



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

Monday, February 17, 2020 - 7:00 PM



CALL TO ORDER

1. Receive a presentation from Linebarger Goggan Blair & Sampson, LLP regarding delinquent property tax and Municipal fines & fees collection.
2. Discuss and receive a presentation from Halff Associates on the I-35E and Loop 9 Corridor studies.
3. Receive a presentation from Councilmember Nina Morris for an update on former Youth Advisory Committee (YAC) member Isaiah Chancellor.
4. Receive a presentation and discuss the Quarterly Financial Report for the First quarter of FY 2019/2020 for the period ending December 31, 2019.
5. Discuss and receive an update on the first quarter of Fiscal Year (FY) 2019/2020 for the operations and management of Countryview Golf Course.
6. Discuss the report of City Council's Five Year Goals and Strategies established during the annual City Council Strategic Planning Session June 14 and June 15, 2019 for the first quarter of Fiscal Year 2019/2020.

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

Certificate

I hereby certify the above Notice of Meeting was posted at the Lancaster City Hall on February 14, 2020 @ 5:00 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 Work Session

1.

Meeting Date: 02/17/2020

Policy Statement: This request supports the City Council 2019-2020 Policy Agenda

Goal(s): Financially Sound City Government

Submitted by: Carey Neal, Assistant to the City Manager

Agenda Caption:

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

Background:

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

Linebarger will make a presentation regarding their services to the City of Lancaster.

LANCASTER CITY COUNCIL

City Council Work Session

2.

Meeting Date: 02/17/2020

Policy Statement: This request supports the City Council 2019-2020 Policy Agenda

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

Submitted by: Bester Munyaradzi, Senior Planner

Agenda Caption:

Discuss and receive a presentation from Halff Associates on the I-35E and Loop 9 Corridor studies.

Background:

The City Council, during its FY 2018/2019 and 2019/2020 Strategic Planning Session, identified the objective to conduct and complete the Loop 9 and I-35E Corridor study, and make recommendations. The Texas Department of Transportation (TxDOT) plans for Loop 9 that connect I35E and I-45 are underway and ready for implementation as early as 2021.

Operational Considerations:

A Request For Qualifications (RFQs) was issued in September 2019 and no proposals were received. Staff re-issued the RFQ in October and received responses from Halff Associates and Freese & Nichols Inc.

City Council will receive a presentation from Halff Associates on the proposed scope of work the firm intends to utilize for completing the Loop 9 & I-35E studies.

LANCASTER CITY COUNCIL

City Council Work Session

3.

Meeting Date: 02/17/2020

Policy Statement: This request supports the City Council 2019-2020 Policy Agenda

Goal(s): Healthy, Safe & Engaged Community

Submitted by: Carey Neal, Assistant to the City Manager

Agenda Caption:

Receive a presentation from Councilmember Nina Morris for an update on former Youth Advisory Committee (YAC) member Isaiah Chancellor.

Background:

As prescribed in the City Council Rules and Procedures as amended August 2019, Section D. City Council Agenda Process, Subsection 1.b., Councilmember Nina Morris requested that an item be included on the City Council meeting for the purpose of discussing the progress of former YAC member Isaiah Chancellor. Isaiah Chancellor is a former president of the Youth Advisory Committee. Mr. Chancellor graduated in the spring of 2019 and is now a student at the University of Texas at Austin.

LANCASTER CITY COUNCIL

City Council Work Session

4.

Meeting Date: 02/17/2020

Policy Statement: This request supports the City Council 2019-2020 Policy Agenda

Goal(s): Financially Sound City Government

Submitted by: Kim Hall, Director of Finance

Agenda Caption:

Receive a presentation and discuss the Quarterly Financial Report for the First quarter of FY 2019/2020 for the period ending December 31, 2019.

Background:

The broad purpose of the City's Financial and Investment policy statements is to enable the City to achieve and maintain a long-term stable and positive financial position, and provide guidelines for the day-to-day planning and operations of the City's financial affairs. The following information is representative of the first quarter of fiscal year 2019/2020; October 1, 2019 through December 31, 2019.

Attachments

Quarterly Financials and Investment Reports



City of Lancaster

Quarterly

Investment & Financial

Reports

For 1st Quarter

FY 2020



City of Lancaster

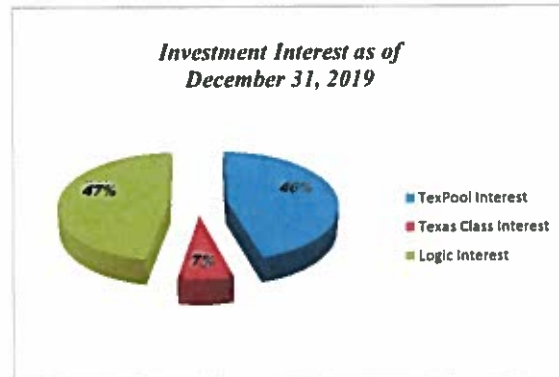
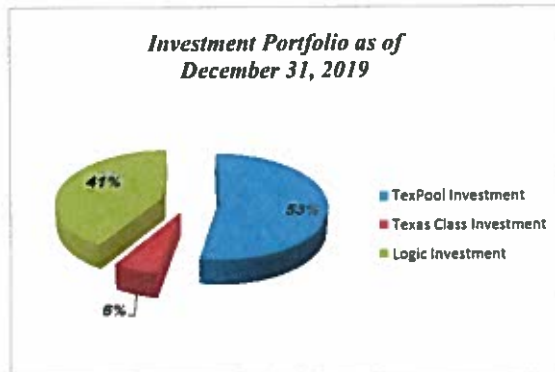
Investment Portfolio Summary - As of December 31, 2019

| Investment Types | % of Total Investments | Amount |
|-------------------------------|------------------------|------------------|
| TexPool Investment | | |
| TexPool | 52.90% | \$ 43,211,024.12 |
| Texpool Total | 52.90% | 43,211,024.12 |
| Texas Class Investment | | |
| Texas Class | 5.87% | 4,793,881.04 |
| Texas Class Total | 5.87% | 4,793,881.04 |
| Logic Investment | | |
| Logic -01 | 33.36% | 27,250,309.25 |
| Logic -02 | 1.60% | 1,307,643.09 |
| Logic -04 | 1.71% | 1,396,866.95 |
| Logic -06 | 4.57% | 3,729,938.89 |
| Logic Total | 41.24% | 33,684,758.18 |
| Total Investment | 100.00% | \$ 81,689,663.34 |

| Investment Interest Types | % of Total Interest | Amount |
|----------------------------------------|---------------------|---------------|
| TexPool Interest | | |
| TexPool | 45.78% | \$ 156,273.45 |
| TexPool Qtr. Interest Total | 45.78% | 156,273.45 |
| Texas Class Interest | | |
| Texas Class | 6.95% | 23,734.19 |
| Texas Class Qtr. Interest Total | 6.95% | 23,734.19 |
| Logic Interest | | |
| Logic -01 | 38.24% | 130,543.00 |
| Logic -02 | 1.84% | 6,264.25 |
| Logic -04 | 1.96% | 6,691.71 |
| Logic -06 | 5.23% | 17,868.35 |
| Logic Quarterly Interest Total | 47.27% | 161,367.31 |
| Total Quarterly Interest | 100.00% | \$ 341,374.95 |


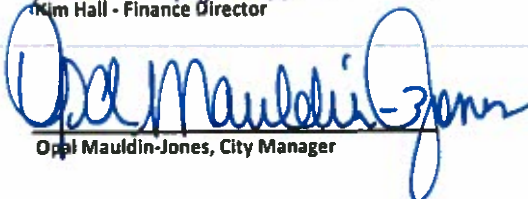
| Investment Types | % of Total Investments | Amount |
|-------------------------|------------------------|------------------|
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| Total Investment | 100.00% | \$ 81,689,663.34 |


| Investment Interest Types | % of Total Interest | Amount |
|---------------------------|---------------------|---------------|
| TexPool Interest | 45.78% | \$ 156,273.45 |
| Texas Class Interest | 6.95% | \$ 23,734.19 |
| Logic Interest | 47.27% | 161,367.31 |
| Total Interest | 100.00% | \$ 341,374.95 |



COMPLIANCE STATEMENT

The investment portfolio presented in these reports conforms in all respects to the investment policies of the City of Lancaster, Texas; and is being managed under the investment strategy developed and approved by the Lancaster City Council.


 Kim Hall - Finance Director

 Opal Mauldin-Jones, City Manager


 Date
 2/13/2020
 Date

Authorization Statement

This is to acknowledge that I have reviewed and approved the City of Lancaster's Quarterly Financial Report for the first quarter FY2020 ending December 31, 2019.

Reviewed By:


Assist. Finance Director

Date:

2/7/20

Approved By:


Director of Finance

Date:

2/10/2020

Approved & Authorized to Present to City Council:


City Manager

Date:

2/14/2020

CITY-WIDE OPERATING FUND TOTALS


Unaudited Revenues and Expenditures

First Quarter FY2020

FY2020 October 2019 thru December 2019

100% Optimal Expenditure Rate



|  | | | | | | |
|------------------------------------------------------------------------------------|--------------------|---------------|---------------|---------------|---------------|-------------|
| TOTAL REVENUES | | 2019 | 2019 | 2020 | 2020 | 2020 |
| | | Qtr. Ending | Actual | Qtr. Ending | Actual | % of Budget |
| | | 12/2018 | To Date | 12/2019 | To Date | Used |
| 1 | General Fund | 7,957,199 | 9,996,768 | 10,749,402 | 10,749,402 | 34% |
| 2 | G.O. Debt Service | 3,086,058 | 4,107,210 | 3,693,628 | 3,693,628 | 48% |
| 4 | Street Maintenance | - | - | 225,207 | 225,207 | 29% |
| 5 | WaterWastewater | 1,518,808 | 4,351,639 | 4,697,352 | 4,697,352 | 27% |
| 9 | Airport | 66,994 | 178,606 | 172,194 | 172,194 | 30% |
| 14 | HotelMotel | 8,754 | 8,754 | 7,542 | 7,542 | 4% |
| 16 | LEDC/4A | 144,185 | 147,310 | 143,752 | 143,752 | 10% |
| 17 | LRDC/4B | 271,347 | 458,652 | 334,678 | 334,678 | 9% |
| 18 | Golf Course | 28,113 | 90,344 | 132,592 | 132,592 | 20% |
| 19 | Sanitation | 222,786 | 631,950 | 663,709 | 663,709 | 26% |
| 21 | E911 | 20,725 | 47,699 | 46,724 | 46,724 | 19% |
| 53 | Stormwater | 163,342 | 454,483 | 487,448 | 487,448 | 30% |
| Total | | \$ 13,488,312 | \$ 20,473,417 | \$ 21,354,228 | \$ 21,354,228 | 31% |

| TOTAL EXPENDITURES | | 2019 | 2019 | 2020 | 2020 | 2020 |
|--------------------|--------------------|--------------|---------------|---------------|---------------|-------------|
| | | Qtr. Ending | Actual | Qtr. Ending | Actual | % of Budget |
| | | 12/2018 | To Date | 12/2019 | To Date | Used |
| 1 | General Fund | 1,946,855 | 6,113,299 | 6,908,270 | 6,908,270 | 22% |
| 2 | G.O. Debt Service | - | 60,347 | 59,597 | 59,597 | 1% |
| 4 | Street Maintenance | - | - | - | - | 0% |
| 5 | WaterWastewater | 1,148,729 | 2,379,644 | 4,953,346 | 4,953,346 | 31% |
| 9 | Airport | 27,825 | 86,197 | 87,510 | 87,510 | 18% |
| 14 | HotelMotel | 6,731 | 21,293 | 7,349 | 7,349 | 18% |
| 16 | LEDC/4A | 398,046 | 528,142 | 101,688 | 101,688 | 7% |
| 17 | LRDC/4B | 139,126 | 450,429 | 632,408 | 632,408 | 17% |
| 18 | Golf Course | 76,637 | 184,564 | 240,161 | 240,161 | 30% |
| 19 | Sanitation | 138,703 | 317,886 | 549,068 | 549,068 | 27% |
| 21 | E911 | 10,510 | 148,828 | 133,176 | 133,176 | 46% |
| 53 | Stormwater | 113,183 | 272,638 | 235,144 | 235,144 | 15% |
| Total | | \$ 4,006,345 | \$ 10,563,268 | \$ 13,907,717 | \$ 13,907,717 | 22% |



GENERAL FUND

Revenues and Expenditures



1st Quarter FY2020
FY2020 October 2019-December 2019

| REVENUES | | | | | | |
|------------------------|--------------------------------|---------------------------|--------------------------------|---------------------------|---------------------------|-----------------------------|
| | 2019 Qtr. Ending 12/2018 | 2019 Actual To Date | 2020 Qtr. Ending 12/2019 | 2020 Actual To Date | 2020 Revised Budget | 2020 % of Budget Used |
| PROPERTY TAX | 6,904,583 | 8,048,916 | 8,703,710 | 8,703,710 | 17,670,906 | 49% |
| SALES TAX | 547,643 | 547,643 | 561,005 | 561,005 | 6,200,000 | 9% |
| FRANCHISE TAX | 2,974 | 42,652 | 45,519 | 45,519 | 1,723,467 | 3% |
| LICENSES AND PERMITS | 100,487 | 273,580 | 251,850 | 251,850 | 1,339,300 | 19% |
| INTERGOVERNMENTAL | 1,250 | 3,750 | 3,750 | 3,750 | 7,500 | 50% |
| CHARGES FOR SERVICES | 60,255 | 215,697 | 285,782 | 285,782 | 920,078 | 31% |
| FINES AND FORFEITURES | 70,191 | 218,539 | 232,832 | 232,832 | 865,864 | 27% |
| INTEREST | 53,341 | 53,341 | 54,760 | 54,760 | 129,000 | 42% |
| MISCELLANEOUS | 43,295 | 55,202 | 32,873 | 32,873 | 41,884 | 78% |
| OPERATING TRANSFERS IN | 172,569 | 517,706 | 572,186 | 572,186 | 2,288,742 | 25% |
| GRANT & Other Income | 612 | 19,744 | 5,136 | 5,136 | - | 0% |
| Total | \$ 7,957,199 | \$ 9,996,768 | \$ 10,749,402 | \$ 10,749,402 | \$ 31,206,246 | 34% |

| EXPENDITURES | | | | | | |
|-----------------------------|--------------------------------|---------------------------|--------------------------------|---------------------------|------------------------|-----------------------------|
| | 2019 Qtr. Ending 12/2018 | 2019 Actual To Date | 2020 Qtr. Ending 12/2019 | 2020 Actual To Date | 2020 Revised Budget | 2020 % of Budget Used |
| 1 City Council | 10,449 | 17,801 | 11,237 | 11,237 | 145,073 | 8% |
| 2 City Manager's Office | 61,175 | 191,181 | 238,271 | 238,271 | 928,095 | 26% |
| 5 Legal | (709) | (1,417) | 14,213 | 14,213 | 250,000 | 6% |
| 6 Building Services | 37,628 | 127,333 | 381,257 | 381,257 | 1,110,881 | 34% |
| 8 Municipal Court | 28,192 | 95,124 | 88,357 | 88,357 | 454,424 | 19% |
| 9 Building Inspections | 27,848 | 86,099 | 69,394 | 69,394 | 293,653 | 24% |
| 10 Fleet Maintenance | 44,388 | 136,956 | 110,397 | 110,397 | 637,891 | 17% |
| 12 Streets Operations | 46,684 | 103,609 | 262,170 | 262,170 | 1,220,841 | 21% |
| 13 Parks | 44,827 | 143,807 | 121,740 | 121,740 | 775,476 | 16% |
| 14 Police | 713,403 | 1,899,518 | 1,811,473 | 1,811,473 | 7,523,508 | 24% |
| 15 Fire | 554,851 | 1,749,267 | 1,971,381 | 1,971,381 | 7,576,900 | 26% |
| 16 Non-Departmental | 14,247 | 432,212 | 518,050 | 518,050 | 4,408,345 | 12% |
| 17 Planning | 43,188 | 122,298 | 191,063 | 191,063 | 932,840 | 20% |
| 18 City Secretary | 29,620 | 97,049 | 81,216 | 81,216 | 265,706 | 31% |
| 19 Finance | 39,838 | 168,100 | 124,710 | 124,710 | 768,965 | 16% |
| 20 Emergency Management | 34 | 21,878 | 70,998 | 70,998 | 112,676 | 63% |
| 24 Animal Services | 14,037 | 42,735 | 54,635 | 54,635 | 230,590 | 24% |
| 29 Purchasing | 8,050 | 22,436 | 37,769 | 37,769 | 123,177 | 31% |
| 31 Human Resources | 42,803 | 115,600 | 147,633 | 147,633 | 614,480 | 24% |
| 32 Civil Service | - | 374 | 375 | 375 | 7,550 | 5% |
| 34 Emergency Communications | 68,492 | 196,657 | 185,178 | 185,178 | 1,073,800 | 17% |
| 35 Code Compliance | 29,003 | 91,596 | 102,270 | 102,270 | 547,158 | 19% |
| 37 Information Technology | 47,703 | 127,408 | 174,224 | 174,224 | 638,682 | 27% |
| 38 Fire Marshal | 14,546 | 47,414 | 43,637 | 43,637 | 229,483 | 19% |
| 39 City Marshal | 13,833 | 42,532 | 43,730 | 43,730 | 200,309 | 22% |
| 40 Records | - | - | 11,280 | 11,280 | 174,659 | 6% |
| 52 Vending Contracts | 147 | 147 | - | - | - | 0% |
| 55 Public Relations | 12,580 | 35,587 | 41,612 | 41,612 | 176,125 | 24% |
| Total | \$ 1,946,855 | \$ 6,113,299 | \$ 6,908,270 | \$ 6,908,270 | \$ 31,421,288 | 22% |

WATER AND SEWER FUND

Revenues & Expenses

First Quarter FY2020



FY2020 October 2019 thru December 2019



100 % Optimal Expenditure Rate



| REVENUES | | 2019 | 2019 | 2020 | 2020 | 2020 | |
|----------|---------------|--------------|--------------|--------------|--------------|---------------|-------------|
| | | Qtr. Ending | Actual | Qtr. Ending | Actual | Revised | % of Budget |
| | | 12/2018 | To Date | 12/2019 | To Date | Budget | Used |
| | Water | 583,842 | 1,861,588 | 2,074,448 | 2,074,448 | 7,552,718 | 27% |
| | Wastewater | 639,530 | 2,034,677 | 2,100,730 | 2,100,730 | 7,955,781 | 26% |
| | Fees | 44,482 | 137,131 | 152,250 | 152,250 | 719,538 | 21% |
| | Impact Fees | 48,546 | 62,031 | 129,855 | 129,855 | 311,000 | 42% |
| | Other Revenue | 24,681 | 78,485 | 93,717 | 93,717 | 293,000 | 32% |
| | Interest | 177,727 | 177,727 | 146,352 | 146,352 | 766,620 | 19% |
| | Total | \$ 1,518,808 | \$ 4,351,639 | \$ 4,697,352 | \$ 4,697,352 | \$ 17,598,657 | 27% |

| EXPENDITURES | | 2019 | 2019 | 2020 | 2020 | 2020 | |
|--------------|-----------------------------|--------------|--------------|--------------|--------------|---------------|-------------|
| | | Qtr. Ending | Actual | Qtr. Ending | Actual | Revised | % of Budget |
| | | 12/2018 | To Date | 12/2019 | To Date | Budget | Used |
| 2 | Public Works Administration | 44,031 | 134,622 | 146,554 | 146,554 | 676,773 | 22% |
| 20 | Utility Billing | 52,735 | 122,357 | 128,157 | 128,157 | 631,373 | 20% |
| 21 | Water Operations | 90,941 | 180,151 | 1,085,971 | 1,085,971 | 1,744,212 | 62% |
| 22 | Non-Departmental | 1,340 | 14,941 | 16,357 | 16,357 | 82,211 | 20% |
| 27 | Meter Reading | 4,521 | 24,224 | 177,359 | 177,359 | 363,372 | 49% |
| 30 | Wastewater Operations | 65,896 | 175,003 | 677,515 | 677,515 | 1,709,575 | 40% |
| 42 | Wholesale Costs | 761,169 | 1,343,310 | 2,310,960 | 2,310,960 | 8,566,515 | 27% |
| 50 | Debt Service | - | 750 | 750 | 750 | 687,907 | 0% |
| 80 | Transfers Out | 128,096 | 384,287 | 409,724 | 409,724 | 1,638,894 | 25% |
| | Total | \$ 1,148,729 | \$ 2,379,644 | \$ 4,953,346 | \$ 4,953,346 | \$ 16,100,832 | 31% |

SALES TAX 4A-ECONOMIC DEVELOPMENT

1st Quarter - FY 2020



FY2020 October 2019 Thru December 2019

100% Optimal Expenditure Rate



| REVENUE | | 2019 | 2019 | 2020 | 2020 | 2020 | 2020 |
|---------|------------------------|-------------|------------|-------------|------------|--------------|-------------|
| | | Qtr. Ending | Actual | Qtr. Ending | Actual | Revised | % of Budget |
| | | 12/2018 | To Date | 12/2019 | To Date | Budget | Remaining |
| | SALES TAXES | 109,529 | 109,529 | 112,201 | 112,201 | 1,323,571 | 8% |
| | INTEREST | 33,094 | 33,094 | 26,863 | 26,863 | 134,581 | 20% |
| | Operating Transfers In | 1,563 | 4,688 | 4,688 | 4,688 | 18,750 | 25% |
| | Total | \$ 144,185 | \$ 147,310 | \$ 143,752 | \$ 143,752 | \$ 1,476,902 | 10% |

| EXPENDITURES | | 2019 | 2019 | 2020 | 2020 | 2020 | 2020 |
|--------------|-----------------------------|-------------|------------|-------------|------------|--------------|-------------|
| | | Qtr. Ending | Actual | Qtr. Ending | Actual | Revised | % of Budget |
| | | 12/2018 | To Date | 12/2019 | To Date | Budget | Remaining |
| 2 | ECONOMIC DEV/ADMINISTRATION | 21,979 | 71,903 | 82,714 | 82,714 | 347,271 | 24% |
| 50 | 4A DEBT SERVICE | 18,946 | 56,837 | - | - | 212,350 | 0% |
| 60 | MARKETING AND ADVERTISING | 48,187 | 51,054 | 4,430 | 4,430 | 41,470 | 11% |
| 63 | INCENTIVE PROGRAMS | 304,228 | 334,228 | - | - | 806,650 | 0% |
| 80 | TRANSFERS OUT | 4,707 | 14,120 | 14,544 | 14,544 | 58,175 | 25% |
| | Total | \$ 398,046 | \$ 528,142 | \$ 101,688 | \$ 101,688 | \$ 1,465,916 | 7% |




4B - LRDC FUND


1st Quarter - FY 2020

FY2020 October 2019 Thru December 2019



100% Optimal Expenditure Rate

|  | | | | | | | |
|-----------------------------------------------------------------------------------|--------------------|-------------------|-------------------|-------------------|-------------------|---------------------|-------------|
| TOTAL REVENUE | | 2019 | 2019 | 2020 | 2020 | 2020 | 2020 |
| | | Qtr. Ending | Actual | Qtr. Ending | Actual | Revised | % of Budget |
| | | 12/2018 | To Date | 12/2019 | To Date | Budget | Remaining |
| 0 | REVENUE | 230,481 | 339,694 | 234,844 | 234,844 | 3,046,195 | 8% |
| 7 | LIBRARY | 1,847 | 6,183 | 5,731 | 5,731 | 34,892 | 16% |
| 54 | SENIOR LIFE CENTER | 17,196 | 26,769 | 15,825 | 15,825 | 100,736 | 16% |
| 56 | RECREATION CENTER | 21,824 | 86,006 | 78,277 | 78,277 | 489,084 | 16% |
| | Total | \$ 271,347 | \$ 458,652 | \$ 334,678 | \$ 334,678 | \$ 3,670,906 | 9% |

|  | | | | | | | |
|-------------------------------------------------------------------------------------|--------------------|-------------------|-------------------|----------------|----------------|---------------------|-------------|
| TOTAL EXPENDITURES | | 2019 | 2019 | 2020 | 2020 | 2020 | 2020 |
| | | Qtr. Ending | Actual | Qtr. Ending | Actual | Revised | % of Budget |
| | | 12/2018 | To Date | 12/2019 | To Date | Budget | Remaining |
| 2 | REC ADMINISTRATION | 17,863 | 58,780 | 60,292 | 60,292 | 257,363 | 23% |
| 7 | LIBRARY | 25,493 | 87,034 | 145,562 | 145,562 | 537,796 | 27% |
| 16 | NON-DEPARTMENTAL | 2,914 | 7,107 | 11,217 | 11,217 | 77,557 | 14% |
| 50 | 4B DEBT SERVICE | - | - | - | - | 921,000 | 0% |
| 54 | SENIOR LIFE CENTER | 21,210 | 57,395 | 120,657 | 120,657 | 299,714 | 40% |
| 56 | RECREATION CENTER | 52,314 | 182,116 | 206,195 | 206,195 | 1,273,736 | 16% |
| 57 | COMMUNITY PARK | - | - | 2,400 | 2,400 | 18,192 | 13% |
| 80 | TRANSFERS OUT | 19,332 | 57,997 | 86,085 | 86,085 | 344,340 | 25% |
| | Total | \$ 139,126 | \$ 450,429 | 632,408 | 632,408 | \$ 3,729,699 | 17% |



Golf Course Fund

1st Quarter - FY 2020

FY2020 October 2019 Thru December 2019



| | 2019 | 2019 | 2020 | 2020 | 2020 | 2020 |
|---------------------|-------------|-----------|-------------|------------|------------|-------------|
| | Qtr. Ending | Actual | Qtr. Ending | Actual | Revised | % of Budget |
| TOTAL REVENUE | 12/2018 | To Date | 12/2019 | To Date | Budget | Remaining |
| GOLF COURSE REVENUE | \$ 28,113 | \$ 90,344 | \$ 132,592 | \$ 132,592 | \$ 646,977 | 20% |
| Total | \$ 28,113 | \$ 90,344 | \$ 132,592 | \$ 132,592 | \$ 646,977 | 20% |

| | 2019 | 2019 | 2020 | 2020 | 2020 | 2020 |
|--------------------|-------------|---------|-------------|---------|---------|-------------|
| | Qtr. Ending | Actual | Qtr. Ending | Actual | Revised | % of Budget |
| TOTAL EXPENDITURES | 12/2018 | To Date | 12/2019 | To Date | Budget | Remaining |
| 39 GOLF COURSE | 76,053 | 182,814 | 238,411 | 238,411 | 795,628 | 30% |
| 80 TRANSFERS OUT | 583 | 1,750 | 1,750 | 1,750 | 7,000 | 25% |
| Total | 76,637 | 184,564 | 240,161 | 240,161 | 802,628 | 30% |

LANCASTER CITY COUNCIL

City Council Work Session

5.

Meeting Date: 02/17/2020

Policy Statement: This request supports the City Council 2019-2020 Policy Agenda

Goal(s): Financially Sound City Government

Submitted by: Carey Neal, Assistant to the City Manager

Agenda Caption:

Discuss and receive an update on the first quarter of Fiscal Year (FY) 2019/2020 for the operations and management of Countryview Golf Course.

Background:

On November 1, 2017, the City entered into a short-term management agreement (November 1, 2017, through December 31, 2017) with Touchstone Golf, LLC to oversee the operations at the Country View Golf Course. During this time, Touchstone evaluated operations, the facility, and other items based upon their industry experience to determine next steps.

On January 8, 2018, City Council received a presentation on findings of operations. Staff recommended the City extend the term of the Touchstone Golf, LLC agreement to provide a more comprehensive plan following a full season of golf.

On January 29, 2018, the City Council approved the extended management agreement with Touchstone Golf, LLC and directed staff to provide an update on golf course operations quarterly.

This is the requested quarterly update for the first quarter of FY 2019/2020 for the period of October 1, 2019, through December 31, 2020.

Attachments

Country View First Quarter Update

Fiscal Year 2019-2020

Country View Golf Club

First Quarter Update

October 1, 2019 – December 31, 2019

Course

- Course Turf conditions remain healthy and definition on each hole is emerging.
- The majority of the broad-leaf grasses on the putting surfaces has been mitigated. The team can now work on managing the reduction of Poa-Annua on the greens surface.
- The course received 4" less rain versus 2018.

Tournaments

- Nine (9) golf outings, 133 more outing rounds versus 2018, a 54% increase.
- Result: \$1700 increase in Tournament Green Fee & Cart Fee income.

Private Events

- \$18540 Event Food & Beverage Revenue (includes private event and tournament F&B).
- 13 Non-golf Banquets compared to 9 the previous year, a 44% increase.

Shop

- Merchandise sales remained flat to prior year.
- Holiday gift card sale promotions yielded \$2510 in sales compared to \$355 the previous year.

Rounds

- 1392 more rounds filled in Q1 2019/2020 vs Q1 2018/2019
- Revenue increased by \$26,433 in Q1 2019/2020 vs Q1 FY 2018/2019
- Revenue per round filled increased by \$1.99
 - Revenue per round increased with winter & holiday green fee promotions.

Food & Beverage

- The food service continues to grow with a 20% increase in sales compared to prior year.

Members

- Added 9 new Members in the first quarter.
- Added 2 new Senior Players Card holders.

LANCASTER CITY COUNCIL

City Council Work Session

6.

Meeting Date: 02/17/2020

Policy Statement: This request supports the City Council 2019-2020 Policy Agenda

Goal(s):

- Effective Municipal Operations
- Financially Sound City Government
- Healthy, Safe & Engaged Community
- Sound Infrastructure
- Quality Development
- Professional and Committed City Workforce

Submitted by: Opal Mauldin-Jones, City Manager

Agenda Caption:

Discuss the report of City Council's Five Year Goals and Strategies established during the annual City Council Strategic Planning Session June 14 and June 15, 2019 for the first quarter of Fiscal Year 2019/2020.

Background:

City Council conducted an annual Strategic Planning Session June 14 and June 15, 2019. This report represents activity for the first quarter of Fiscal Year 2019/2020 (October 1, 2019 thru December 31, 2019). This is a review of the implementation and progress on strategies and initiatives outlined in the 2019/2020 strategic plan and how said strategies connect to continued progress toward the realization of the Vision.

Attachments

First Quarterly Update FY19/20

Fiscal Year 2019-2020

First Quarter Update

October 1, 2019 – December 31, 2019

Financially Sound Government

The City has a long-range financial plan and prudent fiscal policies and processes. Appropriate reserve levels and a competitive tax rate ensures the needs of the community and responsibly manages its debt.

Purpose and Vision

1. Prudent fiscal policies and processes:

The City has received the GFOA certificate of achievement for excellence in finance for the 4th consecutive year. The City is also the recipient of all five transparency stars from the Texas Comptroller's Office for Traditional Finances, Contracts & Procurement, Economic Development, Public Pensions, and Debt Obligations. Recently the city has been going through the process of refunding the 2010 bonds. Staff met with the rating agencies and our ratings have been affirmed as "Aa3" from Moody's and AA- from Standards and Poors.

Hilltop Security, the City's Financial Advisors, advised that based upon current market conditions, the City has the opportunity to refund portions of its outstanding debt and realize debt service savings. City Council will receive a presentation and ordinance from Hilltop Security on Monday, January 27, 2020. The ordinance will allow council to authorize the issuance of City of Lancaster, Texas, General Obligation Refunding Bonds, Series 2020 in an approximate amount of \$25,080,000 for refunding a portion of the City's outstanding debt.

Planning and Oversight

2. Maintain appropriate reserve levels:

During the September 9, 2019 City council meeting, council adopted resolutions to update the financial, debt and investment policies.

Purpose and Vision

3. Competitive tax rate:

For fiscal year 2019/2020, the tax rate was reduced from the prior year of \$.8675 to \$0.840925 to be in line with the rules and restrictions of SB2. With the reduction of the tax rate, Council also established a street maintenance fund.

Healthy, Safe, & Engaged Community

Lancaster is a place where we embrace public safety and compassionate enforcement in our neighborhoods to sustain vibrant residential and business communities. The community celebrates unity and participates in citywide events, recreational and cultural activities. Residents have opportunities for involvement in civic life through boards and commissions, youth and parent volunteer opportunities in recreation, sports teams, City elections, Civic Academies, Schools and citywide celebrations.

Priority Action Items

1. Ensure update of Parks and Open Space Master Plan:

During the 1st Quarter of 2020 staff along with Dunaway consultants continued the updating of the Parks, Recreation and Open Space Master Plan update. The Master Plan will address park land

acquisition, recreational program needs, and general park development over a 5 to 10 year period of time. This is in line with recommendations set forth in the City's current 2016 Comprehensive Plan regarding Parks, Open Space & Recreation.

The Parks Masterplan Survey created by National Service Research was posted online and mailed to 6,000 Lancaster residents. Additionally, the survey was administered by staff at special events in the effort to gain citizen input on the upcoming masterplan update. The survey closed on November 7, 2019. A total of 381 responses were received.

Dunaway Associates gave Council an update on the survey results on December 9, 2019. Next steps include the development of the Recreation plan which is a key element on Lancaster attaining CAPRA accreditation. The Parks, Recreation and Open Space Masterplan is set for adoption consideration in March 2020 to meet the deadline of accreditation documentation.

Planning and Oversight

2. Continue the Business Retention and Expansion Program (BREP):

The BREP program officially engages six businesses annually. In an effort to keep the BREP visits a priority of businesses, staff is scheduling the visits within 30 days from initial contact with the business. During the first quarter of FY2020, BREP visits were conducted with Super Walmart, Neighborhood Walmart, and Oncor.

Purpose and Vision

3. Senior Cares Initiative:

At the October 14, 2019 Council meeting, Council approved a resolution authorizing the submission of an application for the American Association of Retired Persons (AARP) Age-Friendly Livable Communities Program, and supporting the initiatives and opportunities of said program. On December 21, 2019, Council received the AARP distinction as an Age Friendly Community.

Code Compliance

Illegal Dumping Cases by the Code Compliance Team

| ID # | Short Address | Case Start Date |
|----------|-----------------------------|-----------------|
| 19-00007 | 2015 N HOUSTON SCHOOL Rd. | 12/05/2019 |
| 19-00008 | 1106 N DALLAS Ave. | 12/06/2019 |
| 19-00009 | 1002 N DALLAS Ave. | 12/06/2019 |
| 19-00010 | 3301 SPRINGFIELD Ave. | 12/06/2019 |
| 19-00011 | 3112 SPRINGFIELD Ave. | 12/06/2019 |
| 19-00012 | 1322 OAKBROOK St. | 12/10/2019 |
| 19-03439 | 341 W TELEPHONE Rd. | 10/01/2019 |
| 19-03440 | 3500 N DALLAS Ave. | 10/01/2019 |
| 19-03441 | 3801 N DALLAS Ave. | 10/03/2019 |
| 19-03442 | 1361 ROSEWOOD Ln. | 10/03/2019 |
| 19-03443 | 201 OAK St. | 10/03/2019 |
| 19-03444 | 4520 UNIVERSITY HILLS Blvd. | 10/03/2019 |
| 19-03445 | 1400 WHEATLAND Rd. | 10/03/2019 |
| 19-03446 | 1200 BEAR CREEK Rd. | 10/03/2019 |

| | | |
|----------------|---------------------------|------------|
| 19-03447 | 2300 W MAIN St. | 10/03/2019 |
| 19-03448 | 2401 SUNNY MEADOW Dr. | 10/03/2019 |
| 19-03449 | 2300 SUNNY MEADOW Dr. | 10/03/2019 |
| 19-03488 | 1200 BEAR CREEK Rd. | 10/08/2019 |
| 19-03491 | 1200 BEAR CREEK Rd. | 10/09/2019 |
| 19-04546 | 100 MOORLAND Rd. | 12/17/2019 |
| 19-04547 | 1001 OLD RED OAK Rd. | 12/17/2019 |
| 19-04548 | 1000 BEAR CREEK Rd. | 12/17/2019 |
| 19-04549 | 2751 S HOUSTON SCHOOL Rd. | 12/17/2019 |
| TOTALS: | Total Cases | 23 |

Commercial Code Compliance Cases

| Business/Owner | Address | Violation | Action Taken | Status |
|------------------------------------------------|-------------------------|--------------------------|-----------------|---------------------------------|
| LANCASTER LTD | 4201 DALLAS AV | HIGH GRASS WEEDS | NOTICE ISSUED | ABATED OWNER 11-1-19 |
| HEMAL LANCASTER LTD PS | 1902 N I-35 | HIGH GRASS WEEDS | NOTICE ISSUED | ABATED OWNER 11-8-19 |
| LAND LINK REALTY LLC | 4301 CONNECUTT | HIGH GRASS WEEDS | NOTICE ISSUED | ABATED OWNER 11-8-19 |
| LAND LINK REALTY LLC | 4301 CONNECUTT | TRASH LITTER | NOTICE ISSUED | ABATED OWNER 11-8-19 |
| VALERO / CHURCHES CHICKEN | 3160 PLEASANT RUN | TRASH LITTER | CITATION ISSUED | ABATED MANAGER 12-22-19 |
| VALERO / CHURCHES CHICKEN | 3160 PLEASANT RUN | TRASH LITTER | CITATION ISSUED | ABATED MANAGER 12-22-19 |
| WHITE PROPERTIES TRAC II LLC | 3401 DALLAS | HIGH GRASS WEEDS | NOTICE ISSUED | ABATED OWNER 12-18-19 |
| WHITE PROPERTIER TRACK II LLC | 3401 DALLAS | TRASH LITTER | NOTICE ISSUED | ABATED OWNER 12-18-19 |
| WHITE PROPERTIES TRAC II LLC | 3501 MIDPOINT STE # 200 | TRASH LITTER | NOTICE ISSUED | ABATED OWNER 12-18-19 |
| FAMILY DOLLAR | 3155 PLEASANT RUN | TRASH LITTER | CITATION ISSUED | ABATED MANAGER 12-22-19 |
| FAMILY DOLLAR | 3155 PLEASANT RUN | TRASH LITTER | CITATION ISSUED | ABATED AREA MANAGER 12-22-19 |
| WHITE TRACT LLC | 3701 DALLAS | TRASH LITTER | NOTICE ISSUED | ABATED OWNER 11-22-19 |
| BRIGHAM LUCY VIRGINIA | 2820 AMES | TRASH LITTER | NOTICE ISSUED | ABATED OWNER 11-22-19 |
| BRIGHAM LUCY VIRGINIA | 2820 AMES | HIGH GRASS WEEDS | NOTICE ISSUED | ABATED OWNER 11-28-19 |
| NOVANDA PROPERTIES INC/CEDAR SHELL GAS STATION | 2625 DALLAS | TRASH LITTER | NOTICE ISSUED | ABATED OWNER 11-28-19 |
| NOVANDA PROPERTIES INC/CEDAR SHELL GAS STATION | 2625 DALLAS | HIGH GRASS WEEDS | NOTICE ISSUED | ABATED OWNER 11-28-19 |
| NOVANDA PROPERTIES INC/CEDAR SHELL GAS STATION | 2625 DALLAS | ILLEGAL BANNER SIGN | NOTICE ISSUED | ABATED OWNER 11-28-19 |
| US GIFT / WE THE BEST FOOD MART | 1415 DALLAS | ILLEGAL BANNER SIGN | NOTICE ISSUED | ABATED OWNER 12-1-19 |
| US GIFT / WE THE BEST FOOD MART | 1415 DALLAS | IMPROPER OUTSIDE STORAGE | NOTICE ISSUED | ABATED OWNER 12-1-19 |

| | | | | |
|---------------------------------|---------------------|--------------------|-------------------------|--------------------------|
| US GIFT / WE THE BEST FOOD MART | 1415 DALLAS | TRASH LITTER | NOTICE ISSUED | ABATED OWNER 12-1-19 |
| CASTILLE BELEN M | 4444 PERCY | NO BILDING PERMIT | NOTICE ISSUED | ABATED OWNER 12-1-19 |
| SEGMENT INVESTMENTS | 3117 BELVEDERE | HIGH GRASS WEEDS | NOTICE ISSUED | ABATED OWNER 12-1-19 |
| SEGMENT INVESTMENTS | 3117 BELVEDERE | TRASH LITTER | NOTICE ISSUED | ABATED OWNER 12-1-19 |
| TORRES LUIS & EVA | 3640 HULETTE | HIGH GRASS WEEDS | NOTICE ISSUED | ABATED OWNER 12-1-19 |
| ANCIRA JESSE | 1456 PARK CIR | HIGH GRASS WEEDS | NOTICE ISSUED | ABATED OWNER 12-1-19 |
| CITY OF LANCASTER | 1460 PARK CIR | HIGH GRASS WEEDS | NOTICE ISSUED | ABATED OWNER 12-1-19 |
| BLACKETT ROBERT | 2615 HULETTE | HIGH GRASS WEEDS | NOTICE ISSUED | ABATED OWNER 12-1-19 |
| ALDRIDGE ORVILLE | 1611 IDLEWILD | HIGH GRASS WEEDS | NOTICE ISSUED | ABATED OWNER 12-1-19 |
| SEGMENT INVESTMENTS | 3117 BELVEDERE | HIGH GRASS WEEDS | NOTICE ISSUED | ABATED OWNER 12-1-19 |
| AMBROTHERS | 2949 PLEASANT RUN | HIGH GRASS WEEDS | NOTICE ISSUED | ABATED OWNER 12-1-19 |
| TEAGUE PAUL | 2530 HULETTE | HIGH GRASS WEEDS | NOTICE ISSUED | ABATED OWNER 12-1-19 |
| JOHNSON ROBERT KENNETH | 2610 HULETTE | HIGH GRASS WEEDS | NOTICE ISSUED | ABATED OWNER 12-1-19 |
| JOHNSON ROBERT KENNETH | 2600 HULETTE | HIGH GRASS WEEDS | NOTICE ISSUED | ABATED OWNER 12-1-19 |
| GALLEGO JOSE | 3108 BELVEDERE | HIGH GRASS WEEDS | NOTICE ISSUED | ABATED OWNER 12-1-19 |
| WILSON STEVEN | 3112 BELVEDERE | HIGH GRASS WEEDS | NOTICE ISSUED | ABATED OWNER 12-1-19 |
| WILSON STEVEN | 3116 BELVEDERE | HIGH GRASS WEEDS | NOTICE ISSUED | ABATED OWNER 12-1-19 |
| STEEL DUST I INC | 3122 BELVEDERE | HIGH GRASS WEEDS | NOTICE ISSUED | ABATED OWNER 12-1-19 |
| MCNUTT LELIA | 2522 BALOMEDE | HIGH GRASS WEEDS | NOTICE ISSUED | ABATED OWNER 12-1-19 |
| ALG TRANSPORT | 2530 BALOMEDE | HIGH GRASS WEEDS | NOTICE ISSUED | ABATED OWNER 12-1-19 |
| ALG TRANSPORT | 2534 BALOMEDE | HIGH GRASS WEEDS | NOTICE ISSUED | ABATED OWNER 12-1-19 |
| CARLISLE ANTHONY | 3103 WINTERGREEN | HIGH GRASS WEEDS | NOTICE ISSUED | ABATED OWNER 12-1-19 |
| VILLARREAL REGINALOS | 3307 SHERWOOD | HIGH GRASS WEEDS | NOTICE ISSUED | ABATED OWNER 12-1-19 |
| VINCENT 5102 LLC | 1353 SOUTHRIDGE | POOL FENCING | NOTICE ISSUED | ABATED OWNER 12-1-19 |
| VINCENT 5102 LLC | 1353 SOUTHRIDGE | POOL CLEANLINES | NOTICE ISSUED | ABATED OWNER 12-1-19 |
| GUZMAN OSCAR | 4136 EDWARDS | POOL FENCING | NOTICE ISSUED | ABATED OWNER 12-1-19 |
| PALAPA KIROS MEXICAN FOOD | 627 PLEASANT RUN | TRASH LITTER | VERBAL WARNING | ABATED OWNER |
| WALDROP CHARLES W III | 2281 PLEASANT RUN | TRASH LITTER | NOTICE BY MAIL 12-20-19 | PENDING |
| BROOKS R | 412 RED OAK RD | BRUSH ACCUMILATION | NOTICE BY MAIL 12-20-19 | ABATED |
| BROOKS J | 500 RED OAK RD | BRUSH ACCUMILATION | NOTICE BY MAIL 12-20-19 | ABATED AND PERMIT ISSUED |
| ELLIS OAK CREEK PPTIES LLC | 2340 PLEASANT RUN | TRASH LITTER | NOTICE BY MAIL 12-20-19 | PENDING |
| SCHLACHTER REALTY LTD | 2001 HOUSTON SCHOOL | TRASH LITTER | NOTICE BY MAIL 12-20-19 | PENDING |
| MCCLARY TINA | 809 W MAIN | UNSAFE STRUCTURE | NOTICE BY MAIL 12-20-19 | PENDING |
| SANDLING RAYMOND | 119 MARTIN DR | UNSAFE STRUCTURE | NOTICE BY MAIL 12-20-19 | PENDING |
| LANCASTER MILLS | 750 W MAIN | OVERHANGING LIMBS | NOTICE BY MAIL 12-20-19 | PENDING |

Animal Shelter Update

Staff continues to hold quarterly rescue group meetings to solidify and expand our rescue partnership. The last meeting was held on October 28, 2019. Staff also continues to update the City's page on Petfinder.com on a weekly basis and send it out to rescue partners throughout the region in an effort to increase rescue rates. As a reminder, Petfinder.com is an online company that operates one of the largest online pet adoption websites serving the entire nation. Moreover, staff has begun posting available dogs on the City's Facebook page to attract more local potential adopters.

The Lancaster Animal Shelter has recorded a total of 80 rescues, 31 adoptions, 33 redeemed, and 12 euthanization for the period of October 1, 2019 to December 31, 2019.

Police Department Update

Crime prevention and deterrence is a primary objective of the police department. Overall, we are seeing decreases in several offense categories that we believe is a result of some aggressive proactive measures including a robbery detail, increased traffic enforcement, and officer initiated close patrol of neighborhoods based on visible activity.

In a continued effort to be more transparent and hold all of our officers accountable, the Lancaster Police Department policies have been published. These policies are recognized by the Texas Police Chief Association Best Practices and further enhances our ability to serve our community and keep Lancaster a "safe and vibrant community."

| OFFENSES | | | |
|---------------------|------------|------------|---------|
| | 1Q 2019 | 1Q 2020 | UP/DOWN |
| Assault | 78 | 127 | 49 |
| Burglary Building | 9 | 18 | 9 |
| Burglary Habitation | 28 | 34 | 6 |
| Burglary Vehicle | 30 | 45 | 15 |
| Criminal Mischief | 43 | 46 | 3 |
| Drug Crimes | 65 | 34 | -31 |
| DWI | 5 | 19 | 14 |
| Financial Crimes | 27 | 35 | 8 |
| Information Report | 402 | 435 | 33 |
| Mental Evaluations | 42 | 48 | 6 |
| Murder | 1 | 0 | -1 |
| Robbery | 16 | 14 | -2 |
| Runaways | 13 | 25 | 12 |
| Sex Assault | 7 | 4 | -3 |
| Theft | 124 | 142 | 18 |
| UUMV | 55 | 38 | -17 |
| ARREST | | | |

| | | | |
|----------------------------|--------------------|--------------------|----------------|
| | | | |
| | 1Q 2019 | 1Q 2020 | UP/DOWN |
| Arrest | 525 | 454 | -71 |
| CALLS FOR SERVICE | | | |
| | | | |
| | 1Q 2019 | 1Q 2020 | UP/DOWN |
| Total Calls | 17095 | 22251 | 5156 |
| Close Patrols | 5703 | 9585 | 3882 |
| House Check Request | 25 | 27 | 2 |
| House Check Calls | 171 | 171 | 0 |
| PATROL | | | |
| | | | |
| | 1Q 2019 | 1Q 2020 | UP/DOWN |
| Traffic Stops | 4071 | 5325 | 1254 |
| Field Contacts | 199 | 137 | -62 |
| WARRANTS | | | |
| | | | |
| | 1Q 2019 | 1Q 2020 | UP/DOWN |
| New Felony | 49 | 43 | -6 |
| New Misdemeanor | 41 | 32 | -9 |
| New Warrants Total | 90 | 75 | -15 |
| Warrants Served | 42 | 19 | -23 |
| ACCIDENTS | | | |
| | | | |
| | 1Q 2019 | 1Q 2020 | UP/DOWN |
| Total Accidents | 161 | 206 | 45 |

Fire Department Update

Fire Prevention:

Shift personnel continues to provide and install smoke detectors for residents. A priority has been to fill requests the same day that they have been received and to observe the absence of smoke detectors while making emergency calls to residents.

Emergency Medical Services:

The Fire Department has responded to 2,218 rescue and emergency medical calls this quarter.

Total Life Improving or Extending Aid: 498

This is a count of all calls in the reporting period where the response by the Lancaster Fire Department extended or improved the life of the person.

Total Fire Calls – 17

Total Number of Incidents: 2476

| INCIDENT TYPE | NUMBER OF INCIDENTS |
|--------------------------------------------------------|---------------------|
| 111 - Building fire | 4 |
| 113 - Cooking fire, confined to container | 3 |
| 138 - Off-road vehicle or heavy equipment fire | 1 |
| 143 - Grass fire | 2 |
| 150 - Outside rubbish fire, other | 1 |
| 151 - Outside rubbish, trash or waste fire | 2 |
| 154 - Dumpster or other outside trash receptacle fire | 2 |
| 162 - Outside equipment fire | 1 |
| 200 - Overpressure rupture, explosion, overheat other | 1 |
| PROPERTY SAVED | \$3,333,290 |
| 300 - Rescue, EMS incident, other | 1 |
| 320 - Emergency medical service, other | 3 |
| 321 - EMS call, excluding vehicle accident with injury | 2218 |
| 322 - Motor vehicle accident with injuries | 26 |
| 324 - Motor vehicle accident with no injuries. | 19 |
| 331 - Lock-in (if lock out , use 511) | 2 |
| 400 - Hazardous condition, other | 1 |
| 411 - Gasoline or other flammable liquid spill | 1 |
| 412 - Gas leak (natural gas or LPG) | 1 |
| 421 - Chemical hazard (no spill or leak) | 1 |
| 440 - Electrical wiring/equipment problem, other | 1 |
| 441 - Heat from short circuit (wiring), defective/worn | 1 |
| 443 - Breakdown of light ballast | 1 |
| 444 - Power line down | 6 |
| 445 - Arcing, shorted electrical equipment | 3 |
| 500 - Service Call, other | 18 |
| 510 - Person in distress, other | 3 |
| 511 - Lock-out | 7 |
| 520 - Water problem, other | 1 |
| 522 - Water or steam leak | 3 |
| 531 - Smoke or odor removal | 5 |
| 541 - Animal problem | 1 |
| 542 - Animal rescue | 1 |
| 550 - Public service assistance, other | 5 |

| | |
|----------------------------------------------------------|------------------|
| 551 - Assist police or other governmental agency | 3 |
| 552 - Police matter | 5 |
| 553 - Public service | 13 |
| 554 - Assist invalid | 26 |
| 561 - Unauthorized burning | 1 |
| 571 - Cover assignment, standby, moveup | 2 |
| 600 - Good intent call, other | 4 |
| 611 - Dispatched & cancelled en route | 17 |
| 621 - Wrong location | 1 |
| 622 - No incident found on arrival at dispatch address | 6 |
| 631 - Authorized controlled burning | 3 |
| 651 - Smoke scare, odor of smoke | 1 |
| 661 - EMS call, party transported by non-fire agency | 1 |
| 700 - False alarm or false call, other | 9 |
| 730 - System malfunction, other | 4 |
| 733 - Smoke detector activation due to malfunction | 1 |
| 735 - Alarm system sounded due to malfunction | 6 |
| 736 - CO detector activation due to malfunction | 2 |
| 740 - Unintentional transmission of alarm, other | 3 |
| 743 - Smoke detector activation, no fire - unintentional | 9 |
| 744 - Detector activation, no fire - unintentional | 1 |
| 745 - Alarm system activation, no fire - unintentional | 11 |
| 813 - Wind storm, tornado/hurricane assessment | 1 |
| Total Incidents | 2476 |
| Total Life Improving or Extending Aid | 498 |
| 111 - Building fire | 4 |
| 113 - Cooking fire, confined to container | 3 |
| 138 - Off-road vehicle or heavy equipment fire | 1 |
| 143 - Grass fire | 2 |
| 150 - Outside rubbish fire, other | 1 |
| 151 - Outside rubbish, trash or waste fire | 2 |
| 154 - Dumpster or other outside trash receptacle fire | 2 |
| 162 - Outside equipment fire | 1 |
| 200 - Overpressure rupture, explosion, overheat other | 1 |
| PROPERTY SAVED | 3,333,290 |

October 2019

3 new personnel completed Fire Academy and initial on-shift training, allowing them to count towards daily staffing.

Rosa Parks Elementary honored our first responders.

December 2019

2 personnel started paramedic school with a completion date of July 2020.

Assistant Chief Chris Youngman obtained a Bachelors Degree in Public Administration from Texas A&M San Antonio.

The EMS division purchased and placed in service 2 new Life Pak 15's and two new power cot load systems to enhance our quality of service.

Continued partnerships with LISD allowed the fire department to present multiple "Stop the Bleed" courses to the school district.

Municipal Court Update

The first quarter of FY 2019/2020 the Municipal Court collected revenues of \$384,193.00. This is an increase of \$35,412 or 9.21% from the same period last year of \$348,781.00.

Warrants issued for the first quarter were 2,967 and 2,338 were served/recalled during the same period.

There were a total of 2,712 cases filed, 3,383 trials/hearings, and 1,964 dispositions for the first quarter of FY 2019/2020.

Quality of Life and Cultural Services Update

October 2019

The Upsilon Nu Zeta Chapter of Zeta Phi Beta Sorority, Incorporated participated in our Adopt-a-Spot Program. This program is a joint effort between our City government and residents to keep our right-of-ways and neighborhoods clean and beautiful. The chapter recently adopted Kid's Square Park.

The City of Lancaster hosted its Annual Fall Festival/Boo Bash. Over 1,000 were in attendance at this safe, fun-filled event as an alternative to traditional "Trick-or-Treating." This year, Goosebumps 2 was featured as the BOO-Vie of the evening. Those in attendance enjoyed bounce houses, face painting, carnival games, candy, and a costume contest judged by the Youth Advisory Committee members.

November 2019

This month, the Youth Advisory Committee traveled to San Antonio to attend the National League of Cities Conference. This conference provided an amazing opportunity for YAC to network with other youth, meet government officials, and attend a variety of workshops. Topics included: infrastructure, gender pay gap, gun violence, and preventing teen dating violence.

The Annual Turkey Bowl/Turkey Shootout was held at the Lancaster Recreation Center. In addition to the pastors vs. public safety basketball game, the Lancaster Interdenominational Ministerial Alliance (LIMA) joined together for a coat drive giveaway. Festivities included bounce houses, holiday-themed arts and crafts, a live DJ, and bowling for a free turkey.

December 2019

A donation from MainStay Hotels allowed the pond at Community Park to be stocked with over 800 catfish, minnows, and sunfish for patrons to enjoy a nice day of fishing.

In commemoration of Arbor Day, a new Savannah Holly was planted in front of the Lancaster Community House. A proclamation was read by Mayor Clyde C. Hairston to celebrate the 147th anniversary of Arbor Day.

The 65th Annual Christmas Parade and Festival was hosted at Heritage Park. Community members came out to enjoy a beautiful day of games, activities, photos with Santa, and delicious refreshments to celebrate the holidays.

Recreation Division Update

S.T.A.R. Afterschool Program:

October 2019

This quarter, the "Project Still I Rise" mentoring program held regular sessions with our youth that focused on leadership and entrepreneurship. The S.T.A.R. Afterschool participants also learned how to build wooden racecars. Our partner, Home Depot, provided racecar kits for the youth to use for assembly. This activity helped them improve their fine motor skills and taught them the basics of carpentry.

November 2019

The Lancaster Recreation Center held a Turkey Camp from November 25 – November 27. Throughout the week, the youth engaged in a variety of activities such as enjoying movies, swimming, and Thanksgiving-themed art projects. We celebrated Thanksgiving by crafting Beaded Indian Corns.

December 2019

During December, the S.T.A.R Afterschool participants made various holiday projects with the most popular being the Candy Cane Wreath.

Christmas Break Camp was held from December 23 – January 3 where the youth were able to participate in field trips to the Lancaster Cinemark Movies and Altitude Jump Trampoline Center.

Athletics and Aquatics:

October 2019

The Cedar Valley College men and women's basketball team used the Lancaster Recreation Center for practices and workouts. The Lancaster ISD boys and girls basketball team continued their aquatic workouts that were led by Lancaster Recreation Center Aquatic Staff.

November 2019

The Athletic Department wrapped up the Women's Flag Football League in early November. We began registration for our B.O.S.S youth basketball league.

December 2019

We continued the registration process for the B.O.S.S. basketball league in anticipation for the league start date in January. During December, the Soccer League also began their recruiting efforts for the upcoming season.

Adult Fitness:

During the holiday season, the ZUMBA and Water Aerobics classes came together to collaborate and push each other to start the new year off right! They shared encouraging words and tips on how to make 2020 the healthiest year yet.

This quarter residents visited the Lancaster Recreation Center 9,617 times. Not including Youth Programs participants or swim lessons

| 2019 | October | November | December | Total |
|-----------------------------|----------------|-----------------|-----------------|--------------|
| Membership Scans 2019 | 3,424 | 2,644 | 2,464 | 8,532 |
| Number of Individual people | 688 | 586 | 569 | |
| Daily Passes | 301 | 408 | 376 | 1,085 |
| Grand Total | 9,617 | | | |

Silver Sneakers was utilized 1,467 times at the Lancaster Recreation Center.

| Silver Sneakers | October | November | December | Total |
|-----------------------------|----------------|-----------------|-----------------|--------------|
| Membership Scans 2019 | 603 | 446 | 418 | 1,467 |
| Number of Individual People | 95 | 75 | 71 | 112 |

Library Services Division Update

October 2019

The Library continued celebrating Hispanic Heritage Month (September 15-October 15) with story times and pop up crafts highlighting the Hispanic culture and traditions. Patrons attended our Amazing Race program “traveling” through South America to solve challenges!

This year the Young Adult Library Services Association combined Teen Read Week and Teen Tech Week into a month long celebration called Teen-Tober. Patrons attended STEAM programs and our Young Adult collection was promoted during this time.

The Library hosted a Halloween Party that included food, games, and DIY Halloween slime. Winners of Costume contest and Teen-Tober pumpkin contest were announced.

November 2019

November is National Novel Writing Month and to celebrate NaNoWriMo the Library hosted Come Write-In events to encourage writers to complete a 50,000-word novel during the month.

The Library celebrated International Games Week November 3- November 9. International Games Week is an initiative run by volunteers from around the world to reconnect communities through their libraries around the educational, recreational, and social value of all types of games.

During the LISD Thanksgiving Break, the Library hosted events to keep students busy while they were out of school. Patrons attended Free Run; a movie about Turkeys going back in time to get themselves off the menu, a craft day with a variety of Thanksgiving crafts, and a DIY slime hour.

December 2019

Mayor Pro Tem Racheal Hill shared her NASA presentation during story time. She taught the kids about the Solar System, visiting Mars, and how computers read binary.

To celebrate Christmas, Patrons attended a Wrapping Tips program to learn how to wrap those oddly shaped gifts, make their own bows, and create special gift tags.

The Library kept the kids entertained during Winter Break by showing the new live action movie, Aladdin.

Patrons said good-bye to 2019 at our Roaring 20's Noon Year Eve party. At the stroke of noon, we welcomed 2020 with 1920's theme costumes, games, snacks, and party popper crafting.

Circulation and Programming

| | Oct | Nov | Dec | Q1 Totals |
|-------------------------------------------------------|-------------|-------------|-------------|-------------|
| Circulation | | | | |
| Adult Books | 1420 | 1298 | 1194 | 3912 |
| Juvenile Books | 989 | 854 | 778 | 2621 |
| Audio | 19 | 12 | 7 | 38 |
| Periodicals | 41 | 39 | 32 | 112 |
| Videos | 740 | 722 | 696 | 2158 |
| Interlibrary Loans | 0 | 1 | 2 | 3 |
| e-books | 265 | 276 | 280 | 821 |
| Tumblebooks | 13 | 10 | 0 | 23 |
| mobile book trailer | 0 | 0 | 0 | 0 |
| Total Circulation | 3487 | 3212 | 2989 | 9688 |
| Questions | | | | |
| Reference | 351 | 553 | 372 | 1276 |
| General | 2476 | 3257 | 2641 | 8374 |
| Total Questions | 2827 | 3810 | 3013 | 9650 |
| Program Attendance | | | | |
| Children | 172 | 132 | 93 | 397 |
| Young adult | 15 | 13 | 13 | 41 |
| Adult | 7 | 10 | 6 | 23 |
| Outreach | 0 | 0 | 0 | 0 |
| Total Attendance | 194 | 155 | 112 | 461 |
| Total # of Children's Programs | 20 | 12 | 11 | 43 |
| Total # of Young Adult Programs | 4 | 4 | 2 | 10 |
| Total # of Adult Programs | 16 | 5 | 4 | 25 |
| Total # Library Programs Offered | 40 | 21 | 17 | 78 |
| Mobile Operations Library and Technical Center | | | | |
| total # MOLTC community visits | 0 | 0 | 0 | 0 |
| total # MOLTC users | 0 | 0 | 0 | 0 |

Sound Infrastructure

The City has preventative maintenance programs to ensure well-maintained infrastructure, including streets, water, stormwater, wastewater and other assets.

Purpose and Vision

1. Implement a Street Maintenance Fund:
Council approved and implemented the Street Maintenance Fund effective October 1, 2019 (\$0.025/\$100 assessed value). Of the \$944,000 budgeted, we have received \$425,206.52 year to date, which is roughly a little under 50%.

Planning and Oversight

2. Complete the update of the Pavement Management Plan and implement
The Pavement Management Plan has been completed.

Purpose and Vision

3. Implement Water/Wastewater Master Plan including flood plain reclamation study for Country View Golf Course:
Freese & Nichols is scheduled to meet on January 30, 2020 at 6:00 p.m. with the CIAC to obtain feedback and finalize the report.

Planning and Oversight

4. Continue Infrastructure Implementation Project - Pleasant Run Road Phases 3 & 4
Pleasant Run Road Construction Phase 3 from Blue Grove Road to Dallas Avenue is 99% Complete. Estimated completion is February 2020, weather permitting.

Pleasant Run Road Reconstruction (Pleasant Run Phase 4) from Lancaster Hutchins Road to City limits is managed by Dallas County and include road improvements and other infrastructure improvements including water, sewer and drainage (Dallas County) The estimated completion date is May 2020.

Strategic Objectives

5. Continue the Facilities Assessment Implementation:
At the August 5, 2019 Special Work Session, Council received a presentation regarding the FY 2018/2019 Facilities Assessment. The following table illustrates the budgeted FY19/20 facilities improvements, the current status and the tentative completion time line.

| Facility | Assessment | Budgeted Cost | Actual Cost | Status/Estimated Completion |
|-----------------------|--------------------------------------------|---------------|-------------|-----------------------------|
| Animal Shelter | Flooring | \$9,500 | | Q2 |
| | Kennels | \$38,000 | | Q2 |
| | Exterior Painting | \$11,100 | \$6,987.50 | Completed |
| | Stainless Steel Doors (3) | \$4,500 | | Q2 |
| | Compartment Sinks (3) w/Faucets \$1,400 | \$1,400 | | Q2 |
| City Hall | Breakroom | \$8,000 | | Q3 |

| | | | | |
|------------------------|------------------------------------------|-----------|------------|-------------------------------|
| | Utility Billing Cameras | \$3,700 | | In progress/contract executed |
| | Voting Monitor (Council Chambers) | \$1,000 | | In progress/parts ordered |
| | Voting Board- Swagit | \$154,549 | | In progress/parts ordered |
| 700 E Main St. | Exterior Painting | \$16,850 | \$6,987.50 | Completed |
| Community House | Exterior Repair & Painting | \$18,500 | | Q2 |
| | Strip & Refinish floors | \$5,500 | | Completed |
| Golf Course | Exterior Painting | \$17,875 | | Q2 |
| | Replacing Awnings | \$9,000 | | Q2 |
| | A/C | \$47,465 | \$67,000 | In progress/parts ordered |
| Fire Station 3 | Exterior Painting & Trim Replacement | \$15,000 | \$15,000 | Completed |
| | Solar Screens | \$2,500 | \$360 | Completed |
| Pump Station | A/C | \$43,452 | | In progress/parts ordered |
| Library | Roof | \$96,000 | | Q3 |
| | A/C | \$90,301 | | In progress/parts ordered |
| Airport | Camera System | \$20,000 | | In progress/parts ordered |
| Public Safety | Camera System | \$22,000 | | In progress/contract executed |
| | Roof | \$40,000 | | Q3 |
| | Floors | \$20,000 | | Q2 |
| Rec Center | Exterior Camera System | \$22,000 | | In progress/contract executed |
| | Kalwall | \$18,000 | | Q3 |
| | Interior Repaint | \$10,000 | | Q3 |
| | Roof Entryway | \$20,000 | | Q3 |
| | Refinish Gym Floor | \$13,000 | | Completed |
| | Strip & Wax Floors | \$3,000 | | Completed |
| Visitors Center | Exterior window & trim repair & painting | \$18,500 | | Q2 |

Planning and Oversight

6. Complete Loop 9 Corridor Study and make implementation decisions:
Loop 9 and the I35E overlay districts RFQ bid reopened on October 15, 2019 and closed on November 5, 2019. Two responses were received from the RFQ bid and on November 21, 2019. On February 17, 2020, the recommended Consultant will make a presentation to Council on the proposed scope of work the firm intends to cover in fulfilling the Council's goal to "Complete Loop 9 & I35E Corridor Studies and make Implementation Decisions" that will make these two corridors distinct and viable.

Strategic Objectives

7. Work with Best Southwest Partnership to implement public transportation options:
Approval of a resolution authorizing the City to participate in a regional Veloweb study that will enhance the connectability of trails to neighboring cities. Representatives of NCTCOG have been thoroughly involved with the current updating of the Trails Master Plan and the Veloweb study will not conflict.

Planning and Oversight

8. Complete Airport terminal:
The interior is 99% complete and landscaping is approximately 98% complete. The contractor, Denco, has not been responsive. Denco Construction Specialists have abandoned the project. TXDOT Aviation is going through the default process and working with Philadelphia Indemnity Insurance Company, the surety company, to complete the project.

Streets and Stormwater

1. Staff completed a number of asphalt section street repairs and continues to train to ensure work is completed to obtain sustainable results.
 - Overlay Sections Asphalt Streets 11
 - Utility cuts, and small asphalt patches 10
 - Potholes: Streets completed 06
 - Concrete alleys, approaches, curbs repaired 04
 - Street/traffic signs & object markers replaced/repared 50
 - Street/traffic sign poles straightened (Monthly) 17
 - Traffic signal maintenance: Bulbs, wiring, etc. 12
 - Citizens request for potholes, illegal dumping, and trees down 22
 - Sidewalk replacement program 02

Special Projects

- Completed Road Restriping: Rolling Hills, Bear Creek, E. Daniel St., E. Daniieldale Road
- Completed Alley Reconstruction: 2600 Block Arcady Lane

Water/Wastewater

1. Staff continues to maintain a superior water rating for quality and inventory water quality by conducting 90 samples this quarter.
2. Staff continues conducting camera inspections within manholes to ensure quality of public sewer lines within the City.

Special Projects

- Westridge Ave between Rea Ave and Griffin St. water pipe bursting - Complete.

- I-35E Service Road wastewater pipe bursting - Complete.
- Baskin Drive water pipe bursting – Complete.
- Melrose Lane water pipe bursting – 60% Complete.
- Ground Storage Tank Cleaning and Painting (Jefferson St. & Ames Rd.) – 40% Complete.
- Martindale Drive water pipe bursting – Complete

Professional & Committed Workforce

Lancaster City government is an employer of choice with competitive pay that attracts an engaged, responsive, customer-oriented, innovative, and effective workforce. Some employees live in the City and all have a sense of ownership of the community. City employees feel needed and appreciated by elected officials, residents and businesses and are respectful to and appreciative of their customers and the City's governing body. The City's executive staff is engaged with residents and attends community events, upholds strong customer service, and uses technology to aid them in working smarter.

Purpose and Vision

1. Continue annual City Council strategic planning and team building exercises:
At the 2019 Annual Strategic Planning Session held on June 14-15, 2020, Council requested to have quarterly sessions with the facilitators. The first quarterly session was held on November 2, 2019 and included team building at Group Dynamix. The next quarterly strategic planning session is scheduled for Saturday, January 25, 2020.
2. Review Specialty Incentive Pay Program:
City Council received a presentation at the August 5, 2019 Work Session regarding compensation and incentive pay in comparison to the market. In fiscal year 2017/2018, a hiring incentive pay was added for Certified Police Officers and Dual Certified Fire Fighter/Paramedics. In fiscal year 2018/2019 Language Skills Pay was added for all full-time employees who successfully completed testing. Testing opportunities continue to be available to all employees upon request.

Priority Action Items

3. Evaluate compensation to address compression:
City Council received a presentation at the August 5, 2019 Work Session regarding compensation and incentive pay in comparison to the market. City Council has worked collaboratively and strategically regarding employee compensation and retention. Compensation has remained an objective of the Council for the past six years. While we still have progress to make, we have accomplished milestones with compensation, equipment replacement, comparable benefits, incentive pay and creating opportunities for career progression.

In FY 2013/2014, City Council approved a 3% increase to the pay plan. In FY 2014/2015, City Council approved a 5% increase to the pay plan. In FY 2015/2016 City Council approved a 2% increase to the pay plan. In FY 2016/2017, City Council approved a 5% increase to the pay plan. In FY 2017/2018 City Council approved a 3% increase to the pay plan. In FY 2018/2019, City Council approved a 3% increase to the pay plan for a 21% increase overall to the pay plan for the past six years. The proposed budget for fiscal year 2019/2020 provides for a 3% increase for general government and 4% of minimum increase to the civil service pay plan which provides for a dollar increase of \$2,099.89 for each step in the police pay plan; and \$2,058.13 for each step in the fire pay plan. While this is substantial improvement, we still remain in the lower tier of our comparable cities.

Strategic Objectives

4. Continue Lancaster University:
In January 2020, supervisors across all departments will be provided an interactive training on “How to Overcome Unconscious Bias in Decision Making” by LaTonya J. Pegues with BOAZ Enterprises, Austin, Texas.

Lancaster University will be held on March 13, 2020 at Cedar Valley Community College. Staff has coordinated with several speakers to provide a day of professional development for employees in the areas of customer service, leadership, financial wellness, physical wellness, motivational encouragement, professionalism, and inspirational encouragement. The program has historically been well received by employees. In fact, many employees have commented on how grateful they were to have Council's support for this employee development.

Planning and Oversight

5. Develop options for a Council-level employee recognition program:
You may now share and receive recognition through the employee brag button on the City Website at <http://www.lancaster-tx.com/177/Human-Resources>. The employee brag button on the City website is an external means for the public to recognize city staff as a whole, a specific department, or individual employees citywide contributing to a city council goal and objective.

Approved applications will receive recognition at a future City Council meeting during public comments, have a copy of the recognition mailed to the employees' home, and have a copy placed in their personnel file.

Quality Development

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

Priority Action Items

1. Continue revitalization incentives for commercial and retail centers:
Staff identified industrial trade shows focusing on industrial sectors recommended in the Economic Development Strategic Plan. Staff attended an Artificial Intelligence, Data Center, and two Hotelier Conferences in the last quarter in an effort to connect with key companies in industries targeted in the Economic Development Strategic Plan. Staff also attended the Texas Downtown Association Conference in an effort to connect with smaller developers.

Staff was busy with preparation for the upcoming International Council of Shopping Centers (ICSC) Red River State Conference being held in Ft. Worth from January 8-10, 2020. This regional event provides opportunities to gain information about the most current industry issues, and meet and make deals with colleagues doing business in the same region. Notable meeting scheduled include Lowe's; Inspire Brands; Panzano+Partners – a developer focused on the Dallas area; Which-wich; and Marriot.

The City will be featured at the Bisnow Industrial event held in downtown Dallas as one of the major competing markets in the region. There are expected to be over 300 attendees, all developers or professionals in the commercial or industrial real estate field. The event will host four panels, one which focused on Lancaster specifically and the Inland Port area.

Strategic Objectives

2. Continue implementation of the Comprehensive Plan

Staff continues to work with multiple consultants on several master plan updates that will then be used to implement the Comprehensive Plan Update.

Priority Action Items

3. Continue Economic Development Strategic Plan - Incentive Policy Update; Retail Recruitment Strategy:
In light of the new 3.5% revenue cap on ad valorem tax, staff is researching communities in the region to see how it is affecting their incentive policies to better predict how the new cap will affect the City.

Staff received incentive information and agreements in regards to mid to upper scale hotel projects, specifically Cedar Hill and Carrollton. Staff is working with local commercial realtors by providing contacts for vacant retail centers and conducting research on specific retailers including finding national and regional contacts, traffic needed, common neighbors, and other deep dive research.

Planning and Oversight

4. Continue the review and update various City plans
The following table summarizes the Master Plans that are being updated, the current status and the tentative completion time line.

| <u>PROJECT NAME</u> | <u>STATUS</u> | <u>COMPLETION TIME LINE</u> |
|---------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|
| Hike & Bike Master Plan Update | Underway – 95% Complete | 3rd Quarter 2020 (Project Completion) |
| Streetscape Master Plan Update | Using feedback from the October 2019 CC Work Session and Citizens surveys, the Consultant will make a presentation to CC on the project status that incorporates the CC and Citizens input on Streetscape Master Plan Update. | 3 rd Quarter 2020 (Project Completion) |
| Parks, Recreation & Open Space Master Plan Update | On Schedule | 2 nd Quarter 2020 |
| Loop 9 Corridor Study | Consultant will make a presentation to City Council on February 17, 2020 on the scope of work that the firm intends to cover for CC's consideration. | 2 nd Quarter 2021 |
| 1-35 Corridor Study | Consultant will make a presentation to City Council on February 17, 2020 on the scope of work that the firm intends to cover for CC's consideration. | 2 nd Quarter 2021 |
| Downtown District | Staff is working with Dallas County | 2nd Quarter 2020 |

| | | |
|---------------------|----------------------------------------------------------------------------|------------------|
| TIF | regarding Dallas County participation. | |
| Campus District TIF | Staff is working with Dallas County regarding Dallas County participation. | 2nd Quarter 2020 |

Purpose and Vision

5. Revitalize Downtown - Downtown TIF

Insight Research Corporation Group worked diligently with staff to do all the ground work that is needed to put the Downtown and Campus Districts TIFs in place. They are currently working with Dallas County regarding the County's level of participation. As soon as Dallas County level of participation is known, the TIF will be ready to put in place with City Council's approval.

Effective Municipal Operations

The City delivers financial sustainability and quality services utilizing delivery methods that engages residents to take pride in our City.

Priority Action Items

1. Hold quarterly Council Strategic Planning Sessions

The first quarter Strategic Planning Session was held on November 2, 2019. Council met with the consultants during the day and proceeded to Group Dynamix in the evening for team building. Quarter two Strategic Planning Session is scheduled for January 25, 2019.

2. Strengthen the performance review process for Council-Appointed officials

In September 2019 City Council selected an appointed position performance review process tailored to the individual appointed position versus the use of a generic evaluation process. In the following months of October and November City Council meet with each individual in an appointed position to provide feedback. In turn, opportunity was provided to the appointed official as well to submit feedback and accomplishments for consideration in the review process. All appointed positions received feedback for fiscal year 2019/2020.

Purpose and Vision

3. Review City Charter amendment process options

The City Attorney and staff reviewed the Charter to ensure no conflict exists since the 86th Legislative Session. No conflicts were noted. However, should Council desire the Charter allows a 14-member citizens Charter review commission to review the Charter not less than every ten (10) years, with the Mayor and each Councilmember selecting two members for appointment. If Council desires to proceed with a Charter Review Commission this process can begin in the 3rd Quarter of FY 19/20.