



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



Monday, January 9, 2017 - 6:30 PM

6:30 P.M. SPECIAL WORK SESSION:

1. Receive a presentation and discuss an "Opportunity Assessment" of the Country View Golf Club course and its management operations conducted by Touchstone Golf, LLC.

ADJOURN SPECIAL WORK SESSION

7:00 P.M. REGULAR MEETING:

CALL TO ORDER

INVOCATION: Ministerial Alliance

PLEDGE OF ALLEGIANCE: Councilmember Nina Morris

PROCLAMATION: LISD Football Recognition

CITIZENS' COMMENTS:

At this time citizens who have pre-registered before the call to order will be allowed to speak on any matter other than personnel matters or matters under litigation, 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.

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 City Council Regular Meeting held on November 14, 2016 and Special Meeting held on December 19, 2016.
2. Consider a resolution of the City Council of the City of Lancaster, approving and amending the policies of the Veterans Memorial Library to include an Institutional Library Card and Mobile Hot Spot.
3. Consider a resolution authorizing Dallas County to resell 4291 and 4293 Elkins Ave, tax foreclosed properties, by public or private sale, to the highest qualified purchaser, as provided by Section 34.05 of the Texas Property Tax Code.

4. Consider a resolution approving the terms and conditions of a project specific interlocal agreement by and between Dallas County and the City of Lancaster for the reconstruction of Colonial Drive from Jefferson Street to Dallas Avenue; Park Place from Jefferson Street to Dallas Avenue; and Centre Lane from Colonial Lane to Park Place in an amount not to exceed \$203,780.00.

PUBLIC HEARING:

5. Z16-10 Conduct a Public Hearing and consider a Specific Use Permit (SUP) to allow a Commercial Amusement/Recreation (Indoor) use at 2625 North Dallas Avenue, Lancaster, TX, consisting of an approximately 1.588 acre tract currently zoned Retail (R).
6. Z16-11 Conduct a Public Hearing and consider a rezoning request from SF-6 Single Family Residential to LI Light Industrial at 3520 Waters Street, Lancaster, TX, consisting of an approximately 1.094 acre tract, being a portion of the Silas B. Runyon Abstract 1199, Page 180, Lancaster, Dallas County, Texas.

ACTION:

7. Consider confirmation of Civil Service Commission appointment as designated by the City Manager.
8. Discuss and consider annual appointments to City of Lancaster boards and commissions.
9. Consider confirmation of nominations made by the Mayor for appointments to the City of Lancaster Zoning Board of Adjustment.

EXECUTIVE SESSION:

10. The City Council shall convene into closed executive session pursuant to Section § 551.074 (a)(1) of the TEXAS GOVERNMENT CODE to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: City Attorney.
11. Reconvene into open session. Consider and take appropriate action(s), if any, on closed/executive session matters.

ADJOURNMENT

EXECUTIVE SESSION: The City Council reserve 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 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 the Lancaster City Hall on January 5, 2017 @ 7:30 p.m. and copies thereof were provided to the Mayor, Mayor Pro-Tempore, Deputy Mayor Pro-Tempore and Council members.



Sorangel O. Arenas
City Secretary

LANCASTER CITY COUNCIL

City Council Special Work Session

Item 1.

Meeting Date: 01/09/2017

Policy Statement: This request supports the City Council 2016-2017 Policy Agenda

Goal(s): Healthy, Safe & Vibrant Community
Sound Infrastructure

Submitted by: Sean Johnson, Managing Director

Agenda Caption:

Receive a presentation and discuss an "Opportunity Assessment" of the Country View Golf Club course and its management operations conducted by Touchstone Golf, LLC.

Background:

During the FY 2016 annual strategic planning session (June 2015) City Council established a goal to have an assessment of the Country View Golf Club course and its operations be conducted in an effort to provide information to consider the future direction of the golf course and its operations. The City of Lancaster Purchasing Division advertised an RFP (Request for Proposals) in April of 2016 and awarded the consultant contract to Touchstone Golf, LLC. The assessment began in June 2016 which included a week long site visit and review of the golf course and its entire operations, as well as, ongoing communication with Golf Pro David Royar and city staff.

The City entered into an extended golf course management agreement with David Royar on December 12, 2005 that originated July 1, 2003. The term of the extended contract was ten years, ending in 2015 with an automatic six month renewal unless either party gives notice of termination. In 2013, City Council extended this contract from the 2015 end date to 2017.

This extension was given to allow David Royar to go into a four year term lease versus a two or three year term lease for carts. The shorter term lease would be more costly and impact golf course maintenance as a result of the higher cart lease payments.

The conditions of the new agreement included modifying the existing agreement to relinquish the City of Lancaster of any financial obligations arising from or pertaining to the lease of said golf carts, as well as, providing a discounted rate of (25%) for City of Lancaster residents on green and cart fees.

This assessment will provide information to assist with "next steps" as to the future of Country View Golf Club course and its operations.

Council will receive a presentation from Touchstone Golf, LLC.

LANCASTER CITY COUNCIL

City Council Regular Meeting

Item 1.

Meeting Date: 01/09/2017

Policy Statement: This request supports the City Council 2016-2017 Policy Agenda

Submitted by: Sorangel O. Arenas, City Secretary

Agenda Caption:

Consider approval of minutes from the City Council Regular Meeting held on November 14, 2016 and Special Meeting held on December 19, 2016.

Background:

Attached for your review and consideration are minutes from the:

- City Council Regular Meeting held on November 14, 2016
- City Council Special Meeting held on December 19, 2016.

Attachments

November 14, 2016 Minutes

December 19, 2016 Minutes

MINUTES

LANCASTER CITY COUNCIL MEETING OF NOVEMBER 14, 2016

The City Council of the City of Lancaster, Texas, met in a called Regular session in the Council Chambers of City Hall on November 14, 2016 at 7:00 p.m. with a quorum present to-wit:

Councilmembers Present:

Mayor Marcus E. Knight
Mayor Pro Tem Carol Strain-Burk
Deputy Mayor Pro Tem Stanley Jaglowski
Marco Mejia
Spencer W. Hervey Jr.
Clyde C. Hairston
Nina Morris

City Staff Present:

Opal Mauldin-Robertson, City Manager
Rona Stringfellow, Assistant City Manager
Dori Lee, Human Resources Director
Ed Brady, Director of Economic Development
Jermaine Sapp, Equipment and Facilities Services Director
Sean Johnson, Managing Director of Quality of Life & Cultural Services
Baron Sauls, Finance Director
Jim Brewer, Director of Public Works
Robert Franklin, Fire Chief
Fabrice Kabona, Assistant to the City Manager
Alton Dixon, Purchasing Manager
Kay Brown, Community Relations Coordinator
J. B. Boulton, Assistant Chief
Beau Jackson, Acting Assistant Chief
Cheryl Womble, Administrative & Community Relations Supervisor
Robert E. Hager, City Attorney
Mayra Ortiz, Deputy City Secretary
Sorangel O. Arenas, City Secretary

Call to Order:

Mayor Knight called the meeting to order at 7:00 p.m. on November 14, 2016.

Invocation:

Pastor John Richardson gave the invocation.

Pledge of Allegiance:

Councilmember Hairston led the pledge of allegiance.

Presentation:

Mayor Knight presented Graduate Certificates to members of the recent the 2016 Civic Leadership Academy and congratulated members on a successful completion of the program. Certificates were presented to: Aderiance Ragland, Carlton Woods, Charlene Hill, Courtney Hawkins, Demetria McDonald, Eduardo Cruz, Ivory Williams, Janae Beard, Karen Collins, Kelli Watson, Kendra Fry, Kimyatta Grimes, Kojo Nkrumah, Lashaune Tisdale, Madelyn Wilkinson, Mary Guinn, Pamela Yeargin, Secelia Cooks-Dabney, Stephen Martell, Tamiko Warren, Tarviya Royal, and Will Clark. Chris Miller, Joseph Moore, and Shekina Barber graduated but were not in attendance.

Citizens' Comments:

Pastor John Richardson, 1004 N. Jefferson Street, extended an invite to attend the "Thanksgiving Revival" event held by the Lancaster Indomination Minister Alliance (LIMA) on November 14-15, 2016 at 200 Rea Avenue beginning at 7:00 p.m.

Consent Agenda:

City Secretary Arenas read the consent agenda.

1. **Consider approval of minutes from the City Council Regular Meeting held on October 24, 2016.**
2. **Consider a resolution declaring certain board, commission and committee position(s) vacant due to excessive absences.**
3. **Consider a resolution approving the terms and conditions of an Interlocal Agreement by and between the Parkland Health & Hospital System and the City of Lancaster to provide certain biomedical on-line services, providing for funding.**

Mayor Pro Tem Strain-Burk pulled Item 2.

MOTION: Mayor Pro Tem Strain-Burk made a motion, seconded by Deputy Mayor Pro Tem Jaglowski, to approve consent items excluding item 2. The vote was cast 7 for, 0 against.

2. **Consider a resolution declaring certain board, commission and committee position(s) vacant due to excessive absences.**

Mayor Pro Tem Strain-Burk recommended shifting alternate member to regular position.

Mayor Knight sought clarification from City Attorney Hager regarding the proper action to remove a current member due to absenteeism and requested a suggestion for the alternate member. City Attorney Hager indicated, based on item 2, Councils' action should be to declare a vacancy. To fill the vacancy, a separate agenda item must be entered.

Mayor Knight shared that item 2 is to establish if there is a vacancy in a position where attendance standards have not been met. Subsequently, an agenda item must be noticed to fill the vacant position.

Councilmember Hairston inquired when the vacancy positions could be filled. Mayor Knight advised the next meeting is scheduled for December 19, 2016; however, interviews for Boards and Commissions are on December 8, 2016. Applicants may be considered as an alternate or regular member to fill the vacancy during the annual appointments on December 19, 2016.

Councilmember Hairston inquired if there is a companion item to item 2. Mayor Knight stated that item 2 is to review the quarterly attendance record of which a member of Historic Landmark Preservation Committee (HLPC) did not meet attendance standards. The process is to approve the vacancy then fill any vacancy during the annual appointments in December.

MOTION: Mayor Pro Tem Strain-Burk made a motion, seconded by Councilmember Hervey, to approve consent item 2. The vote was cast 7 for 0 against.

4. **Z16-08 Conduct a Public Hearing and consider a Specific Use Permit (SUP) to allow a Commercial Amusement/Recreation (Indoor) use at 2705 North Dallas Avenue, Lancaster, TX, consisting of an approximately 0.68 acre tract currently zoned Retail (R).**

Assistant City Manager Stringfellow stated this request is to allow for a Specific Use Permit (SUP) to allow a Commercial Amusement/Recreation (Indoor) use. Currently, the Retail (R) district allows Commercial Amusement/Recreation (indoor) to have no more than four coin-operated machines, commonly known as “eight liners.” To obtain more than four coin-operated machines, the applicant is requesting a Specific Use Permit for a Commercial Amusement/Recreation (Indoor) use, which requires a Specific Use Permit to be granted in a Retail (R) district. Assistant City Manager Stringfellow noted that on October 10, 2016, the City Council approved Ordinance 2016-10-28 which prohibits the exhibition, display, or offering for play any games of chance. On September 15, 2016, a notice for this public hearing appeared in the Focus Daily Newspaper. Staff also mailed notifications of this public hearing to the property owners that are within 200-feet of the subject site, and zoning signs were placed on the subject property. These actions fulfill the noticing requirement pursuant to Section 14.207 of the Lancaster Development Code (LDC) and this item is noticed in accordance with the Texas Open Meeting Act.. There were 2 notifications returned in support of this application, attached. There were no notifications returned in opposition to this application. On October 4, 2016, the P&Z Commission recommended denial of the rezoning request. It is of note that with the P&Z recommended denial of the rezoning request; a supermajority (6 of the 7 members of Council) is required to approve the request. Assistant City Manager Stringfellow advised Staff concurs with the P&Z, and recommends denial of this request. On October 10, 2016 City Council approved Ordinance 2016-10-28 which prohibits the exhibit, display, or offering for play only games of chance.

Deputy Mayor Pro Tem Jaglowski sought clarification that the ordinance prohibits any and all game machines, no matter the quantity. Assistant City Manager Stringfellow confirmed.

Assistant City Manager Stringfellow advised the property is located at 2705 North Dallas Avenue, on the northwest corner of North Dallas Avenue and West Wintergreen Road.

Mayor Pro Tem Strain-Burk inquired if a Specific Use Permit (SUP) is required based on the recent ordinance approved. Assistant City Manager Stringfellow stated the requirements to obtain a Specific Use Permit (SUP) were approved in 2006 and defined by the LDC

Mayor Knight opened the public hearing.

There were no speakers.

MOTION: Councilmember Morris made a motion, seconded by Deputy Mayor Pro Tem Jaglowski to close the public hearing. The vote was cast 7 for, 0 against.

MOTION: Mayor Pro Tem Strain-Burk made a motion, seconded by Deputy Mayor Pro Tem Jaglowski to deny item 4. The vote was cast 7 for, 0 against.

- 5. Conduct a Public Hearing and consider an Amendment to the City of Lancaster Comprehensive Plan and Future Land Use Map and a rezoning request to amend PD-Planned Development Ordinance #2003-09-24, as amended to allow front entry garages for perimeter lots, setback modifications, and lot size modifications. The property is located on the south side of W. Pleasant Run Road, East of Rawlins Drive. The property is more particularly described as Millbrook East, Phase 3A being a 17.488 acre tract of land situated in the William Rawlins Survey, Abstract No. 1200, Lancaster, Dallas County, Texas; and Millbrook East, Phase 3B being a 14.963 acre tract of land situated in the William Rawlins Survey, Abstract No. 1200, Lancaster, Dallas County, Texas.**

Assistant City Manager Stringfellow opened the public hearing by sharing that this request is to amend the current PD – Planned Development – Planned Development District #2003-09-24 to allow for front entry garages along perimeter lots, adjust setbacks, and reduce minimum lot sizes. The applicant has had at least two public hearing matters with the Planning and Zoning Commission. The second public hearing was after the board advised the applicant to work with the residents to attempt to find a

compromise. Assistant City Manager Stringfellow shared the requirements for the existing PD – Planned Development, the original requests from the applicant, and the modified requests. On October 4, 2016, the Planning and Zoning Commission recommended approval of this rezoning.

Mayor Knight offered the applicant an opportunity to gather the questions for a chance to respond, if the applicant wishes.

Mayor Pro Tem Strain-Burk asked if the action is requiring amending the new Comprehensive Plan. Assistant City Manager Stringfellow stated that the Comprehensive Plan does not reference minimum lot sizes and staff has not solidified regulations that would state a lower lot size. Applicant is following the previous PD – Planned Development under that ordinance at that particular time. She referenced page 76 of the Comprehensive Plan addressing concerns on how to ensure pedestrian-oriented neighborhoods consistent with City's policies and goals. Mayor Knight asked Mayor Pro Tem Strain-Burk to reiterate her specific question to ensure all questions are addressed. Mayor Pro Tem Strain-Burk is requesting clarification based on the current PD – Planned Development which the applicant wishes to amend with their submitted request. Presenting a new amendment to the PD – Planned Development allows landscape guidelines based on the new Comprehensive Plan. She shared the ability in adding additional landscape requirements, modifications in the setbacks, and placement requirement for the garage as long as the requirements are documented. The proposed PD – allows the governing body to add additional requirements. Mayor Pro Tem Strain-Burk inquired of Assistant City Manager Stringfellow that if the governing body decides not to amend the current PD – Planned Development, does the request revert back to the previous PD – Planned Development.

Assistant City Manager Stringfellow advised that under the current Comprehensive Plan, the applicant has met the vision of what the previous zoning stated. The 2002 Comprehensive Plan and the current Comprehensive Plan allows PD – Planned Development zoning to add additional requests to make it unique. The request reflects a portion of both former and current standards in their current zoning. Assistant City Manager Stringfellow shared that the original PD – Planned Development was approved in 1984. Mayor Pro Tem Strain-Burk stated that the following PD – Planned Development raised the standards to the next level and doesn't have documentation to compare. Mayor Knight stated that her request for information doesn't alter the potential development suggestions. If there are specific setbacks or landscape requirements that are preferable then those ideas must be addressed so staff may assist in planning some suggestions.

Deputy Mayor Pro Tem Jaglowski shared that he would like to view the original PD – Planned Development as a comparison.

Mayor Pro Tem Strain-Burk stated that there were no pictures produce to view their proposal and what the facade will appear. Mayor Knight requested additional information on facades and renderings.

Councilmember Hairston agreed with Mayor Pro Tem Strain-Burk. He doesn't want a development in a "cookie cutter" style. Mayor Knight suggested proposing articulation and variation requirements.

City Manager Mauldin-Robertson inquired to clarify the question of "what are you comparing it to?" She stated that when the matter is a PD, the only matter that is brought forth for Council's consideration is what the applicant is requesting to modify. She shared that the original PD, chart PD-060, states the requirements. The only comparison information presented is what the applicant is requesting to amend. Since the matter is a Planned Development, it is not restricted but flexible alongside with the regulations requirement. The governing body has the ability to request other items because the applicant is asking to open the PD which allows the governing body the ability to amend other items. The purpose of the chart is to show the items the applicant is requesting. The Council has the comparison data from the original PD and can compare to the applicant's original request and compromise result after meeting with P&Z and residents. If there are additional characteristics that the Council wants to be considered as part of this development the applicant and staff need to know those items tonight so the applicant may provide the information.

Mayor Pro Tem Strain-Burk requested that the garage be at least eight feet back from the façade and J-drives for front entry. Assistant City Manager Stringfellow stated that in the LDC it allows for front entry with a J-drive with certain standards and inquired clarification. Mayor Pro Tem Strain-Burk requested street trees to create the image preferred.

Deputy Mayor Pro Tem Jaglowski requested wider sidewalks with curves and bends with trees in the boulevards between the streets. He inquired about the minimum lot size of 9,000 square which the 2016 Comprehensive Plan identifies as suitable for Suburban Neighborhoods with a minimum of 9,000 square foot lot.

Mayor Knight advised that the chart in the agenda communication helps show what the original standards were, the original request from the applicant, and the revised request from the applicant. Mayor Knight requested to hold the questions for the developer and ask questions or seek clarification from staff.

Deputy Mayor Pro Tem Jaglowski inquired if 1800, 1900, 2000 square feet lot sizes are livable and are lot sizes inclusive with the garage. Assistant City Manager Stringfellow responded that the lot sizes are livable and excludes the garage.

Councilmember Hairston spoke on the Millbrook East development regarding narrow streets. He shared that he has received several complaints so setbacks are an issue. Mayor Pro Tem Strain-Burk shared that narrow streets allow vehicles to slow down and encourages walking because citizens feel safe and having the houses closer to the street enables the ability to relate to other individuals in the area. Councilmember Hairston acknowledged Mayor Pro Tem Strain-Burk's comment and stated that some individuals may not understand the reasoning for narrow streets. Deputy Mayor Pro Tem Jaglowski inquired from Councilmember Hairston if the width of the street is his concern. Councilmember Hairston confirmed.

Councilmember Hairston addressed that the concerns are the setbacks and the width of streets. Mayor Knight acknowledged his concerns.

Mayor Knight opened the public hearing.

Bob Devillier, Camillio Properties, stated his company has previously built some houses in Millbrook East and encouraged Council to view the existing properties. He was looking at amending a few items on the PD like reducing the square footage of living space. However, after meeting with the residents the request has been omitted. Applicant is requesting the minimum square footage as provided in the current PD. He noted that constructing alleys around all the perimeter lots would reduce the lot sizes especially in 3B. There are a lot of existing trees adjacent to the walk path that will have to be removed. In 3A, there are some existing alleys along the property boundaries so that only a few lots would be front entry lots. Their plan is to try to get as many lots that was originally planned for in the current Comprehensive Plan. He stated that 3A has approximately 87 lots and 3B has approximately 78 lots all with a minimum 6,000 square foot. Based on the current PD, he understands that the minimum square footage was 6,600 square feet and does not understand where the minimum of 9,000 square feet derived from. Applicant stated that his company will still develop the same square footage homes as stated in the current PD-Planned Development. He stated that any landscaping and street guidelines addressed in the current PD, his company is willing to abide by. Since he is opening up the PD for possible amendments, the governing body has the right to request additional items. He stated that he is willing to work with staff and Council to address the suggestions. He shared his excitement witnessing the individuals in the community being honored and would like to be a part of this community. He stated that his company is not going to develop "cookie cutter" homes or identical homes. A multitude of floor plans are available but will have to review the set-up of the garages. The setbacks were not an attempt to pull them closer but referencing the minimum requirements of 20 feet. The plan was to have some setbacks at 20 feet and some 25 feet to break off the monotony with some one story homes and others

two story homes. He reiterated that they did not make a request to reduce the setbacks but want to meet the minimum requirements.

Councilmember Hairston asked if the homes are built to sell or rent. Applicant Devillier shared that it depends on the cost of the development.

Applicant Devillier stated that they treat the homes like an apartment building and update each residence for the new tenant.

Applicant Devillier confirmed that the streets are narrow and people do park on both sides of the street which makes it challenging. He stated that they will go by the minimum requirement which is 27 feet face to face curb which allows one row of traffic.

Councilmember Hairston inquired if the homes developed would be rental. Applicant stated that cost is a factor if the homes will be rental properties since their primary business is rental properties.

Councilmember Morris asked if the properties are treated as apartment style living. Applicant stated that it is treated similar like an apartment. When a tenant moves out, the home is refurbished and all broken components are replaced. Councilmember Morris requested how much the properties are rented for. Applicant Devillier indicated in the Houston area they estimate about \$1350-1400, in this area might be a little higher but unsure. The properties are not government funded homes.

Applicant Devillier shared that the removal of those perimeter alleys allowed for the larger lot sizes and adding them in would reduce the lot sizes and the number of properties in this addition. Currently, with the 6,000 square foot lot with a 2,000 square foot home the value is estimated at \$175,000 - \$200,000 each even with a smaller lot. The smaller lot will not reduce the tax revenue but will certainly reduce the number of properties to develop.

Applicant Devillier disclosed that approximately 40% of the properties will have front entry garages while the remaining will have alley entry garages.

Deputy Mayor Pro Tem Jaglowski asked if 6,000 square feet is the amount of density for value and not 6,600 square feet. Applicant shared that they looked at 6,600 square feet and it reduced the number of lots by ten percent. Deputy Mayor Pro Tem Jaglowski requested to keep the lot size at 6,600 square feet along with the alleys.

Councilmember Hairston inquired the process of all requests noted. Mayor Knight shared that all concerns are being documented through the PD and staff will coordinate with the developer to work through the list of questions.

Councilmember Hervey requested information on the Applicant's firm. Applicant Devillier shared that they have developments in Fort Worth, Lancaster, Houston, San Antonio, and College Station. Pertaining to item 5, Camillio Properties has been in business about 4 years and Mike Camillio has been in business for 20-30 years. The property concept is fairly new but not just to the company but in general. The company maintains, builds, and leases the property to obtain control of all matters.

Councilmember Hervey inquired the location of the oldest development. Applicant stated that the older development is when they purchase lots in predeveloped areas. In Houston, they have about 500 lots developed with homes. Councilmember Hervey asked what is the biggest community and how long. Applicant stated about 270 in less than 2 years with a 95% occupancy rate.

Mayor Pro Tem Strain-Burk shared that based on here calculations of 163 proposed homes along with the current 70 homes totals to be 233 rental homes. About a year ago, Millbrook East residences shared their concerns about having rentals in their neighborhood. She requested to see the product. Councilmember Mejia stated that this development is a different plan and cannot judge one based on another development. He requests to see the product on paper.

Mayor Pro Tem Strain-Burk inquired of staff the percentage increase of rental property to what degree. She shared that there is a percentage of rental occupied and owner occupied by adding the proposed homes what would the percentage be.

Councilmember Hairston stated that he is not certain but believes that majority of the rental property is located in District 5. There are property owners that have resided in the City for some time that are concern when having several rental properties.

Deputy Mayor Pro Tem Jaglowski shared his suggestions to keep the alleys, widen the streets, sidewalks that are curving, 6,600 square feet lots, 1800 square feet, 1900 square feet, and 2000 square feet of livable space. He noted that the Planning and Zoning minutes referenced that the company was adding some landscaping to one of the medians in the neighborhood to add additional value. Applicant Devillier stated that one of the medians they have trouble in getting the grass to grow and he offer to allow their company to add some landscaping. Deputy Mayor Pro Tem Jaglowski noted that with the increase of lot size will allow sharing the common areas with the Public Improvement District with improving the median. He inquired of staff and applicant the proposed mailbox status and request not to have a common mailbox area preferable shared by two homes.

Councilmember Morris asked if the properties will be rent-to-own or primary rental properties. Applicant Devillier stated if they start the process as a rental, the properties will remain as a rental. The company has not projected long to rental before selling the homes. She inquired the turnover rate on the leases and length of the lease. Applicant Devillier shared that he is unsure since he is on the development side.

Mayor Knight requested clarification on lease term and renewal lease term. Councilmember Morris added to suggest a five year lease.

Councilmember Hairston inquired the number of individuals at the PID meeting. Applicant Devillier stated that a few individuals and some PID members adjacent which stated some concerns with some trees.

Mayor Knight sought clarification from City Attorney Hager that if the governing body does not approve item 5, is the developer locked into the original PD standards. City Attorney Hager confirmed. There has been discussion about rental properties and percentage and asked City Attorney Hager to speak on the legality.

City Attorney Hager shared his concerns that based on Fair Housing Act, the governing body does not have the right to dictate whether the individual can rent or lease their home. They own all the homes so we have to be very careful and conscious of the Fair Housing Act. Must be careful on putting obligation to have an owner occupied and must be conscious on how you get to the desire goal and make sure the properties are well-maintained.

Deputy Mayor Pro Tem Jaglowski clarified that if item 5 is denied, applicant is held to the original PD – 060. Mayor Knight confirmed.

Applicant Devillier requested for item 5 to be tabled to the following month to allow time obtain responses to the requests.

MOTION: Councilmember Morris made a motion, seconded by Mayor Pro Tem Strain-Burk to close the public hearing. The vote was cast 7 for, 0 against.

Councilmember Morris inquired action if the motion fails. City Attorney Hager stated the item will still be open for discussion.

Councilmember Hairston shared that there were a lot of questions and concerns and did note that applicant stated an opportunity to address all the questions and concerns.

Councilmember Morris requested to reiterate what happens if the motion to deny passes. Mayor Knight stated that the applicant will revert back to the current PD standards in building the properties which excludes the additional enhancements that have been suggested.

Mayor Pro Tem Strain-Burk stated denial will prevent front entry. Mayor Knight confirmed no front entry but alley.

City Manager Mauldin-Robertson clarified that there are some front entry in the subdivision. There is minimum possibility of some front entry in the subdivision.

Councilmember Hairston shared the applicant has made note of all the questions and concerns and Council still has the opportunity to take action at a later time. The applicant is will to bring forth improvements and suggestions based on the questions and concerns received.

Deputy Mayor Pro Tem Jaglowski inquired of City Manager Mauldin-Robertson to reiterate the possibility of having front entry. She shared that currently in Millbrook East some homes are front entry and to state that if PD remains the same, no additional front entry will be allowed. She is not prepared to confirm or deny that it is accurate because that was not an item to consider. She shared that she does not want Council to take action thinking that by denying the request, Council is precluding him from building front entry.

MOTION: Councilmember Mejia made a motion, seconded by Mayor Pro Tem Strain-Burk to deny item 5. The vote was cast 5 for, 2 against [Knight and Hairston].

- 6. Discuss and consider a resolution authorizing an alley waiver for Lots 1-16, Block E and Lots 1-7, Block F in the Proposed Millbrook East Phase 3A subdivision and Lots 1-25, Block A; Lots 1-11, Block D; and Lots 1-7, Block E, Proposed Millbrook East Phase 3B subdivision, generally located on the south side of West Pleasant Run Road; East of Rawlins Drive subject to the approval of the preliminary plat and final plat; and providing an effective date.**

City Manager Mauldin-Robertson stated that item 6 is a companion item to item 5 and suggested to be pulled.

MOTION: Councilmember Hairston made a motion, seconded by Deputy Mayor Pro Tem Jaglowski, to adjourn. The vote was cast 7 for, 0 against.

The meeting was adjourned at 9:05 p.m.

ATTEST:

APPROVED:

Sorangel O. Arenas, City Secretary

Marcus E. Knight, Mayor

MINUTES

LANCASTER CITY COUNCIL SPECIAL MEETING OF DECEMBER 19, 2016

The City Council of the City of Lancaster, Texas, met in a called Special session in the Council Chambers of City Hall on December 19, 2016 at 7:00 p.m. with a quorum present to-wit:

Councilmembers Present:

Mayor Knight
Mayor Pro Tem Carol Strain-Burk
Deputy Mayor Pro Tem Stanley Jaglowski
Spencer W. Hervey Jr.
Clyde C. Hairston

Councilmembers Absent:

Marco Mejia
Nina Morris

City Staff Present:

Opal Mauldin-Robertson, City Manager
Rona Stringfellow, Assistant City Manager
Dori Lee, Human Resources Director
Ed Brady, Director of Economic Development
Shane Shepard, Director of Economic Development
Jermaine Sapp, Equipment and Facilities Services Director
Sean Johnson, Managing Director of Quality of Life & Cultural Services
Baron Sauls, Finance Director
Jim Brewer, Director of Public Works
Sam Urbanski, Interim Police Chief
Robert Franklin, Fire Chief
Alton Dixon, Purchasing Manager
Jason B. Boulton, Assistant Chief
Robert E. Hager, City Attorney
Sorangel O. Arenas, City Secretary

Call to Order:

Mayor Knight called the meeting to order at 7:20 p.m. on December 19, 2016.

Consent Agenda:

City Secretary Arenas read the consent agenda.

- 1. Consider a resolution approving the terms and conditions of the agreement for support services with PST Services, Inc. to provide professional ambulance billing and collection services.**

MOTION: Mayor Pro Tem Strain-Burk made a motion, seconded by Councilmember Hairston, to approve consent item 1. The vote was cast 5 for, 0 against [Mejia and Morris absent].

- 2. Consider confirmation of Police Chief of the Lancaster Police Department; and administer Oath of Office.**

City Manager Mauldin-Robertson introduced Sam Urbanski and shared that he has been with the Lancaster Police Department since 2002. He worked his way through the ranks as a police officer, Sergeant, five years as a Police Lieutenant, and currently holds the rank of Assistant Chief of Police. As presented in the agenda item, Sam Urbanski has a number of certifications; he is a graduate of the FBI National Academy Class 244,

and a graduate of Stephen F. Austin State University (SFA). City Manager Mauldin-Robertson stated she is respectfully requesting confirmation of her recommendation and appointment of Sam Urbanski as Chief of Police of Lancaster.

MOTION: Deputy Mayor Pro Tem Jaglowski made a motion, seconded by Mayor Pro Tem Strain-Burk, to approve item 2. The vote was cast 5 for, 0 against [Mejia and Morris absent].

City Secretary Arenas administered the Oath of Office for Samuel Urbanski as Police Chief of the Lancaster Police Department.

Chief Urbanski thanked the Mayor and City Council for the opportunity; he also stated that he will continue to work hard on the goals and objectives set forth by the City Council.

3. Discuss and consider a resolution establishing the City of Lancaster Legislative Priorities for the 85th Session of the Texas Legislature.

Mayor Knight shared there are a number of items that could be forwarded to our respected State Representatives and State Senators with the respected issues specified to the City including the general issues as it relates to local control and the ability to continue to govern at a local level.

MOTION: Councilmember Hairston made a motion, seconded by Mayor Pro Tem Strain-Burk, to approve item 3. The vote was cast 5 for, 0 against [Mejia and Morris absent].

4. Discuss and consider a resolution ratifying an economic development agreement authorized by Resolution 2015-02-13 Pursuant to Chapter 380, Texas Local Government Code, by and between the City of Lancaster and In N Out Burgers, Inc.

Ed Brady, Director of Economic Development, shared that items 4, 5 and 6 are all related to our incentive agreements with In N Out. On February 29, 2015 the agreement was previously considered and approved and executed by the City Manager. Due to some unexpected delays by In N Outs, they failed to return the executed agreement due to an unexpected delay in the commencement of the construction of their project so those agreements were terminated. Currently before the Council are the same agreements with the same terms that were approved on February 29, 2015. The first one is a real property tax incentive and the incentive offer is within policy and is for 60 percent (60%) refund of real property tax for eight (8) years in compliance with the incentive policy.

MOTION: Mayor Pro Tem Strain-Burk made a motion, seconded by Councilmember Hairston, to approve item 4. The vote was cast 5 for, 0 against [Mejia and Morris absent].

5. Discuss and consider a resolution ratifying an economic development agreement for tangible personal property authorized by Resolution 2015-02-14 by and between the City of Lancaster and In N Out Burgers, Inc.

Ed Brady, Director of Economic Development, shared that the same circumstances surround item 5. The terms are the same as the agreement was approved on February 29, 2015. The item is for a Tangible Business Personal Property abatement and the company estimates eight million dollars a year in Tangible Business Personal Property.

Deputy Mayor Pro Tem Jaglowski inquired when item 4 & 5 will go into effect. Director Brady shared they will go into effect when the company achieves their final certificate of occupancy.

MOTION: Deputy Mayor Pro Tem Jaglowski made a motion, seconded by Mayor Pro Tem Strain-Burk to approve item 5. The vote was cast 5 for, 0 against [Mejia and Morris absent].

6. Discuss and consider a resolution ratifying the terms and conditions of an incentive grant by and between In N Out Burgers, Inc. and the Lancaster Economic Development Corporation.

Director Brady shared this item is another companion item. The board of directors of the Lancaster Economic Development Corporation approved the same grant that was approved in 2015 by In N Out Burgers in an amount equal to a twenty-five percent (25%) refund with the total not to exceed \$30,000.

Councilmember Hervey inquired if the agreements are terminated then would the agreements be available for negotiation. Director Brady shared that staff negotiates with the developer and sometimes the tenant. The impact of the project stayed the same and the terms and agreements were re-ratified since nothing changed.

MOTION: Councilmember Hairston made a motion, seconded by Deputy Mayor Pro Tem Jaglowski to approve item 6. The vote was cast 4 for, 1 against [Hervey] [Mejia and Morris absent].

Director Brady shared that this may be his last opportunity to present the City's Economic Development business to the council before retiring. He shared that it has been a privilege and a pleasure to represent this organization and this community for nine years as Director of Economic Development. He wished council, staff and the community all the best.

7. Discuss and consider a resolution approving the first amendment to the municipal maintenance agreement between the City of Lancaster and the Texas Department of Transportation, for additional mowing and litter control maintenance.

City Manager Mauldin-Robertson shared that staff has been working on item 7 for a short period. TxDOT maintains the rights-of-way along Interstates 20 and 35E, the state has a minimum standard that they perform mowing and litter pick up only 3 times per year. This governing body had discussions back in May 2015 that was not adequate to maintain the type of entrance and right-of-way beautification that we desire. We began negotiating with TxDOT to take over maintenance or increase the maintenance so when you come down those Interstates that you would consistently see the same type of quality and beautification. They have finally submitted the amendment to this agreement which would allow for the City to do the maintenance more frequently and they will reimburse us for the 3 times maintained at the cost that they pay. This is the first step in the process to get the amendment approved and we would have to come back with an item to bid it out to determine how many more times per year we want to do and what the cost impact would be.

Councilmember Hairston inquired if we are taking over the three times that they mow. City Manager, Mauldin-Robertson shared that this item allows us to perform the maintenance and obtain reimbursement for those 3 times at a minimum.

MOTION: Mayor Pro Tem Strain-Burk made a motion, seconded by Deputy Mayor Pro Tem Jaglowski to approve item 7. The vote was cast 5 for, 0 against [Mejia and Morris absent].

8. Discuss and consider a resolution approving the Millbrook East Public Improvement District (PID) Board Appointments.

Assistant City Manager Stringfellow shared that typically the Council approves appointments to the Public Improvement Districts during the budget adoption for all of the Public Improvement Districts. As part of the adoption of the policy was a provision for all of the Board appointments to be confirmed by the governing body. On October 25, 2016, Millbrook East PID Board held the annual meeting and appointed five new board members referenced in the packet. Staff recommends approval of the Millbrook East PID Board Members.

MOTION: Councilmember Hairston made a motion, seconded by Councilmember Hervey to approve item 8. The vote was cast 5 for, 0 against [Mejia and Morris absent].

9. **Consider confirmation of Civil Service Commission appointment as designated by the City Manager.**
10. **Discuss and consider annual appointments to City of Lancaster boards and commissions.**
11. **Consider confirmation of nominations made by the Mayor for appointments to the City of Lancaster Zoning Board of Adjustment.**

Mayor Knight spoke on items 9 – 11 and stated that we do not have the benefit of the full governing body and it has been practice to ensure as it relates to boards and commissions appointments. He suggested considering tabling those items to the next meeting scheduled for January 9, 2017. Mayor Knight shared that a motion isn't needed unless City Attorney Hager states that a motion is preferred.

City Attorney Hager stated that a motion is not necessary unless the governing body would like to challenge the request.

Mayor Knight shared that the body is agreement and the request is consistent with the practices. Staff will take action to schedule the items for the meeting on January 9, 2017 and notify the applicants of the change. Mayor Knight shared that based on legal statue, confirmation of Civil Service Commission appointments must be held in the month of January and encourage all members so inform their colleague the importance to be present for the next meeting.

PUBLIC HEARING:

12. **Conduct a public hearing and consider a resolution approving the 2017 Standards of Care for Youth Programs operated by the Quality of Life and Cultural Services Department.**

Mayor Knight opened the public hearing.

There were no speakers.

MOTION: Mayor Pro Tem Strain-Burk made a motion, seconded by Deputy Mayor Pro Tem Jaglowski to close the public hearing. The vote was cast 5 for, 0 against [Mejia and Morris absent].

MOTION: Deputy Mayor Pro Tem Jaglowski made a motion, seconded by Councilmember Hervey to approve item 12. The vote was cast 5 for, 0 against [Mejia and Morris absent].

13. **Z16-10 Conduct a Public Hearing and consider a Specific Use Permit (SUP) to allow a Commercial Amusement/Recreation (Indoor) use at 2625 North Dallas Avenue, Lancaster, TX, consisting of an approximately 1.588 acre tract currently zoned Retail (R).**

Mayor Knight opened the public hearing.

Assistant City Manager Stringfellow shared the applicant is requesting an SUP for commercial amusement/recreation indoor use, which could be granted in a retail zoning district. The applicant is requesting a total of fifteen coin-operated machines, the machines commonly known as eight liners are legal under Texas law provided the machine must be modified in such a way to reward the player exclusively with non-cash merchandise, prizes, toys or novelties. City staff is operating under the assumption that the

machines in question are being operated in accordance with all applicable state laws. However, should be noted that October 10, 2016 council passed an ordinance which prohibits the display, exhibit and offering of any games of chance. The ordinance included a ninety (90) day grace period before enforcement begins and the operation of any games of chance would be required to cease by January 10, 2017. On November 15, 2016, the P&Z Commission recommended denial of the rezoning request. It is of note that with the P&Z recommended denial of the rezoning request; a supermajority (6 of the 7 members of Council) is required to approve the request. However, the City Attorney has informed that there is not a full body and approval of item requires 6 of 7 members.

City Attorney Hager stated for item to be approved it requires 6 of 7 members. If item does not obtain 6 of 7 members to approve the item then the request is denied. The legal statute states that item must receive a supermajority of the governing body. This governing body consist of 7 members so 6 members must be present in order to approve the item. Any vote taken tonight would be a denial of item 13 since there are only 5 members present. He stated that the item may be heard.

Mayor Knight stated that to meet the supermajority rule, the governing body requires at least 6 members. He stated that City Attorney Hager is advising to address the matter when there are at least 6 members present.

MOTION: Mayor Pro Tem Strain-Burk made a motion, seconded by Councilmember Hairston to continue public hearing until the Council Meeting on January 9, 2017 at 7:00 p.m. The vote was cast 5 for, 0 against [Mejia and Morris absent].

- 14. Z16-11 Conduct a Public Hearing and consider a rezoning request from SF-6 Single Family Residential to LI Light Industrial at 3520 Waters Street, Lancaster, TX, consisting of an approximately 1.094 acre tract, being a portion of the Silas B. Runyon Abstract 1199, Page 180, Lancaster, Dallas County, Texas.**

Mayor Knight opened the public hearing.

Mayor Knight shared that Planning and Zoning recommended denial therefore the supermajority requirement is a factor. He advised to consider a motion to continue the public hearing to January 9, 2017 at 7:00 p.m. to take further action.

MOTION: Councilmember Hairston made a motion, seconded by Deputy Mayor Pro Tem Jaglowski to continue public hearing until the Council Meeting on January 9, 2017 at 7:00 p.m. The vote was cast 5 for, 0 against [Mejia and Morris absent].

Executive Session:

- 15. The City Council shall convene into closed executive session pursuant to Section § 551.072 of the Texas Government Code, discuss and deliberate the acquisition, purchase, exchange, lease or value of real property as deliberation in this open meeting would have a detrimental effect of the position of the City of Lancaster in negotiations with third persons.**
- 16. Reconvene into open session. Consider and take appropriate action(s), if any, on closed/executive session matters.**

The City Council recessed for Executive Session at 7:54 p.m. and reconvened into open session at 8:12 p.m.

City Attorney Hager advised Council to consider the motion to reject the right-of-way acquisition as offered by the Central Texas Railway Infrastructure, LLC dated May 16, 2016 and instruct Mayor and instruct legal counsel, Ken Martin, to draft the appropriate notice of said rejection.

MOTION: Mayor Pro Tem Strain-Burk made a motion, seconded by Deputy Mayor Pro Tem Jaglowski to approve City Attorney Hager's recommendation. The vote was cast 5 for, 0 against [Mejia and Morris absent].

Mayor Knight wished everyone in attendance and the ones watching a Happy Holidays.

MOTION: Councilmember Hairston made a motion, seconded by Deputy Mayor Pro Tem Jaglowski, to adjourn. The vote was cast 5 for, 0 against [Mejia and Morris absent].

The meeting was adjourned at 8:14 p.m.

ATTEST:

APPROVED:

Sorangel O. Arenas, City Secretary

Marcus E. Knight, Mayor

LANCASTER CITY COUNCIL

City Council Regular Meeting

Item 2.

Meeting Date: 01/09/2017

Policy Statement: This request supports the City Council 2016-2017 Policy Agenda

Goal(s): Healthy, Safe & Vibrant Community
Civic Engagement
Professional & Committed City Workforce

Submitted by: Sean Johnson, Managing Director

Agenda Caption:

Consider a resolution of the City Council of the City of Lancaster, approving and amending the policies of the Veterans Memorial Library to include an Institutional Library Card and Mobile Hot Spot.

Background:

At the December 8, 2016 Library Advisory Board Meeting, staff presented draft policies regarding the implementation of an Institutional Library Card and Mobile Hot Spot Check out. Library Board members discussed and reviewed the attached policies and unanimously approved them as presented and recommend council approval and acceptance:

Institutional Library Card Policy
Mobile Hot Spot Check Out Policy and Guidelines

Operational Considerations:

The Library Board serves in an advisory capacity. Meetings are held quarterly at 6:30 p.m. on the third Thursday of the month (or) as special called.

Legal Considerations:

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

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:

Approval of this resolution has no direct financial impact to the City.

Options/Alternatives:

1. Approve the resolution as presented.
2. Reject the resolution.
3. Approve the resolution with stated modifications to the bylaws.

Recommendation:

Staff recommends approval of Amended Library Card Policy(s) as presented.

Attachments

Resolution

Exhibit A

Exhibit B

Library Board Minutes

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LANCASTER, APPROVING AND AMENDING POLICIES OF THE VETERANS MEMORIAL LIBRARY BOARD, WHICH ARE ATTACHED HERETO AND INCORPORATED HEREIN AS EXHIBIT "A and B"; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Lancaster, Texas has reviewed the amended policies of the Lancaster Veterans Memorial Library and finds that the policies should be approved;

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

SECTION 1. That the City Council of the City of Lancaster, Texas, hereby approves and accepts to add to the Lancaster Veterans Memorial Library Board Policy the following policies, which are attached hereto and incorporated herein, as Exhibit "A", Institutional Library Card Policy, and Exhibit "B", Mobile Hot Spot, respectively.

SECTION 2. That this Resolution shall take effect immediately from and after its passage, and it is accordingly so resolved.

DULY PASSED and approved by the City Council of the City of Lancaster, Texas, on this the 9th day of January, 2017.

ATTEST:

APPROVED:

Sorangel O. Arenas, City Secretary

Marcus E. Knight, Mayor

APPROVED AS TO FORM:

Robert E. Hager, City Attorney

Exhibit A

Lancaster Veterans Memorial Library

Institutional Library Card Policy

In accordance with LANCASTER VETERANS MEMORIAL LIBRARY CARD, Wi-Fi, INTERNET AND ELECTRONIC RESOURCE POLICY AND GUIDELINES, institutions within the corporate limits of the City of Lancaster may obtain a free library card in order to check out library materials and have remote access to the library's licensed databases.

Regulations

- Institutions operating within the corporate limits of the City of Lancaster may obtain an Institutional Card. Institutions may be corporations, partnerships, or other forms of businesses. 501© organizations also qualify for institutional cards. Tax exempt status may be confirmed at the IRS web site <http://www.irs.gov/Charities-&-Non-Profits/Exempt-Organizations-Select-Check>
- Operational address within the corporate limits of the City of Lancaster will be verified in the current edition of Mapsco. If Mapsco is unclear or questionable, refer to the Dallas County Appraisal District website (www.dcad.org). If the address cannot be located at all, contact the City of Lancaster Development Services Department.
- An officer of the company with financial authority must request an Institutional Library Card on company letterhead stationary. The letter must state that the individual employees/ members of each company accepts financial responsibility for all uses, and state the estimated number of cards requested along with an employee roster listing all current employees.
- The officer completes a LVML application form with the name of the institution as the customer and signs it, indicating his/ her position with the company. Each employee/ member desirous of obtaining a resident library card will be required to complete individual applications (in person) at the LVML.
- The LVML is responsible for distributing and monitoring the use of these cards. The individual members/ employees of the respective institution is responsible for fines and lost materials.
- The Library places no restrictions on types of materials that may be checked out on an institutional card.

- All of the institution's cards have an individual account. The account is subject to the established maximum borrowing limits per card holder.
- Institutional cards must be renewed annually. All delinquencies must be cleared before the institutional employee/ members cards can be renewed. To renew an institutional card, the financial officer must request the renewal on company letterhead.
- Individual lost or stolen cards on institutional accounts will be deactivated. There is a \$2.00 charge to replace lost or stolen institutional cards.
- City of Lancaster employees may obtain Institutional Cards. These cards are subject to the same rules and regulations, except that lost and stolen cards will be replaced at no charge. The employee who signs the application must also sign the cards and is responsible for materials checked out on the cards.
- Institutional card applications are retained for 6 months.
- City of Lancaster shall reserve the right to suspend use of card and privileges if the Director determines that the activity would unduly burden the library or pose an unreasonable financial risk.

Exhibit B

Lancaster Veterans Memorial Library Mobile Hotspot Policy

PROCEDURE

- Hotspots are available to Full Access Lancaster Veterans Memorial Library card holders only
- Hotspots are loaned for 14 days with no renewals
- Only one hotspot will be loaned per household
- Hotspots must be returned to Lancaster Veterans Memorial Library, in person at the Circulation Desk, NOT in the book drop.
- Overdue hotspots will be deactivated within 24 hours of the due date.
- Users who repeatedly return hotspots late will lose borrowing privileges for six months.
- The hotspot can provide internet access for up to 10 devices.
- Internet service relies on cell tower for technology and coverage, user experience can vary based on location.
- The Library is not responsible for personal information shared over the internet or for information and websites accessed.
- Parents/guardians are responsible for the use of the hotspot by minors and must be checked out by parent/ guardian.
- Unlawful use of the Internet or use that violates the Library's Internet Use Policy is prohibited and may result in the loss of privileges.

FINES AND FEES

- The user will be responsible for any lost or damaged hotspots and accessories.
- The overdue fine is \$1.00 per day.
- Hotspots not returned within 28 days of the due date will be considered lost and the patron will be charged for a replacement.
- The replacement cost for the hotspot unit is \$100.
- The replacement cost for the lost charger is \$10.



City of Lancaster
QUALITY OF LIFE AND CULTURAL SERVICES DEPARTMENT



1700 Veterans Memorial Parkway · Lancaster, TX 75134
972.218.3700 (Office) • 972.218.3648 (FAX)
www.lancaster-tx.com

MEETING

LANCASTER VETERANS MEMORIAL LIBRARY ADVISORY BOARD

Thursday, December 8, 2016 6:30 p.m.

MINUTES

The members of the Lancaster Veterans Memorial Library Advisory Board met Thursday, December 8, 2016 at 6:30 p.m. at the Lancaster Veterans Memorial Library (Conference Room), 1600 Veterans Memorial Parkway, Lancaster, TX 75134.

Lancaster Veterans Memorial Library Advisory Board Members Present: Quinnest Banks, Deserea Bradley, Sonja Shipp, Tiffany Devereaux, Angela McCowan, Candace Gardner Moore

Lancaster Veterans Memorial Library Advisory Board Members Absent: Anne Ordone, and Cassandra Lewis

City Staff Present: Sean Johnson, Managing Director; John Melton, Library Manager;

I. CALL TO ORDER

Chair Quinnest Banks called the Lancaster Memorial Library Advisory Board Meeting to order at 6:36 p.m.

II. CONSIDER APPROVAL OF MINUTES (April 21, 2016)

Ms. Shipp made a motion seconded by Ms. McGowan to approve the minutes of April 21, 2016 of the Lancaster Veterans Memorial Library Advisory Board meeting as written. The motion carried unanimously.

III. BRIEFING AND DISCUSSION CONCERNING LIBRARY QUARTERLY UPDATE ENDING SEP. 30, 2016 - SEAN JOHNSON, MANAGING DIRECTOR

Mr. Johnson gave a presentation on 4th quarter library statistics ending on September 30, 2016.

There was further questions/discussion.

IV. STATUS AND UPDATE CONCERNING 2016 TEXAS STATE LIBRARY SPECIAL PROJECTS GRANT AWARD – SEAN JOHNSON, MANAGING DIRECTOR

Mr. Johnson provided an update on the status of the TSLAC Mobile Book Mobile grant that was awarded September 2016. Mr. Johnson introduced Library Manager John Melton who gave additional information.

There was further questions/discussion.

V. BRIEFING AND DISCUSSION CONCERNING CITY OF LANCASTER/ LISD VISION 2020 STRATEGIC PLAN – SEAN JOHNSON, MANAGING DIRECTOR

Mr. Johnson gave a presentation on the COL/ LISD Village 2020 strategic plan and provided an update on status of goals outlined for the Library division of the QL&CS department.

There was further questions/discussion.

VI. DISCUSS AND CONSIDER INSTITUTIONAL LIBRARY CARD POLICY – SEAN JOHNSON, MANAGING DIRECTOR

Mr. Johnson presented a DRAFT policy amendment to provide institutions and businesses in Lancaster proper (and its employees) to utilize Library Services and obtain a Library card as citizens of Lancaster. Along with this policy amendment includes mobile “Hot Spot” check out that will allow for students/ members of institutions to check out mobile hot spots to provide internet connectivity at their homes. Comments from board included a recommendation to have fines and fees assessed to individual employees/ members of institutions versus the proposed fees/ fines being assessed to the organization via payroll deduction. Amendment motioned by Ms. Shipp seconded by Ms. Bradley; carried unanimously.

There was further questions/discussion.

Motion made by Ms. Shipp and seconded by Ms. Devereaux to approve the amended policy and seek council consideration.

IV. Set Date and Agenda of Next Meeting
Date of Next Meeting: January 19, 2017, 6:30 p.m.

VII. Adjournment

Ms. Bradley made a motion seconded by Ms. Shipp to adjourn. All present approved and the meeting adjourned at 7:53 p.m.

ATTEST:

Sean Johnson, Board Liaison

APPROVED:

Quinnest Banks, Chair
Lancaster Veterans Memorial Library Advisory Board

LANCASTER CITY COUNCIL

City Council Regular Meeting

Item 3.

Meeting Date: 01/09/2017

Policy Statement: This request supports the City Council 2016-2017 Policy Agenda

Goal(s): Financially Sound Government

Submitted by: Fabrice Kabona, Assistant to the City Manager

Agenda Caption:

Consider a resolution authorizing Dallas County to resell 4291 and 4293 Elkins Ave, tax foreclosed properties, by public or private sale, to the highest qualified purchaser, as provided by Section 34.05 of the Texas Property Tax Code.

Background:

Following a judgment of the District Court of Dallas County, a parcel of land was offered for resell at public auction for foreclosure of the tax liens, securing payment of delinquent property taxes, accrued penalty and interest, and court costs. These parcels are in the City of Lancaster. These parcels did not receive sufficient bid as set by law and were struck off to the City of Lancaster as follows:

- 4291 Elkins Avenue and
- 4293 Elkins Avenue

Dallas County is preparing for the resell of these properties, as a tax foreclosed property, which is now in the ownership of the taxing authorities. Pursuant to Section 34.05(a) of the Tax Code, Dallas County is requesting the City of Lancaster's consent to sell said properties to the highest qualified purchaser, by either public or private sale. The sale of said properties will bring them back onto the City of Lancaster's tax roll, increasing the tax base and often recouping portions of delinquent taxes due as a result of judgments.

Operational Considerations:

As trustee for the City of Lancaster, Dallas County will coordinate the public or private sale of the tax foreclosed properties.

Legal Considerations:

Dallas County handles all legal matters associated with the public or private sale process. The resolution authorizing the resell has been reviewed and approved as to form by the City Attorney.

Public Information Considerations:

Dallas County is responsible for all applicable legal notices required under the Texas Property Code for the public sale of tax foreclosed properties.

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 judgment at the time of strike off was as follows:

- 4291 Elkins Ave: \$4,000.00
- 4293 Elkins Ave: \$4,000.00

Options/Alternatives:

1. City Council may approve the resolution as presented.
2. City Council may reject the resolution.

Recommendation:

Staff recommends approval of the resolution as presented.

Attachments

Resolution

Exhibit "A"

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LANCASTER, TEXAS, AUTHORIZING DALLAS COUNTY TO RESELL TAX FORECLOSED PROPERTIES BY PUBLIC OR PRIVATE SALE, TO THE HIGHEST QUALIFIED PURCHASER, AS PROVIDED BY SECTION 34.05 OF THE TEXAS PROPERTY TAX CODE.

WHEREAS, this matter was briefed to the Lancaster City Council ("City Council") on January 9, 2017 wherein the City Council agreed to use this form of Resolution to provide the County of Dallas consent to sell specific properties to the highest qualified purchaser by public or private sale; and

WHEREAS, several parcels of land were offered for sale by the Sheriff of Dallas County, Texas, at public auction pursuant to a judgment of the District Court of Dallas County, Texas, for foreclosure of the tax liens securing payment of delinquent property taxes, accrued penalty and interest, and court costs; and

WHEREAS, those parcels of land which did not receive a sufficient bid as set by law were struck off to the County of Dallas, the City of Lancaster and Lancaster Independent School District (Taxing Authorities) pursuant to Section 34.01(j) of the Property Tax Code; and

WHEREAS, by this resolution, the County of Dallas, as Trustee for itself and the other Taxing Authorities is authorized to resell these struck off parcels of land, which did not receive a sufficient bid as set by law and to execute quitclaim deeds for said parcels conveying the right, title, and interest acquired or held by the City of Lancaster as a party to the judgment foreclosing tax liens, and

WHEREAS, the City of Lancaster desires to resell said parcel(s) in an expeditious manner pursuant to Section 34.05 of the Property Tax Code.

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

SECTION 1. The City does hereby provide specific authorization to the County of Dallas to act as Trustee to offer for sale by public or private sale the parcels of land shown in Exhibit "A," attached hereto and made a part hereof and the Lancaster City Council does hereby consent to the sale of said parcels to the highest purchaser, even if the amount tendered is less than the market value of the land specified in the judgment of foreclosure or the total amount of the judgment against the property in compliance with Section 34.05(i) of the Texas Property Tax Code, or for an amount equal to or greater than its current market value as shown by the most recent certified appraisal role, if the sum of the amount of the judgment plus post-judgment taxes, penalties, and interest owing against the property exceeds the market value in compliance with Section 34.05(j) of the Texas Property Tax Code, and each taxing unit entitled to receive proceeds of the sale consents to the sale for that amount.

SECTION 2. This Resolution shall take effect immediately from and after its passage in accordance with the provisions of the law.

DULY PASSED and approved by the City Council of the City of Lancaster, Texas, on this the 9th day of January, 2017.

ATTEST:

APPROVED:

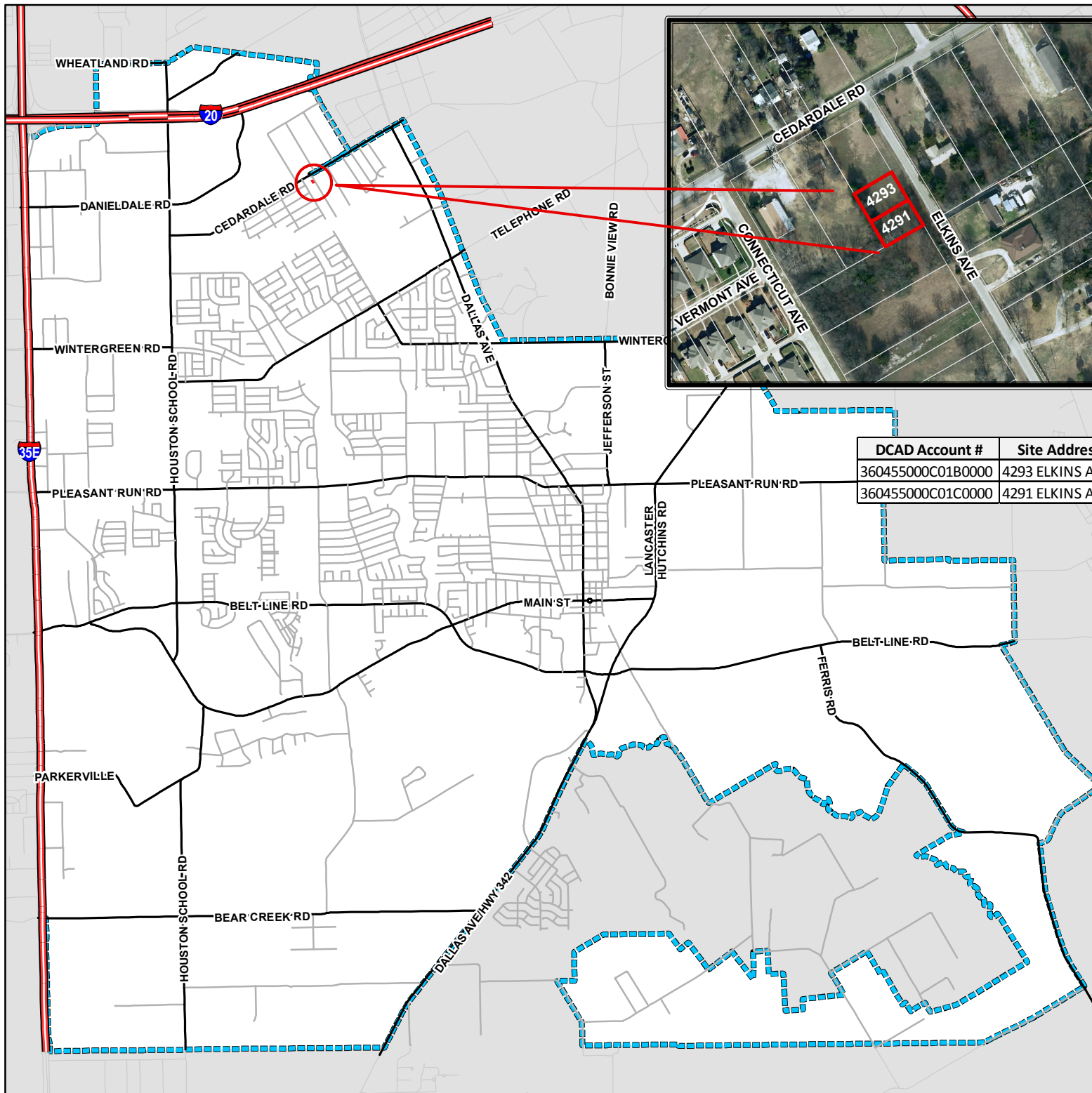
Sorangel O. Arenas, City Secretary

Marcus E. Knight, Mayor



APPROVED AS TO FORM:

Robert E. Hager, City Attorney

Exhibit "A"
City of Lancaster
Tax Foreclosed
Property
4291 Elkins Ave
4293 Elkins Ave



Legend

-  City Limits
-  Foreclosed Property



0 0.375 0.75 1.5 Miles

LANCASTER CITY COUNCIL

City Council Regular Meeting

Item 4.

Meeting Date: 01/09/2017

Policy Statement: This request supports the City Council 2016-2017 Policy Agenda

Goal(s): Sound Infrastructure

Submitted by: Jim Brewer, Director of Public Works

Agenda Caption:

Consider a resolution approving the terms and conditions of a project specific interlocal agreement by and between Dallas County and the City of Lancaster for the reconstruction of Colonial Drive from Jefferson Street to Dallas Avenue; Park Place from Jefferson Street to Dallas Avenue; and Centre Lane from Colonial Lane to Park Place in an amount not to exceed \$203,780.00.

Background:

In February of 2012, the County and City entered into a master interlocal agreement in order for the county to provide road and bridge maintenance and repair on certain roadways. The project specific agreement (PSA) is specifically intended to identify a project authorized under the master agreement. This agreement will allow the City to pay for the materials at cost and the road and bridge crew will overlay the specific streets.

STREET NAME	FROM	TO	COST	LENGTH	RATING
Colonial Dr.	Jefferson St.	Dallas Ave	\$96,560.00	1,975 FT.	37
Park Place	Jefferson St	Dallas Ave	\$81,880.00	1,675 FT.	47
Centre Ln.	Colonial Dr.	Park Place	\$25,340.00	600 FT.	55
		Total	\$203,780.00		

Operational Considerations:

With the project specific agreement approved by the City of Lancaster, Dallas County can proceed with scheduling the above listed roadways for reconstruction and overlay.

Legal Considerations:

The resolution and agreement have 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 Lancaster City Council noticed in accordance with the Texas Open Meetings Act.

Fiscal Impact:

Funding for approved projects will be paid out of Public Works Department designated funds for roadways impacted by waste hauler franchise fees paid to the City. The total amount will not exceed \$203,780.00

Options/Alternatives:

1. Approve the resolution, as presented.
2. Deny the resolution.

Recommendation:

Staff recommends approval of a resolution to authorize the project specific agreement with Dallas County.

Attachments

Resolution

Exhibit "1"

Exhibit "2"

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LANCASTER, TEXAS, APPROVING THE TERMS AND CONDITIONS OF A PROJECT SPECIFIC INTERLOCAL AGREEMENT BY AND BETWEEN DALLAS COUNTY AND THE CITY OF LANCASTER FOR THE RECONSTRUCTION OF COLONIAL DRIVE, PARK PLACE, AND CENTRE LANE AS LISTED IN THE AGREEMENTS; AUTHORIZING THE CITY MANAGER TO EXECUTE SAID AGREEMENTS; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Lancaster has determined, after due consideration and study, that it is in the best interests of the City to execute the Interlocal Agreements ("Agreement") with the County of Dallas for the reconstruction of streets listed in the Agreement;

WHEREAS, the City of Lancaster shall fund this Agreement and shall provide payments prior to the commencement of construction to the County of Dallas, as outlined in the Agreements.

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

SECTION 1. That the City Council hereby approves and accepts the terms and conditions of the Agreements with the County of Dallas, attached hereto and incorporated herein by reference as: Exhibit "1" – Master interlocal agreement between Dallas County and the City of Lancaster; and Exhibit "2" – Streets to be reconstructed with cost estimates and Map.

SECTION 2. That the City Manager of the City of Lancaster, Texas is hereby authorized to execute the agreements in substantial compliance as depicted in Exhibit "1" and Exhibit "2".

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 this 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 become effective immediately from and after its passage, 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 9th day of January, 2017.

ATTEST:

APPROVED:

Sorangel O. Arenas, City Secretary

Marcus E. Knight, Mayor

APPROVED AS TO FORM:

Robert E. Hager, City Attorney

**PROJECT SPECIFIC AGREEMENT RE: RECONSTRUCTION AND
OVERLAY OF STREET LISTED IN ATTACHMENT A, "TYPE E" PUBLIC
ROADWAYS -- MADE PURSUANT TO DALLAS COUNTY'S MASTER
ROAD & BRIDGE INTERLOCAL MAINTENANCE AGREEMENT WITH
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 transportation-related maintenance, repairs and improvements to be undertaken on the Streets listed on Attachment A, City of Lancaster, Texas ("Project").

WHEREAS, Chapter 791 of the Texas Government Code and Chapter 261 of the Texas Transportation Code provides authorization for local governments to contract amongst themselves for the performance of governmental functions and services;

WHEREAS, on or about February 25, 2012, County and City entered into a Master Interlocal Agreement ("Agreement"), whereby County agreed to provide road and bridge maintenance and repair on "Type E" roadways, situated within the territorial limits and jurisdiction of City, such maintenance to be fully funded and paid for at City's costs and expense; and

WHEREAS, City now desires County to perform such maintenance and repairs, consisting of reconstruction and overlay of streets listed on attachment A, public roadway situated in the City of Lancaster, Texas, as more fully described on Attachment "A";

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 Master Agreement remain 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 2012-1599,

- dated February 25, 2012, and additions thereto as incorporated herein,
2. The Construction Estimate (Attachment "A"), and
 3. Map/Diagram of the Proposed Work Site (Attachment "B").

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 E" public roadway within the City of Lancaster, Texas. The Project shall consist of reconstruction and overlay of Streets listed on attachment A, in the City of Lancaster, Texas, (hereinafter "Project"), and as more fully described in Attachments "A" and "B". 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 the construction, improvement, maintenance, or repair of street located within the City.

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 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 obligation 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 separate source or terminate from 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.

Article VI

Agreements

I. City's Responsibilities:

1. City, at its own expense, shall be responsible for the following: (a) Informing the public of the proposed maintenance or construction of the Project; (b) acquiring any right-of-way necessary to complete the Project under consideration; (c) locating all manholes, water valves, and other utilities within the Project; (d) making all utility relocations or adjustments necessary for the Project; (e) remediation of any hazardous or regulated materials, or other environmental hazard on or near the Project location; and (f) funding the purchase, of all materials necessary to perform the Project construction.
2. City shall further be responsible for all maintenance when the Project is completed.

III. County Responsibilities:

1. County shall provide labor, manpower and equipment necessary to complete the Project.
2. County shall complete all completed services in a good and workmanlike manner.

IV. 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 Project. The parties hereto further agree that City shall be responsible to pay \$203,780.00.

1. 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
2. Should the final cost of the Project exceed the initial and anticipated Project costs, City agrees to either reduce the scope of the Project, or to seek additional funding to facilitate its completion. In either event, City shall be solely responsible for all such costs in excess thereof, and County shall bear no additional responsibilities beyond those contemplated herein.
3. Immediately upon commencement of the Project by County, City shall deposit with the Dallas County Treasurer, \$203,780.00, representing the full amount to be paid to County.

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, Title 5 of the Texas Civil Practice and Remedies Code, as amended, and all applicable Federal and State Law. 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
411 Elm Street, Suite 400
Dallas, Texas 75202 | and | Commissioner John Wiley Price
Road & Bridge District #3
411 Elm Street, Second Floor
Dallas, Texas 75202 |
| CITY:
Director of Public Works
City of Lancaster
1999 Jefferson Street
Lancaster, Texas 75134 | | |
- 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.

The City of Lancaster, State of Texas, has executed the Agreement pursuant to duly authorized City Council Resolution _____, Minutes _____, dated the 9th day of January, 2017.

The County of Dallas, State of Texas, has executed this agreement pursuant to Commissioners Court Order Number _____ and passed on the ____ day of _____, 2017.

Executed this the 9th day of
January, 2017.

Executed this the ____ day of
_____, 2017.

CITY OF LANCASTER:

COUNTY OF DALLAS:

OPAL MAULDIN-ROBERTSON
CITY MANAGER

CLAY LEWIS JENKINS
COUNTY JUDGE

ATTEST:

SORANGEL O. ARENAS
CITY SECRETARY

DALLAS COUNTY
SUSAN HAWK
DISTRICT ATTORNEY



Sherri Turner
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).



DALLAS COUNTY
COMMISSIONER DISTRICT 3
JOHN WILEY PRICE

11-7-16

ATTACHMENT (A)

RECONSTRUCTION ESTIMATE FOR STREETS LISTED BELOW, TYPE E
MILL INPLACE, ADDING STABILIZER, PRIME COAT, SINGLE COURSE CHIP
SEAL, LEVEL UP WITH 2" HMAC TYPE D OVERLAY. WIDTH MAY VARY.

STREET NAME	BEGIN	END	LENGHT	WIDTH	SY	BLOCK	COST
Colonial Dr.	Dallas Ave	Jefferson St.	1,975	22	4,828	101-327	96,560.00
Park Place Dr.	Dallas Ave	Jefferson St	1,675	22	4,094	103-324	81,880.00
Centre Ln.	Colonial Dr.	Park Place Dr.	600 ft	19 ft	1,267	N.1400- S.1400	25,340.00
				Total	City	Cost	\$203,780.00

CITY TO FURNISH WATER AND ALL UTILITY LOCATES.

LOCATES MUST BE RENEWED AS NEEDED.

IF YOU NEED FURTHER INFORMATION PLEASE CALL 972.225.2378

Attachment B:



Exhibit 2



LANCASTER CITY COUNCIL

City Council Regular Meeting

Item 5.

Meeting Date: 01/09/2017

Policy Statement: This request supports the City Council 2016-2017 Policy Agenda

Goal(s): Quality Development

Submitted by: Rona Stringfellow, Assistant City Manager; Jim Brewer, Public Works Director; Rob Franklin, Fire Chief

Agenda Caption:

Z16-10 Conduct a Public Hearing and consider a Specific Use Permit (SUP) to allow a Commercial Amusement/Recreation (Indoor) use at 2625 North Dallas Avenue, Lancaster, TX, consisting of an approximately 1.588 acre tract currently zoned Retail (R).

Background:

This is a request to allow for a Specific Use Permit (SUP) to allow a Commercial Amusement/Recreation (Indoor) use. At the December 19, 2016 meeting City Council opened the public hearing and continued it until January 9, 2017.

1. Location and Size: The property is located at 2625 North Dallas Avenue, on the west side of North Dallas Avenue, approximately 195 feet south of West Wintergreen Road. The tract of land is approximately 1.588 acres in size.

2. Current Zoning: The subject property is currently zoned R-Retail.

3. Adjacent Properties:

North: R-Retail (vacant)

South: R-Retail (vacant)

East: R-Retail (vacant)

West: R-Retail (vacant)

4. Public Notification: On October 9, 2016, a notice for this public hearing appeared in the Focus Daily Newspaper. Staff also mailed notifications of this public hearing to all of the 5 property owners that are within 200-feet of the subject site, and zoning signs were placed on the subject property. These actions fulfill the noticing requirement pursuant to Section 14.207 of the Lancaster Development Code (LDC). Out of the 5 notifications that were mailed to neighboring property owners, there was 1 notification returned in support of this application. There was 1 notification returned in opposition to this application.

Operational Considerations:

The applicant is requesting a Specific Use Permit for a 1.588 acre parcel. Pursuant to Section 14.404 of the LDC, a Specific Use Permit is required for any use identified in the Land Use Table as requiring one and for uses with standards where the standards are not being met, unless otherwise set out. Specific Use Permits allow the consideration of public welfare, operation, location, arrangement, and construction of any use for which a Specific Use Permit is sought.

The applicant is requesting a Specific Use Permit for a Commercial Amusement/Recreation (Indoor) use,

which requires a Specific Use Permit to be granted in a Retail (R) district. Specifically, the applicant is requesting a total of 15 coin operated machines. Whenever an establishment contains more than four coin-operated machines, as defined by the LDC, the use is determined to be Commercial Amusement/Recreation (Indoor).

The machines, commonly known as “eight liners”, are legal under Texas law, provided, however, that the machine must be modified in such a way as to “[reward] the player exclusively with noncash merchandise prizes, toys, or novelties, or a representation of value redeemable for those items, that have a wholesale value available from a single play of the game or device of not more than 10 times the amount charged to play the game or device once or \$5, whichever is less.” City staff is operating under the assumption that the machines in question are being operated in accordance with all applicable state laws. It should be noted that on October 10, 2016, the City Council passed an Ordinance which prohibits the display, exhibit, or offering of any games of chance. The ordinance included a 90 day grace period before enforcement begins. If the requested Specific Use Permit is recommended for approval, and subsequently approved by City Council, the operation of any games of chance would be required to cease by January 10, 2017.

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

Consistency with the Comprehensive Plan:

The proposed change in zoning is for the addition of a Specific Use Permit to an existing Retail-zoned site, and as such, the new Comprehensive Plan designates the property as Suburban Neighborhood, which is an inconsistent zoning district.

Potential Impact on Adjacent Development:

The properties to the north, south, east, and west remain undeveloped. The addition of the Specific Use Permit does have the potential to affect adjacent properties, as the gaming machines may lead to increased traffic and loitering, and may effect congestion at the site.

Availability of utilities and access:

The property is already developed with a convenience store, gas pumps, and a restaurant. The addition of the Specific Use Permit would not cause further development of buildings or increased demand on utilities. Access to the site is from North Dallas Avenue and an access road from West Wintergreen Road and is currently sufficient. However, the addition of large numbers of gaming machines may lead to loitering and parking issues.

Site conditions such as vegetation, topography and flood plain:

This site is essentially already fully developed with a building, parking and vehicle maneuvering area, and landscaping. No part of the property is identified as being within the 100-year floodplain.

Timing of Development as it relates to Lancaster’s Capital Improvement Plan:

North Dallas Avenue is a state-maintained highway, and has been improved. Wintergreen Road is scheduled to be improved over the next couple of years.

Legal Considerations:

Should Council approve this request, the City Attorney will prepare an ordinance in conformance with approval.

Public Information Considerations:

On October 9, 2016, a notice for this public hearing appeared in the Focus Daily Newspaper. Staff also mailed notifications of this public hearing to all of the 5 property owners that are within 200-feet of the subject site, and zoning signs were placed on the subject property. These actions fulfill the noticing requirement pursuant to Section 14.207 of the Lancaster Development Code (LDC).

Out of the 5 notifications that were mailed to neighboring property owners, there was 1 notification returned in support of this application. There was 1 notification returned in opposition to this application.

Options/Alternatives:

1. Approve the SUP request.
2. Deny the SUP as recommended by the P&Z and staff.

Recommendation:

On December 19, 2016, the City Council continued the Public Hearing until such time that the City Council had enough members present conduct business on this time. The public hearing was continued to the January 9, 2016 for consideration. On November 15, 2016, the P&Z Commission recommended denial of the rezoning request. It is of note that with the P&Z recommended denial of the rezoning request, a supermajority (6 of the 7 members of Council) is required to approve the request. Staff concurs with the P&Z, and recommends denial of this request. On October 10, 2016 City Council approved Ordinance 2016-10-28 which prohibits the exhibit, display, or offering for play only games of chance.

Attachments

P&Z Agenda Communication

Draft Minutes

Notifications

PLANNING & ZONING COMMISSION

Agenda Communication for November 15, 2016

#4

Z16-10 Conduct a Public Hearing and consider a Specific Use Permit (SUP) to allow a Commercial Amusement/Recreation (Indoor) use at 2625 North Dallas Avenue, Lancaster, TX, consisting of an approximately 1.588 acre tract currently zoned Retail (R).

Background

1. **Location and Size:** The property is located at 2625 North Dallas Avenue, on the west side of North Dallas Avenue, approximately 195 feet south of West Wintergreen Road. The tract of land is approximately 1.588 acres in size.
2. **Current Zoning:** The subject property is currently zoned R-Retail.
3. **Adjacent Properties:**
North: R-Retail (vacant)
South: R-Retail (vacant)
East: R-Retail (vacant)
West: R-Retail (vacant)
4. **Public Notification:** On October 9, 2016, a notice for this public hearing appeared in the Focus Daily Newspaper. Staff also mailed notifications of this public hearing to all of the 5 property owners that are within 200-feet of the subject site, and zoning signs were placed on the subject property. These actions fulfill the noticing requirement pursuant to Section 14.207 of the Lancaster Development Code (LDC).

Out of the 5 notifications that were mailed to neighboring property owners, there was 1 notification returned in support of this application. There was 1 notification returned in opposition to this application.

Considerations

The applicant is requesting a Specific Use Permit for a 1.588 acre parcel. Pursuant to Section 14.404 of the LDC, a Specific Use Permit is required for any use identified in the Land Use Table as requiring one and for uses with standards where the standards are not being met, unless otherwise set out. Specific Use Permits allow the consideration of public welfare, operation, location, arrangement, and construction of any use for which a Specific Use Permit is sought.

The applicant is requesting a Specific Use Permit for a Commercial Amusement/Recreation (Indoor) use, which requires a Specific Use Permit to be granted in a Retail (R) district. Specifically, the applicant is requesting a total of 15 coin operated machines. Whenever an

establishment contains more than four coin-operated machines, as defined by the LDC, the use is determined to be Commercial Amusement/Recreation (Indoor).

The machines, commonly known as “eight liners”, are legal under Texas law, provided, however, that the machine must be modified in such a way as to “[reward] the player exclusively with noncash merchandise prizes, toys, or novelties, or a representation of value redeemable for those items, that have a wholesale value available from a single play of the game or device of not more than 10 times the amount charged to play the game or device once or \$5, whichever is less.” City staff is operating under the assumption that the machines in question are being operated in accordance with all applicable state laws. It should be noted that on October 10, 2016, the City Council passed an Ordinance which prohibits the display, exhibit, or offering of any games of chance. The ordinance included a 90 day grace period before enforcement begins. If the requested Specific Use Permit is recommended for approval, and subsequently approved by City Council, the operation of any games of chance would be required to cease by January 10, 2017.

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

Consistency with the Comprehensive Plan:

The Comprehensive Plan identifies this site as Retail. The proposed change in zoning is for the addition of a Specific Use Permit to an existing Retail-zoned site, and as such, the request is consistent with the adopted comprehensive plan. It should be noted, however, that the City Council is scheduled to vote on the adoption of the 2016 Comprehensive Plan, and the new Comprehensive Plan designates the property as Suburban Neighborhood, which is an inconsistent zoning district.

Potential Impact on Adjacent Development:

The properties to the north, south, east, and west remain undeveloped. The addition of the Specific Use Permit does have the potential to affect adjacent properties, as the gaming machines may lead to increased traffic and loitering, and may effect congestion at the site.

Availability of utilities and access:

The property is already developed with a convenience store, gas pumps, and a restaurant. The addition of the Specific Use Permit would not cause further development of buildings or increased demand on utilities. Access to the site is from North Dallas Avenue and an access road from West Wintergreen Road and is currently sufficient. However, the addition of large numbers of gaming machines may lead to loitering and parking issues.

Site conditions such as vegetation, topography and flood plain:

This site is essentially already fully developed with a building, parking and vehicle maneuvering area, and landscaping. No part of the property is identified as being within the 100-year floodplain.

Timing of Development as it relates to Lancaster's Capital Improvement Plan:

North Dallas Avenue is a state-maintained highway, and has been improved. Wintergreen Road is scheduled to be improved over the next couple of years.

Conclusion:

Based upon an analysis of the five (5) considerations that must be taken into consideration when reviewing a change in zoning application, staff has concluded that the proposed application has the potential to have a negative impact upon the community, and that the proposed application does not meet the change in zoning application criteria Pursuant to Section 14.1101 of the LDC.

Options/Alternatives

- 1) Recommend approval as requested
- 2) Recommend approval with the following conditions:
 - a. That all coin-operated machines be operated in conformance with Texas State Law and City of Lancaster, Texas Codes and Ordinances including the Lancaster Development Code
 - b. That the number of coin operated machines, as defined by the LDC, be limited to fifteen (15) in number
 - c. The inspection of the premises by any law enforcement, code enforcement, or city official be allowed at any time
 - d. That all City of Lancaster Codes and Ordinances be followed at all times
- 3) Postpone consideration and direct staff
- 4) Recommend denial of the request.

Recommendation

Staff recommends **denial** of the application as requested.

Approval Process

Upon recommendation by the Planning and Zoning Commission, the City Council will conduct a public hearing and render a final decision for this item at their December 12, 2016, regular meeting.

Attachments

Location map
Zoning exhibit

Prepared By and Submitted By:

Tony Felts, AICP
Interim Director of Planning and Development Services

Date: November 15, 2016



City of Lancaster
2625 N Dallas Ave
200' Notification Area



cooler

cooler

8-liners Machine

DDD

DDD

Door

Register

Main Door

Dining Room

Office

Restroom

Call

P

S

Dining Room

Door

**Excerpt from Unapproved Minutes
Planning and Zoning Commission
November 15, 2016**

Item 4

Z16-10 Conduct a Public Hearing and consider a Specific Use Permit (SUP) to allow a Commercial Amusement/Recreation (Indoor) use at 2625 North Dallas Avenue, Lancaster, TX, consisting of an approximately 1.588 acre tract currently zoned Retail (R).

Shai Roos read the staff report into the record.

A MOTION WAS MADE BY COMMISSIONER AGUILAR AND SECONDED BY COMMISSIONER PROTHRO TO OPEN THE PUBLIC HEARING.

**AYES: EARLE, AGUILAR, HILL, PROTHRO
NAYS: NONE**

THE MOTION CARRIED 4 to 0.

A MOTION WAS MADE BY COMMISSIONER PROTHRO AND SECONDED BY COMMISSIONER HILL TO CLOSE THE PUBLIC HEARING.

**AYES: EARLE, AGUILAR, HILL, JOHNSON
NAYS: NONE**

THE MOTION CARRIED 4 to 0.

Commissioner Prothro commented on the impact these types of uses have on a community, how it is a strain on the emergency responders and brings a criminal element into the community.

A MOTION WAS MADE BY COMMISSIONER HILL AND SECONDED BY COMMISSIONER PROTHRO TO RECOMMEND DENIAL TO THE CITY COUNCIL OF A SPECIFIC USE PERMIT (SUP) TO ALLOW A COMMERCIAL AMUSEMENT/RECREATION (INDOOR) USE AT 2625 NORTH DALLAS AVENUE, LANCASTER, TX, CONSISTING OF AN APPROXIMATELY 1.588 ACRE TRACT CURRENTLY ZONED RETAIL (R).

**EARLE, AGUILAR, HILL, PROTHRO
NAYS: NONE**

THE MOTION CARRIED 4 to 0.



City of Lancaster Planning Division



NOTICE OF PUBLIC HEARING

TO: Property Owner

RE: Case No. - Z 16-10: to conduct a public hearing and consider a Specific Use Permit (SUP) to allow a Commercial Amusement/Recreation (Indoor) use in an R – Retail zone.

LOCATION: The property is located at 2625 North Dallas Avenue and contains approximately 1.588 acres of land located on the west side of North Dallas Avenue, approximately 195 feet south of West Wintergreen Road further described as Lot 2, Block A, Cedar Shell Addition Phase 1, Lancaster, Dallas County, Texas.

EXPLANATION OF REQUEST: The Applicant requests to rezone this property for the purpose a Specific Use Permit (SUP) to allow a Commercial Amusement/Recreation (Indoor) use in an R – Retail zone.

☐ I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:

☒ I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

THEY HAVE ALREADY PROVEN THEY WON'T FOLLOW CITY RULES. THEY HAVE HAD TOO MANY MACHINES AND THEY ALLOW SMOKING. WHY SHOULD THEY NOW BE REWARDED FOR BAD BEHAVIOR?

SIGNATURE:

Michael W. Crank

ADDRESS:

2601 N. DALLAS AVE

Your written comments are being solicited in the above case. Additional information is available in the Department of Planning at 700 E. Main. The Planning and Zoning Commission will hold a public hearing and take action on the above case at their meeting on **Tuesday, November 15, 2016 at 7:00 pm**. The City Council will hold a public hearing and take action on the above case at their meeting on **Monday, December 12, 2016 at 7:00 pm**. Meetings are typically held in the City Council Chambers, City of Lancaster Municipal Center, 211 N. Henry Street, Lancaster, Texas.

Please legibly respond in ink. If the signature and/or address are missing, your comments will not be recorded. Your response must be received in the Planning Division by **5 p.m. on Friday, 11/11/2016** for your comments to be recorded for the Planning and Zoning Commission's 3-1-16 meeting. Responses received after that time will be forwarded to the Commission at the public hearing.

If you have any questions concerning this request,
please contact the Planning Division
Phone 972-218-1315
FAX 972-275-1862

RETURN BY FAX OR MAIL

City of Lancaster
Planning Division
211 N Henry St
Lancaster, TX 75146-0940



City of Lancaster Planning Division



NOTICE OF PUBLIC HEARING

TO: Property Owner

RE: Case No. - Z 16-10: to conduct a public hearing and consider a Specific Use Permit (SUP) to allow a Commercial Amusement/Recreation (Indoor) use in an R – Retail zone.

LOCATION: The property is located at 2625 North Dallas Avenue and contains approximately 1.588 acres of land located on the west side of North Dallas Avenue, approximately 195 feet south of West Wintergreen Road further described as Lot 2, Block A, Cedar Shell Addition Phase 1, Lancaster, Dallas County, Texas.

EXPLANATION OF REQUEST: The Applicant requests to rezone this property for the purpose a Specific Use Permit (SUP) to allow a Commercial Amusement/Recreation (Indoor) use in an R – Retail zone.

- ☒ I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- ☐ I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

SIGNATURE:

ADDRESS:

W. Seed
2625 N. Dallas Ave
Lancaster, TX 75134

Your written comments are being solicited in the above case. Additional information is available in the Department of Planning at 700 E. Main. The Planning and Zoning Commission will hold a public hearing and take action on the above case at their meeting on **Tuesday, November 15, 2016 at 7:00 pm.** The City Council will hold a public hearing and take action on the above case at their meeting on **Monday, December 12, 2016 at 7:00 pm.** Meetings are typically held in the City Council Chambers, City of Lancaster Municipal Center, 211 N. Henry Street, Lancaster, Texas.

Please legibly respond in ink. If the signature and/or address are missing, your comments will not be recorded. Your response must be received in the Planning Division by **5 p.m. on Friday, 11/11/2016** for your comments to be recorded for the Planning and Zoning Commission's 3-1-16 meeting. Responses received after that time will be forwarded to the Commission at the public hearing.

If you have any questions concerning this request,
please contact the Planning Division
Phone 972-218-1315
FAX 972-275-1862

RETURN BY FAX OR MAIL
City of Lancaster
Planning Division
211 N Henry St
Lancaster, TX 75146-0940

LANCASTER CITY COUNCIL

City Council Regular Meeting

Item 6.

Meeting Date: 01/09/2017

Policy Statement: This request supports the City Council 2016-2017 Policy Agenda

Goal(s): Quality Development

Submitted by: Rona Stringfellow, Assistant City Manager; Jim Brewer, Public Works Director; Rob Franklin, Fire Chief

Agenda Caption:

Z16-11 Conduct a Public Hearing and consider a rezoning request from SF-6 Single Family Residential to LI Light Industrial at 3520 Waters Street, Lancaster, TX, consisting of an approximately 1.094 acre tract, being a portion of the Silas B. Runyon Abstract 1199, Page 180, Lancaster, Dallas County, Texas.

Background:

At the December 19, 2016 meeting, City Council opened the public hearing and continued it until January 9, 2017.

1. Location and Size: The property is located at 3520 Waters Street, located on the northeast corner of Waters Street and W. Daniieldale Road. The tract of land is approximately 1.094 acres in size.

2. Current Zoning: The subject property is currently zoned SF-6 Single Family Residential.

3. Adjacent Properties:

North: SF-6 Single Family Residential (Single Family Residence)

South: LI Light Industrial (Logistics Center)

East: LI Light Industrial (Logistics Center)

West: CH Commercial Highway (Single Family Residence)

4. Public Notification: On October 9, 2016, a notice for this public hearing appeared in the Focus Daily Newspaper. Staff also mailed notifications of this public hearing to all of the 17 property owners that are within 200-feet of the subject site, and zoning signs were placed on the subject property. These actions fulfill the noticing requirement pursuant to Section 14.207 of the Lancaster Development Code (LDC).

Out of the 17 notifications that were mailed to neighboring property owners, there were no notifications returned in support or opposition of this application.

Operational Considerations:

The applicant is requesting a rezoning from SF-6 Single Family Residential to LI Light Industrial for a 1.094 acre parcel. The applicant is proposing to construct a large truck parking area and office on the property. A portion of the property is currently developed with a Single Family Residence.

The subject property is approximately 1.094 acres in size, and it represents the southernmost part of an established single family residential neighborhood. Although the property to the west of the subject property, across Waters Lane, is zoned Commercial Highway, it is developed and utilized as a single

family residence. Additionally, while there is a mixture of different zoning districts and land uses around the property, the proposed rezoning represents an encroachment into an established residential neighborhood.

The 2016 Comprehensive Plan designates the property as Logistics Distribution. While the proposed use for the site may support the Logistics and Distribution function, the proposed zoning and land use still represents an encroachment into an established residential neighborhood.

W. Danieldale Road has been identified in the 2016 Comprehensive Plan as a Major Arterial street, and will be reconstructed and improved as part of the City Capital Improvement Project.

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

Consistency with the Comprehensive Plan:

The 2016 Comprehensive Plan designates the property as Logistics Distribution. While the proposed use for the site may support the Logistics and Distribution function, the proposed zoning and land use still represents an encroachment into an established residential neighborhood.

Potential Impact on Adjacent Development:

The properties to the north and west are developed with single family residences, while the property to the east and south are developed, or are being developed, with logistics and distribution uses. The encroachment of light industrial uses into an area developed and functioning as single-family residential is not productive for the stabilization of the existing neighborhood, and would represent a significant impact on adjacent single-family residential development.

Availability of utilities and access:

The property is currently developed with a single-family residence, with adequate access to Waters Street and W. Danieldale Road, as well as availability of water and sewer services.

Site conditions such as vegetation, topography and flood plain:

This site is developed with a single-family residence, and relatively flat. No portion of the site is within the 100 year flood plain.

Timing of Development as it relates to Lancaster's Capital Improvement Plan:

W. Danieldale Road in this area is scheduled for improvement as part of the City's Capital Improvement Plan, and a portion of the property has been acquired for additional right-of-way for the project.

Legal Considerations:

Should Council approve this request, the City Attorney will prepare an ordinance in conformance with approval.

Public Information Considerations:

On October 9, 2016, a notice for this public hearing appeared in the Focus Daily Newspaper. Staff also mailed notifications of this public hearing to all of the 17 property owners that are within 200-feet of the subject site, and zoning signs were placed on the subject property. These actions fulfill the noticing requirement pursuant to Section 14.207 of the Lancaster Development Code (LDC).

Out of the 17 notifications that were mailed to neighboring property owners, there were no notifications returned in support or opposition of this application.

Options/Alternatives:

1. Approve the rezoning request.
2. Deny the rezoning request as recommended by the P&Z and staff.

Recommendation:

On December 19, 2016, the City Council continued the Public Hearing until such time that the City Council had enough members present to conduct business at this time. The public hearing was continued to the January 9, 2016 for consideration. On November 15, 2016, the P&Z Commission recommended denial of the rezoning request. It is of note that with the P&Z recommended denial of the rezoning request, a supermajority (6 of the 7 members of Council) is required to approve the request. Staff concurs with the P&Z, and recommends denial of this request.

Attachments

P&Z Agenda Communication

Draft Minutes

Notifications

PLANNING & ZONING COMMISSION

Agenda Communication for November 15, 2016

#5

Z16-11 Conduct a Public Hearing and consider a rezoning request from SF-6 Single Family Residential to LI Light Industrial at 3520 Waters Street, Lancaster, TX, consisting of an approximately 1.094 acre tract, being a portion of the Silas B. Runyon Abstract 1199, Page 180, Lancaster, Dallas County, Texas.

Background

1. **Location and Size:** The property is located at 3520 Waters Street, located on the northeast corner of Waters Street and W. Daniieldale Road. The tract of land is approximately 1.094 acres in size.
2. **Current Zoning:** The subject property is currently zoned SF-6 Single Family Residential.
3. **Adjacent Properties:**
North: SF-6 Single Family Residential (Single Family Residence)
South: LI Light Industrial (Logistics Center)
East: LI Light Industrial (Logistics Center)
West: CH Commercial Highway (Single Family Residence)
4. **Public Notification:** On October 9, 2016, a notice for this public hearing appeared in the Focus Daily Newspaper. Staff also mailed notifications of this public hearing to all of the 17 property owners that are within 200-feet of the subject site, and zoning signs were placed on the subject property. These actions fulfill the noticing requirement pursuant to Section 14.207 of the Lancaster Development Code (LDC).

Out of the 17 notifications that were mailed to neighboring property owners, there were no notifications returned in support or opposition of this application.

Considerations

The applicant is requesting a rezoning from SF-6 Single Family Residential to LI Light Industrial for a 1.094 acre parcel. The applicant is proposing to construct a large truck parking area and office on the property. A portion of the property is currently developed with a Single Family Residence.

The subject property is approximately 1.094 acres in size, and is represents the southernmost part of an established single family residential neighborhood. Although the property to the west of the subject property, across Waters Lane, is zoned Commercial Highway, it is developed and utilized as a single family residence. Additionally, while there is a mixture of different zoning

districts and land uses around the property, the proposed rezoning represents and encroachment into an established residential neighborhood.

The 2016 Comprehensive Plan designates the property as Logistics Distribution. While the proposed use for the site arguably supports the Logistics and Distribution function, the proposed zoning and land use still represents an encroachment into an established residential neighborhood.

W. Daniieldale Road has been identified in the 2016 Comprehensive Plan as a Major Arterial street, and will be reconstructed and improved as part of the City Capital Improvement Project.

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

Consistency with the Comprehensive Plan:

The 2016 Comprehensive Plan designates the property as Logistics Distribution. While the proposed use for the site arguably supports the Logistics and Distribution function, the proposed zoning and land use still represents an encroachment into an established residential neighborhood.

Potential Impact on Adjacent Development:

The properties to the north and west are developed with single family residences, while the property to the east and south are developed, or are being developed, with logistics and distribution uses. The encroachment of light industrial uses into an area developed and functioning as single-family residential is not productive for the stabilization of the existing neighborhood, and would represent a significant impact on adjacent single-family residential development.

Availability of utilities and access:

The property is currently developed with a single-family residence, with adequate access to Waters Street and W. Daniieldale Road, as well as availability of water and sewer services.

Site conditions such as vegetation, topography and flood plain:

This site is developed with a single-family residence, and relatively flat. No portion of the site is within the 100 year flood plain.

Timing of Development as it relates to Lancaster's Capital Improvement Plan:

W. Daniieldale Road in this area is scheduled from improvement as part of the City's Capital Improvement Plan, and a portion of the property has been acquired for additional right-of-way for the project.

Conclusion:

Based upon an analysis of the five (5) considerations that must be taken into consideration when reviewing a change in zoning application, staff has concluded that the proposed application is consistent with the 2016 Comprehensive Plan, however it does have the potential to adversely affect adjacent properties.

Options/Alternatives

- 1) Recommend approval as requested
- 2) Postpone consideration and direct staff
- 3) Recommend denial of the request.

Recommendation

Staff recommends **denial** of the application as requested.

Approval Process

Upon recommendation by the Planning and Zoning Commission, the City Council will conduct a public hearing and render a final decision for this item at their December 12, 2016, regular meeting.

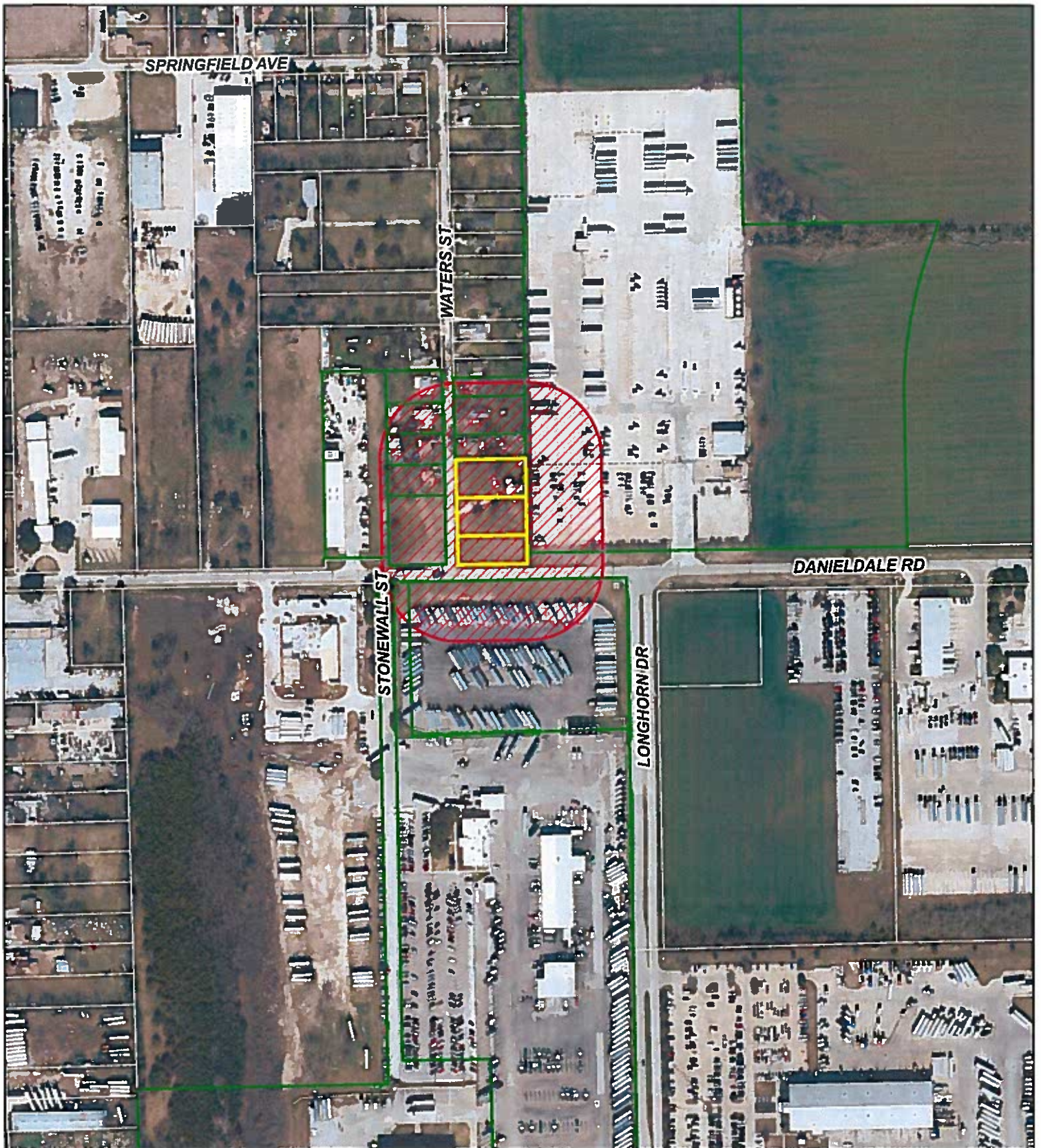
Attachments

Location map
Zoning exhibit

Prepared By and Submitted By:

Tony Felts, AICP
Interim Director of Planning and Development Services

Date: November 15, 2016



City of Lancaster
3520 Waters St
200' Notification Area



**Excerpt from Unapproved Minutes
Planning and Zoning Commission
November 15, 2016**

ITEM 5.

Z16-11 Conduct a Public Hearing and consider a rezoning request from SF-6 Single Family Residential to LI Light Industrial at 3520 Waters Street, Lancaster, TX, consisting of an approximately 1.094 acre tract, being a portion of the Silas B. Runyon Abstract 1199, Page 180, Lancaster, Dallas County, Texas.

Ms. Roos read the staff report into the record.

A MOTION WAS MADE BY COMMISSIONER PROTHRO AND SECONDED BY COMMISSIONER HILL TO OPEN THE PUBLIC HEARING.

**EARLE, AGUILAR, HILL, PROTHRO
NAYS: NONE**

THE MOTION CARRIED 4 to 0.

Gerald Anderson, 3536 Waters Street, stated that there is already a lot of Light Industrial in the area encroaching into our neighborhood, and once this property is changed to Light Industrial then that opens the door for any Light Industrial use that is allowed by right and there is a lot more uses that are allowed in that district that is more intrusive than this use.

Hugo Duran, 3520 Waters Street, stated he lives in a neighborhood where there is a lot of logistics uses with 18-wheeler parking in the area, and the whole area around us is zoned Light-Industrial.

A MOTION WAS MADE BY COMMISSIONER PROTHRO AND SECONDED BY COMMISSIONER HILL TO CLOSE THE PUBLIC HEARING.

**AYES: EARLE, AGUILAR, HILL, PROTHRO
NAYS: NONE**

THE MOTION CARRIED 4 to 0.

Commissioner Prothro stated we should not approve a zoning change that is in conflict with the newly adopted Comprehensive Plan.

Commissioner Hill agreed with Commissioner Prothro and stated that frequently when we do have citizens in opposition to a zoning change request it is usually against this type of use in their backyard and we need to be consistent with our recommendations for zoning change requests.

A MOTION WAS MADE BY COMMISSIONER PROTHRO AND SECONDED BY COMMISSIONER HILL TO RECOMMEND DENIAL TO THE CITY COUNCIL OF Z16-11 CONDUCT A PUBLIC HEARING AND CONSIDER A REZONING REQUEST FROM SF-6 SINGLE FAMILY RESIDENTIAL TO LI LIGHT INDUSTRIAL AT 3520 WATERS STREET, LANCASTER, TX, CONSISTING OF AN APPROXIMATELY 1.094 ACRE

TRACT, BEING A PORTION OF THE SILAS B. RUNYON ABSTRACT 1199, PAGE 180, LANCASTER, DALLAS COUNTY, TEXAS.

**AYES: EARLE, AGUILAR, HILL, PROTHRO
NAYS: NONE**

THE MOTION CARRIED 4 to 0.



City of Lancaster Planning Division



NOTICE OF PUBLIC HEARING

TO: Property Owner

RE: Case No. - Z 16-11: to conduct a public hearing and consider a rezoning request from SF-6 Single Family Residential to LI Light Industrial.

LOCATION: The property is located at 3520 Waters Street and contains approximately 1.094 acres of land located on the northeast corner of Waters Street and W. Daniieldale Road, further described as an approximately 1.094 acre tract out of the Silas B. Runyon Abstract 1199, Page 180, Lancaster, Dallas County, Texas.

EXPLANATION OF REQUEST: The Applicant requests to rezone this property for the purpose of rezoning request from SF-6 Single Family Residential to LI Light Industrial.

- ☐ I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- ☒ I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS: THE APPLICANT HAS STATED TO RESIDENTS IN THE AREA

THAT HE PLANS ON HAVING A TRUCK TIRE BUSINESS AT THIS
PROPERTY, NOT JUST A PARKING LOT FOR HIS TRUCKS. OUR NEIGHBOUR-
HOOD HAS FOUGHT AGAINST A TRUCK RELATED BUSINESS ON OUR STREET

SIGNATURE:

Gerard Alden

ADDRESS:

3536 WATERS ST, LANCASTER

AND TO REMAIN RESIDENTIAL
FOR 30 YEARS, AND
DEFEATED THESE ATTEMPTS
IN THE PAST. OUR
OPINION HAS NOT CHANGED

Your written comments are being solicited in the above case. Additional information is available in the Department of Planning at 700 E. Main. The City Council will hold a public hearing and take action on the above case at their meeting on **Monday, December 19, 2016 at 7:00 pm**. Meetings are typically held in the City Council Chambers, City of Lancaster Municipal Center, 211 N. Henry Street, Lancaster, Texas.

Please legibly respond in ink. If the signature and/or address are missing, your comments will not be recorded. Your response must be received in the Planning Division by **5 p.m. on Friday, 12/12/2016** for your comments to be recorded for the City Council's meeting. Responses received after that time will be forwarded to the Commission at the public hearing.

If you have any questions concerning this request,
please contact the Planning Division
Phone 972-218-1315
FAX 972-275-1862

RETURN BY FAX OR MAIL
City of Lancaster
Planning Division
211 N Henry St
Lancaster, TX 75146-0940



City of Lancaster Planning Division



NOTICE OF PUBLIC HEARING

TO: Property Owner

RE: Case No. - Z 16-11: to conduct a public hearing and consider a rezoning request from SF-6 Single Family Residential to LI Light Industrial.

LOCATION: The property is located at 3520 Waters Street and contains approximately 1.094 acres of land located on the northeast corner of Waters Street and W. Daniieldale Road, further described as an approximately 1.094 acre tract out of the Silas B. Runyon Abstract 1199, Page 180, Lancaster, Dallas County, Texas.

EXPLANATION OF REQUEST: The Applicant requests to rezone this property for the purpose of rezoning request from SF-6 Single Family Residential to LI Light Industrial.

- ☒ I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- ☐ I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

My name is Hugo Duran. I am the property owner of 3520 Waters St. Lancaster, Tx 75134. I am requesting a portion of the land located on the corner of Daniieldale Rd and Waters St to park four trucks I own. Thank you.

SIGNATURE:

Hugo Duran

ADDRESS:

3520 Waters St. Lancaster Tx 75134

Your written comments are being solicited in the above case. Additional information is available in the Department of Planning at 700 E. Main. The City Council will hold a public hearing and take action on the above case at their meeting on **Monday, December 19, 2016 at 7:00 pm**. Meetings are typically held in the City Council Chambers, City of Lancaster Municipal Center, 211 N. Henry Street, Lancaster, Texas.

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Phone 972-218-1315
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RETURN BY FAX OR MAIL
City of Lancaster
Planning Division
211 N Henry St
Lancaster, TX 75146-0940



City of Lancaster Planning Division



NOTICE OF PUBLIC HEARING

TO: Property Owner

RE: Case No. - Z 16-11: to conduct a public hearing and consider a rezoning request from SF-6 Single Family Residential to LI Light Industrial.

LOCATION: The property is located at 3520 Waters Street and contains approximately 1.094 acres of land located on the northeast corner of Waters Street and W. Daniel Dale Road, further described as an approximately 1.094 acre tract out of the Silas B. Runyon Abstract 1199, Page 180, Lancaster, Dallas County, Texas.

EXPLANATION OF REQUEST: The Applicant requests to rezone this property for the purpose of rezoning request from SF-6 Single Family Residential to LI Light Industrial.

- ☐ I AM IN FAVOR OF THE REQUEST FOR THE FOLLOWING REASONS:
- ☒ I AM OPPOSED TO THE REQUEST FOR THE FOLLOWING REASONS:

COMMENTS:

THERE IS ALREADY TOO MUCH
DEISEL POLLUTION AT OUR HOMES SETTLING
ON CARS AND INSIDE HOMES - MORE IS TO
CLOSE AND TOO MUCH.

SIGNATURE:

ADDRESS:

3536 WATERS ST, LANCASTER, 75144

Your written comments are being solicited in the above case. Additional information is available in the Department of Planning at 700 E. Main. The Planning and Zoning Commission will hold a public hearing and take action on the above case at their meeting on **Tuesday, November 15, 2016 at 7:00 pm.** The City Council will hold a public hearing and take action on the above case at their meeting on **Monday, December 12, 2016 at 7:00 pm.** Meetings are typically held in the City Council Chambers, City of Lancaster Municipal Center, 211 N. Henry Street, Lancaster, Texas.

Please legibly respond in ink. If the signature and/or address are missing, your comments will not be recorded. Your response must be received in the Planning Division by **5 p.m. on Friday, 11/11/2016** for your comments to be recorded for the Planning and Zoning Commission's 3-1-16 meeting. Responses received after that time will be forwarded to the Commission at the public hearing.

If you have any questions concerning this request,
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RETURN BY FAX OR MAIL
City of Lancaster
Planning Division
211 N Henry St
Lancaster, TX 75146-0940

LANCASTER CITY COUNCIL

City Council Regular Meeting

Item 7.

Meeting Date: 01/09/2017

Policy Statement: This request supports the City Council 2016-2017 Policy Agenda

Goal(s): Professional & Committed City Workforce

Submitted by: Dori Lee, Director of Human Resources

Agenda Caption:

Consider confirmation of Civil Service Commission appointment as designated by the City Manager.

Background:

Our Police Officers and Firefighters serve under the State Civil Service provisions. State law requires the City to have a three-member Civil Service Commission. It also requires that the City Manager make the appointments to the Commission with confirmation by City Council.

There are currently no vacancies on the Civil Service Commission. Commission member Audley Logan has a term that expired in 2016. He has submitted his application seeking to be re-appointed to the Civil Service Commission. There are no other terms that expired in 2016.

The City Manager respectfully submits the following name for appointment to the Civil Service Commission:

Re-Appointment of Audley Logan, current term expired 2016

Current members include:

Lafayette Miles, term expires 2017
Keith Whitley, term expires 2018

Operational Considerations:

State law requires that the City maintain a Civil Service Commission. With only three members on the Commission, it is important that all three positions be filled in order for the Commission to conduct its required business.

Public Information Considerations:

This item is being considered at a meeting of the City Council posted in accordance with the Texas Open Meetings Act.

Options/Alternatives:

1. Confirm the City Manager's recommendation.
2. Reject the City Manager's recommendation and request Manager to solicit additional applications.

Recommendation:

The City Manager is asking for favorable consideration from City Council by confirming the appointment.

LANCASTER CITY COUNCIL

City Council Regular Meeting

Item 8.

Meeting Date: 01/09/2017

Policy Statement: This request supports the City Council 2016-2017 Policy Agenda

Goal(s): Civic Engagement

Submitted by: Sorangel O. Arenas, City Secretary

Agenda Caption:

Discuss and consider annual appointments to City of Lancaster boards and commissions.

Background:

For boards and commissions appointments, recruiting efforts for applications were made through various sources including:

- Fall Issue - *Lancaster Connection*
- Lancaster Live – weekly email for 3 weeks
- Invitation letter to 2015 graduates of the Civic Leadership Academy
- Invitation letter to 2016 graduates of the Civic Leadership Academy
- Invitation letter to representatives for Homeowners Associations and PID
- City of Lancaster website
- Social media: Facebook and Twitter
- Marquee signs

A total of twenty-one applications were received. On December 8, 2016, City Council conducted interviews in preparation for appointments.

An appointment worksheet is attached to facilitate nominations to fill vacancies. The worksheet outlines all vacancies. Appointments may be made for:

Property Standards and Appeals Board
Parks and Recreation Advisory Board / Lancaster Recreation Dev. Corp.
Library Advisory Board
Animal Shelter Advisory Committee
Historic landmark Preservation Committee
Museum Advisory Board

Operational Considerations:

Vacancies may be filled through any combination of reappointment of existing members or appointment of new applicants and alternates. Appointments for regular members are for a two-year term unless filling an unexpired term. Alternates are appointed for a one-year term.

Animal Shelter Advisory Board

Please note that there are state requirements for appointment to the Animal Shelter Advisory Board. Under Section 823.005 of the Texas Health and Safety Code, a municipality in which an animal shelter is located is required to appoint an advisory committee to assist in complying with state requirements.

Under the state code, the advisory committee must be composed of at least:

- one licensed veterinarian
- one municipal officer
- one person whose duties include the daily operation of animal shelter
- one representative from an animal welfare organization

In addition, a resolution adopted by Council in October 2009 provides for a councilmember and a resident to be on the advisory committee for a total of five regular members and one alternate. A resident and councilmember are not required by the state code. Currently a councilmember is not seated on the advisory committee. Council may choose to seat a councilmember if desired. The Animal Shelter Advisory Committee consists of the following five members and alternate:

Member	Role/Capacity	Term Expires
Dr. Jean Eye	veterinarian*	2016**
Katherine Corrao	involved in operations of shelter*	2016**
Christylla Miles	municipal officer*	2017
Stacey Jaglowski	regular position	2017
Rosanna Ross	animal welfare*	2017
Vacant	alternate	2016
	*state requirement	**desires reappointment

It is necessary that Council make appointments such that state requirements are met.

Other Appointment Notes

Zoning Board of Adjustment members are appointed by the Mayor and confirmed by City Council; there is a companion item for ZBOA appointments. The Planning & Zoning Commission makes recommendations for appointments to the Historic Landmark Preservation Committee, which are confirmed by City Council. Civil Service Commission appointments are recommended by the City Manager and confirmed by City Council.. Appointments to the Youth Advisory Committee are made by the City Manager or her designee.

Options/Alternatives:

The Council may choose to:

1. Make appointments from new applications on hand.
2. Reappoint members whose terms are expiring.
3. Appoint an alternate to fill a regular position and then appoint a new alternate.
4. Delay some appointments until a future Council meeting.
5. Leave any regular position or alternate position unfilled at this time.

Recommendation:

Boards and Commissions appointments are solely at Council's pleasure.

Attachments

2016 Appointment Worksheet

List of applicants (indicates board/commission preferences)

2016 Expiring Terms and Vacancies Recap (indicates those desiring reappointment)



**Worksheet
Board & Commission Appointments
January 5, 2017**

Planning and Zoning Commission – 2 regular positions

Desiring Reappt. / Notes

1. _____

Isabel Aguilar

2. _____

Racheal Hill

Airport Advisory Board – 3 regular positions; 1 alternate

1. _____

Andy Mungenast

2. _____

Dr. Charles Waldrop Jr.

3. _____

Keith Hutchins

4. _____ (alternate)

James O. Knight

Property Standards & Appeals Board – 3 regular positions; 1 alternate)

1. _____

Carolyn Morris

2. _____

Sue Wyrick

3. _____

Vacant

4. _____ (alternate)

Carlton Terry

Parks & Recreation Advisory/

Recreational Development Board – 4 regular positions, 1 alternate, 3 Vacancies

1. _____

Jerry W. Giles

2. _____

Vacant

3. _____

Vacant

4. _____

Vacant

5. _____ (alternate)

Joe Smith

Worksheet (Cont'd)

Desiring Reappt. / Notes

Economic Development Corp. – 2 regular positions (3 year terms)

1. _____ Ric Peterson
2. _____ Sandi Collier

Library Advisory Board – 4 regular positions, 1 alternate

1. _____ Angela McCowan
2. _____ Vacant
- 3.. _____ Sonja Shipp
4. _____ Vacant
5. _____ (alternate) Vacant

Animal Shelter Advisory Committee – 2 regular positions, 1 alternate

1. _____ Dr. Jean Eye
2. _____ Katherine Corrao
3. _____ (alternate) Vacant

*fills state requirement

Historic Landmark Preservation Committee – 3 regular positions, 1 alternate

1. _____ Dee Hinkle
2. _____ Vacant
3. _____ Patricia Siegfild-Giles
4. _____ (alternate) Vacant

Worksheet (Cont'd)

Desiring Reappt. / Notes

Zoning Board of Adjustment (Mayor appoints; Council confirms)

- | | |
|----------------------|----------------|
| 1. _____ | Vacant |
| 2. _____ | Vacant |
| 3. _____ (alternate) | Syrinthia Mann |

Museum Advisory Board – 5 regular positions, 1 alternate

- | | |
|----------------------|-----------------|
| 1. _____ | Mary Ryan |
| 2. _____ | Vacant |
| 3. _____ | Vacant |
| 4. _____ | Shannon Boyd |
| 5. _____ | Lillian Cullors |
| 6. _____ (alternate) | Clara Butler |

Notes:

1. Historic Landmark Preservation Committee – P & Z appoints; Council confirms
2. Civil service Commission- City Manager appoint; Council confirms
3. Youth Advisory Committee appointments by City Manager or her designee



Boards and Commissions Applicants

2016



Applicants	Airport	PSAB	HLPC	Library	ZBA	LEDC	P&Z	Parks/4B	Animal SAB	Museum	Comments
Allen, Thomas					1						
Anthony Ronald						1	3	2			
Beard, Janae						1		3			Youth Advisory Committee-2
Cade, Charlene			1								
Campbell, LePorsche						1					
Collins, Karen						1	3	2			
Covington, Petra L.					2	3		1			
Gibbons, Felicia											Youth Advisory Committee - 1
Guinn, Mary			1								
Jackson, Tamyra				1							
Lewis, Kayshellyn						1					
Matthews, Reba				1		2					Youth Advisory Committee - 3
McCoo, Don							1				Currently serving on PSA, term expires 2016 and would like to try a new board
Miller, Oscar										1	
Moore, Joseph						2	3				Civil Service Commission - 1
Smit, E Lawrence						1	2			3	
Ragland, Aderiance				2		3		1			
Reed, Jermy					2		1				
Thomas, John					2		1				
Whitson, Cecelia				4			2	1		3	Unable to attend interview due to family loss
Williams, Ivory						1	2		3		
Yeargin, Pamela						1					



**BOARDS COMMISSIONS
EXPIRING TERMS AND VACANCIES
RECAP - 2016**

Boards/Commissions	Term Expires	Member Name	Desires Reappointment		Notes
			YES	NO	
Planning and Zoning Commission	2016	Isabel Aguilar	✓		
	2016	Racheal Hill	✓		
Airport Advisory Board	2016	Andy Mungenast	✓		
	2016	Dr. Charles Waldrop Jr.	✓		
	2016	Keith Hutchins	✓		
ALTERNATE	2016	James O. Knight	✓		
Property Standards and Appeals Board	2016	Carolyn Morris	✓		
	2016	Sue Wyrick	✓		
	2016	Don McCoo		✓	
ALTERNATE	2016	Carlton Terry	✓		
Lancaster Recreational Development Corp. and Parks & Recreation Advisory Board	2016	Jerry W. Giles	✓		
	2016	Vacant			Resigned
	2016	Vacant			Resigned
	2017	Vacant			Resigned
ALTERNATE	2016	Joe Smith	✓		
Lancaster Economic Development Corp.	2016	Ric Peterson	✓		
	2016	Sandi Collier	✓		

**BOARDS COMMISSIONS
EXPIRING TERMS AND VACANCIES
RECAP - 2016**



<i>Boards/Commissions</i>	<i>Term Expires</i>	<i>Member Name</i>	<i>Desires Reappointment</i>		<i>Notes</i>
			YES	NO	
Library Advisory Board	2016	Angela McCowan	✓		
	2016	Tiffany Devereaux		✓	
	2016	Sonja Shipp	✓		
	2016	Ann Ordone		✓	
ALTERNATE	2016	Cassandra Lewis		✓	
Animal Shelter Advisory Committee	2016	Dr. Jean Eye	✓		
	2016	Katherine Corrao	✓		
ALTERNATE	2016	Linda Adair		✓	
Historic Landmark Preservation Committee	2016	Dee Hinkle	✓		
	2017	Vacant			Vacant per 2016-11-90
(P & Z appoints, Council confirms)	2016	Patricia Siegfild-Giles	✓		
ALTERNATE	2016	Shannon Abbott		✓	
Zoning Board of Adjustment	2016	Jack McCauley		✓	
(Mayor appoints, Council confirms)	2016	Rebecca Torres-Swanson			No Response
ALTERNATE	2016	Syrinthia Mann	✓		

**BOARDS COMMISSIONS
EXPIRING TERMS AND VACANCIES
RECAP - 2016**



<i>Boards/Commissions</i>	<i>Term Expires</i>	<i>Member Name</i>	<i>Desires Reappointment</i>		<i>Notes</i>
			YES	NO	
Museum Advisory Board	2016	Mary Ryan	✓		
	2016	Dianne McBride Allen		✓	
	2016	Ellie Pope		✓	
	2016	Shannon Boyd	✓		
	2016	Lillian Cullors	✓		
ALTERNATE	2016	Clara Butler	✓		
Civil Service Commission	2016	Audley Logan	✓		
<i>(City Manager appoints, City Council Confirms)</i>					

LANCASTER CITY COUNCIL

City Council Regular Meeting

Item 9.

Meeting Date: 01/09/2017

Policy Statement: This request supports the City Council 2016-2017 Policy Agenda

Goal(s): Civic Engagement

Submitted by: Sorangel O. Arenas, City Secretary

Agenda Caption:

Consider confirmation of nominations made by the Mayor for appointments to the City of Lancaster Zoning Board of Adjustment.

Background:

As set by ordinance, the Zoning Board of Adjustment members are appointed by the Mayor and confirmed by the City Council

The Zoning Board of Adjustment consists of five regular members and an alternate. Currently, serving on the Zoning Board of Adjustment are:

	<u>Term Expires</u>
Deborah Taylor	2017
Sherri Williams	2017
Margaret Brooks	2017
Jack McKauley	2016
Rebecca Torres-Swanson	2016
Alternate member:	
Syrinithia Mann	2016

Operational Considerations:

Mayor Knight will make nominations for appointments following other City board and commission appointments.

A motion, with a second, and an affirmative vote is required to confirm the appointments.

Recommendation:

Boards and Commissions appointments are solely at Council's pleasure.

LANCASTER CITY COUNCIL

City Council Regular Meeting

Item 10.

Meeting Date: 01/09/2017

Policy Statement: This request supports the City Council 2016-2017 Policy Agenda

Goal(s): Professional & Committed City Workforce

Submitted by: Sorangel O. Arenas, City Secretary

Agenda Caption:

The City Council shall convene into closed executive session pursuant to Section § 551.074 (a)(1) of the TEXAS GOVERNMENT CODE to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: City Attorney.

Background:

Executive Session matters.

LANCASTER CITY COUNCIL

City Council Regular Meeting

Item 11.

Meeting Date: 01/09/2017

Policy Statement: This request supports the City Council 2016-2017 Policy Agenda

Goal(s): Professional & Committed City Workforce

Submitted by: Sorangel O. Arenas, City Secretary

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.