residential Development Plan with the City to recoup an agreed percentage of taxes received by the City for newly constructed owner-occupied single-family homes. Qualifications, performance standards, requirements, and the amount of incentives are created and adopted by the City Council.

The Residential Incentive Program is a reimbursement plan made possible by increased sales tax and/or property tax revenue that would be increased property values over a period of time designated by the City.

Additionally, City Council received a presentation on October 19, 2020 regarding the Quality Residential incentive program. City Council undertook the Quality Residential Planning initiative in an effort to gain consensus on standards that could be incorporated into development agreements when residential builders requested incentive consideration for quality residential development. The Quality Residential Pattern Book included information regarding potential incentive tools that could be utilized for residential development.

This item is a companion to the Quality Residential Pattern Book and for City Council discussion.

CITY OF LANCASTER CITY COUNCIL

City Council Work Session

Item 5.

Meeting Date: 08/21/2023

Policy Statement: This request supports the City Council 2023-2024 Policy Agenda

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

Submitted by: Dori Lee, Assistant City Manager

Agenda Caption:

Discuss and receive a third quarter of Fiscal Year (FY) 2022/2023 update on the operations and management of Country View Golf Course.

Background:

On April 11, 2022, the City Council extended a management agreement with Touchstone Golf, LLC, and requested staff to continue providing a quarterly update on golf course operations.

This is the update for the third quarter of FY 2022/2023 for the period of April 1, 2023 – June 30, 2023.

Attachments

Quarterly Update

CITY OF LANCASTER CITY COUNCIL

City Council Work Session

Item 6.

Meeting Date: 08/21/2023

Policy Statement: This request supports the City Council 2023-2024 Policy Agenda

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

Submitted by: Shane Shepard, Director of Economic Development

Agenda Caption:

Discuss and receive a presentation regarding economic development incentives.

Background:

As prescribed in the City Council Rules and Procedures, as amended July 2023, Section D., City Council Agenda Process, Subsection 1.b, Councilmember Marco Mejia requested an item be included on a work session agenda for the purpose of discussing economic development incentives.

City Council will receive a presentation.

CITY OF LANCASTER CITY COUNCIL

City Council Work Session

Item 7.

Meeting Date: 08/21/2023

Policy Statement: This request supports the City Council 2023-2024 Policy Agenda

Goal(s): Financially Sound Government
Professional and Committed City Workforce

Submitted by: Opal Mauldin-Jones, City Manager

Agenda Caption:

Discuss the travel and education budget for District 3.

Background:

As prescribed in the City Council Rules and Procedures, amended in July 2023, Section D. City Council Agenda Process, Subsection 1.b., Councilmember Marco Mejia requested that an item be included on a Work Session Agenda for the purpose of discussing the City Council travel and education budget for District 3.

In November 2017, City Council adopted a travel policy regulating out-of-town travel, local meetings, entertainment, personal car mileage, and/or other expenses incurred by councilmembers while representing the City at various conferences, meetings, conventions, seminars. Each City Councilmember has \$7,000 budgeted for travel and education and the Mayor has \$7,500.

Councilmember Mejia discussed with the City Attorney his request to transfer his allocated travel and education funds to a department of his choice. Councilmember Mejia shared his request with City staff at the July Work Session.

Councilmember Mejia requested this item to be placed on a work session agenda for discussion.