



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



**Monday, March 18, 2024 - 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 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/82421745325?pwd=MGpGUxc2OVozNjRDdUI5TWVWR1N2Zz09>

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

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

## **CALL TO ORDER**

### **7:00 P.M. WORK SESSION:**

1. Receive a presentation from Linebarger Goggan Blair & Sampson, LLP regarding delinquent property tax and municipal fines & fees collection.
2. Discuss and receive a presentation and discuss a usage policy for Downtown/Public Space.
3. Discuss and receive an update on the operations and management of Country View Golf Course for the first quarter (October-December) fiscal year FY 2023-2024.
4. Discuss and receive a presentation regarding the Quarterly Financial Report for the first quarter of Fiscal Year (FY) 2024 for the period ending on December 31, 2023.
5. 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 16 and 17th, 2023, for the first quarter of the Fiscal Year 2023/2024.

## **ADJOURNMENT**

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**EXECUTIVE SESSION:** The City Council reserves the right to convene into executive session on any posted agenda item pursuant to Section 551.071(2) of the Texas Government Code to seek legal advice concerning such subject.

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**ACCESSIBILITY STATEMENT:** Meetings of the City Council are held in municipal facilities 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.

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

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

FUEGO OCULTADA.

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

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

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### **Certificate**

**I hereby certify the above Notice of Meeting was posted at Lancaster City Hall on March 14, 2024 @ 6:20 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 horizontal line.

Carey D. Neal, Jr.  
Deputy City Manager

# CITY OF LANCASTER CITY COUNCIL

## City Council Work Session

## Item 1.

**Meeting Date:** 03/18/2024

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

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

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

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### **Agenda Caption:**

Receive a presentation from Linebarger Goggan Blair & Sampson, LLP regarding delinquent property tax and municipal fines & fees collection.

### **Background:**

Linebarger Goggan Blair & Sampson, LLP is the law firm responsible for delinquent property tax and municipal fines and fees collections for the City of Lancaster.

Linebarger will make a presentation regarding their services for the 2023/2024 fiscal year to the City of Lancaster.

# CITY OF LANCASTER CITY COUNCIL

## City Council Work Session

## Item 2.

**Meeting Date:** 03/18/2024

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

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

**Submitted by:** Dori Lee, Assistant City Manager

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### **Agenda Caption:**

Discuss and receive a presentation and discuss a usage policy for Downtown/Public Space.

### **Background:**

During the 2023 strategic planning session, City Council identified a goal for downtown public space usage.

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

#### *Objective #5. Breezeway (Downtown/Public Space) Usage Policy*

Several meetings were held with the building owners to create input and consensus starting in August 2023 through February 2024.

- August 16, 2023
- September 20, 2023
- November 14, 2023
- January 9, 2024
- February 5, 2024

Despite diverse opinions from downtown building owners, an effort was made to establish a consensus by adhering to best practices and aiming for a balanced approach that accommodates the interests of all stakeholders.

City Council will receive a presentation.

# CITY OF LANCASTER CITY COUNCIL

## City Council Work Session

## Item 3.

**Meeting Date:** 03/18/2024

**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

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### **Agenda Caption:**

Discuss and receive an update on the operations and management of Country View Golf Course for the first quarter (October-December) fiscal year FY 2023-2024.

### **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 first quarter of FY 2023/2024 for the period of October 1, 2023 – December 31, 2023.

### **Attachments**

First Quarter Update

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# CITY OF LANCASTER CITY COUNCIL

## City Council Work Session

Item 4.

**Meeting Date:** 03/18/2024

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

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

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

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### **Agenda Caption:**

Discuss and receive a presentation regarding the Quarterly Financial Report for the first quarter of Fiscal Year (FY) 2024 for the period ending on December 31, 2023.

### **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 first quarter of fiscal year 2024; October 1, 2023 through December 31, 2023.

### **Attachments**

First Quarter FY2024

First Quarter FY2024 Investment Report

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# CITY OF LANCASTER CITY COUNCIL

## City Council Work Session

Item 5.

**Meeting Date:** 03/18/2024

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

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### **Agenda Caption:**

Discuss and receive a presentation regarding the City Council's Five-Year Goals and Objectives established during the annual City Council Strategic Planning Session held on June 16 and 17th, 2023, for the first quarter of the Fiscal Year 2023/2024.

### **Background:**

City Council conducted an annual Strategic Planning Session on June 16 and 17th, 2023. This report represents activity for the first quarter of the Fiscal Year 2023/2024 (October 1, 2023, through December 31, 2023). This is a review of the implementation and progress of the goals and objectives outlined in the Fiscal Year 2023/2024 strategic plan and how said goals and objectives connect to continued progress toward the realization of the Vision.

### **Attachments**

First Quarter Update

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