



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

**Monday, August 31, 2020 - 7:00 PM**



**While a quorum of Councilmembers will be physically present at City Hall, one or more Councilmembers may attend via video or audio link due to the COVID-19 emergency situation.**

**IMPORTANT NOTICE: Due to the COVID-19 (coronavirus) state of emergency and consistent with the Governor's Order regarding modifications to the Texas Open Meetings Act ("TOMA"), and executive orders regarding the public will not be admitted to the physical meeting location.**

Public comments will be taken during the Public Testimony and may be made by Public Testimony form prior to 5:00p.m., and by joining the Zoom Webinar prior to 7:00p.m.

**Please click the link below for forms:**

<https://www.lancaster-tx.com/1413/Notice-Regarding-Public-Participation>

**Please click the link below to join the webinar:**

[https://us02web.zoom.us/webinar/register/WN\\_cylewAfuSzKRFMDqPE-koQ](https://us02web.zoom.us/webinar/register/WN_cylewAfuSzKRFMDqPE-koQ)

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

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

**7:00 P.M. SPECIAL MEETING:**

**CALL TO ORDER**

**PUBLIC TESTIMONY:**

At this time citizens who have pre-registered before the call to order will be allowed to speak on consent or action item on the agenda, with the exception of public hearings, for a length of time not to exceed three minutes. Anyone desiring to speak on an item scheduled for a public hearing is requested to hold their comments until the public hearing on that item.

**CONSENT AGENDA:**

Items listed under the consent agenda are considered routine and are generally enacted in one motion. The exception to this rule is that a Council Member may request one or more items to be removed from the consent agenda for separate discussion and action.

1. Consider a resolution adopting the City of Lancaster Proposed Budget Calendar for Fiscal Year 2020/2021.
2. Consider the proposed FY 2020/2021 tax rate of \$0.819736 per \$100 assessed valuation, receive related tax calculation documents, take record vote to consider a tax rate to increase total tax revenues from properties on the tax roll in the previous year and set public hearing dates on the proposed tax rate.

#### **PUBLIC HEARING:**

3. M20-08 Conduct a public hearing and consider an ordinance to amend and update Chapter 4 Transportation and Chapter 7; Parks, Open Space and Recreation of the Comprehensive Master Plan.

#### **ACTION:**

4. Discuss and consider a resolution approving a negotiated settlement between Atmos Cities Steering Committee ("ACSC") and Atmos Energy Corp., Mid-Tex Division regarding the company's 2020 rate review mechanism filing; declaring existing rates to be unreasonable; and adopting tariffs that reflect rate adjustments consistent with the negotiated settlement.
5. Discuss and consider a resolution authorizing a membership agreement between the City of Lancaster and the Inland Port Transportation Management Association for the purpose of addressing and coordinating future transportation projects in and around the inland port area.
6. Discuss and consider a resolution casting a vote for Trustees in Places 1, 2, 3, and 4 in the Texas Municipal League Intergovernmental Risk Pool Board of Trustees Election on the Official Ballot form; authorizing the Mayor to sign the Official Ballot.

#### **ADJOURNMENT**

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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.

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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.

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

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

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

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

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### **Certificate**

**I hereby certify the above Notice of Meeting was posted at the Lancaster City Hall on August 27, 2020 @ 5:45p.m. and copies thereof were provided to the Mayor, Mayor Pro-Tempore, Deputy Mayor Pro-Tempore and Council members.**



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Sorangel O. Arenas  
City Secretary

## LANCASTER CITY COUNCIL

### City Council Special Meeting

1.

**Meeting Date:** 08/31/2020

**Policy Statement:** This request supports the City Council 2020-2021 Policy Agenda

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

**Submitted by:** Fabrice Kabona, Assistant City Manager

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#### **Agenda Caption:**

Consider a resolution adopting the City of Lancaster Proposed Budget Calendar for Fiscal Year 2020/2021.

#### **Background:**

The City Manager presented an overview of the proposed FY 2020/2021 municipal budget for all funds at a Special Work Session held on Monday, August 24, 2020. City Council will consider a resolution that establishes a calendar for the Fiscal Year 2020/2021 tax rate and budget. The budget calendar establishes the public hearing dates, time and location for City Council meetings.

#### **Operational Considerations:**

Approving this resolution establishes the schedule relative to the adoption of the Fiscal Year 2020/2021 budget. Following is the proposed calendar for budget work sessions and meetings:

August 31, 2020	Special Meeting - record vote to consider tax rate
September 3, 2020	Budget Town Hall Meeting
September 14, 2020	Regular Meeting (1st Public Hearing) - tax rate, budget, PID service plan
September 21, 2020	Special Meeting (2nd Public Hearing) - tax rate, budget, PID service plan adoption
September 28, 2020	Regular Meeting - city budget, tax rate

#### **Legal Considerations:**

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

**Public Information Considerations:**

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

**Options/Alternatives:**

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

**Recommendation:**

Staff recommends approval of the resolution, as presented.

**Attachments**

Resolution

Exhibit A

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**RESOLUTION NO.**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LANCASTER, TEXAS, ADOPTING THE CITY OF LANCASTER PROPOSED BUDGET CALENDAR FOR THE FISCAL YEAR 2020/2021, INCLUDING THE PUBLIC IMPROVEMENT DISTRICTS, THE LANCASTER ECONOMIC DEVELOPMENT CORPORATION (TYPE A), AND THE LANCASTER RECREATIONAL DEVELOPMENT CORPORATION (TYPE B) BUDGET; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council finds that it is in the best interest of the City to establish a meeting schedule relative to the adoption of Fiscal Year 2020/2021 budget; and

**WHEREAS**, the City Council desires to adopt a proposed budget calendar for the Fiscal Year 2020/2021 budget cycle.

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

**SECTION 1.** The City Council hereby adopts the Fiscal Year 2020/2021 proposed budget calendar as shown in the attached Exhibit "A". Dates are subject to adjustment due to scheduling requirements. Meetings will be posted in accordance with the Texas Open Meetings Act.

**SECTION 2.** That any prior Resolution of the City Council in conflict with the provisions contained in this Resolution are hereby repealed and revoked.

**SECTION 3.** That 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 4.** That this Resolution shall take effect immediately from and after its passage in accordance with the provisions of the law, and it is duly resolved.

**DULY PASSED** and approved by the City Council of the City of Lancaster, Texas, on this the 31st day of August, 2020.

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Sorangel O. Arenas, City Secretary

\_\_\_\_\_  
Clyde C. Hairston, Mayor

**APPROVED AS TO FORM:**

\_\_\_\_\_  
David T. Ritter, City Attorney

**EXHIBIT A**  
**PROPOSED YEAR 2020/2021 BUDGET CALENDAR**

August 31, 2020	Special Meeting – Record vote to consider Tax Rate
September 03, 2020	Budget Town Hall Meeting
September 14, 2020	Regular Meeting (1 <sup>st</sup> Public Hearing) – Tax Rate, Budget, PIDs
September 21, 2020	Special Meeting (2 <sup>nd</sup> Public Hearing) – Tax Rate, Budget and PID service plan adoption
September 28, 2020	Regular Meeting – City budget, Tax Rate

## LANCASTER CITY COUNCIL

### City Council Special Meeting

2.

**Meeting Date:** 08/31/2020

**Policy Statement:** This request supports the City Council 2020-2021 Policy Agenda

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

**Submitted by:** Fabrice Kabona, Assistant City Manager

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#### **Agenda Caption:**

Consider the proposed FY 2020/2021 tax rate of \$0.819736 per \$100 assessed valuation, receive related tax calculation documents, take record vote to consider a tax rate to increase total tax revenues from properties on the tax roll in the previous year and set public hearing dates on the proposed tax rate.

#### **Background:**

Pursuant to Truth-in-Taxation requirements, and following receipt of tax calculations from Dallas County Tax office, the governing body must take a record vote if considering a tax rate that results in an increase in total tax revenues from properties on the tax roll in the previous year. The governing body must also set and announce the date, time and location of any required public hearings to consider the tax rate.

On Thursday, August 20, 2020, the Dallas Central Appraisal District (DCAD) released the Certified Values of properties within the City of Lancaster. This data was utilized to calculate the no-new-revenue tax rate (effective rate) and voter-approval (roll-back) tax rate for the 2020/2021 fiscal year.

The City of Lancaster experienced a decrease of 1.67% in taxable property values over the previous fiscal year values.

#### City of Lancaster Tax Rate Comparison (per \$100 assessed valuation)

Tax Rate Comparison	FY 2019/2020	FY 2020/2021
Certified Values	\$3,060,488,567	\$3,009,367,773
Voter-Approval Tax Rate	\$0.840925	\$0.822966
No-New-Revenue Tax Rate	\$0.785207	\$0.788948
Proposed Tax Rate	\$0.849025	\$0.819736

The City Manager's proposed budget will raise more total revenue from property taxes than last year's budget.

**Recommendation:**

Staff recommends that City Council take a record vote on the proposal to consider a tax rate that will result in an increase in total revenues from properties on the tax roll in the previous year. City Council will also announce the date, time and location of the public hearings regarding the proposed tax rate.

The public hearings are scheduled for Monday, September 14, 2020 at 7:00 p.m. and Monday, September 21, 2020 at 7:00 p.m. at the Lancaster Municipal Center, 211 North Henry Street, Lancaster, Texas 75146.

**Attachments**

Tax Calculation Worksheet

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# 2020 Tax Rate Calculation Worksheet

## Taxing Units Other Than School Districts or Water Districts

Date: 08/20/2020 01:58 PM

City of Lancaster

972.218.1323

Taxing Unit Name

Phone (area code and number)

211 N. Henry St, Lancaster, TX, 75146

www.lancaster-tx.com

Taxing Unit Address, City, State, ZIP Code

Taxing Unit's Website Address

**GENERAL INFORMATION:** Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the no-new-revenue (NNR) tax rate and voter-approval tax rate for the taxing unit. These tax rates are expressed in dollars per \$100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest. The designated officer or employee shall certify that the officer or employee has accurately calculated the tax rates and used values shown for the certified appraisal roll or certified estimate. The officer or employee submits the rates to the governing body by Aug. 7 or as soon thereafter as practicable.

School districts do not use this form, but instead use Comptroller For 50-859 *Tax Rate Calculation Worksheet, School District without Chapter 313 Agreements* or Comptroller Form 50-884 *Tax Rate Calculation Worksheet, School District with Chapter 313 Agreements*.

Water districts as defined under Water Code Section 49.001(1) do use this form but instead use Comptroller Form 50-858 *Water District Voter-Approval Tax Rate Worksheet for Low Tax Rate and Developing Districts* or Comptroller Form 50-860 *Developed water District Voter-Approval Tax Rate Worksheet*.

The Comptroller's office provides this worksheet to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

### City of Lancaster Summary

#### STEP 1: No-New-Revenue Tax Rate

The NNR tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the NNR tax rate should decrease.

The NNR tax rate for a county is the sum of the NNR tax rates calculated for each type of tax the county levies.

While uncommon, it is possible for a taxing unit to provide an exemption for only maintenance and operations taxes. In this case, the taxing unit will need to calculate the NNR tax rate separately for the maintenance and operations tax and the debt tax, then add the two components together.

Line	No-New-Revenue Rate Activity	Amount/Rate
1.	<b>2019 total taxable value.</b> Enter the amount of 2019 taxable value on the 2019 tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (will deduct taxes in Line 17).[1]	\$2,939,369,074
2.	<b>2019 tax ceilings.</b> Counties, cities and junior college districts. Enter 2019 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in 2019 or a prior year for homeowners age 65 or older or disabled, use this step.[2]	\$0
3.	<b>Preliminary 2019 adjusted taxable value.</b> Subtract Line 2 from Line 1.	\$2,939,369,074
4.	<b>2019 total adopted tax rate.</b>	\$.840925
5.	<b>2019 taxable value lost because court appeals of ARB decisions reduced 2019 appraised value.</b>	
	<b>A. Original 2019 ARB values:</b>	\$116,136,980
	<b>B. 2019 values resulting from final court decisions:</b>	\$108,627,990
	<b>C. 2019 value loss.</b> Subtract B from A.[3]	\$7,508,990

*nmf 8/20/20*



Line	No-New-Revenue Rate Activity	Amount/Rate
6.	<b>2019 taxable value subject to an appeal under Chapter 42, as of July 25.</b>	
	<b>A. 2019 ARB certified value:</b>	140,203,390
	<b>B. 2019 disputed value:</b>	89,603,146
	<b>C. 2019 undisputed value</b> Subtract B from A.[4]	50,600,244
7.	<b>2019 Chapter 42-related adjusted values.</b> Add Line 5 and 6	58,109,234
8.	<b>2019 taxable value, adjusted for court-ordered reductions.</b> Add Lines 3 and 7	\$2,997,478,308
9.	<b>2019 taxable value of property in territory the taxing unit deannexed after Jan. 1, 2019.</b> Enter the 2019 value of property in deannexed territory.[5]	\$0
10.	<b>2019 taxable value lost because property first qualified for an exemption in 2020.</b> If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in 2020 does not create a new exemption or reduce taxable value.	
	<b>A. Absolute exemptions.</b> Use 2019 market value:	\$50,273
	<b>B. Partial exemptions.</b> 2020 exemption amount or 2020 percentage exemption times 2019 value:	\$3,072,580
	<b>C. Value loss.</b> Add A and B.[6]	\$3,122,853
11.	<b>2019 taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in 2020.</b> Use only properties that qualified in 2020 for the first time; do not use properties that qualified in 2019.	
	<b>A. 2019 market value:</b>	\$875,570
	<b>B. 2020 productivity or special appraised value:</b>	\$3,463
	<b>C. Value loss.</b> Subtract B from A.[7]	\$872,107
12.	<b>Total adjustments for lost value.</b> Add Lines 9, 10C and 11C.	\$3,994,960
13.	<b>Adjusted 2019 taxable value.</b> Subtract Line 12 from Line 8	\$2,993,483,348
14.	<b>Adjusted 2019 total levy.</b> Multiply Line 4 by Line 13 and divide by \$100	\$25,172,949
15.	<b>Taxes refunded for years preceding tax year 2019.</b> Enter the amount of taxes refunded by the district for tax years preceding tax year 2019. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2019. This line applies only to tax years preceding tax year 2019.[8]	\$219,055
16.	<b>Taxes in tax increment financing (TIF) for tax year 2019</b> Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no 2020 captured appraised value in Line 18D, enter 0.[9]	\$0
17.	<b>Adjusted 2019 levy with refunds and TIF adjustment.</b> Add Lines 14, and 15, subtract Line 16.[10]	\$25,392,004
18.	<b>Total 2020 taxable value on the 2020 certified appraisal roll today.</b> This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled.[11]	
	<b>A. Certified values:</b>	\$3,009,367,773
	<b>B. Counties:</b> Include railroad rolling stock values certified by the Comptroller's office.	\$0
	<b>C. Pollution control and energy storage system exemption:</b> Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property	\$0
	<b>D. Tax increment financing:</b> Deduct the 2020 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the 2020 taxes will be deposited into the tax increment fund. Do not include any new	\$0

Line	No-New-Revenue Rate Activity	Amount/Rate
	property value that will be included in Line 23 below.[12]	
	<b>E. Total 2020 value</b> Add A and B, then subtract C and D	\$3,009,367,773
<b>19.</b>	<b>Total value of properties under protest or not included on certified appraisal roll.[13]</b>	
	<b>A. 2020 taxable value of properties under protest</b> The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest.[14]	\$317,634,025
	<b>B. 2020 value of properties not under protest or included on certified appraisal roll.</b> The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll.[15]	\$0
	<b>C. Total value under protest or not certified.</b> Add A and B.	\$317,634,025
<b>20.</b>	<b>2020 tax ceilings.</b> Counties, cities and junior colleges enter 2020 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in 2019 or a prior year for homeowners age 65 or older or disabled, use this step.[16]	\$0
<b>21.</b>	<b>2020 total taxable value.</b> Add Lines 18E and 19C. Subtract Line 20C.[17]	\$3,327,001,798
<b>22.</b>	<b>Total 2020 taxable value of properties in territory annexed after Jan. 1, 2019.</b> Include both real and personal property. Enter the 2020 value of property in territory annexed.[18]	\$0
<b>23.</b>	<b>Total 2020 taxable value of new improvements and new personal property located in new improvements.</b> New means the item was not on the appraisal roll in 2019. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, 2019 and be located in a new improvement. New improvements do include property on which a tax abatement agreement has expired for 2020.[19]	\$108,539,087
<b>24.</b>	<b>Total adjustments to the 2020 taxable value.</b> Add Lines 22 and 23.	\$108,539,087
<b>25.</b>	<b>Adjusted 2020 taxable value.</b> Subtract Line 24 from Line 21.	\$3,218,462,711
<b>26.</b>	<b>2020 NNR tax rate.</b> Divide Line 17 by Line 25 and multiply by \$100.[20]	\$.788948 /\$100
<b>27.</b>	<b>COUNTIES ONLY.</b> Add together the NNR tax rates for each type of tax the county levies. The total is the 2020 county NNR tax rate.[21]	

[1]Tex. Tax Code Section

[2]Tex. Tax Code Section

[3]Tex. Tax Code Section

[4]Tex. Tax Code Section

[5]Tex. Tax Code Section

[6]Tex. Tax Code Section

[7]Tex. Tax Code Section

[8]Tex. Tax Code Section

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[17]Tex. Tax Code Section

[18]Tex. Tax Code Section

[19]Tex. Tax Code Section

[20]Tex. Tax Code Section

[21]Tex. Tax Code Section

## STEP 2: Voter-Approval Tax Rate

The voter-approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the rate. The voter-approval tax rate is split into two separate rates:

**1. Maintenance and Operations (M&O) Tax Rate:** The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus the applicable percentage allowed by law. This rate accounts for such things as salaries, utilities and day-to-day operations.

**2. Debt Rate:** The debt rate includes the debt service necessary to pay the taxing unit's debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The voter-approval tax rate for a county is the sum of the voter-approval tax rates calculated for each type of tax the county levies. In most cases the voter-approval tax rate exceeds the no-new-revenue tax rate, but occasionally decreases in a taxing unit's debt service will cause the NNR tax rate to be higher than the voter-approval tax rate.

Line	Voter Approval Tax Rate Activity	Amount/Rate
28.	<b>2019 M&amp;O tax rate.</b> Enter the 2019 M&O tax rate.	\$ .595200
29.	<b>2019 taxable value, adjusted for actual and potential court-ordered adjustments.</b> Enter the amount in Line 8 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	2,997,478,308
30.	<b>Total 2019 M&amp;O levy.</b> Multiply Line 28 by Line 29 and divide by 100.	17,840,990
31.	<b>Adjusted 2019 levy for calculating NNR M&amp;O rate.</b>	
	<b>A. 2019 sales tax specifically to reduce property taxes.</b> For cities, counties and hospital districts, enter the amount of additional sales tax collected and spent on M&O expenses in 2019, if any. Other taxing units, enter 0. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent.	1,321,622
	<b>B. M&amp;O taxes refunded for years preceding tax year 2019.</b> Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2019. This line applies only to tax years preceding tax year 2019.	151,811
	<b>C. 2019 taxes in TIF:</b> Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no 2020 captured appraised value in Line 18D, enter 0.	0
	<b>D. 2019 transferred function:</b> If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in E below. The taxing unit receiving the function will add this amount in E below. Other taxing units enter 0.	0
	<b>E. 2019 M&amp;O levy adjustments.</b> Add A and B, then subtract C. For taxing unit with D, subtract if discontinuing function and add if receiving function	1,473,433
	<b>F. Add Line 30 to 31E.</b>	19,314,423
32.	<b>Adjusted 2020 taxable value.</b> Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	3,218,462,711
33.	<b>2020 NNR M&amp;O rate (unadjusted)</b> Divide Line 31F by Line 32 and multiply by \$100.	0.600113
34.	<b>Rate adjustment for state criminal justice mandate.[23]</b>	
	<b>A. 2020 state criminal justice mandate.</b> Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose.	0
	<b>B. 2019 state criminal justice mandate</b> Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies	0

Line	Voter Approval Tax Rate Activity	Amount/Rate
	C. Subtract B from A and divide by Line 32 and multiply by \$100	0.000000
	D. Enter the rate calculated in C. If not applicable, enter 0.	0.000000
<b>35.</b>	<b>Rate adjustment for indigent health care expenditures[24]</b>	
	A. <b>2020 indigent health care expenditures</b> Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2019 and ending on June 30, 2020, less any state assistance received for the same purpose	0
	B. <b>2019 indigent health care expenditures</b> Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2018 and ending on June 30, 2019, less any state assistance received for the same purpose	0
	C. Subtract B from A and divide by Line 32 and multiply by \$100	0.000000
	D. Enter the rate calculated in C. If not applicable, enter 0.	0.000000
<b>36.</b>	<b>Rate adjustment for county indigent defense compensation.[25]</b>	
	A. <b>2020 indigent defense compensation expenditures.</b> Enter the amount paid by a county to provide appointed counsel for indigent individuals for the period beginning on July 1, 2019 and ending on June 30, 2020, less any state grants received by the county for the same purpose	0
	B. <b>2019 indigent defense compensation expenditures.</b> Enter the amount paid by a county to provide appointed counsel for indigent individuals for the period beginning on July 1, 2018 and ending on June 30, 2019, less any state grants received by the county for the same purpose	0
	C. Subtract B from A and divide by Line 32 and multiply by \$100	0.000000
	D. Multiply B by 0.05 and divide by Line 32 and multiply by \$100.	0.000000
	E. Enter the lessor of C and D. If not applicable, enter 0.	0.000000
<b>37.</b>	<b>Rate adjustment for county hospital expenditures.</b>	
	A. <b>2020 eligible county hospital expenditures</b> Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2019 and ending on June 30, 2020	0
	B. <b>2019 eligible county hospital expenditures</b> Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2018 and ending on June 30, 2019	0
	C. Subtract B from A and divide by Line 32 and multiply by \$100	0.000000
	D. Multiply B by 0.08 and divide by Line 32 and multiply by \$100	0.000000
	E. Enter the lessor of C and D, if applicable. If not applicable, enter 0.	0.000000
<b>38.</b>	<b>Adjusted 2020 NNR M&amp;O rate.</b> Add Lines 33, 34D, 35D, 36E, and 37E.	0.600113
<b>39.</b>	<b>2020 voter-approval M&amp;O rate.</b> Enter the rate as calculated by the appropriate scenario below. <b>Special Taxing Unit</b> If the taxing unit qualifies as a special taxing unit, multiply Line 38 by 1.08 <b>-or-</b> <b>Other Taxing Unit</b> If the taxing unit does not qualify as a special taxing unit, multiply Line 38 by 1.035. <b>-or-</b> <b>Taxing unit affected by disaster declaration</b> If the taxing unit is located in an area declared as disaster area, the governing body may direct the person calculating the voter-approval rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval rate in this manner until the earlier of 1) the second year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred, and 2) the third tax year after the tax year in which the disaster occurred. If the taxing unit qualifies under this scenario, multiply Line 38 by 1.08. [27]	0.648122

Line	Voter Approval Tax Rate Activity	Amount/Rate
40.	<b>Total 2020 debt to be paid with property taxes and additional sales tax revenue.</b> Debt means the interest and principal that will be paid on debts that: (1) are paid by property taxes, (2) are secured by property taxes, (3) are scheduled for payment over a period longer than one year, and (4) are not classified in the taxing unit's budget as M&O expenses.	
	<b>A. Debt</b> also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. Enter debt amount	7,138,718
	<b>B. Subtract unencumbered fund amount</b> used to reduce total debt.	0
	<b>C. Subtract certified amount spent from sales tax to reduce debt</b> (enter zero if none)	0
	<b>D. Subtract amount paid</b> from other resources	0
	<b>E. Adjusted debt</b> Subtract B, C and D from A	7,138,718
41.	<b>Certified 2019 excess debt collections</b> Enter the amount certified by the collector.	0
42.	<b>Adjusted 2020 debt</b> Subtract Line 41 from Line 40E	7,138,718
43.	<b>2020 anticipated collection rate.</b>	
	<b>A.</b> Enter the 2020 anticipated collection rate certified by the collector	100.00
	<b>B.</b> Enter the 2019 actual collection rate	100.79
	<b>C.</b> Enter the 2018 actual collection rate	100.31
	<b>D.</b> Enter the 2017 actual collection rate	99.90
	<b>E.</b> If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%.	100.00
44.	<b>2020 debt adjusted for collections.</b> Divide Line 42 by Line 43E.	7,138,718
45.	<b>2020 total taxable value.</b> Enter the amount on Line 21 of the No-New-Revenue Tax Rate Worksheet.	3,327,001,798
46.	<b>2020 debt rate</b> Divide Line 44 by Line 45 and multiply by \$100.	0.214569
47.	<b>2020 voter-approval tax rate.</b> Add Line 39 and 46.	0.862691
48.	<b>COUNTIES ONLY.</b> Add together the voter-approval tax rate for each type of tax the county levies. The total is the 2020 county voter-approval tax rate.	
<b>STEP 3 NNR Tax Rate and Voter-Approval Tax Rate Adjustments for Additional Sales Tax to Reduce Property Taxes</b>		

Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its NNR and voter-approval tax rates to offset the expected sales tax revenue.

This section should only be completed by a county, city or hospital district that is required to adjust its NNR tax rate and/or voter-approval tax rate because it adopted the additional sales tax.

Line	Additional Sales and Use Tax Worksheet	Amount/Rate
49.	<b>Taxable sales.</b> For taxing units that adopted the sales tax in November 2019 or May 2020, enter the Comptroller's estimate of taxable sales for the previous four quarters [32]. Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November 2019, skip this line.	0
50.	<b>Estimated sales tax revenue.</b> Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue.[33] <b>Taxing units that adopted the sales tax in November 2019 or in May 2020.</b> Multiply the amount on Line 49 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95 [34] -or- <b>Taxing units that adopted the sales tax before November 2019.</b> Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	1,321,622

Line	Additional Sales and Use Tax Worksheet	Amount/Rate
51.	<b>2020 total taxable value.</b> Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	3,327,001,798
52.	<b>Sales tax adjustment rate.</b> Divide Line 50 by Line 51 and multiply by \$100.	0.039724
53.	<b>2020 NNR tax rate, unadjusted for sales tax</b> [35]. Enter the rate from Line 26 or 27, as applicable, on the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$.788948
54.	<b>2020 NNR tax rate, adjusted for sales tax.</b> <b>Taxing units that adopted the sales tax in November 2019 or in May 2020.</b> Subtract Line 52 from Line 53. Skip to Line 55 if you adopted the additional sales tax before November 2019.	\$.788948
55.	<b>2020 voter-approval tax rate, unadjusted for sales tax.</b> [36] Enter the rate from Line 47 or Line 48 as applicable, of the <i>Voter-Approval Tax Rate Worksheet</i>	0.862691
56.	<b>2020 voter-approval tax rate, adjusted for sales tax.</b> Subtract Line 52 from Line 55.	0.822967

[37]Tex. Tax Code Section [38]Tex. Tax Code Section

#### STEP 4: Additional Rollback Protection for Pollution Control

A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit's expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.

This section should only be completed by a taxing unit that uses M&O Funds to pay for a facility, device or method for the control of air, water or land pollution.

This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

Line	Activity	Amount/Rate
57.	<b>Certified expenses from the Texas Commission on Environmental Quality (TCEQ).</b> Enter the amount certified in the determination letter from TCEQ [37]. The taxing unit shall provide its tax assessor-collector with a copy of the letter.[38]	\$0
58.	<b>2020 total taxable value.</b> Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$3,327,001,798
59.	<b>Additional rate for pollution control.</b> Divide Line 57 by Line 58 and multiply by \$100.	0.000000
60.	<b>2020 voter-approval tax rate, adjusted for pollution control.</b> Add Line 59 to one of the following lines (as applicable): Line 47, Line 48 (counties) or Line 56 (taxing units with the additional sales tax).	0.822967

[37]Tex. Tax Code Section

[38]Tex. Tax Code Section

**STEP 5: Voter-Approval Tax Rate Adjustment for Unused Increment Rate**

The unused increment rate is the rate equal to the difference between the adopted tax rate and voter-approval tax rate before the unused increment rate for the prior three years [39]. In a year where a special taxing unit adopts a rate above the voter-approval tax rate by applying any portion of the unused increment rate, the unused increment rate for that year would be zero.

For each tax year before 2020, the difference between the adopted tax rate and voter-approval rate is considered zero, therefore the unused increment rate for 2020 is zero.[40]

This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit. [41]

Line	Activity	Amount/Rate
61.	<b>2019 unused increment rate.</b> Subtract the 2019 actual tax rate and the 2019 unused increment rate from the 2019 voter-approval tax rate. If the number is less than zero, enter zero. If the year is prior to 2020, enter zero.	0.000000
62.	<b>2018 unused increment rate.</b> Subtract the 2018 actual tax rate and the 2018 unused increment rate from the 2018 voter-approval tax rate. If the number is less than zero, enter zero. If the year is prior to 2020, enter zero.	0.000000
63.	<b>2017 unused increment rate.</b> Subtract the 2017 actual tax rate and the 2017 unused increment rate from the 2017 voter-approval tax rate. If the number is less than zero, enter zero. If the year is prior to 2020, enter zero.	0.000000
64.	<b>2020 unused increment rate.</b> Add Lines 61, 62 and 63.	0.000000
65.	<b>2020 voter-approval tax rate, adjusted for unused increment rate.</b> Add Line 64 to one of the following lines (as applicable): Line 47, Line 48 (counties), Line 56 (taxing units with the additional sales tax) or Line 60 (taxing units with pollution control).	

**STEP 6: De Minimis Rate**

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate, the rate that will raise \$500,000, and the current debt rate for a taxing unit.[42]

This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit. [43]

Line	Activity	Amount/Rate
66.	<b>Adjusted 2020 NNR M&amp;O tax rate.</b> Enter the rate from Line 38 of the <i>Voter-Approval Tax Rate Worksheet</i>	0.600113
67.	<b>2020 total taxable value.</b> Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i>	3,327,001,798
68.	<b>Rate necessary to impose \$500,000 in taxes.</b> Divide \$500,000 by Line 67 and multiply by \$100.	0.015028
69.	<b>2020 debt rate</b> Enter the rate from Line 46 of the <i>Voter-Approval Tax Rate Worksheet</i>	0.214569
70.	<b>De minimis rate</b> Add Lines 66, 68 and 69.	0.829710

**STEP 7: Total Tax Rate**

Indicate the applicable total tax rates as calculated above.

<b>No-new-revenue tax rate</b>	0.788948
<b>Voter-Approval Tax Rate</b>	0.822966
<b>De minimis rate</b>	0.829710

**STEP 8: Taxing Unit Representative Name and Signature**

print here

Opal Mauldin-Jones City Manager  
Printed Name of Taxing Unit Representative

sign here

Opal N. Mauldin-Jones City Manager  
Taxing Unit Representative

8/23/2020  
Date

## LANCASTER CITY COUNCIL

### City Council Special Meeting

3.

**Meeting Date:** 08/31/2020

**Policy Statement:** This request supports the City Council 2020-2021 Policy Agenda

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

**Submitted by:** Sean Johnson, Managing Director of Quality of Life and Cultural Services  
Vicki Coleman, Director of Development Services

---

#### **Agenda Caption:**

M20-08 Conduct a public hearing and consider an ordinance to amend and update Chapter 4 Transportation and Chapter 7; Parks, Open Space and Recreation of the Comprehensive Master Plan.

#### **Background:**

In the 2018-2019 City Council Strategic Planning Session, City Council identified an objective to update the Trails Master Plan. The current Master Plan was adopted by City Council in 2006 and industry standards suggests that Master Plans be updated at a minimum every ten years. It was prioritized that our existing plan should be updated following the 2016 Comprehensive Plan Update, to ensure alignment.

At the March 26, 2018 City Council Meeting, Council approved a resolution authorizing the award of a contract to Dunaway Associates to update the current Trails Master Plan.

The updated Trails Masterplan will identify community goals and objectives while adding pertinent elements and key connections to destinations throughout the city to include neighborhoods, retail, schools, parks and open space and surrounding cities. The Trails Master Plan Update steps were as follows:

Data Gathering

Base Map Preparation & Site Review via Public Input Meetings with community, city staff;

Council appointed Trails Advisory Committee and City Council

Conceptual Trail Network Plan Creation

Preliminary Trail Master Plan Creation

Final Hike and Bike Trail Master Plan Creation presented to Planning and Zoning Commission and City Council for final adoption

On August 25, 2018, the Trails Advisory Committee and associated City Staff conducted a benchmark tour. The Trails Advisory Committee also met October 23, 2018 and December 11, 2018.



On Tuesday, January 29, over 70 Lancaster residents attended a Community Input meeting regarding the updating of the Trails Masterplan. Those in attendance were able to get a full presentation from Dunaway Consultants that detailed opportunities in Lancaster's various character zones.

On July 20, 2020, Dunaway presented the Draft Trails Master Plan elements to City Council.

At the August 4, 2020 Planning & Zoning Commission meeting, the item was considered.

**Operational Considerations:**

Article 14:100 General Provision, Section 14.209 Planning and Zoning Commission; subsection (b) Powers and Duties (2) of the Lancaster Development Code (LDC) requires the Planning and Zoning Commission "To advise the Council and make recommendations concerning adoption of, or amendments to the City's Comprehensive Plan, Thoroughfare Plan, and Open Space Plan and implementation thereof".

**Public Information Considerations:**

On July 19, 2020, a notice for this public hearing appeared in the Focus Daily Newspaper.

**Options/Alternatives:**

1. City Council may approve of the ordinance, as presented.
2. City Council may approve the ordinance with changes; and state the changes.
3. City Council may deny the ordinance.

**Recommendation:**

The Planning and Zoning Commission recommended approval at their August 4, 2020 meeting. Staff concurs with the Planning and Zoning Commission.

**Attachments**

Ordinance

Exhibit A

---

**ORDINANCE  
NO.**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LANCASTER, TEXAS, AMENDING  
THE CITY'S COMPREHENSIVE PLAN BY UPDATING THE CURRENT TRAILS MASTER PLAN.**

**WHEREAS**, the City of Lancaster desires to have a Healthy, Safe and Engaged Community through its Annual adopted Goals and Objectives; and

**WHEREAS**, City Council prioritized that existing City master plans be updated in accordance with the adopted 2033 Comprehensive Plan Update recommendations; and

**WHEREAS**, In the 2018-2019 City Council Strategic Planning Session, City Council identified an objective to update the Trails Master Plan; and

**WHEREAS**, the current Master Plan was adopted by City Council in 2006, authored by HALFF Associates; and industry standards suggest that Master Plans be updated at a minimum every ten years; and

**WHEREAS**, the City retained Dunaway Associates to draft a new 2020 Trails Master Plan, and

**WHEREAS**, on August 4, 2020, the City Planning and Zoning Commission recommended approval of the 2020 Master Plan; and

**WHEREAS**, on July 20, 2020, the City Council received a briefing on the 2020 Trails Master Plan; and

**WHEREAS**, the official copy of the 2020 Trails Master Plan, which is the subject of this ordinance, is on file with the City of Lancaster City Secretary's Office.

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

**SECTION 1.** The City Council of the City of Lancaster, Texas approves and adopts the 2020 Trails Master Plan, authorized by Dunaway Associates.

**SECTION 2.** The City Council directs the City Manager to carry out actions to advance and achieve the strategy presented in the 2020 Trails Master Plan.

**SECTION 3.** This Resolution shall take effect immediately from and after the date of passage and is provided by law.

**DULY PASSED** and approved by the City Council of the City of Lancaster, Texas, on this the 31<sup>st</sup> day of August, 2020.

**ATTEST:**

**APPROVED:**

---

Sorangel O. Arenas, City Secretary

---

Clyde C. Hairston, Mayor

**APPROVED AS TO FORM:**





CITY OF LANCASTER

# *Trails*

## MASTER PLAN

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AUGUST 2020

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# Acknowledgments

Several members of the Lancaster community provided ongoing support to the Dunaway Team throughout the Master Planning process. A special thanks to the following who participated:

## CITY COUNCIL

**CLYDE C. HAIRSTON**

Mayor

**RACHEAL HILL**

Mayor Pro Tem

**DERRICK D. ROBINSON**

Deputy Mayor Pro Tem

**CAROL STRAIN-BURK**

District 1

**STANLEY JAGLOWSKI**

District 2

**MARCO MEJIA**

District 3

**NINA MORRIS**

District 6

## KEY CONTRIBUTORS

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NCTCOG

**GABRIEL ORTIZ**

NCTCOG

**JOHN PAULUS**

**KEVIN MONDY**

**PETRA COVINGTON**

**SEAN MIXON**

**MARK POWELL**

**GRETCHEN WEAVER**

**JAMES THOMAS**

## CITY STAFF

**OPAL MAULDIN-JONES**

City Manager

**FABRICE KABONA**

Assistant City Manager

**SEAN JOHNSON**

Managing Director

**MICHAEL RASCO**

Assistant Director

**VICKI COLEMAN**

Development Services Director

**BESTER MUNYARADZI**

Senior Planner

**EMMA CHETUYA**

Planner

## DUNAWAY TEAM

**PHILIP NEELEY, ASLA**

Project Director

**ELIZABETH McILRATH, ASLA**

Project Manager

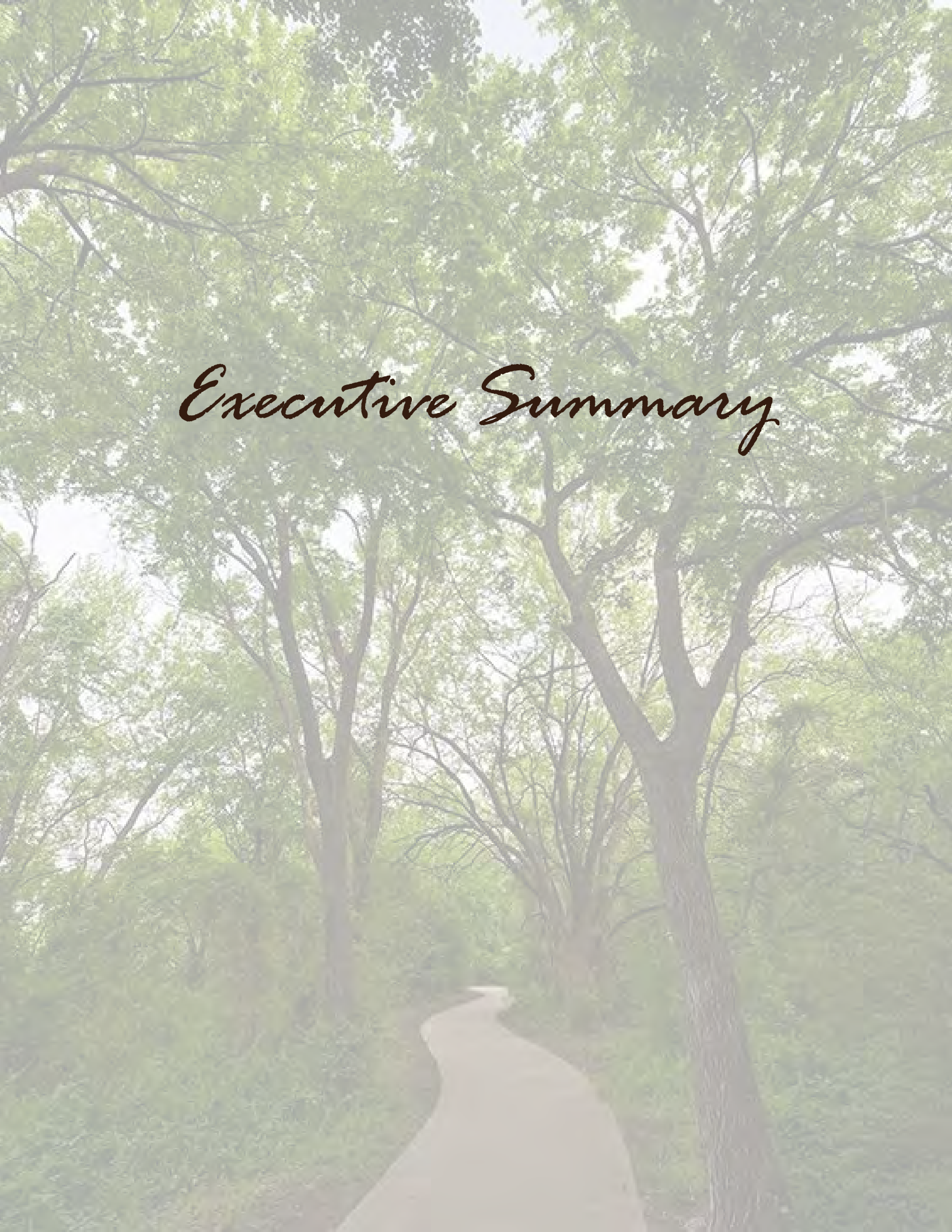
**ANITA BEARD, ASLA**

Landscape Architect

**KOURTNEY GOMEZ**

Graphic Designer





# *Executive Summary*



# Executive Summary

Lancaster has a dynamic location in the southwestern portion of Dallas County, which includes excellent freeway access from IH-20, IH-35E, and IH-45. Lancaster is also part of the eleven communities that comprise the Best Southwest Partnership. These key factors have contributed to Lancaster's competitive advantage in attracting residents and businesses to the community. To enhance the sense of community, City leaders realize that a proactive plan for "connecting" their citizens involves both a physical and social dimension. A well-planned trail network can do just that.

With the goal of providing a bicycle and pedestrian-oriented trail network, the City retained the professional planning team from Dunaway Associates. This collaborative team of landscape architects and engineers worked closely with City staff and key contributors to study the feasibility of a city-wide trails master plan. The contributors also included a representative from the North Central Texas Council of Governments (NCTCOG), a leading public agency in planning and implementing trail systems throughout the north Texas region.

The Dunaway team utilized the previous 2006 Trails Master Plan Summary as a starting point for this new study. That plan outlined seven (7) goals and opportunities, including such items as regional trail connections, community linkages, and trail amenities. Those goals were the basis for planning a high-level trail system that would cover the entire City. The Dunaway team expanded upon that by outlining a well-conceived hierarchy of trail connections throughout Lancaster.





## Planning Process Overview

Throughout the master planning process, the Dunaway team worked closely with City staff, key contributors, and Lancaster citizens. The three (3) major phases included:

### **Phase 1: Analysis**

Documenting existing system, regional planning initiatives, benchmarking other cities, and noting opportunities & constraints

### **Phase 2: Planning**

Identifying opportunity zones, conceptual trail planning, engaging the community, and preliminary trails master plan

### **Phase 3: Recommendations**

Developing a trail hierarchy, final trail network, design standards, and master plan report



## Recommendations

The Master Plan will serve as a guide for future connections to neighborhoods, schools, parks, key destinations, and surrounding communities. The Master Plan also provides a strategic tool that City officials can use to guide the funding and partnerships necessary to implement the trail network. As the plan comes to reality, citizens will be excited to have mobility choices to City destinations as well as further opportunities for outdoor exercise and recreation. This Trails Master Plan organizes the network in three major categories. These include:



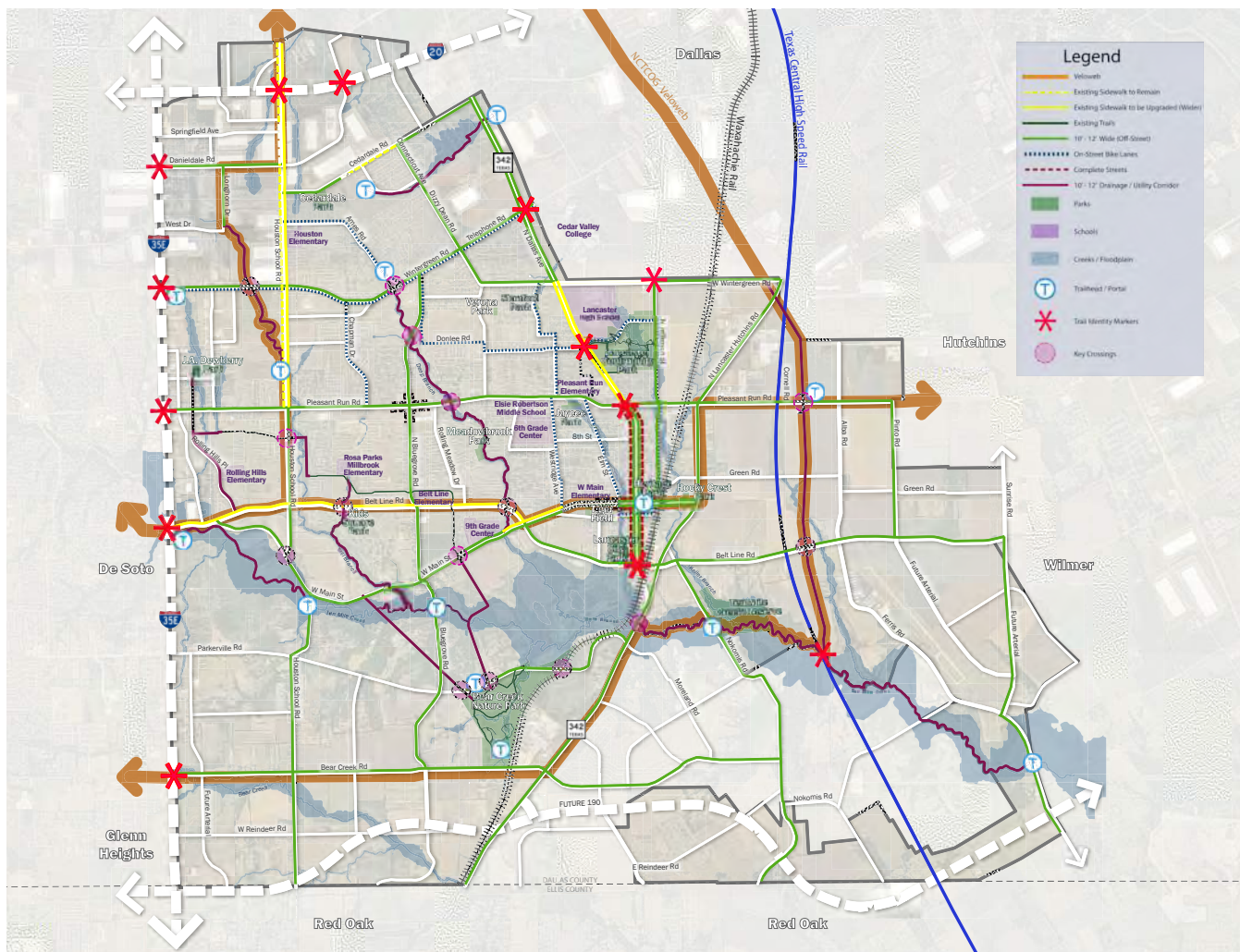
### Road Network



### Drainageways / Corridors



### Entries / Identity / Crossings



Trails Master Plan



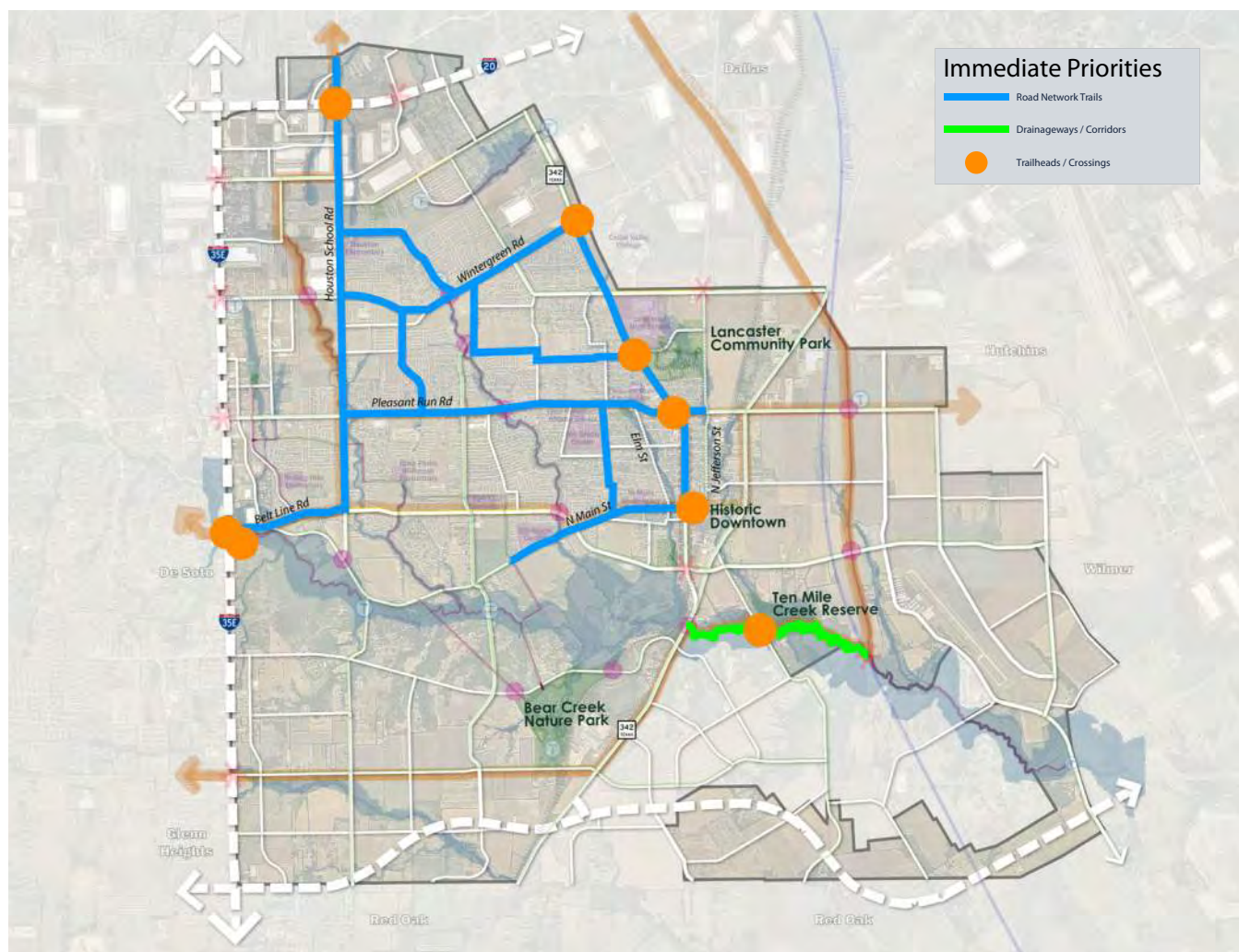


## Implementation

This Implementation Plan is outlined into three phases for City leaders to utilize for planning and budgeting. These phases include:

- 1 Immediate Priorities.....(1 to 2 years)**
- 2 Short-Term Priorities.....(3 to 9 years)**
- 3 Future Priorities.....(10+ years)**

The recommendations for each focus area were prioritized into three phases of implementation to allow City leaders to implement trail network improvements over time. The implementation plan also provides an overview of typical trail construction costs for project budgeting purposes. Potential supplemental funding sources were also identified to augment city funding for future projects.



Highlighted Immediate Priorities





# *Planning Process Overview*

# PLANNING PROCESS OVERVIEW

Throughout the master planning process, the Team worked closely with City staff and leaders to examine opportunities to create the vibrant, connected trail network desired by Lancaster. During the planning process, development of this trail network plan was achieved using a three-phase approach, as follows:

## Phase 1 - Analysis

- Project Initiation
- Data Gathering & Inventory
- Site Review / Existing Conditions
- Opportunities & Considerations
- Benchmark Tour



## Phase 2 - Planning

- Objective Zones
- Concept Trail Plan
- Community Involvement
- Preliminary Trail Master Plan




## Phase 3 - Recommendations

- Road Network
- Drainageways / Corridors
- Entries / Identity / Crossings
- Final Trail Master Plan
- Implementation







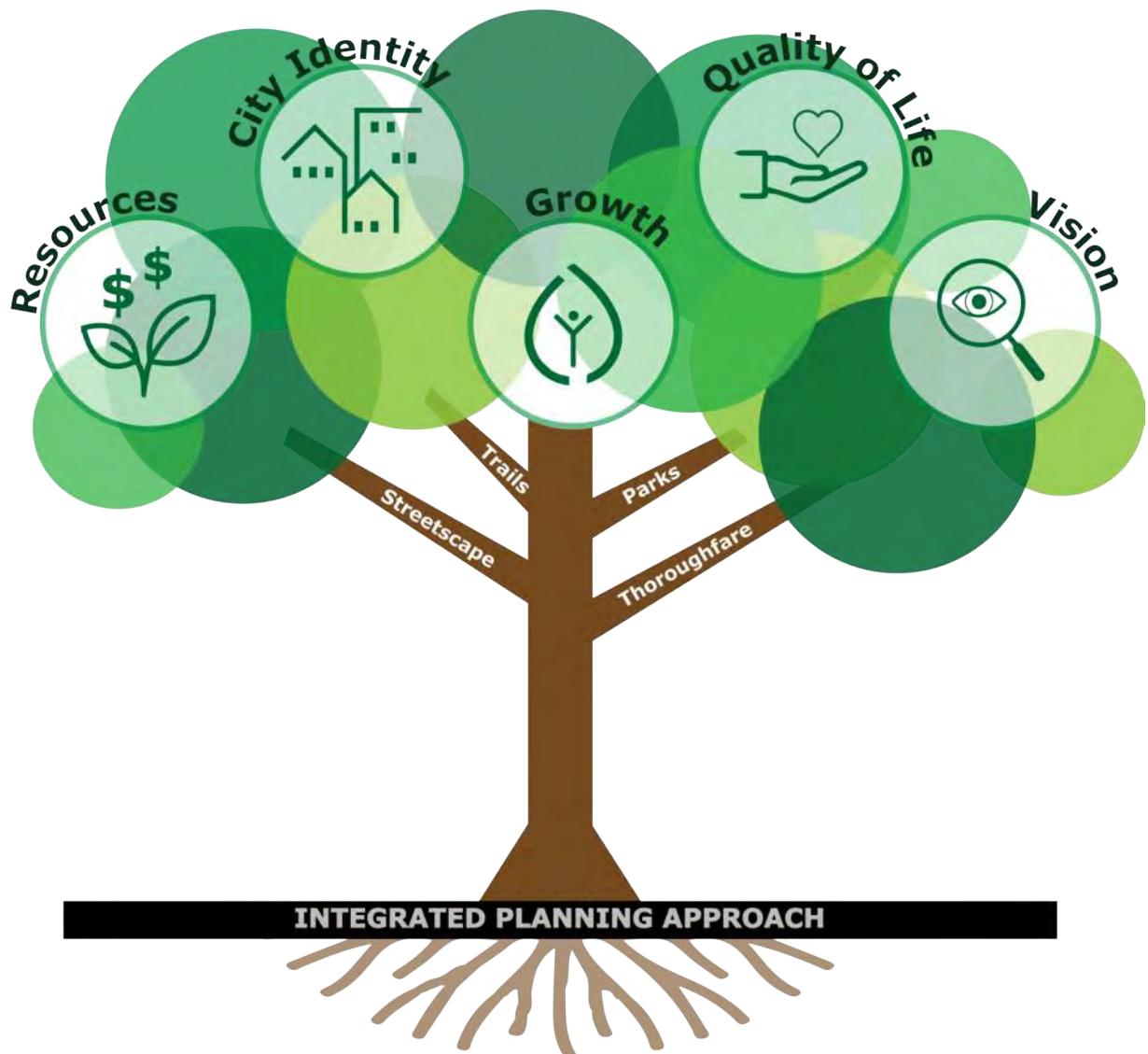
# *Phase 1 - Analysis*

## Phase 1 - Analysis

Dunaway's first phase was a critical step in building the foundation for planning the proposed trail system master plan. In this investigatory phase the Team evaluated the existing system, gathered existing and proposed data, analyzed local and regional planning documents, toured benchmark systems throughout North Texas, and provided initial thoughts on opportunities and constraints. This section documents the steps taken in the Analysis phase of the planning process.

### Project Initiation

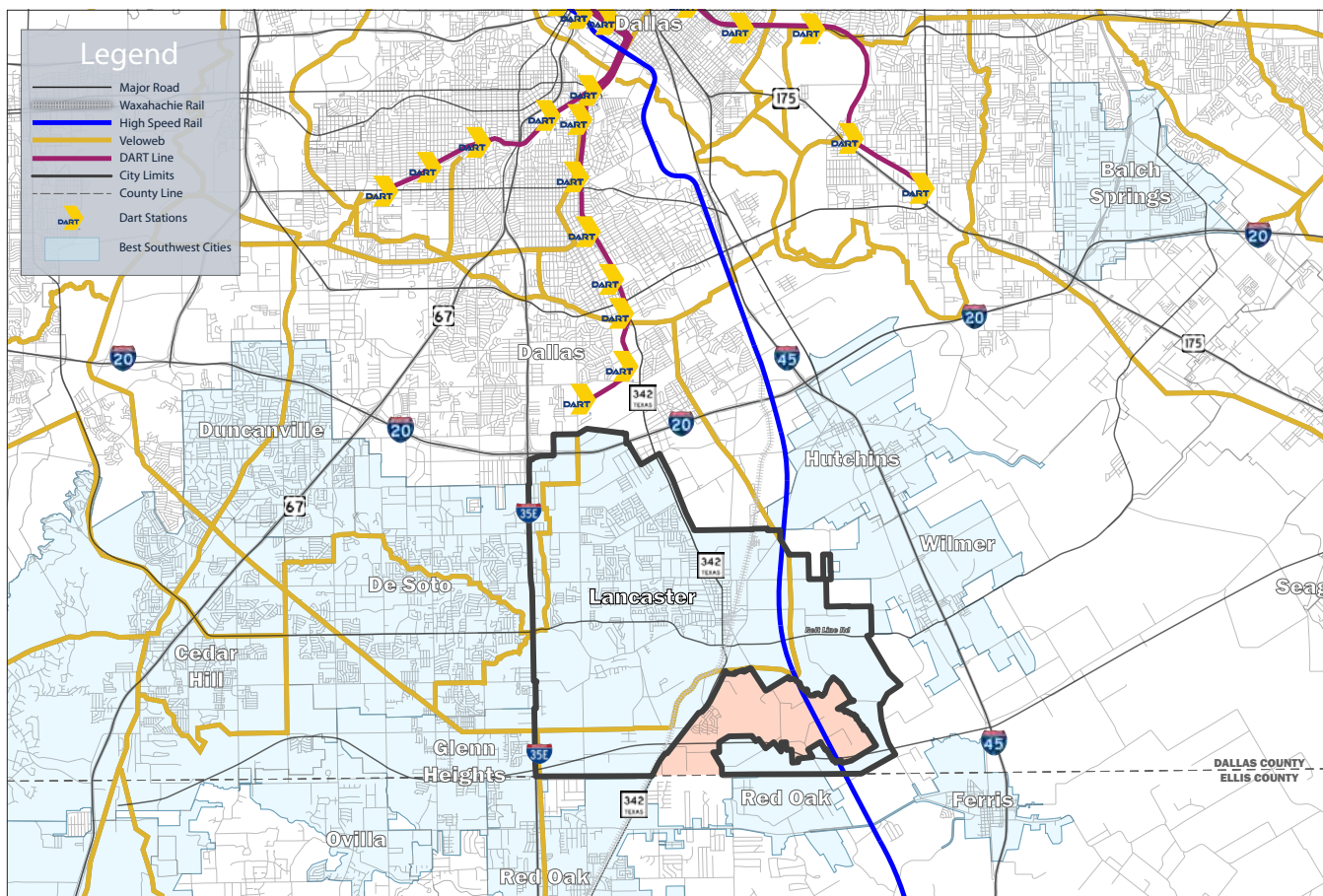
Dunaway team members attended a kick-off meeting with City representatives and key contributors to communicate the overall planning process as well as listen to their goals for the trails master plan. The representatives expressed an overall desire to create a safe, well-connected trail network for both pedestrians & bicyclists to use in connecting neighborhoods, schools, the Historic District and adjacent communities. It was also important to coordinate with the City's ongoing studies for the Thoroughfare Plan, Parks Recreation & Open Space Master Plan and Streetscape Master Plan.



## Data Gathering & Inventory

Dunaway compiled digital information from the City and regional agencies to build a base map for documenting existing conditions. The layers of data gathered included aerial photographs, parks, schools, commercial and residential parcels, ETJ's (Extra-Territorial Jurisdictions), freeways and internal roadways, DART light rail line, Texas Central High Speed Rail and BNSF railroad, drainageways and creeks, floodplains, city limits, existing on/off street trails, and proposed developments. Each piece of data was digitally compiled using GIS and CAD software to create a database for planning efforts. This information was beneficial for the Master Plan as well as in future planning efforts and sharing with other agencies as necessary to promote regional connectivity. From these data, the team prepared an overall base map of existing conditions.

For regional context, North Central Texas Council of Governments (NCTCOG) Mobility 2045 Plan, DART's Transit System Plan, and Texas Central's High Speed Rail documents were reviewed for trail related information and connection opportunities. Critical to NCTCOG's Mobility 2045 Plan is the Regional Veloweb System (pictured below). The "Veloweb" is defined by NCTCOG as a network of off-street shared-use paths designed for multi-use purposes by bicyclists, pedestrians, and other non-motorized forms of transportation. The Veloweb serves as the regional expressway network for active transportation and it extends the reach of the region's roadway and passenger rail transit network for non-motorized transportation. Analyzing these data along with the local planning documents allowed for key connections or constraints to become apparent and considered in the planning phase.



Reference data included NCTCOG's Regional Veloweb System (shown in yellow).



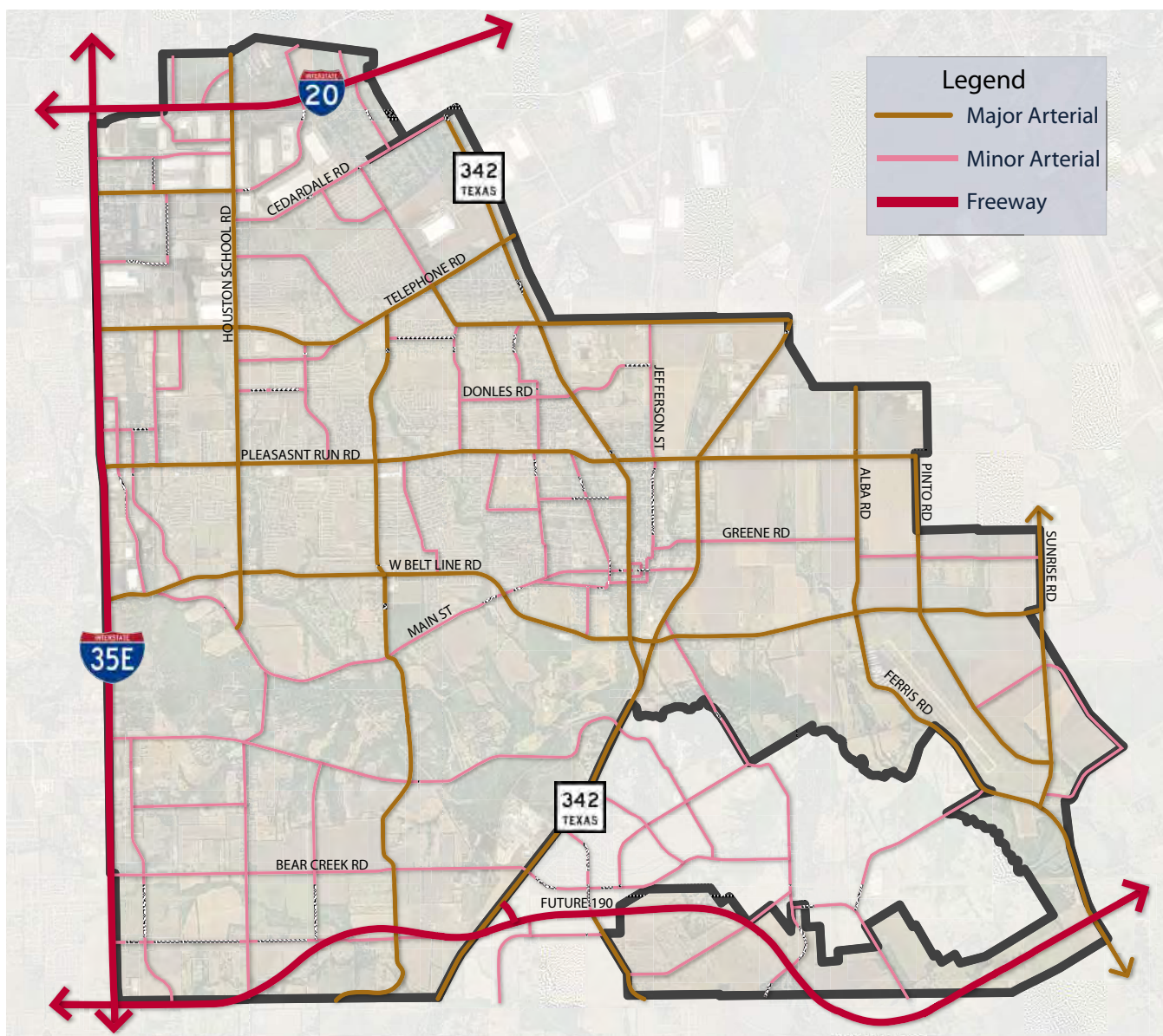


## Thoroughfare Plan

To work with the City's ongoing Thoroughfare Plan Update already underway, the Dunaway team carefully reviewed the planned roadway network for Lancaster. For purposes of this master plan, existing and proposed roadways were summarized into a hierarchy of (3) roadway types. These include the following (graphic below):

- 1) **Freeways - interstate highways (proposed & existing);**
- 2) **Major Arterials - divided or undivided arterials (4 to 6 lanes); and,**
- 3) **Minor Arterials - divided or undivided arterials and collectors (2 to 4 lanes)**

Future trail initiatives can work in tandem with these roadway corridors to maximize the range of pedestrian connections throughout Lancaster. This strategic approach will allow new roadway construction to include associated trail improvements, maximizing the financial investment by the City or private developers.

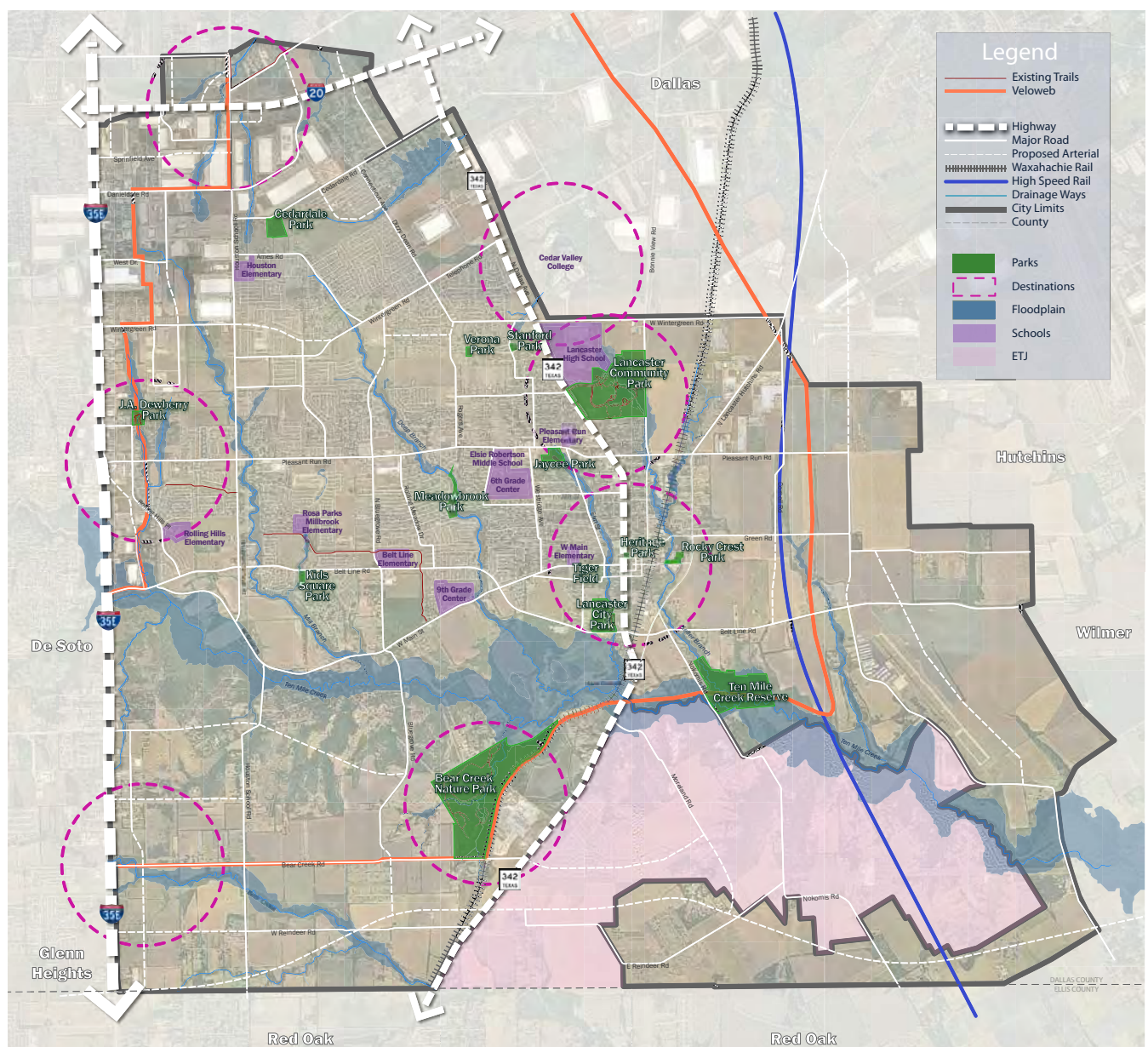


Hierarchy of Roadway Types from Thoroughfare Plan Update



## Site Review / Existing Conditions

An important step in the analysis phase included a city-wide tour attended by Dunaway, City representatives, and key contributors. The tour allowed the group to visually evaluate and document current conditions of the existing trail system, as well as distinct zones for the overall master plan. The driving tour allowed the team to become familiar with the overall trail system, areas of interest throughout the City, and allowed high level input from City representatives and key contributors. The team documented the tour using digital photography and recorded observations regarding key aspects of the existing trail system. The graphic below includes, Veloweb, railways, thoroughfares, city parks, existing trails, schools, drainageways, and 1/2 mile radius markers to key destinations throughout Lancaster.



Existing Conditions Base Map



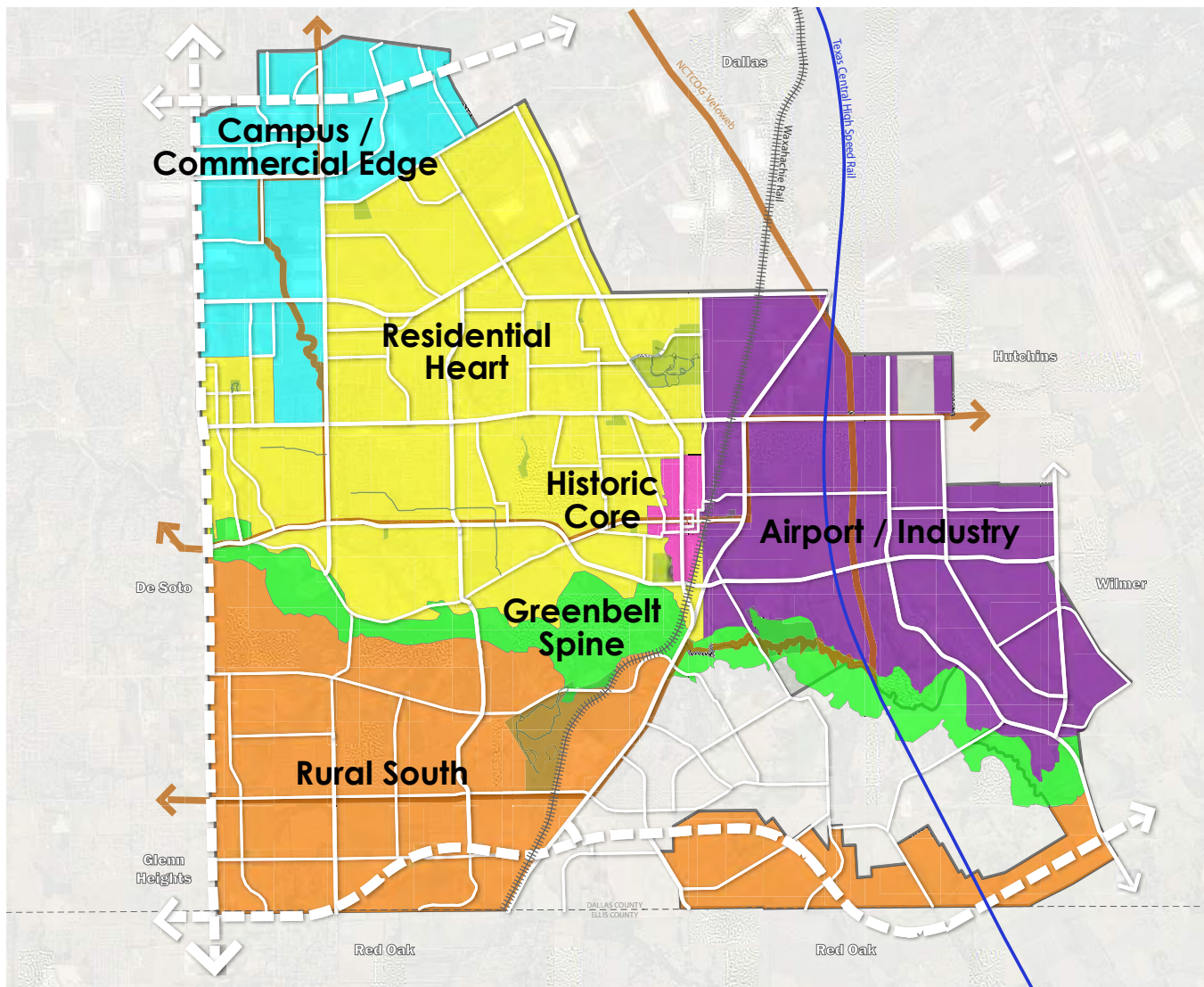


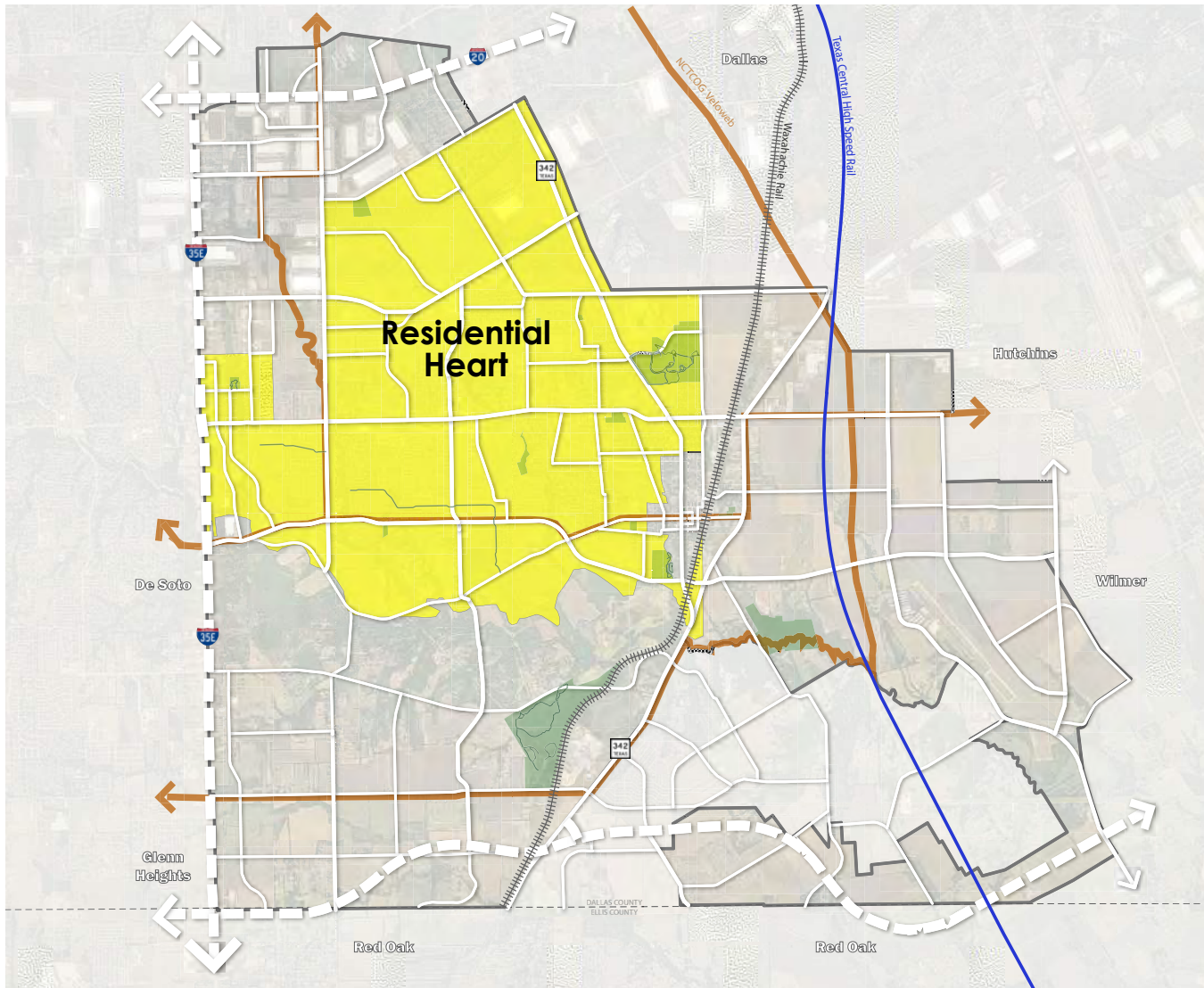
## Opportunities & Considerations

In evaluating the City for trail planning possibilities, the Dunaway team organized the analysis according to a series of "Character Zones" which became apparent in the analysis phase. These zones are currently home to a variety of activities, each with unique opportunities for mobility and pedestrian connections. The six (6) Character Zones (illustrated below) include:

- **Residential Heart**
- **Campus / Commercial Edge**
- **Historic Core**
- **Greenbelt Spine**
- **Rural South**
- **Airport / Industry**

The following pages are intended to describe key opportunities for trail connection in each "Character Zone" of Lancaster. Existing photos are also included to depict the general character of each zone.





## Residential Heart

This zone represents a variety of interconnected neighborhoods where the majority of residents live, attend school, shop, worship, and enjoy localized recreation.

### Key Opportunities

- Use on-street and parkway trail connections for neighborhoods, parks, and schools
- Utilize drainageways to connect residents to Ten Mile Creek Greenbelt
- Expand trail network within utility corridors



*Residential Heart - Destinations*







*Residential Heart - Open Roadway Drainage*



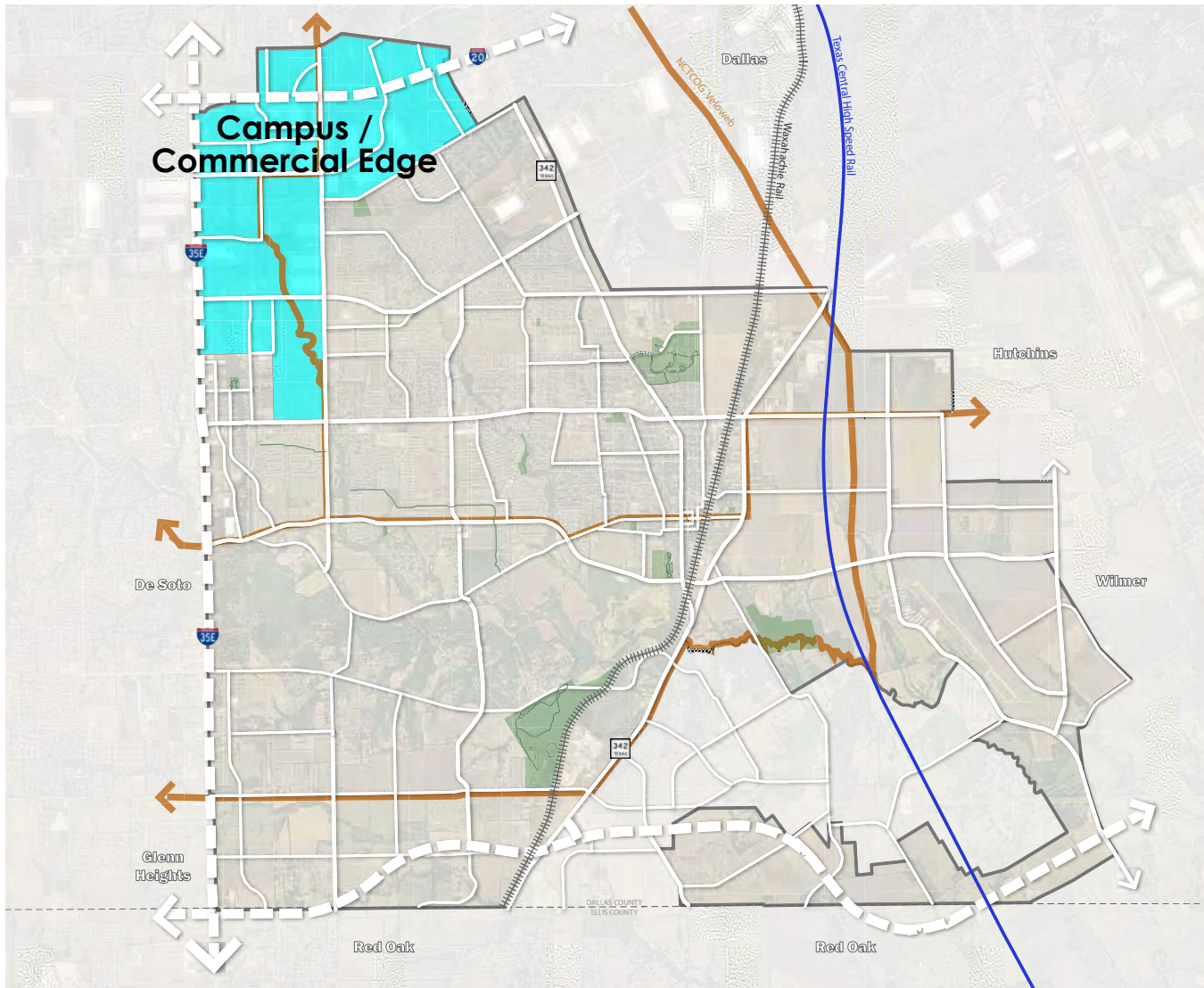
*Residential Heart - Creek Crossing*



*Residential Heart - Existing Trail*







## Campus / Commercial Edge

This zone includes thriving businesses and industry with large commercial tenants and daily operations.

### Key Opportunities

- Establish City identity and regional gateways at high-visibility points
- Utilize strategic parkway trail connections within existing right-of-ways



Campus/Commercial Edge - Existing Sidewalks





Campus/Commercial Edge - Roadway Improvements



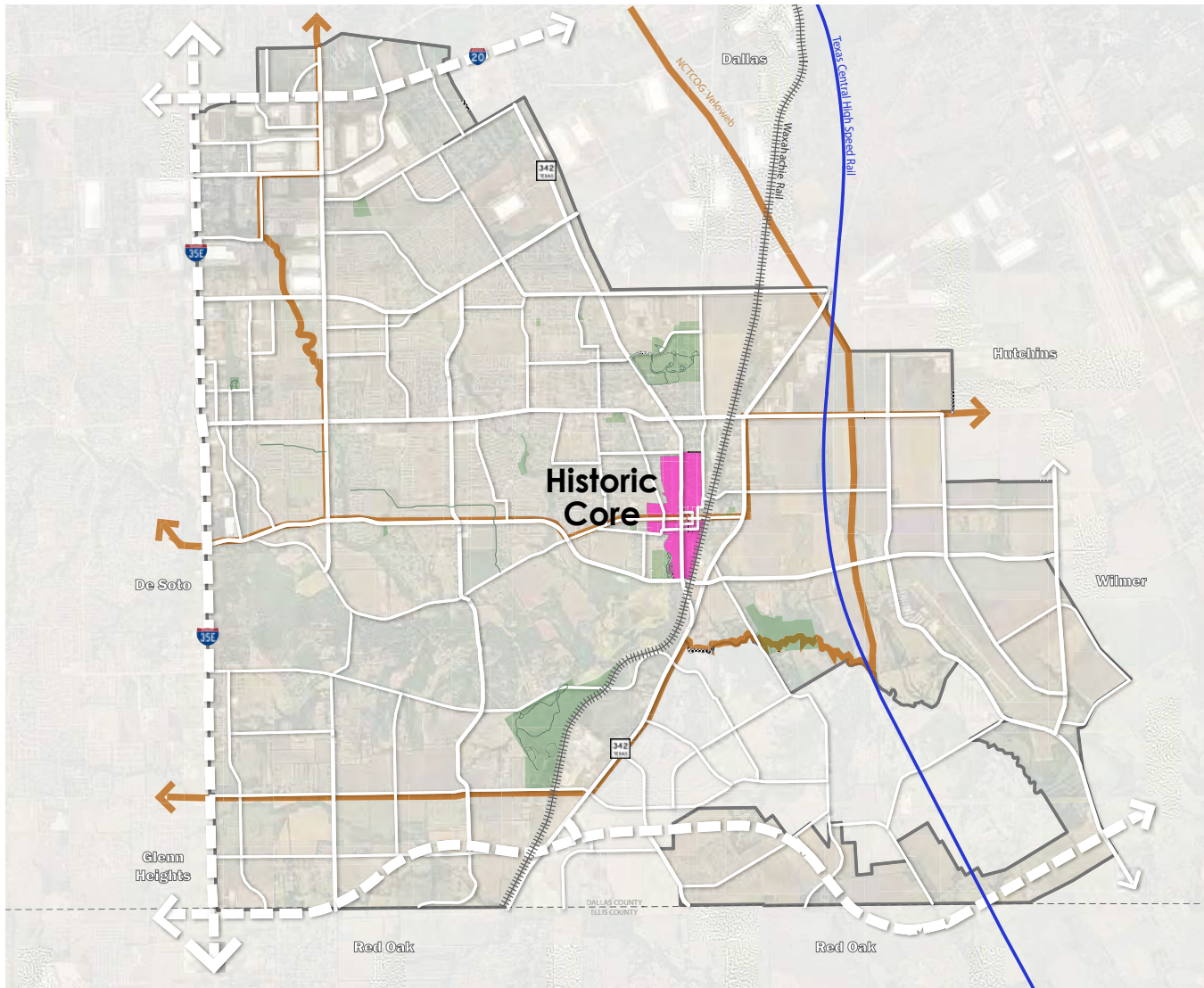
Campus/Commercial Edge - Adjacent Cities



Campus/Commercial Edge - City Identity & Gateways







## Historic Core

This zone is recognized by citizens as the economic and government center of the City. The downtown setting retains a mix of retail activities and historic structures that give an authentic sense of place.

### Key Opportunities

- Create a defined overall circulation network for pedestrians, bicycles, vehicles, and transit
- Coordinate multi-objective infrastructure improvements for roads, utilities, and streetscapes
- Connect existing residential to the SH 342 corridor and Ten Mile Creek greenbelt



Historic Core - Visitor Destinations







*Historic Core - Multi-Modal Transportation Needs*



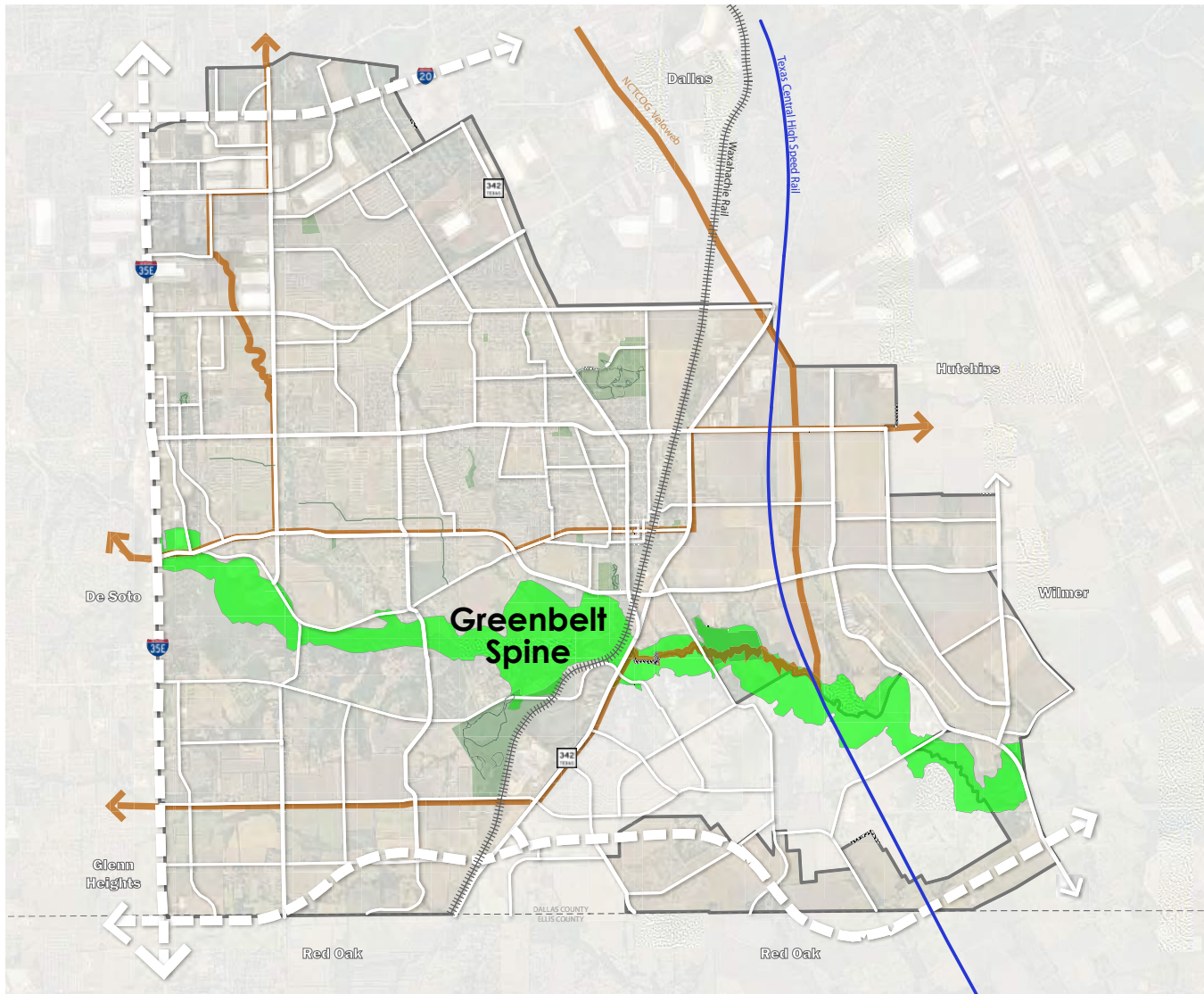
*Historic Core - Civic Gathering Spaces*



*Historic Core - Retail Destinations*







## Greenbelt Spine

This zone features the magnificent natural drainage corridor along Ten Mile Creek, with mature trees and scenic lookouts.

### Key Opportunities

- Create a signature greenbelt / ecotourism trail network
- Provide veloweb connections within the broader network
- Identify portals and gateways into Lancaster



Greenbelt Spine - Existing Nature Paths







Greenbelt Spine - Destination Trails



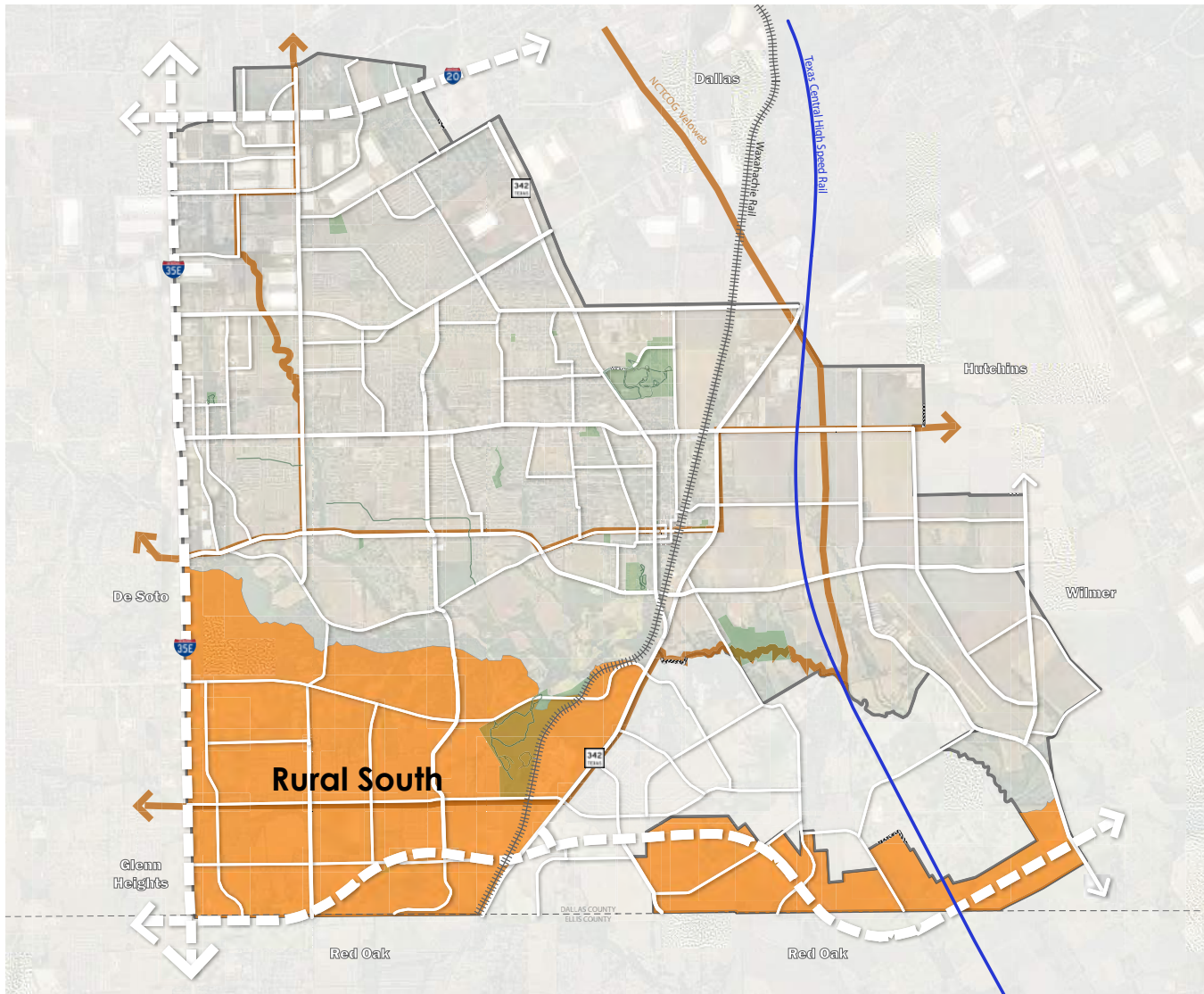
Greenbelt Spine - Ecotourism Destinations



Greenbelt Spine - Roadway Trails







## Rural South

This zone is largely privately owned or undeveloped at this time but will likely experience new growth in the coming years.

### Key Opportunities

- Establish trail requirement policies for future development of residential, retail, other
- Selectively utilize drainage corridors for trail extensions
- Integrate future DART portal / identity



Rural South - Preserved Open Space







Rural South - Freeway Visibility

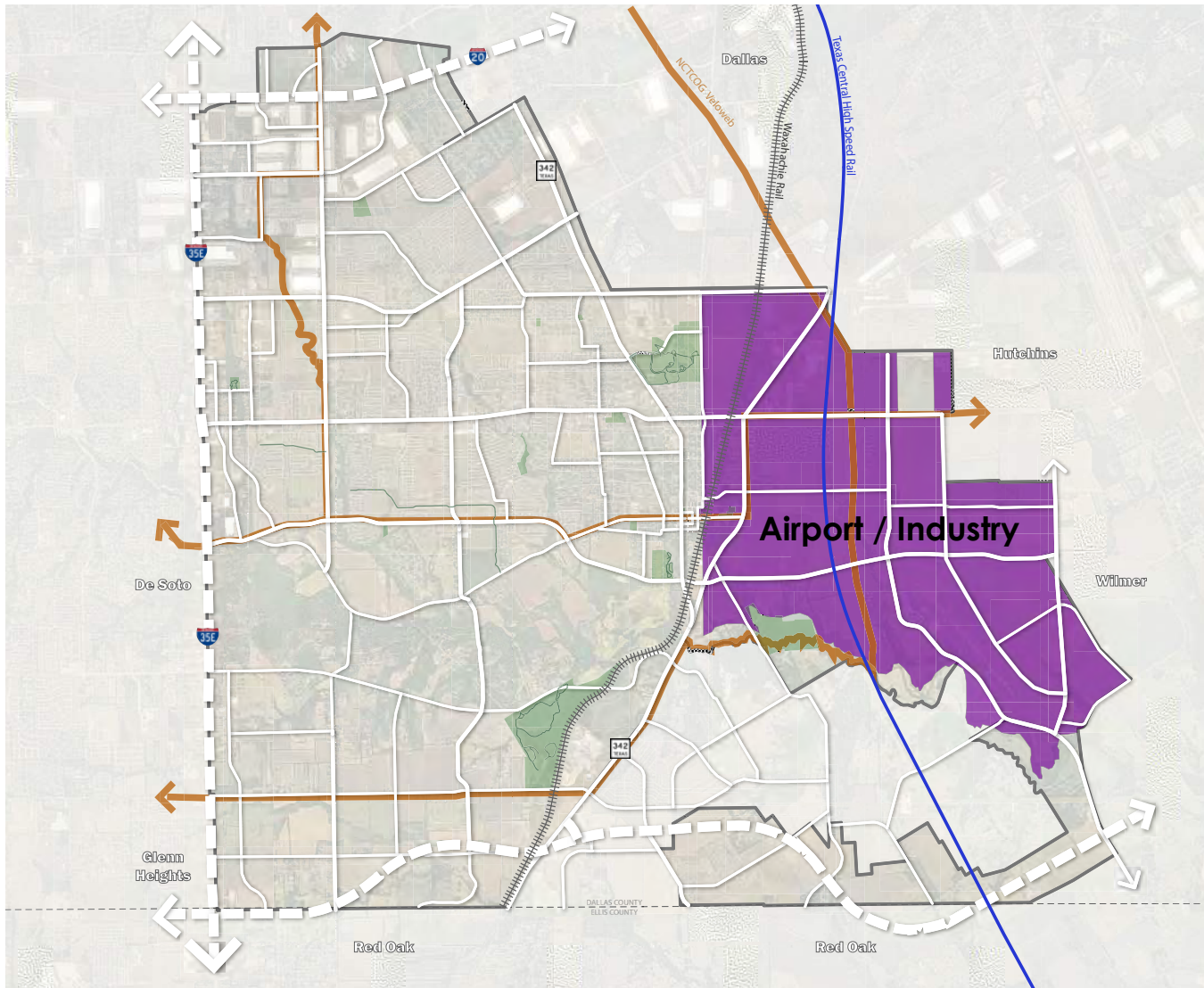


Rural South - Roadway Improvements



Rural South - Growing Residential





## Airport / Industry

This zone has limited development today but has great potential for future development that corresponds to expanded transportation activities.

### Key Opportunities

- Consider future connections to regional and statewide transportation network (i.e. proximity to DART, Waxahachie Rail, Texas Central High Speed Rail)
- Coordinate future veloweb intersections and connection



Airport/Industry - Lancaster Airport







Airport/Industry - Roadways & Utility Corridors



Airport/Industry - Drainageways



Airport/Industry - Railway Corridors



## Benchmark Tour

To gain insight from other established trail systems in the North Texas region, the Dunaway team conducted a Benchmark Tour with City staff and key contributors. The team selected peer cities that have implemented trail networks and supporting infrastructure relevant to Lancaster's own opportunities. The tour allowed for the group to view and discuss potential solutions for Lancaster's future trail network. Cities visited and their relevance to development of an expanded trail system in Lancaster are documented below:

### City of Richardson



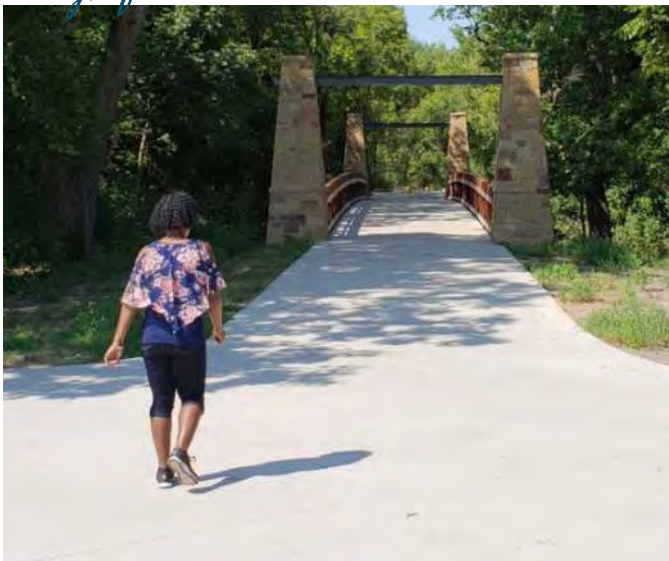
#### Locations:

- Duck Creek Linear Park
- Renner Road Trails

#### Relevance:

- Hierarchy of Bike Lanes on Variety of Roadways
- Shared-Use Connectors to Neighborhoods, Parks & Schools
- Utilize Drainageways & Underpass Connections
- Maximum Use of Utility Easements
- Strong Architectural Identity / Branding
- Regional Connections to Neighboring Cities
- DART Rail Corridor

### City of Plano



#### Locations:

- Oak Point Park & Nature Preserve
- Bluebonnet Trail

#### Relevance:

- Complex System of On-Street & Off-Street Trails
- Extensive Greenbelt Trail Network along Rowlett Creek
- Eco-Tourism Destinations & Opportunities / Revenue Generation
- Maximum Use of Utility Easements
- Well Utilized R.O.W.s/Parkways as Trail Corridors
- Historic Downtown w/DART Station & Heritage Park





### City of Coppell



#### Locations:

- Andrew Brown Park (West)
- Andrew Brown Park (East)

#### Relevance:

- Signature Park Destination
- Hierarchy of Trails (Widths, Surfacing, etc)
- Internal Park Loops & Neighborhood Connections
- Variety of Crossings
  - At-Grade Crosswalks
  - Roadway Underpass
  - Creeks / Drainageways

### City of Grand Prairie




#### Locations:

- Good Link Trail
- CP Waggoner Park
- Mike Lewis Park

#### Relevance:

- Linear Connector Between Two Major Parks
- Complex Inter-Agency Coordination
- Signature Crossings & Overlooks
- Consistent Architectural Theming
- Extensive Trailhead Amenities
  - Accessible Parking
  - Seating & Shelters
  - Restrooms & Drinking Fountains
  - Play Areas





# *Phase 2 - Planning*

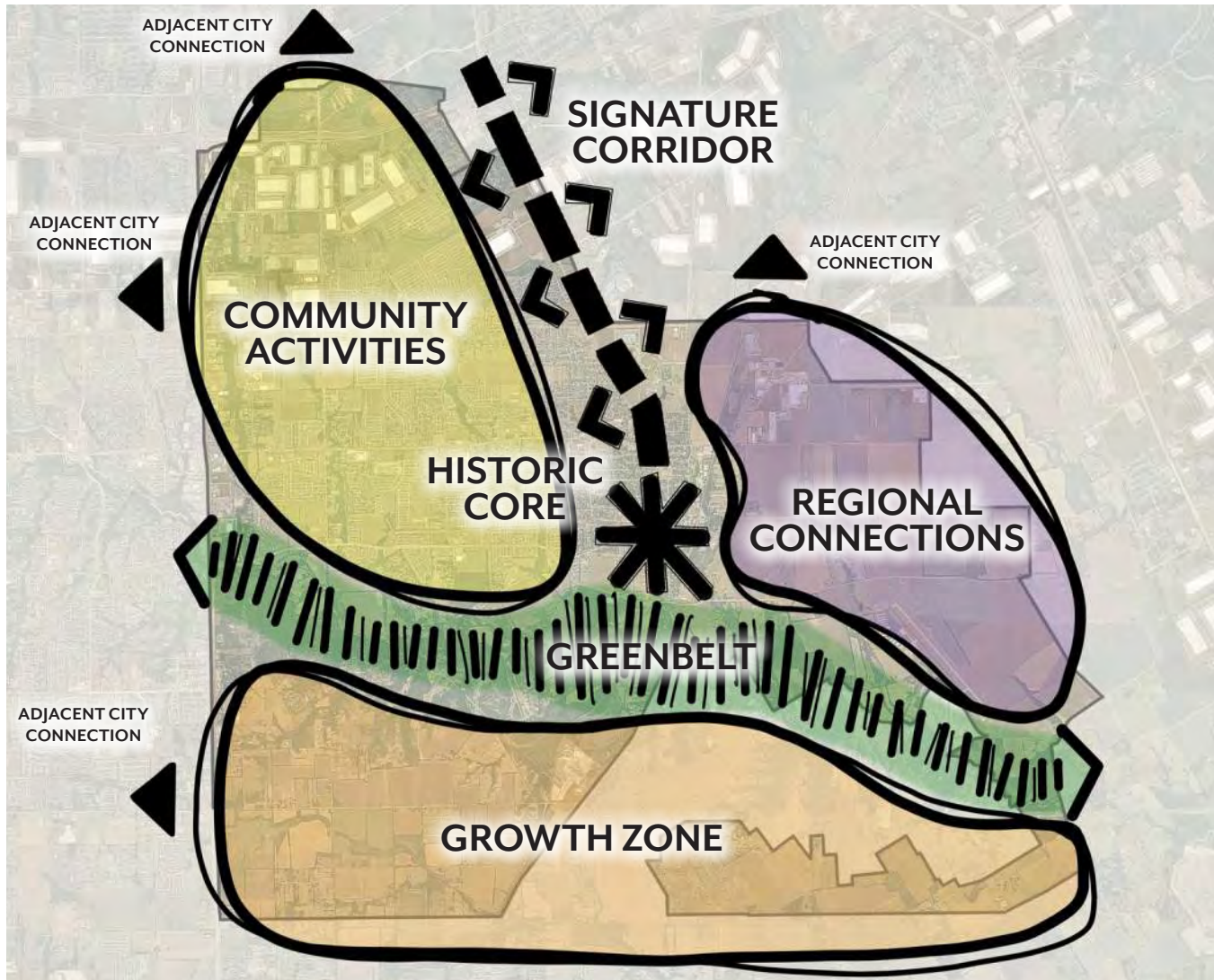


## Phase 2 - Planning

Equipped with information gathered during the analysis phase, the Dunaway team proceeded into the planning phase of the Trails Master Plan. These steps included outlining plan objectives for specific sectors of Lancaster, development of a Conceptual Trail Network Plan, and review meetings with City leaders and Lancaster citizens.

### Objectives

The Dunaway team first established a series of objectives the plan should address to take advantage of identified trail development opportunities. The diagram below organizes the city into five Objective Zones. Each of these represent a diversity of needs regarding community activities, land uses, growth dynamics, infrastructure expansion and natural resources. These objectives directed development of a Conceptual Trail Network Plan, which was then presented to City leaders and to the community for discussion and input. The following pages include a description of each of the Objective Zones and a list of the Primary Objectives the design team incorporated into a Conceptual Trail Network Plan.



Objective Zones Diagram



## Community Activities

Surrounded by the intersection of two major interstate freeways, the northwest sector of the city is called home by most Lancaster residents. This is where many families live, send their children to school, shop, play, attend worship, and work. This area of town is also home to a growing Campus District with large industrial hubs, commercial / retail development, an expanding medical district, and the neighboring UNT Dallas campus. This unique mix of mature residential and upwardly trending commercial development requires a strategic approach to connectivity.

### *Primary Objectives*

- Coordinate roadway expansion projects to include trail construction in parkways and within R.O.W.s
- Utilize utility easements and drainage corridors as trail connectors
- Implement select on-street bike routes in neighborhoods with missing sidewalk infrastructure to connect residents and students to the larger parkway trail system
- Ensure every school and park is provided access by trail
- Connect residents to shopping areas
- Consider regional connections to nearby destinations in adjacent communities (UNT Dallas, DART rail line, DeSoto's Roy Orr Trail, Glenn Heights DART facility, etc.)
- Continue active coordination with NCTCOG on regional Veloweb connection opportunities



*Campus Development along Houston School Road*





## The Greenbelt

Established as one of the most important natural resources in the City of Lancaster, the Ten Mile Creek Greenbelt offers trail and recreation opportunities that could have widespread impacts on the quality of life and economic development in the community. Also located along this greenbelt are two dedicated nature areas: Bear Creek Nature Park on the west side of SH 342, and Ten Mile Creek Preserve to the east. Since the natural beauty and recreational value of this greenbelt is currently inaccessible (except by taking a car to one of the preserves), a focus of the Master Plan is to safely connect Lancaster residents to this beautiful resource. The Greenbelt will also have a unique ability to draw visitors from outside Lancaster to a variety of ecotourism destinations including birding trails, wildlife education, adventure courses, organized campouts, field trips, special rentals, team building retreats, and group events.

### Primary Objectives

- Maximize access to the greenbelt through open utility corridors and drainageways
- Provide access to potential ecotourism destinations without overburdening natural resources
- Utilize select roadway/parkway segment connections for trail access into Greenbelt
- Add city identity at trailheads and portals into the network
- Continue active coordination with NCTCOG on regional Veloweb connection opportunities



Bear Creek Nature Park Trails



## Signature Corridor

While the prominent frontage of IH-35 and IH-20 serve to anchor the edge of Lancaster, the SH- 342 / Dallas Avenue corridor serves as the primary artery into the heart of Lancaster. Whether approaching Lancaster from the north or south, passengers experience several of the signature amenities that make people proud to call Lancaster home. This includes Lancaster High School, Community Park, and the Historic District and square. This corridor presents a strategic opportunity to promote an image in Lancaster where connectivity, wellness, and greenspace are highly valued. Reinvestment in this area will likely include expansion of the Historic Square shops, new residential, mixed-use developments, and a light rail station. Stewarding this historic resource will provide the city the opportunity for economic growth, and the creation of a district pedestrian environment.

### Primary Objectives

- Utilize existing R.O.W. along SH 342 for new trail development
- Widen existing sidewalks to the appropriate shared-use trail width
- Ensure safe passage across SH 342 connecting the eastern and western sectors of the city
- Promote city identity at key intersections, trailheads and portals
- Plan for growth of Historic District and multi-modal connections
- Implement complete streets design principles in the Historic District



Historic Town Square





## Growth Zone

The rural area of the city located south of the Ten Mile Creek Greenbelt is poised for future growth. Wooded tributary corridors and open agricultural land are often inviting to new single-family developments. This character, coupled with the proximity of planned freeway and thoroughfare expansions, may spark significant future growth bringing new residents, businesses and visitors to this sector of town. The city has the opportunity to identify key trail connections and plan for this before the rush of development occurs. This foresight will also position the City to work together with developers to fund and construct trail connections as development occurs.

### *Primary Objectives*

- Utilize the trail master plan for partnerships with developers as growth occurs
- Coordinate roadway expansion projects to include trail construction in parkways and within R.O.W.s
- Use utility easements and drainage corridors as trail connectors
- Provide linkages for current and future residents to Ten Mile Creek Greenbelt
- Consider trail connections through Extra Territorial Jurisdiction (ETJ) Areas
- Continue active coordination with NCTCOG on regional Veloweb connection opportunities



*Rural Character of Southern Growth Zone*



## Regional Connections

Comprised largely of open agricultural land, industrial developments, utility corridors, and the airport, the eastern sector of Lancaster is at a much earlier stage in development than that of the City's west side. However, with rapid expansion of the DFW Metroplex as well as local growth patterns, it is likely this sector of Lancaster will experience significant development in the future. This area has a unique mix of regionally connected transportation types including the Lancaster Regional Airport, a major NCTCOG Veloweb corridor, Dallas-Houston High Speed Rail Alignment, Future Light Rail, and an expanding roadway network through the City's Master Thoroughfare Plan update. These factors present a strategic opportunity for a connected multi-modal transportation network as growth occurs.

### Primary Objectives

- Coordinate roadway expansion projects to include trail construction in parkways and within R.O.W.s
- Utilize utility easements and drainage corridors as trail connectors
- Provide linkages for current and future residents to Ten Mile Creek Greenbelt
- Ensure safe passage across SH-342 connecting the eastern and western sectors of the city
- Consider alignment of future high speed rail routing
- Connect to trail systems in adjacent cities as available (Hutchins, Wilmer, Dallas)
- Continue active coordination with NCTCOG on regional Veloweb connection opportunities



*East Side Agricultural Land and R.O.W. Zones*





## Community Involvement

The Dunaway team had the opportunity to interact with City staff, leaders and other contributors at various steps in the master planning process. Early on, the team facilitated a community input meeting to present the analysis findings and opportunity zones throughout Lancaster. Citizen feedback was noted and goals were identified during the meeting. From this, the team moved forward with preparing a Conceptual Trail Network Plan. This Plan was presented in another community meeting which allowed staff and citizens the forum to give feedback on the proposed trail network and hierarchy. Suggestions and comments were recorded and utilized in the development of the Preliminary & Final Trails Master Plan.



*Community Input Meeting*



*Community Meeting Advertisement*



*Community members review concept graphics*



## **Preliminary Trails Master Plan**

To document the planning process and outline recommendations regarding trail planning throughout the City, the team prepared a Preliminary Master Plan report. The report included Design Guidelines illustrating select trail configurations that address trail widths, surfacing, amenities, trailheads, and on-street recommendations. The Preliminary Master Plan report was reviewed by City staff and leaders for revisions prior to final review and plan adoption.

## **Final Master Plan**

The Final Master Plan is intended to be adopted by the Park Board and City Council. City leaders will utilize the plan to guide annual funding initiatives, grant opportunities, and strategic partnerships for successful implementation.





# *Phase 3 - Recommendations*



## Phase 3 - Recommendations

The recommendations in this section are the result of incorporating evaluations from the analysis phase, and input from City staff, leaders and citizens in the conceptual planning phase. The following pages provide a description of recommendations and design standards proposed to develop a trail hierarchy that utilizes key connection opportunities in each of the following categories. Recommendations for each of these categories regarding trail location opportunities, general design standards, suggested partnership pursuits, etc. are summarized on the following pages.



### Road Network

Parkway Trails  
On-Street Bike Lanes  
Complete Streets



### Drainageways/ Corridors

Creeks  
Tributaries  
Utility Corridors



### Entries / Identity / Crossings

Trailheads  
Architectural Identity  
Pedestrian Crossings

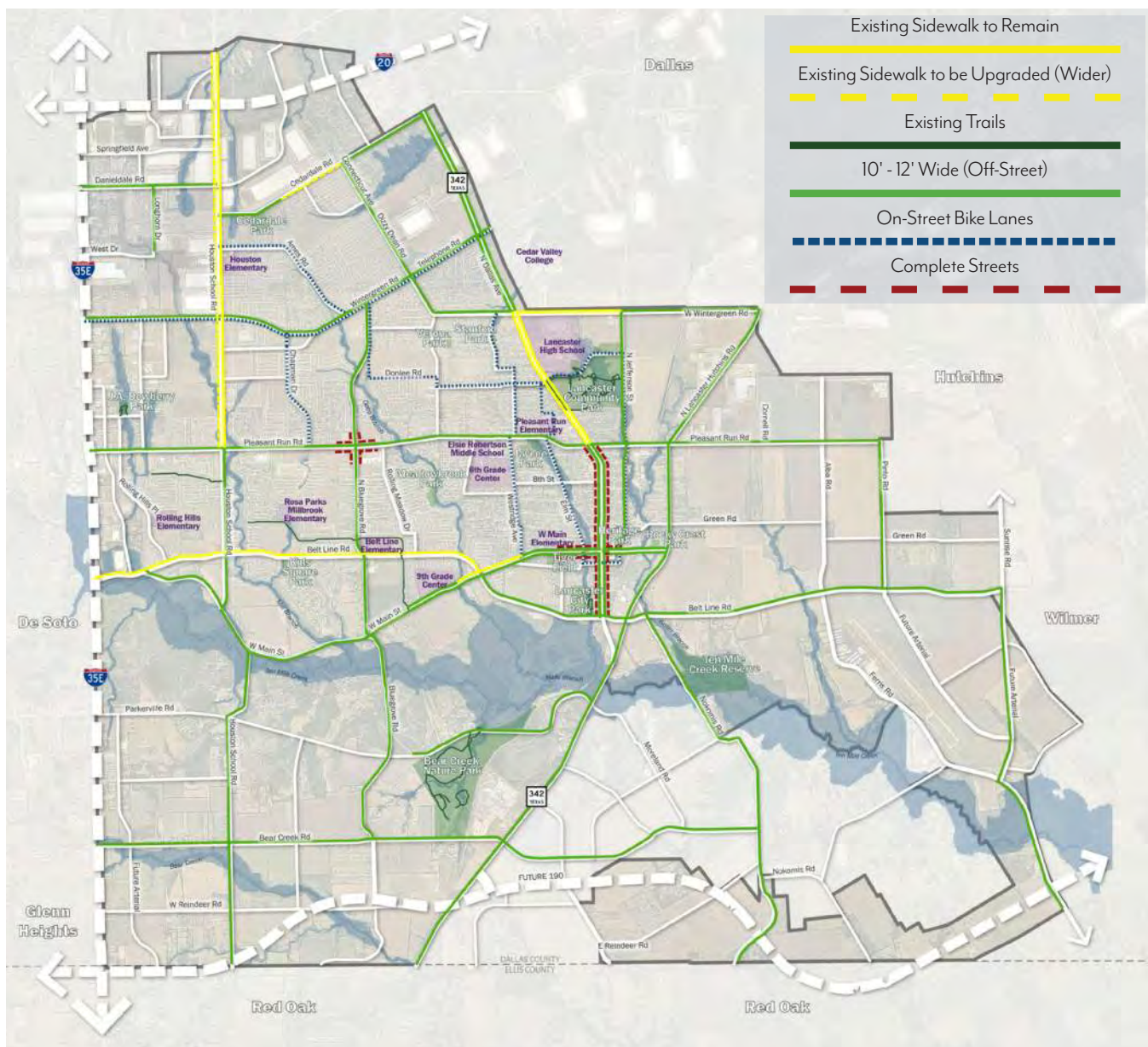




## Road Network

As the population of Lancaster continues to grow, so will the need for a continuously expanding roadway network. Key strategies for development of trails in Lancaster include new parkway trails in right-of-way areas, widening existing sidewalks where appropriate, providing select on-street bike lanes, and incorporating Complete Streets design principles in multi-modal areas like the Historic District.

The graphic below highlights proposed routing for trails in parkways, on-street bicycle lanes, and Complete Street focus areas. \* See page 65 for full Trails Master Plan graphic.



Planned Trail Routes Related to the Road Network\*





# Parkway Trails & Sidewalks

## Overview

Development of new or improved roadways, as outlined by the City's recently updated Thoroughfare Master Plan, provide a significant opportunity for trail development in parkways & right-of-way areas throughout Lancaster. To maximize these opportunities, a combined approach is recommended. This includes, a) *constructing full width shared-use trails where open parkways exist and R.O.W. areas will allow;* b) *widening existing narrow sidewalks to full trail width;* and, c) *utilizing existing sidewalks as alternate connectors in select areas.* This approach will create a system of trail routes along roadways in Lancaster that will serve as safe, off-street connections for the overall trail network.

### Primary north / south connections:

- *Houston School Road*
- *Bluegrove Road*
- *SH 342 / Dallas Avenue*
- *Lancaster Hutchins Road*

### Primary east / west connections:

- *Danieldale Road*
- *Cedardale Road*
- *Wintergreen Road*
- *Telephone Road*
- *Connecticut Avenue*
- *Dizzy Dean Road*
- *Pleasant Run Road*
- *Belt Line Road*
- *W. Main Street*
- *Bear Creek Road*

### Other key connections:

- *Parkerville Road*
- *Pinto Road*
- *Nokomis Road*
- *Future Arterial in eastern Lancaster*



*Typical Parkway Trail along Roadway*

While it is of utmost importance to connect Lancaster citizens to their city, it is also important to consider regional mobility and trail access for visitors to Lancaster. More than one possible route for NCTCOG Veloweb connection is suggested as part of this city-wide trail network. Veloweb connections along major roadways in Lancaster include Belt Line Road, Houston School Road, Pleasant Run Road, Bear Creek Road, and SH 342 / Dallas Avenue (see page 64).





## Design Standards

The following outlines a set of general guidelines that can be used in planning and implementing trails in the Parkway & Trails category.

- Where feasible and R.O.W. width is available, trails along roadways should be constructed as wide as possible to accommodate shared-use.

Recommended Trail Widths	
Shared Use Trail in Parkway	10' to 12' (typical)
Widened Sidewalk	10' minimum
Existing Sidewalk	Varies
Designated Veloweb Route	12' minimum

- New trails and existing widened sidewalks should be constructed with a minimum setback from the roadway back-of-curb. A 2' (minimum) to 6' (preferred) width is recommended between back-of-curb and edge of trail / sidewalk to serve as a buffer from adjacent roadway traffic and to provide a sense of safety to trail users.
- Installation of parkway enhancements including street trees, landscape plantings, pedestrian lighting, and other features may be added in these buffer zones where appropriate.
- Where shared-use trails or sidewalks cannot be located away from the roadway curb due to R.O.W. limitations, a colored / textured paving edge should be included in the trail surface to provide users with a visual cue to keep away from the roadway edge.
- Because shared-use trails are intended to accommodate a variety of trail users and often experience high traffic volumes, they should be constructed of durable materials. Highly durable trail materials that are common in the north Texas region include steel reinforced concrete, glass fiber reinforced concrete, and asphalt paving with prepared aggregate base.
- Comply with ADA / TAS Requirements including 5% maximum longitudinal slope + 2% maximum cross slope, and current AASHTO Guidelines including design speeds, minimum alignment radius requirements, minimum clear distance recommendations from edge of trail to nearest vertical obstruction, etc.



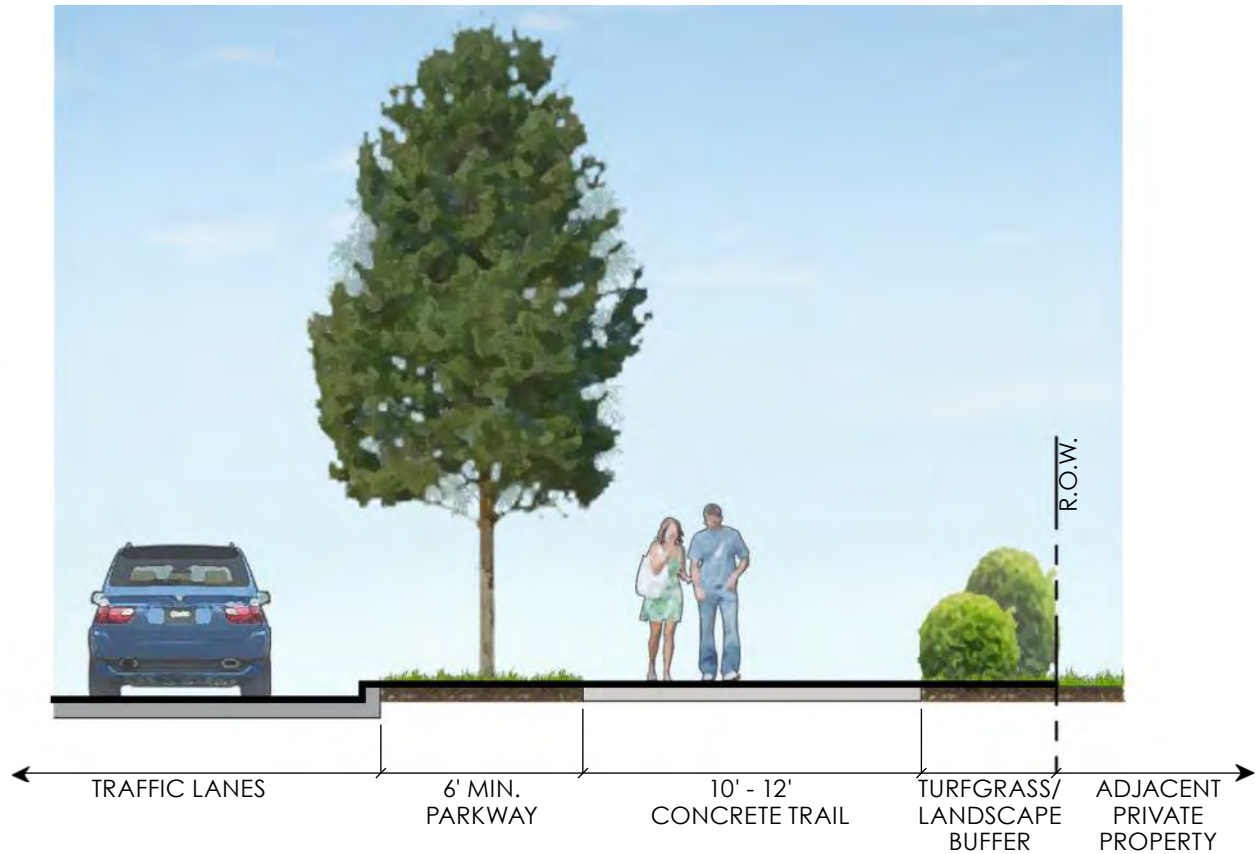


Figure A. Shared Use Trail in Parkway

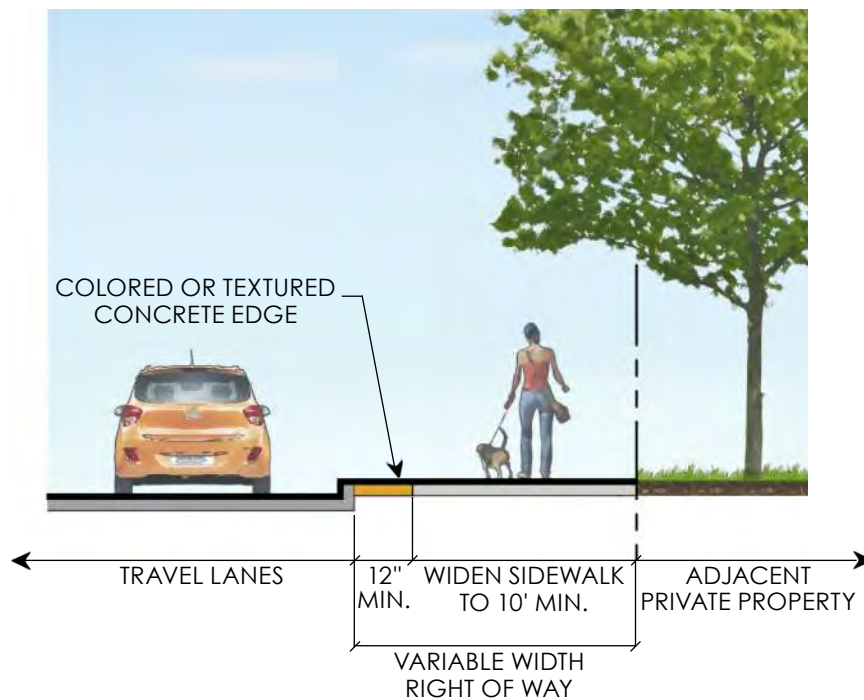


Figure B. Widened Sidewalk at Back of Curb



## On-Street Connections

### Overview

For the purpose of implementing this master plan, it is preferable to locate shared-use trails behind the roadway curb for safety and to reduce vehicle / pedestrian / cyclist points of conflict. However, on existing roadways where R.O.W. may be in short supply, Lancaster has an opportunity to offer on-street bicycle lanes in strategic locations. The on-street network in this plan was carefully located on streets that experience relatively lower traffic volumes and could serve as connectors for residents from their neighborhoods to schools, parks, shopping, and to key entry points into the shared-use trail network. These select bike lane locations include:

- *Wintergreen Road*
- *Telephone Road*
- *Ames Road*
- *Chapman Drive*
- *Donlee Road*
- *Veterans Memorial Drive*
- *Dewberry Boulevard*
- *Colgate Drive*
- *Arcady Lane*
- *Westridge Avenue*
- *Elm Street*
- *Redbud Lane*
- *State Avenue*
- *2nd Street*
- *Jefferson Street*



*Painted Bicycle Lanes*



## Design Standards

The following outlines a set of general guidelines that can be used in planning & implementing trails in the On-Street Connections category.

- Where road width is available, bike lanes should be constructed with adequate separation / protection between the cyclist and vehicles.

### Recommended Bike Lane Widths

Streets without parallel parking	5' (minimum) to 6' (recommended)
Streets with parallel parking	7' wide (with 3'-4' striped buffer)

- Wherever possible, bike lanes should be located on street sections with smooth surfaces unobstructed by storm grate inlets, utility covers, etc. Where these obstructions exist, the bike lane width may need to be adjusted to allow bicyclists to ride around them.
- Ensure adequate drainage along full length of bike lanes to prevent ponding, accumulation of debris, or other hazardous obstacles.
- Bike lane pavement should be clearly marked to alert motorists of bicycle traffic movement and provide clear direction and wayfinding to bicyclists. General guidelines for pavement marking include but are not limited to:
  - At minimum, bikes lanes should be separated from vehicular traffic by a solid 6-inch white stripe.
  - Where street width will allow, a 3' to 4' wide diagonally striped buffer zone should be located between the bike lane and adjacent vehicle travel lane. Where on-street parallel parking is allowable, the buffer zone may be reduced to 3 feet, but bicycle lane width should increase as described above.
  - Optional traffic bumpers may be located at intervals along bike lane striping for an additional measure of separation between the bike lane and vehicle travel lane.
  - At intersections, bike lane striping should not be installed across pedestrian crosswalks and should not continue through intersections.
  - Optional green surface paint may be applied at intersections, key traffic conflict areas or along the full length of bike lanes where on-street parking is not allowed.
  - A city-wide standard of traffic signage meeting MUTCD standards should be incorporated in the installation of bike lanes.





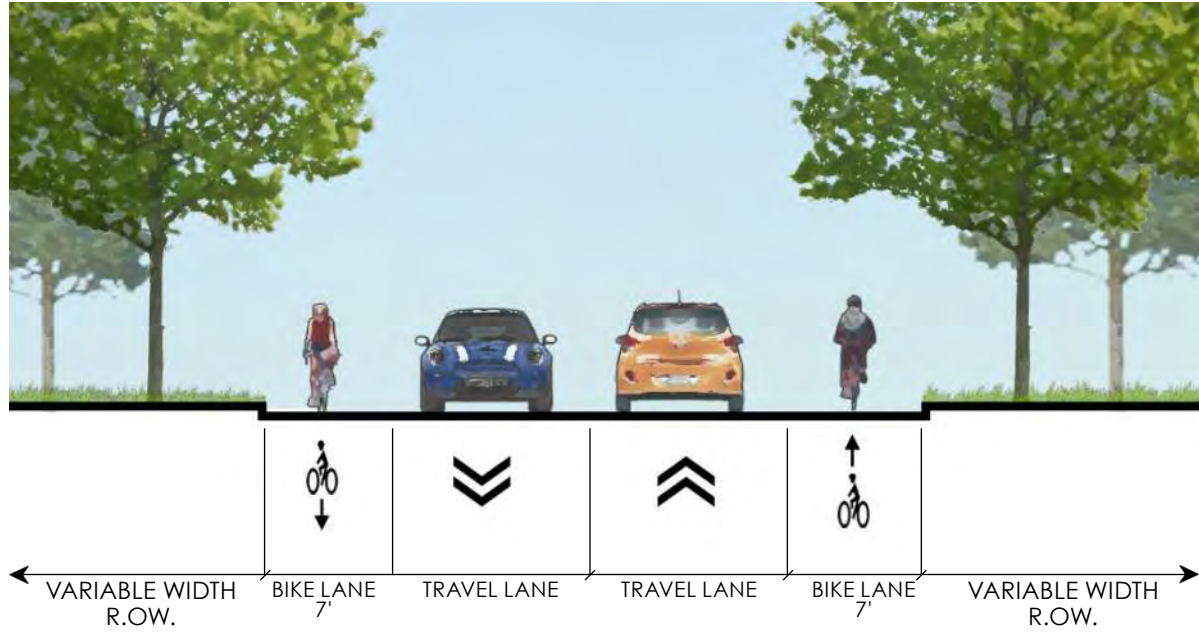


Figure C. Bike Lanes without On-Street Parking

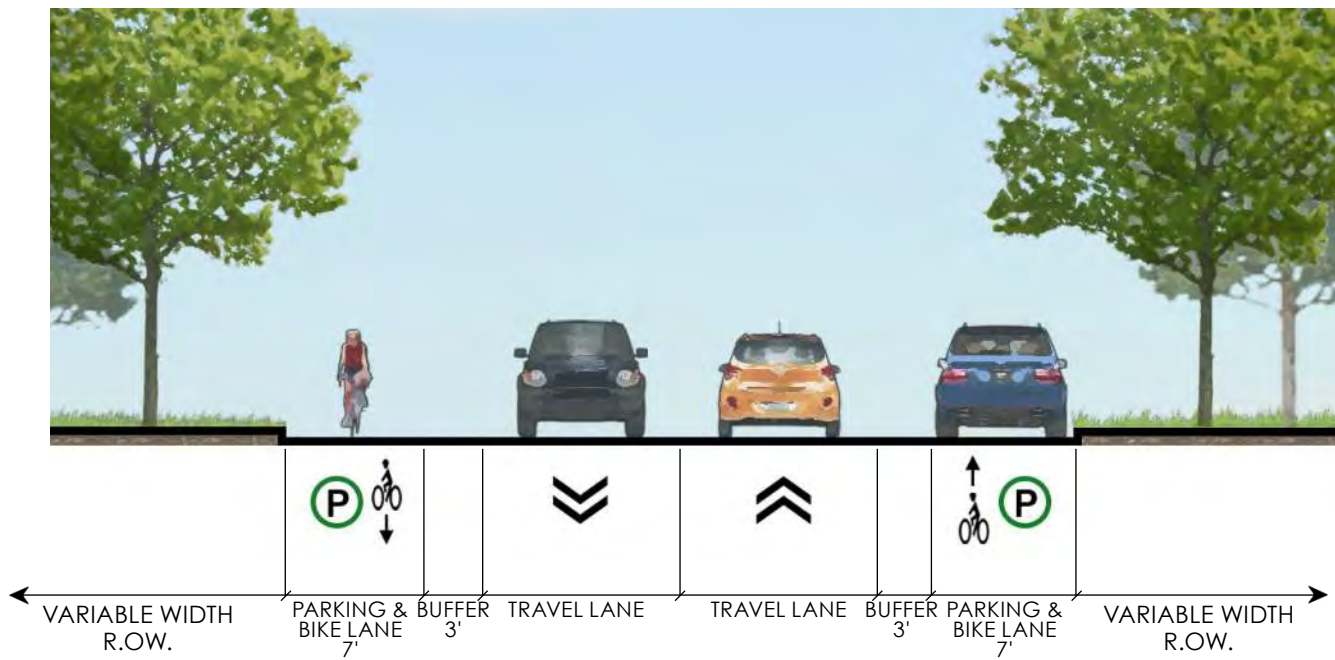


Figure D. Bike Lanes with On-Street Parking





## Complete Streets

### Overview

Where the trail network intersects with the Historic District and other high-volume shopping areas, it is recommended that “Complete Streets” principles are incorporated. Complete Streets are designed street sections that incorporate accommodations for multiple user groups including pedestrians, bicyclists, motorists, mass transit riders, and others. By incorporating design principles that respond to the local context and provide for needs of multiple users, Complete Streets become places where those using differing modes of transportation can easily, safely and comfortably share space along roadways.

As part of this master plan, two key areas are identified as locations for Complete Street design principles to be applied:

- Historic District at Main Street and SH 342 / Dallas Avenue
- Shopping / Retail hub at Bluegrove Road and Pleasant Run Road

Because of their differing densities and uses, each of these areas may look very different from each other in terms of design and layout when a Complete Street approach is applied. However, incorporation of the same design principles will apply.

- Sidewalks and shared-use trails for pedestrians
- Bicycle facilities
- Bus lanes
- Accessible mass transit stops and stations
- Frequently located, safe crossing opportunities
- Pedestrian signals
- Median refuge islands
- Convenient Parking  
(On & Off street, Bulb-outs, etc.)
- Narrower vehicle travel lanes for traffic calming
- Roundabouts where applicable
- Bridges / Crossings



*Complete Streets Design*

It is important to note that the City of Lancaster is also performing a new Streetscape Master Plan as recommended by their current Comprehensive Plan. This plan will outline specific streetscape treatments regarding city gateways, architectural identity, site furnishings, landscape enhancement, paving standards, lighting, etc. Future trail network development in Complete Street designated areas should coordinate with the guidelines proposed in the Streetscape Master Plan.

## Design Standards

As discussed previously in this section, site specific Complete Streets design guidelines will vary based on context of the surrounding area. For purposes of trail design in these areas, the design standards outlined in this document for parkways, sidewalks, bike lanes and other trail types will apply.

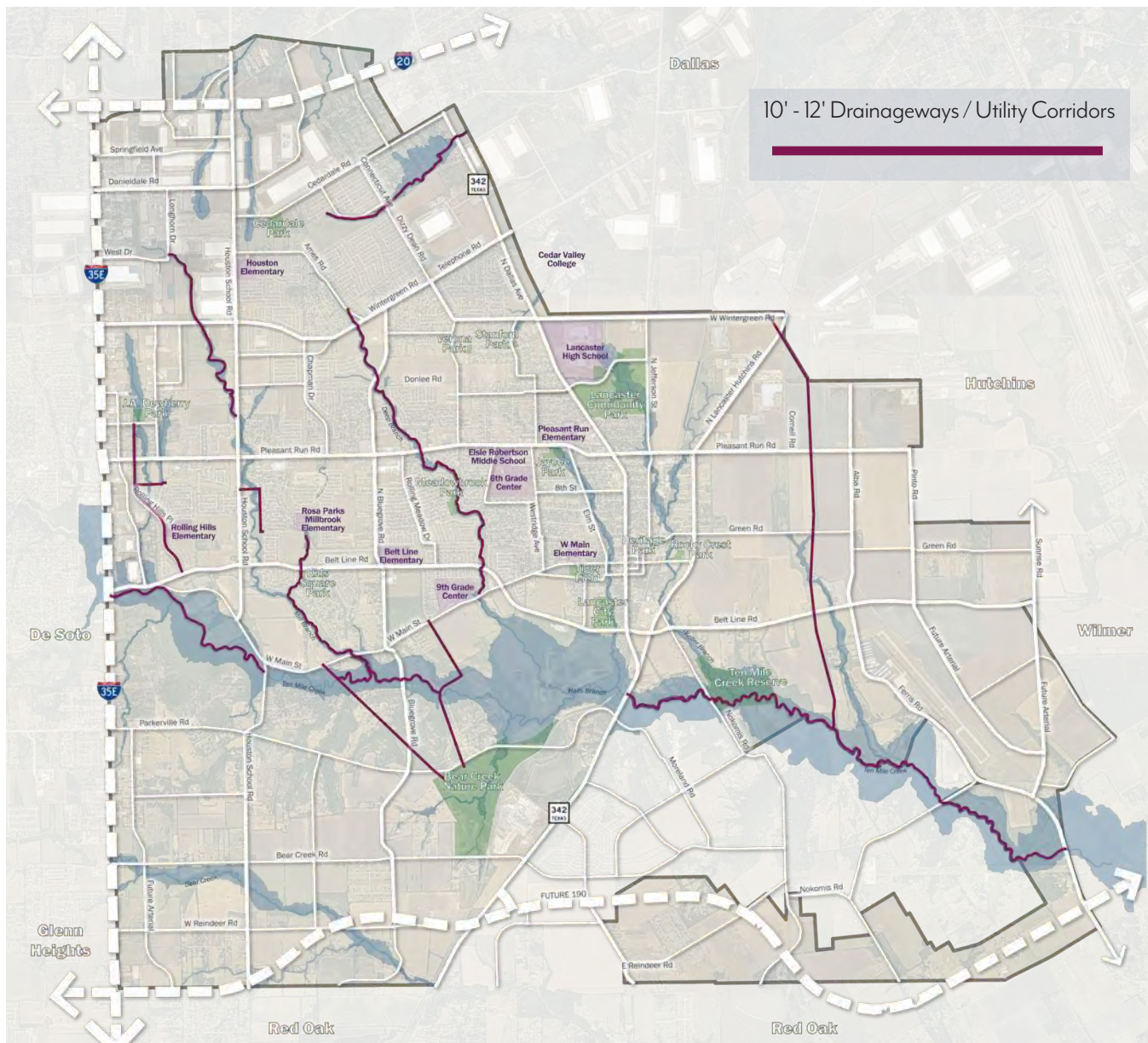




## Drainageways / Corridors

Often preserved simply for stormwater conveyance purposes, or set aside as undevelopable land prone to flooding, creeks and drainageways can also become thriving recreational resources when part of a planned trail network. The drainageway corridors in Lancaster consist primarily of the Ten Mile Creek riparian corridor and multiple tributary branches. Lancaster also has a number of overhead and underground utility easements that provide open corridors connecting key destinations throughout the city.

The graphic below highlights proposed routing for trails through drainageways, creeks and utility corridors. \* See page 65 for full Trails Master Plan graphic.





## Creeks & Tributaries

### Ten Mile Creek Greenbelt

One of the most valuable natural resources in the City of Lancaster is the beautiful Ten Mile Creek Greenbelt. With its lush vegetation and a wide floodplain largely free of development, this corridor provides several attractive opportunities for access through a connected trail system.

From the west, Ten Mile Creek flows from the City of DeSoto across the entire width of Lancaster and eventually to the Trinity River. While it is most desirable to locate a continuous trail along the entirety of the creek through Lancaster, several issues on the western side of SH 342 prevent this including private property ownership, adjacent parkway trails, and land uses incompatible with public trails. However, from IH-35 to Houston School Road, a new greenbelt trail segment can connect the neighboring Roy Orr Trail (planned extension) to the greenbelt in Lancaster. Trail users will be able to continue east along the Main Street parkway trail to Mill Branch, across Bluegrove Road, and south along the utility easement into Bear Creek Nature Park, the largest of two significant nature destinations located on Ten Mile Creek.



Ten Mile Creek

Bear Creek Nature Park offers an established network of pedestrian and equestrian trails, picnicking, nature play, wildlife viewing and outdoor learning opportunities. It is important to note that this key trail connection will not only serve as welcome green relief for Lancaster, but this access can also serve as an economic driver bringing ecotourism visitors to the city who will also visit local restaurants, shops and other businesses.

From Bear Creek Nature Park, trail users are linked by parkway trail to the main Ten Mile Creek corridor at SH 342, across the Ten Mile Creek Reserve to a major overhead electric utility corridor that runs north/south as part of the NCTCOG Veloweb. The trail continues this route east to the city limits.

### Other Creeks & Tributaries

The northwest quadrant of Lancaster is where most of its citizens call home. A goal of Lancaster city leaders and this master plan is to contribute to increasing quality of life for these by providing access to natural resources and recreation opportunities. Connection to the Ten Mile Creek Greenbelt will help accomplish this. Several key drainageways and tributaries are recommended for north/south connectors between neighborhoods, parks, and Ten Mile Creek (including Mill Branch and Deep Branch). These fingers provide direct access from neighborhoods to natural areas and have potential to become destinations within themselves for green respite and safe trail access to the larger trail network.





## Design Standards

The following outlines a set of general guidelines that can be used in planning & implementing trails in the creeks & tributaries category.

- Greenway or drainageway trails will likely see periodic flooding as well as heavy use by a variety of users and should be constructed of a durable material at an appropriate width.

	Width	Material
<b>Hard Surface</b>	12' to 14' preferred (10' minimum)	Reinforced Concrete (preferred surface for durability)
<b>Soft Surface*</b>	10' to 12' preferred (8' minimum)	Stabilized Decomposed Granite*
<b>Nature Paths</b>	6' to 8' preferred (6' minimum)	Compacted Earth or Mulch

*\* with binder agent and geogrid where applicable*

- Trails should be routed close enough to the creek for an enhanced user experience & visual interaction with water where appropriate, and away from sharp waterway bends or highly erosive creek bank areas.
- In heavily wooded areas, the trail corridor should be wide enough to include the width of the trail surface plus at least 10' to 15' of cleared understory brush on each side for visibility / sense of safety. The clear trail corridor should be large enough to allow vehicular access for ease of routine maintenance and emergency access. Accommodations may need to be provided for all-terrain utility vehicles, light duty maintenance trucks, emergency vehicles, brush trucks, etc., as required by the City of Lancaster.
- Comply with ADA / TAS Requirements including 5% maximum longitudinal slope + 2% maximum cross slope, and current AASHTO Guidelines including design speeds, minimum alignment radius requirements, minimum clear distance recommendations from edge of trail to nearest vertical obstruction, etc.



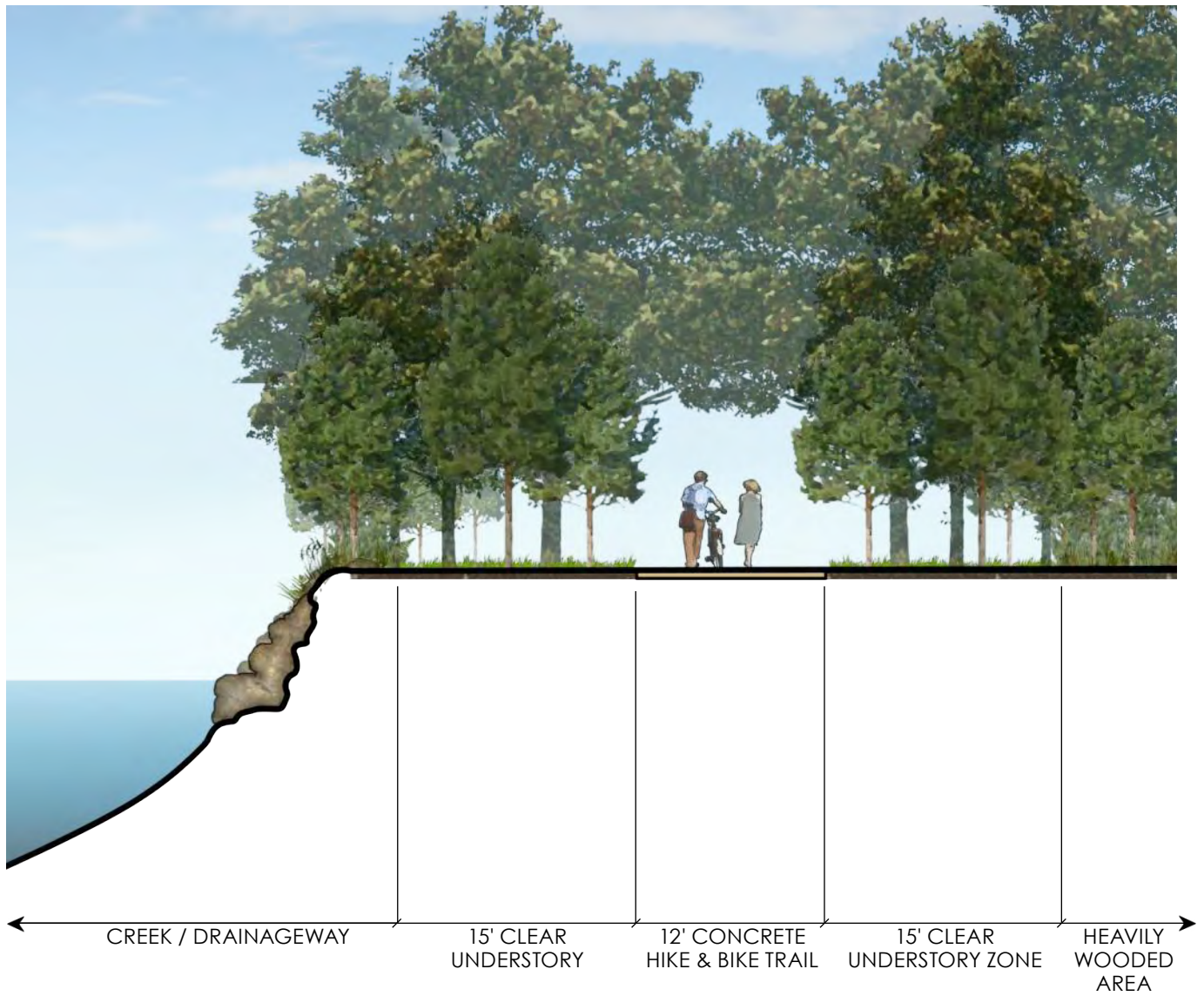


Figure E. Trail Through Heavily Wooded Creek Corridor



# Utility Corridors

## Overview

While creeks and drainageways in Lancaster provide a rich natural resource, various utility corridors can also play a key role in trail connections throughout the city. The city's trail system is already utilizing select overhead electric transmission corridors for key trail connections between neighborhoods, schools and parks.

On the west side of Lancaster, a priority focus for trail construction should be to complete utility corridor linkages from Rolling Hills Place to existing trails, from Houston School road to existing trails near Rosa Parks Millbrook Elementary School, and across Main Street into the Bear Creek Nature Park. A key utility R.O.W. connection opportunity also lies from Main Street south, across Bluegrove Road into the Bear Creek Nature Park. The Trinity River Authority (TRA) is also reworking underground utility easements in the Belt Line Road / Main Street / Rolling Hills Place area. As space allows, this utility corridor may provide opportunity for trail development.

On the east side of Lancaster, regionally connected veloweb trails can follow the extensive overhead transmission line corridor that runs north/south from the Ten Mile Creek Greenbelt to the northern Lancaster City Limits.

## Design Standards

The following outlines a set of general guidelines that can be used in planning & implementing trails in the utility corridor category.

- Trail design should follow principles outlined in the current Hike and Bike Trail Guidelines as provided by Oncor, or other guidelines set forth by the appropriate utility owner, such as, the Trinity River Authority (TRA), etc. These principals typically include, but are not limited to:
  - One side of the transmission line R.O.W. must remain open throughout the trail to allow maintenance and operations access (typical 15' min width for vehicular access)
  - Maximum concrete trail width is 12 feet
  - Divided concrete trails are not allowed
  - Bollards will typically be required at road crossings
  - Minimize changes to existing grade, elevation and contours within the R.O.W.
  - Any excavation requires written consent from Oncor
  - Minor grade changes will be permitted to comply with ADA requirements
- Other restrictions regarding trail amenities (site furnishings, rest areas, landscaping, etc.) must adhere to guidelines set forth by the R.O.W. Owner. When in proximity to Oncor Transmission Towers, these will include height and other restrictions in the Structure Zone, Sag Zone, and Visual Interest Zone. When in proximity to underground utilities, these will include trail alignment over utility alignment, depth of trail, grading restrictions, etc.





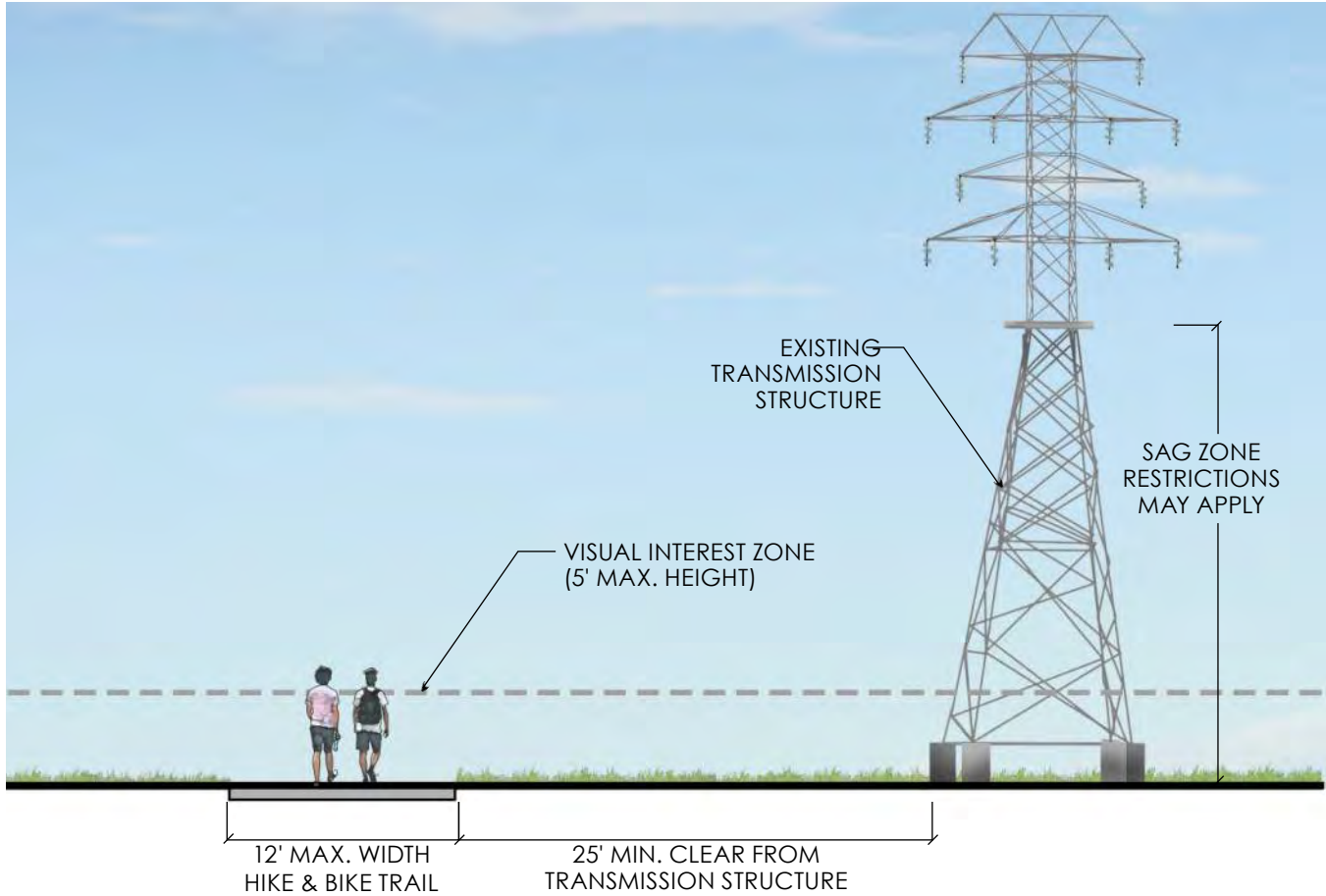


Figure F. Hike & Bike Trail in Utility Corridor with Transmission Lines

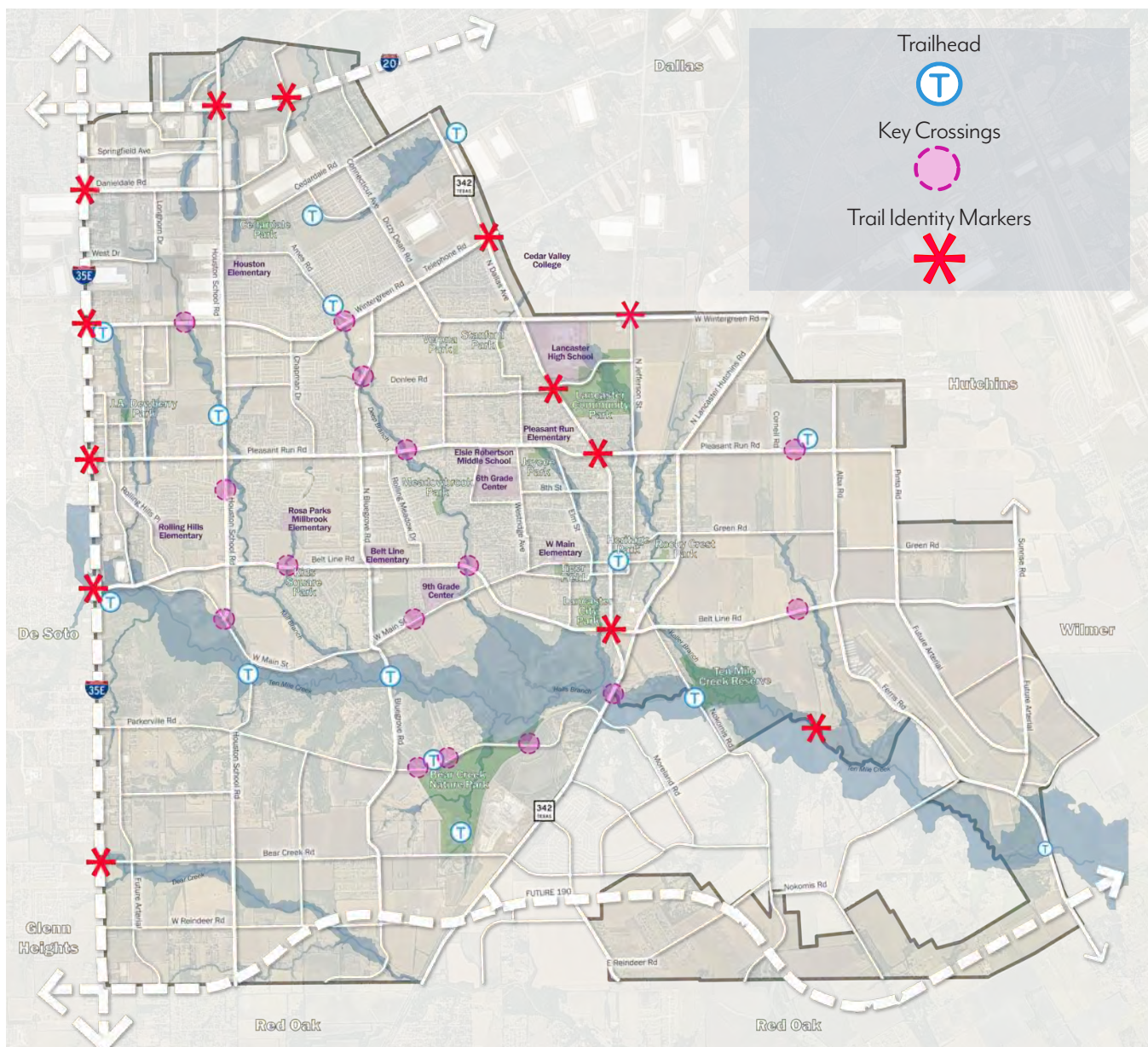




## Entries / Identity / Crossings

Part of developing a successful trail network includes more than constructing miles of trail. Designed amenities including trailhead entry points, various crossings, and unified architectural branding can make for a memorable recreation experience that can add to an improved image for Lancaster citizens and visitors using the trail system.

The graphic below highlights proposed locations for Trailheads, Key Crossings, and Trail Identity Markers in the broader Lancaster trail network. \* See page 65 for full Trails Master Plan graphic.



Planned locations for Trailheads, Key Crossings & Trail Identity Markers\*





# Trailheads / Entries

## Overview

Trailheads in the planned trail network will serve an important function as entry points into the broader trail system, rest stops, and wayfinding / orientation hubs for many trail users. Key trailhead locations include:

- IH-35 @ Belt Line Road
- Ten Mile Creek @ Houston School Road
- Ten Mile Creek @ Bluegrove Road
- Bear Creek Nature Park
- IH-35 @ Wintergreen Road
- Creek / Drainageway @ Houston School Road
- Ames Road @ Wintergreen Road
- Creek / Drainageway @ Boardwalk Street
- SH 342 @ Creek / Drainageway
- Historic Downtown Square
- Ten Mile Creek Reserve
- Pleasant Run Road @ Oncor Utility Easement (Veloweb)
- Ten Mile Creek @ Ferris Road



*Trailhead with Wayfinding, Trail Identity Markers & Other Amenities*





## Design Standards

Primary trailheads provide arrival, access and orientation for users to various segments of the trail system while Secondary trailheads typically serve as wayfinding hubs and rest stops. Designed elements in both trailhead types should follow a consistent architectural theme that is adopted throughout the trail network of Lancaster.

Primary trailheads are often larger in size, and may include a combination the following elements:

- Parking (10 spaces minimum)
- Shade pavilion(s)
- Restroom facilities
- Bicycle racks
- Drinking fountains
- Seating areas
- Information kiosks
- Wayfinding signage
- Trail Identity Markers
- Security Lighting
- Emergency Call Boxes
- Interpretive Signage
- Decorative Paving
- Public Art



*Primary Trailhead with Public Art*

- Secondary trailheads are often smaller in size and may include a combination of the following elements:

- Wayfinding Signage
- Seating Areas
- Litter Receptacles
- Shade Trees



*Secondary Trailhead with Wayfinding & Seating*



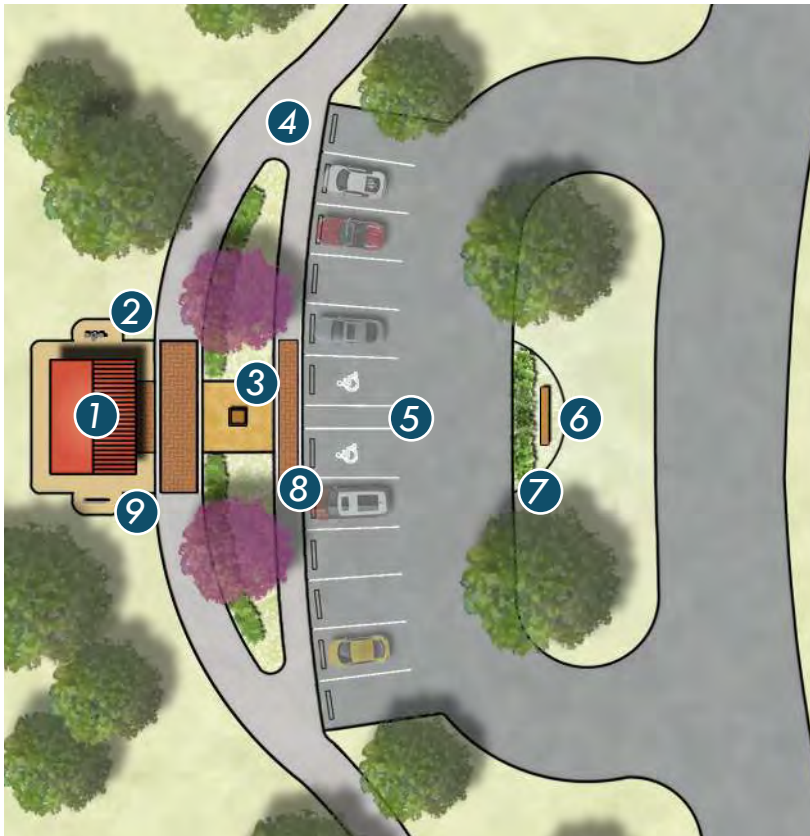


Figure G. Sample Primary Trailhead Configuration

- 1 Shade Pavilion with Seating
- 2 Drinking Fountain
- 3 Wayfinding Signage / Kiosk
- 4 Trail Access
- 5 Parking (Minimum 10 Spaces)
- 6 Trail System Identity Signage
- 7 Ornamental Plantings
- 8 Enhanced Paving
- 9 Bike Rack

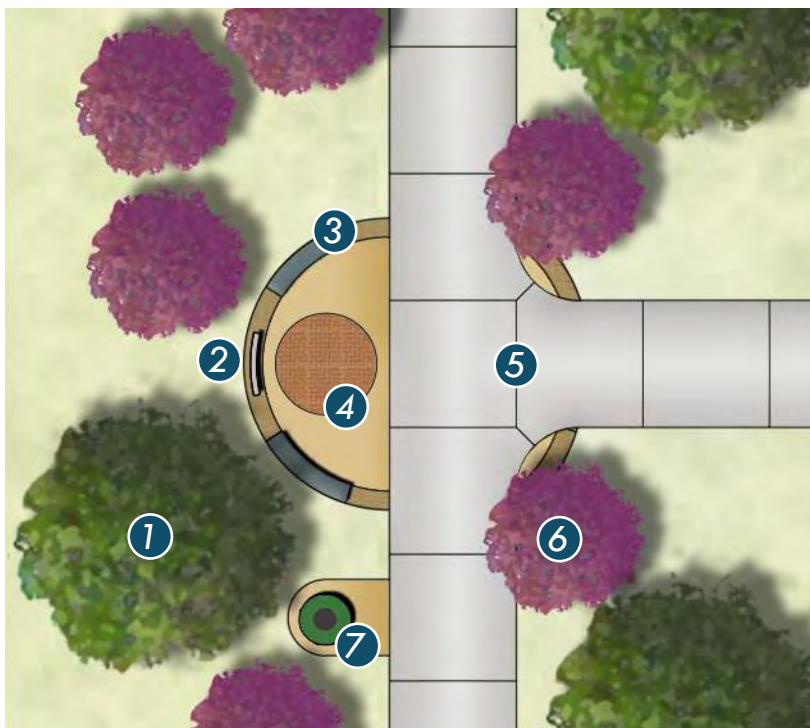


Figure H. Sample Secondary Trailhead Configuration

- 1 Shade Trees
- 2 Wayfinding Signage
- 3 Seating
- 4 Enhanced Paving
- 5 Trail Intersection
- 6 Ornamental Trees
- 7 Litter Receptacle





## Key Crossings

### Overview

As part of developing trails in Lancaster will come the issue of providing safe crossings where trails intersect with roadways or railroads. With much of the trail network planned for roadway-related development, many trail crossings will benefit from using existing traffic signals as safe crossing points. Where these do not occur, the installation of underbridge crossings are preferred to avoid conflicts between trail users and motorized vehicles. However, in multiple locations, these crossing conditions are not available, and at-grade crossing treatments (signalized or unsignalized) will be applied. Key crossing locations in the trail network include but are not limited to:

- *Houston School Road @ W. Main Street*
- *Belt Line Road @ Kids Square Park*
- *W. Main Street @ Pleasant Run Hike & Bike Trail*
- *W. Main Street @ Mill Branch*
- *Parkerville Road @ Utility Easements into Bear Creek Nature Park*
- *Parkerville Road @ Railroad*
- *Houston School Road @ Pleasant Run Hike & Bike Trail*
- *Deep Branch @ Wintergreen Road*
- *Deep Branch @ Pleasant Run Road*
- *Deep Branch @ Belt Line Road*
- *Deep Branch @ Bluegrove Road*
- *Creek / Drainageway @ Wintergreen Road*
- *SH 342 @ Ten Mile Creek*
- *Pleasant Run Road @ Oncor Utility Easement (Veloweb)*
- *Belt Line Road @ Oncor Utility Easement (Veloweb)*



*Typical Trail Pedestrian Crossing*





## Design Standards

These recommendations include general design considerations for trail crossings at roadways and railroads in the planned network.

### Underbridge Crossings

- These crossings are located where appropriate clearances, visibility and coordination with owning agencies (TxDOT, railroads, etc.) appear feasible. In the condition where height clearance of 8' to 10' can be achieved, underbridge crossings should be considered before at-grade crossings. Typical safety measures to be incorporated when designing underbridge crossings include:
  - Security lighting
  - Overhead clearance height signage
  - Speed limit signage
  - Guardrails (where edge drop-off exceeds 30 inches)



*Underbridge Crossing*

### Unsignalized At-Grade Crossings

- These crossings occur at lower traffic volume crossings of the trail and roadway. At minimum, these crossings should include the following safety measures:
  - Painted Crosswalk Striping in Roadway
  - Barrier Free Ramps with Detectable Warning Strips
  - Traffic Signage alerting vehicles to presence of pedestrians

Where feasible, enhanced paving should be included in a “Z” configuration that encourages pedestrians to look both ways before crossing the street.



*Pedestrian Crossing with "Z" Configuration*



## Signalized At-Grade Crossings

- These crossings occur at higher traffic volume crossings of the trail and roadway. Where possible, signalized crossings are recommended to be installed using HAWK signals (High-Intensity Activated Crosswalk), a pedestrian-operated traffic signal used to stop traffic at pedestrian crossings only when needed. Other common signalized crossing types include lighted traffic signage and crosswalks with lighted traffic buttons. Additional safety measures include:
  - Painted Crosswalk Markings
  - Barrier Free Ramps with Detectable Warning Strips
  - “Z” Crossing Configuration
  - Stop Bar Markings
  - Various Traffic Signage



Signalized Crossing - Lighted Sign

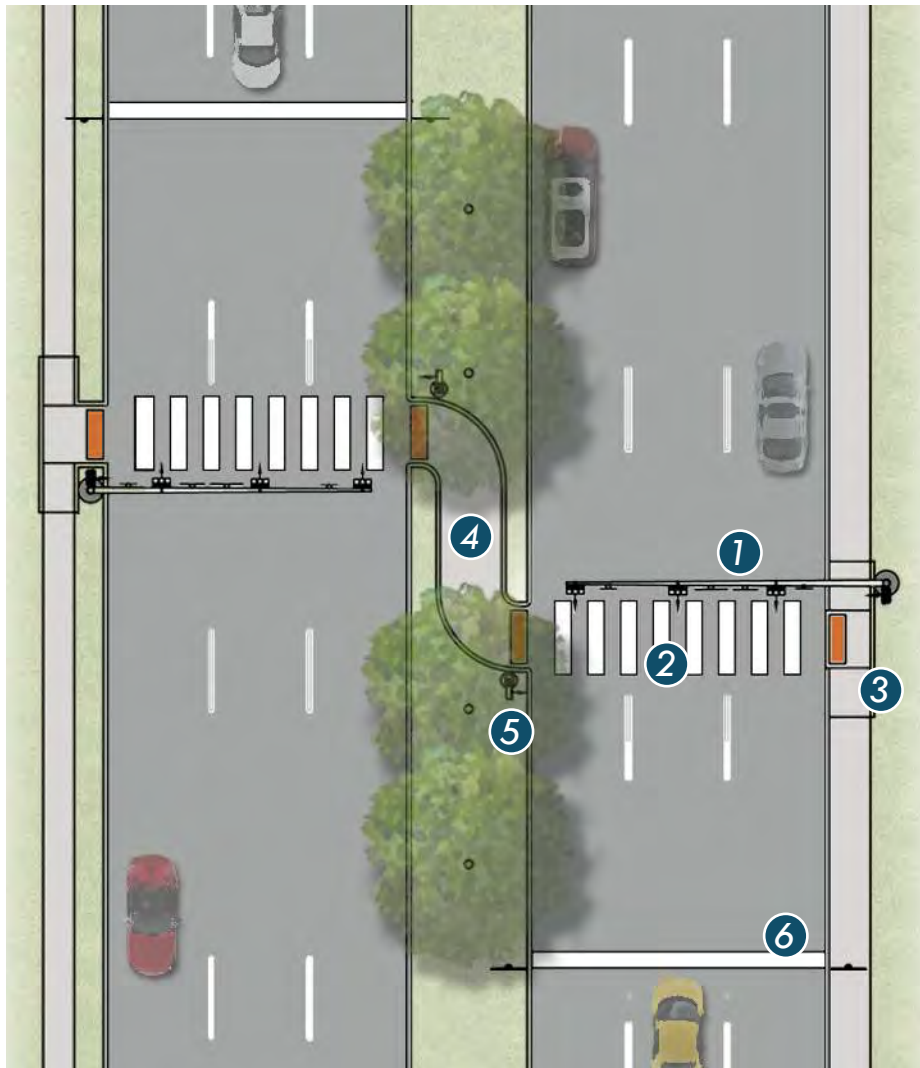


Signalized Crossing - Lighted Crosswalk



Signalized Crossing - HAWK Signal





- 1 HAWK Signal
- 2 Crosswalk Markings
- 3 Accessible Ramps
- 4 "Z" Configuration
- 5 Pedestrian Signal
- 6 Stop Bar Marking

Figure I. Sample Signalized At-Grade Crossing Configuration





## Trail Identity Markers

### Overview

These recommendations locate several key entry points for visitors into the planned trail network. Placed along the city limits and at regional trail connection points, these locations represent prime intersections / opportunities for Lancaster to brand itself and express its identity as a community to visitors. Key opportunities for locating Trail Identity Markers include:

- IH-35 @ Bear Creek Road
- IH-35 @ Belt Line Road
- IH-35 @ Pleasant Run Road
- IH-35 @ Wintergreen Road
- IH-35 @ Danieldale Road
- IH-20 @ Houston School Road
- IH-20 @ Danieldale Road
- SH 342 @ Telephone Road
- SH 342 @ Community Park
- SH 342 @ Pleasant Run Road
- SH 342 @ Belt Line Road
- W. Wintergreen Road @ N. Jefferson Street
- Ten Mile Creek @ Oncor Utility Easement (Veloweb)



Monument Marker along Trail

### Design Standards

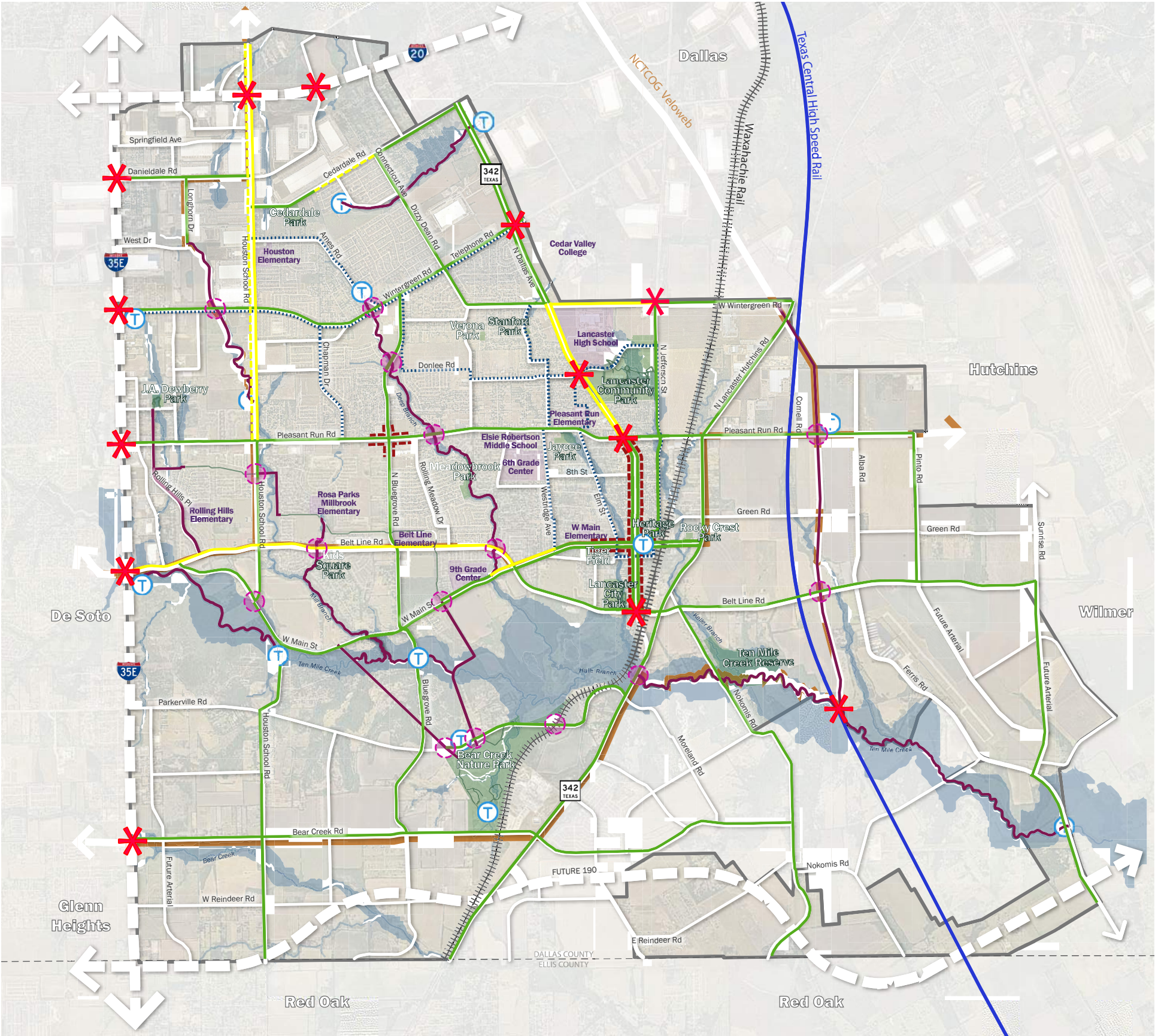
City leaders have been pursuing a unified branding program for all of Lancaster. This effort is part of another study underway at this time for a Streetscape Master Plan. That effort is identifying architectural materials, monument signage, and gateways that will all work in tandem to brand the City. As part of this hierarchy, trail identity markers can become another component of these features and will follow the same architectural design.



Trail Gateway with City Identity







### Final Trails Master Plan

When combined, the Road Network, Drainageways / Corridors, and Trailheads / Crossings / Identity layers create a citywide approach to interconnected trail development in Lancaster. The Final Trails Master Plan graphic illustrates the full hierarchy of off-street and off-street solutions with opportunities to establish a distinct image for the Lancaster Trail Network.

### Legend

- Veloweb
- Existing Sidewalk to Remain
- Existing Sidewalk to be Upgraded (Wider)
- Existing Trails
- 10' - 12' Wide (Off-Street)
- On-Street Bike Lanes
- Complete Streets
- 10' - 12' Drainage / Utility Corridor
- Parks
- Schools
- Creeks / Floodplain
- Trailhead / Portal
- Trail Identity Markers
- Key Crossings





## Other Recommendations

### Trail User Safety & Signage

A highly active trail system will offer inviting health & wellness opportunities for all age groups in the community. As trail development continues in Lancaster, the trails will host an increasing volume of walkers, joggers, bicyclists, skaters, and others. With this in mind, safety of these users becomes a critical component in the planning of any trail network.

While trails which are used frequently can help provide a measure of safety, they can also present potential for inter-user conflicts. Posting trail etiquette signage at trailheads and strategic locations along the trail system can help curtail some of these conflicts before they occur. It will be important for the city to develop a list of trail rules that address issues custom to the Lancaster Trail Network.

Some examples of trail etiquette / rules include:

- *Be courteous to other trail users at all times;*
- *Keep to the right, except when passing;*
- *Always pass on the left, and give clear audible warning when passing slower traffic;*
- *Avoid congregating on the trail or walking more than two abreast;*
- *Bicyclists should keep speed under 15 mph at all times, and should slow down in congested conditions, reduced visibility, or other hazardous conditions; and*
- *Pet owners should keep dogs on a leash at all times and remove pet waste from the trail.*

In addition to trail etiquette and courtesy, is the topic of trail user security. To maximize speed for emergency responders to access victims of medical emergency, crime, or other conflict on trails, a growing number of metropolitan cities are adopting GPS-based, emergency locator systems along major trails. It is recommended that the City of Lancaster incorporate such a system when implementing this trail network plan.

At a minimum, sign posts with a location identifier should be placed every 1/8 mile to 1/4 mile to ensure trail users are never far from an emergency marker. Each sign should be GPS located and integrated into the city's 911 system. Other security devices that may be implemented where appropriate include security lighting at trailheads or other high-volume areas, emergency call boxes, or surveillance cameras.

Just as user security is a critical component to any trail system, other items such as wayfinding, warning and regulatory signs are also important components. Wayfinding



GPS-Based Emergency Location Sign





signage should be incorporated at trailheads and key intersections throughout the trail system to provide users information and length of route segment. Warning signs should be used only where special regulations apply, at specific times only, or where hazards are not self-evident. The use of warning signs should be kept to a minimum so to not lose effectiveness of the message.



*Wayfinding Sign*

## Trail Rest Stops

As project budgets allow, rest stops placed at regular intervals throughout the trail network will be an important amenity to a successful trail system.

On high traffic trails, rest stops should be placed at intervals of  $\frac{1}{3}$  mile to  $\frac{1}{2}$  mile. On trails with potentially lower volumes of use and more remote sections, rest stops may be placed at intervals of  $\frac{3}{4}$  mile to 1 mile.

These stopping points may be comprised of a variety of amenities for the trail user. Each stop may include seating only (for example, 1 to 2 benches or a picnic table). They may also include a drinking fountain, trash receptacle, and/or interpretive and wayfinding signage, as appropriate to the character of each area.

Like the trail identity markers and intersections described in this plan, amenities included in each rest stop should be designed to appear as part of a family of architectural elements that are consistent throughout the trail system.



*Trail Rest Stop*





# *Implementation*

# Implementation

A vital component of this plan is the outline of a phasing direction for City leaders to utilize in planning and budgeting for its implementation. The previous recommendations for each focus area have been prioritized into immediate, short-term, and future implementation goals. This section also summarizes probable costs of trail construction and identifies potential funding sources to supplement city capital dollars.

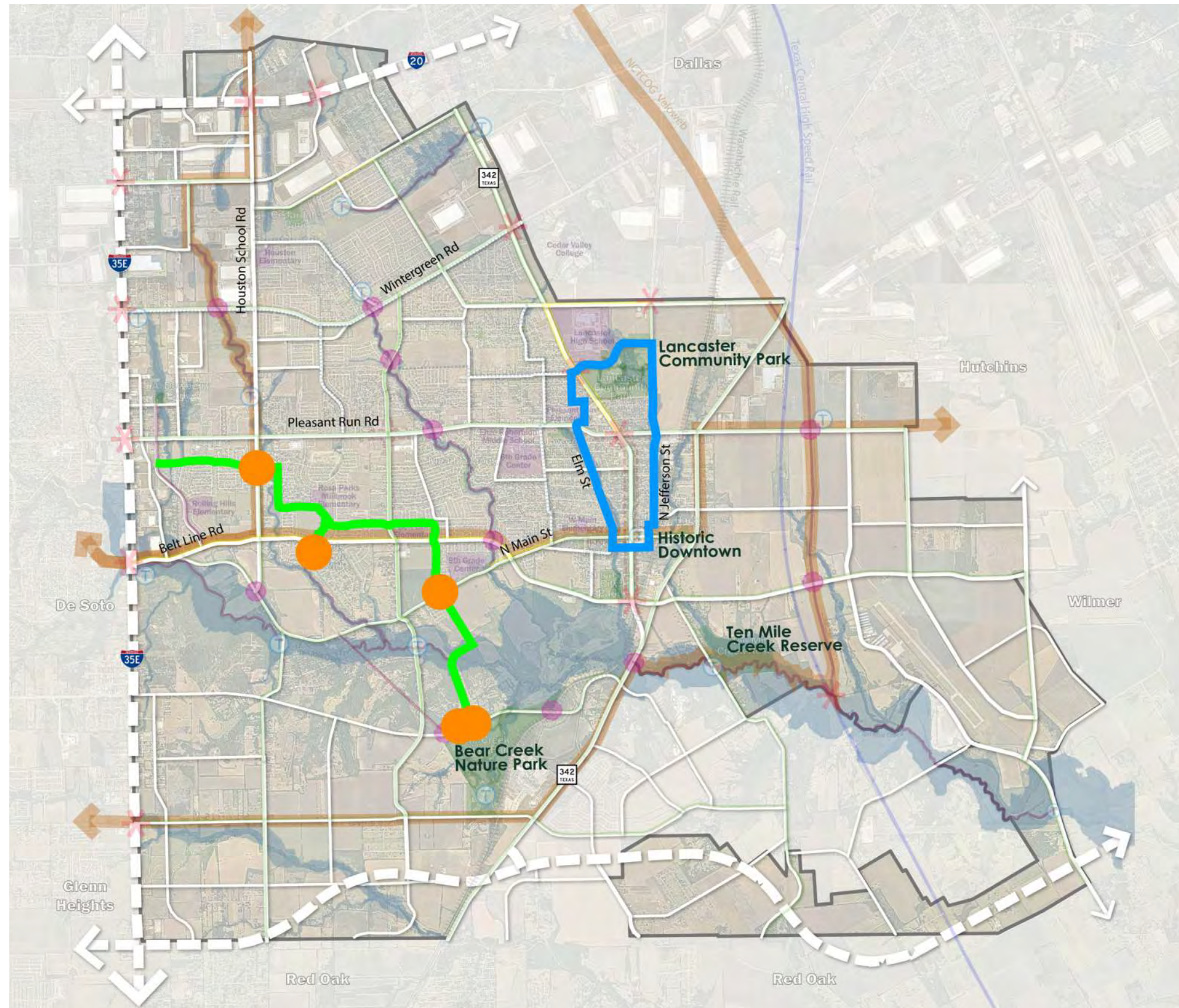
## Immediate Priorities (1 to 2 years)

If implemented within the first year or two after master plan adoption, certain portions of the trail network would provide strategic connections that will greatly increase the impact the trail network has for Lancaster citizens and visitors. The following segments have been identified as strategic for immediate implementation. Associated trailheads, trail identity opportunities, and crossing locations have also been identified. See next page for a graphic illustrating the locations of these segments.

Location	Classification	Approx. Length
<b>ROAD NETWORK</b>		
On-Street Bike Lanes creating a loop around the Historic District including Elm Street, Veterans Memorial Parkway, N. Jefferson Street, 2nd Street, N. State Avenue, and Redbud Lane	Bike Lanes	22,000 lf
<b>DRAINAGEWAYS / CORRIDORS</b>		
Complete the Pleasant Run Trail segments from Rolling Hills Place east along the Oncor Utility Easement, connecting across Houston School Road to W. Main Street; includes new trail from existing Pleasant Run Trail south along Mill Branch to Belt Line Road	Drainage / Utility Corridor	5,400 lf
New trail continuing the existing Pleasant Run Hike & Bike Trail south at Belt Line Road along the Oncor Utility Easement to the Bear Creek Nature Park	Utility Corridor	6,500 lf
<b>ENTRIES / IDENTITY / CROSSINGS</b>		
New at-grade crossing at Pleasant Run Hike & Bike Trail & Houston School Road	Key Crossing	—
New at-grade crossing at Mill Branch & Belt Line Road	Key Crossing	—
New at-grade crossing at the existing Pleasant Run Hike & Bike Trail & W. Main Street	Key Crossing	—
New trailhead and at-grade crossing at the Oncor Utility Easement & Ten Mile Road (Bear Creek Nature Park)	Trailhead / Portal	—
<b>OTHER IMMEDIATE PRIORITIES</b>		
Site Furnishings or Rest Stop Amenities at various existing trail locations	—	—
Trail User Signage (Wayfinding, Emergency GPS Locations, etc.)	—	—
Soft Surface Trails / Nature paths at Bear Creek Nature Park or Ten Mile Creek Reserve	—	—







## Immediate Priorities

- Road Network Trails
- Drainageways / Corridors
- Trailheads / Crossings





Immediate Priorities (1 to 2 years)

Focus Area	Classification	Locations	Estimated Length	Surface	Budget
ROAD NETWORK					
	Bike Lanes	<ul style="list-style-type: none"><li>• Along Elm Street from Redbud Lane to Main Street</li><li>• Along Elm Street from Main Street to Pleasant Run</li><li>• Along W. Park Place Drive from Pleasant Run to Carol Ave</li><li>• Along Carol Ave from W. Park Place Drive to Arbor Lane</li><li>• Along Arbor Lane from Carol Ave to N. Elm Street</li><li>• Along N. Elm Street from Arbor Lane to Donlee Road</li><li>• Along Donlee Road / Veterans Memorial Pkwy to N. Jefferson Street</li><li>• Along N. Jefferson Street from Veterans Memorial Pkwy to Pleasant Run</li><li>• Along N. Jefferson Street from Pleasant Run to 2nd Street</li><li>• Along 2nd Street from N. Jefferson Street to State Ave</li><li>• Along State Ave from 2nd Street to Redbud Lane</li><li>• Along Redbud Lane from State Ave to Elm Street</li></ul>	<ul style="list-style-type: none"><li>• 450 lf</li><li>• 4,800 lf</li><li>• 300 lf</li><li>• 850 lf</li><li>• 500 lf</li><li>• 1,200 lf</li><li>• 3,850 lf</li><li>• 3,600 lf</li><li>• 3,800 lf</li><li>• 200 lf</li><li>• 950 lf</li><li>• 1,500 lf</li></ul>	<ul style="list-style-type: none"><li>• Striping</li></ul>	<ul style="list-style-type: none"><li>• \$ 8 / lf</li></ul>
DRAINAGEWAYS / CORRIDORS					
	Drainage / Utility Corridor	<ul style="list-style-type: none"><li>• Along Oncor Utility Easement from Rolling Hills Place to existing Pleasant Run Trail</li><li>• Along Oncor Utility Easement from Houston School Rd to existing Pleasant Run Trail</li><li>• Along Mill Branch from existing Pleasant Run Trail (near Rosa Parks-Millbrook Elementary School) to Belt Line Rd (near Kids Square Park)</li><li>• Along Oncor Utility Easement from Main Street to Bear Creek Nature Park</li></ul>	<ul style="list-style-type: none"><li>• 1,300 lf</li><li>• 2,650 lf</li><li>• 1,450 lf</li><li>• 6500 lf</li></ul>	<ul style="list-style-type: none"><li>• Concrete</li><li>• Crushed Stone</li></ul>	<ul style="list-style-type: none"><li>• \$ 6 / sq. ft.</li><li>• \$ 5 / sq. ft.</li></ul>
ENTRIES / IDENTITY / CROSSINGS					
	Key Crossings / Trailhead	<ul style="list-style-type: none"><li>• New at-grade crossing at the Oncor Utility Easement &amp; Ten Mile Road</li><li>• New trailhead at the Oncor Utility Easement &amp; Ten Mile Road</li></ul>	<ul style="list-style-type: none"><li>• N/A</li></ul>	<ul style="list-style-type: none"><li>• Concrete</li><li>• Enhanced Concrete</li><li>• Unit Pavers</li></ul>	<ul style="list-style-type: none"><li>• \$ 6 / sq. ft.</li><li>• \$ 8 - \$ 10 / sq. ft.</li><li>• \$ 8 / sq. ft.</li></ul>
OTHER IMMEDIATE PRIORITIES					
	Site Furnishings / Signage	<ul style="list-style-type: none"><li>• TBD by Staff</li></ul>	<ul style="list-style-type: none"><li>• N/A</li></ul>	<ul style="list-style-type: none"><li>• N/A</li></ul>	<ul style="list-style-type: none"><li>• Varies</li></ul>



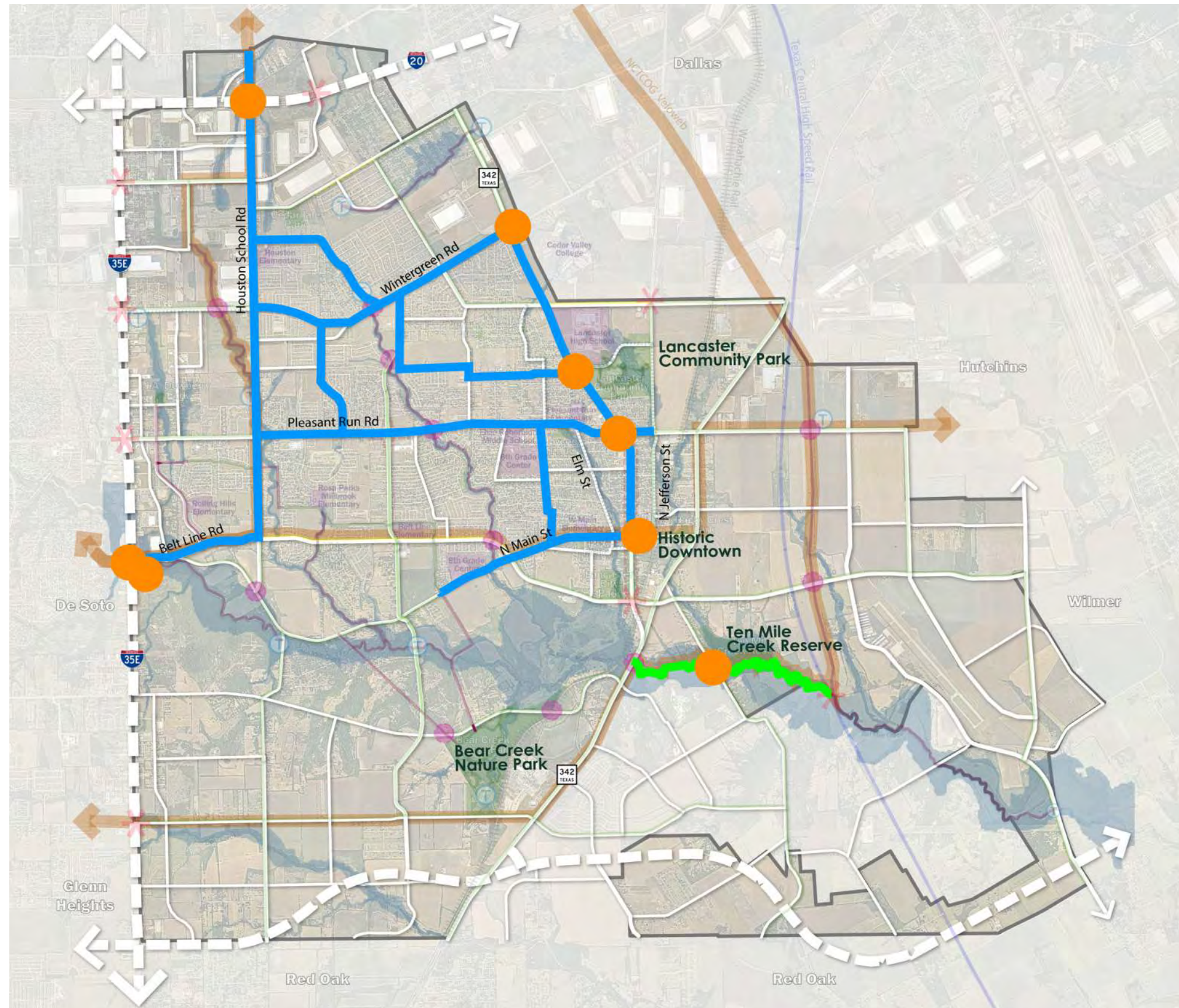
## Short-Term Priorities (3 to 9 years)

Strategic trail segments in the short-term that provide connectivity between neighborhoods, parks, schools and other destinations are listed below. Associated trailheads, trail identity opportunities, and crossing locations have also been identified. See next page for a graphic illustrating the locations of these segments.

Location	Classification	Approx. Length
<b>ROAD NETWORK</b>		
On-Street Bike Lanes connecting neighborhoods to parkway trails including Westridge Avenue, Donlee Road, Chapman Drive, Wintergreen / Telephone Road, and Ames Road	Bike Lanes	37,000 lf
New parkway trails along SH 342 / Dallas Avenue from the Historic Downtown to Community Park	Parkway	8,600 lf
Widened sidewalks and new parkway trail along Houston School Road from Belt Line Road to the north city limits of Lancaster (City of Dallas)	Widened Sidewalk & Parkway	20,000 lf
Widened sidewalks along Belt Line Road from Houston School Road to the western city limits of Lancaster (City of DeSoto)	Widened Sidewalk	5,200 lf
New Parkway trails along Pleasant Run Road from Houston School Road to SH 342 / Dallas Avenue	Parkway	1,700 lf
Widened sidewalks and new parkway trails along SH 342 / Dallas Avenue from Community Park to Telephone Road	Sidewalk & Parkway	18,800 lf
New parkway trails along Telephone Road / Wintergreen Road from Houston School Road to SH 342 / Dallas Avenue	Parkway	11,500 lf
Widened sidewalks and new parkway trails along W. Main Street from the existing Pleasant Run Trail to the Historic Downtown	Widened Sidewalk & Parkway	16,550 lf
<b>DRAINAGEWAYS / CORRIDORS</b>		
New Trail along Ten Mile Creek from SH 342 to the Ten Mile Reserve, continuing east to the Oncor Utility Easement	Utility Corridor	12,000 lf
<b>ENTRIES / IDENTITY / CROSSINGS</b>		
New trailhead and underbridge crossing at Ten Mile Creek & Nokomis Road (Ten Mile Reserve)	Trailhead / Key Crossing	—
New trailhead at Historic Downtown	Trailhead / Portal	—
New Trail Identity Marker at SH 342 / Dallas Avenue and Pleasant Run Road	Trail Identity Marker	—
New Trail Identity Marker at SH 342 / Dallas Avenue and Veterans Memorial Parkway (Community Park)	Trail Identity Marker	—
New Trail Identity Marker at SH 342 / Dallas Avenue and Telephone Road	Trail Identity Marker	—
New Trail Identity Marker at IH-20 and Houston School Road	Trail Identity Marker	—







## Short-Term Priorities

- Road Network Trails
- Drainageways / Corridors
- Trailheads / Crossings





Short-Term Priorities (3 to 9 years)

Focus Area	Classification	Locations	Estimated Length	Surface	Budget
ROAD NETWORK					
	Bike Lanes	<ul style="list-style-type: none"><li>• Along Melrose Lane from Main Street to Griffin Street &amp; Westridge Ave</li><li>• Along Westridge Ave from Griffin Street to Pleasant Run</li><li>• Along Donlee Rd from Elm Street to Rogers Ave</li><li>• Along Roger Ave from Donlee Rd to Donlee Rd</li><li>• Along Donlee Rd from Rogers Ave to Sunny Meadow Rd</li><li>• Along Sunny Meadow Rd to Wintergreen (future Bluegrove Rd alignment)</li><li>• Along Chapman Drive from Wintergreen Rd to Pleasant Run Rd</li><li>• Along Wintergreen Rd from Houston School Rd to Ames Rd</li><li>• Along Wintergreen Rd from Ames Rd to SH 342</li><li>• Along Ames Rd from Houston School Rd to Wintergreen Rd</li></ul>	<ul style="list-style-type: none"><li>• 1,250 lf</li><li>• 3,500 lf</li><li>• 4,000 lf</li><li>• 350 lf</li><li>• 2,700 lf</li><li>• 3,000 lf</li><li>• 4,200 lf</li><li>• 5,600 lf</li><li>• 6,100 lf</li><li>• 6,300 lf</li></ul>	<ul style="list-style-type: none"><li>• Striping</li></ul>	<ul style="list-style-type: none"><li>• \$ 8 / lf</li></ul>
	Parkway Trails - Widened Sidewalks	<ul style="list-style-type: none"><li>• Along Houston School Road from Northern City Limits to IH-20</li><li>• Along Houston School Rd from IH-20 to Wintergreen Rd</li><li>• Along Houston School Rd from Wintergreen Rd to Pleasant Run Rd</li><li>• Along Belt Line Rd from Houston School Rd to IH-35</li><li>• Along SH 342 from Pleasant Run Rd to W. Wintergreen Rd (east side)</li><li>• Along SH 342 from Pleasant Run Rd to W. Wintergreen Rd (west side)</li><li>• Along Main Street from Westridge Ave to the 9th Grade Center Campus (north side)</li></ul>	<ul style="list-style-type: none"><li>• 2,050 lf</li><li>• 8,500 lf</li><li>• 5,250 lf</li><li>• 5,200 lf</li><li>• 6,100 lf</li><li>• 6,000 lf</li><li>• 2,750 lf</li></ul>	<ul style="list-style-type: none"><li>• Concrete</li></ul>	<ul style="list-style-type: none"><li>• \$ 6 / sq. ft.</li></ul>
	Parkway Trails - New	<ul style="list-style-type: none"><li>• Along Houston School Rd from Pleasant Run R to Belt Line Rd</li><li>• Along SH 342 from Main Street to Pleasant Run Rd (east side) - COMPLETE STREETS</li><li>• Along SH 342 from Main Street to Pleasant Run Rd (west side) – COMPLETE STREETS</li><li>• Along SH 342 from W. Wintergreen Rd to Telephone Rd (east side)</li><li>• Along SH 342 from W. Wintergreen Rd to Telephone Rd (west side)</li><li>• Along Wintergreen Rd / Telephone Rd from SH 342 to Houston School Rd</li><li>• Along Pleasant Run Rd from Houston School Rd to SH 342 - PARTIAL COMPLETE STREETS</li><li>• Along Pleasant Run Rd from SH 342 to N. Jefferson Street</li><li>• Along Main Street from SH 342 to Westridge Ave (north side)</li><li>• Along Main Street from the 9th Grade Center to Existing Pleasant Run Trail (north side)</li><li>• Along Main Street from SH 342 to Belt Line Rd (south side)</li><li>• Along Main Street from Belt Line Rd to Oncor Utility Easement (south side)</li></ul>	<ul style="list-style-type: none"><li>• 4,200 lf</li><li>• 4,300 lf</li><li>• 4,300 lf</li><li>• 3,350 lf</li><li>• 3,350 lf</li><li>• 11,500 lf</li><li>• 400 lf</li><li>• 1,300 lf</li><li>• 3,200 lf</li><li>• 2,500 lf</li><li>• 4,900 lf</li><li>• 3,200 lf</li></ul>	<ul style="list-style-type: none"><li>• Concrete</li></ul>	<ul style="list-style-type: none"><li>• \$ 6 / sq. ft.</li></ul>
DRAINAGEWAYS / CORRIDORS					
	Drainage / Utility Corridor	<ul style="list-style-type: none"><li>• Along Ten Mile Creek from SH 342 to Ten Mile Creek Reserve</li><li>• Along Ten Mile Creek from Ten Mile Creek Reserve to Oncor Utility Easement</li></ul>	<ul style="list-style-type: none"><li>• 4,600 lf</li><li>• 7,400 lf</li></ul>	<ul style="list-style-type: none"><li>• Concrete</li><li>• Crushed Stone</li></ul>	<ul style="list-style-type: none"><li>• \$ 6 / sq. ft.</li><li>• \$ 5 / sq. ft.</li></ul>
ENTRIES / IDENTITY / CROSSINGS					
	Key Crossings / Trailheads	<ul style="list-style-type: none"><li>• New Trailhead at Ten Mile Creek &amp; Nokomis Rd (Ten Mile Creek Reserve)</li><li>• New Underbridge Crossing at Ten Mile Creek &amp; Nokomis Rd</li></ul>	<ul style="list-style-type: none"><li>• N/A</li></ul>	<ul style="list-style-type: none"><li>• Concrete</li><li>• Enhanced Concrete</li><li>• Unit Pavers</li></ul>	<ul style="list-style-type: none"><li>• \$ 6 / sq. ft.</li><li>• \$ 8 - \$ 10 / sq. ft.</li><li>• \$ 8 / sq. ft.</li></ul>

## Future Priorities (10+ years)

Trail segment priorities beyond those listed as initial priorities may be planned as longer-term goals (10 or more years) for trail network development in Lancaster. The order of these future projects will depend on an assortment of variables related to overall development in the city including phasing and implementation of the thoroughfare plan, development patterns / community growth, and the availability of unforeseen funding sources such as grants, partnerships, donations, etc.

## Cost of Implementation

The current estimated construction cost for a reinforced concrete trail is approximately \$5-\$6 per square foot (trail only), or around \$316,000 to \$380,000 per mile for a 12' wide trail. Depending on the level of recreational elements and amenities added (parking, bridges, rest areas, trailheads, etc.), cost of construction for a complete trail project can reach amounts around \$1 million per mile or greater. The cost for constructing a soft surface trail can vary, but for this plan, current costs are estimated at around \$4 to \$5 per square foot (trail only), or around \$170,000 to \$215,000 per mile for an 8' wide trail.

When budgeting for trail improvements, other infrastructure expenditures must be considered in addition to baseline trail construction costs. At-grade or underbridge road crossings, creek bridge crossings, and varying levels of trail amenities must also be evaluated. As these costs can vary widely, they have not been estimated as part of this plan.

When budgeting for individual projects, it is recommended that certain soft costs be included in addition to estimated construction costs. They may include, but are not limited to:

- a) *Construction Contingency* - Provides a budgetary allowance for incidental or unexpected costs that can arise during the course of construction. A typical allowance for contingency is in the range of 10% to 20% of construction cost.
- b) *Owner's Costs* - These costs describe items incidental to construction that are typically the responsibility of the Owner, and can include but are not limited to land costs, geotechnical engineering, accessibility reviews, permitting, inspections, and others. A typical project allowance for Owner's Costs falls in the range of 1.5% to 2% of the total construction cost.
- c) *Market Escalation Allowance* - This line item enables the Owner to prepare for potential inflation when developing an overall budget for a project that may not be constructed for a number of years. This allowance fluctuates directly with current market conditions and is difficult to predict. However, a typical placeholder of 3% to 5% of construction costs is widely accepted as a reasonable allowance.



*Trail Under Construction*





## Potential Funding Sources

Once a budget number is reached, it is important for City leaders to consider what strategic funding sources might be available to help the city supplement the cost of trail network expansion. Some of the following sources could be part of the overall implementation plan.

### **Dallas County**

- Open Space / Trail / Preserve Programs

### **North Central Texas Council of Governments (NCTCOG)**

- Transportation Alternatives Set-Aside Program
- Regional Toll Revenue Program

### **State of Texas**

- Texas Parks & Wildlife
  - Outdoor Recreation Grants
  - Recreational Trails Grants
- Texas Department of Transportation (TxDOT)
  - Safe Routes to School Program
  - Transportation Alternatives Program

### **Federal Transportation Funding Sources**

- Highway Bridge Replacement and Rehabilitation Program (via TxDOT)
- Highway Safety Improvement Program (via TxDOT)
- National Highway System (via TxDOT)
- Surface Transportation Program (via TxDOT)
- Federal Transit Administration Programs
- Interstate Maintenance (through TxDOT)

### **Other Federally Funded Programs including Bicycle and Pedestrian Opportunities**

- FWA Pedestrian and Bicycle Funding Opportunities
- U.S. Department of Housing & Urban Development (CDBG)
- U.S. Army Corps of Engineers (USACE)
- U.S. Department of Interior (USDOI)
- National Park Service's Rivers, Trails & Conservation Assistance
- National Fish & Wildlife Resilient Communities

### **Miscellaneous Funding Sources**

- Land Trusts
- Communities Foundation of Texas
- Meadows Foundation
- Corporate Grants, Partnerships & Sponsorships (REI, etc.)
- Foundation Directory Online
- Private Donations / Partnerships with Volunteer Groups





# *Conclusion*

## Conclusion

This Master Plan marks a far-reaching initiative by the City. With a focused commitment to connectivity, Lancaster has taken an important step in creating a city-wide network for trail connections. As various segments of trails are implemented, this overall system has the potential to be one of Lancaster's greatest assets within the community.

Having garnered support from City leaders and citizens, Lancaster is poised to plan and implement creative solutions of key trail segments. Part of this success will be based upon a coordinated effort with other City departments so as to maximize capital investments for public infrastructure. While this Master Plan provides guidance for a network of trails, site-specific alignments should be viewed as flexible to work with the objectives of residents, businesses, and developers. Lancaster City leaders can work towards providing safe, diverse transportation choices that will expand the recreational opportunities for its citizens and visitors alike.







# *References*

## Reference Documents

Urban Street Design Guide

*National Association of City Transportation Officials (NACTO)*

Urban Bikeway Design Guide, 2nd Edition

*National Association of City Transportation Officials (NACTO)*

Manual on Uniform Traffic Control Devices (MUTCD)

*US Department of Transportation Federal Highway Administration*

Guide for the Development of Bicycle Facilities

*American Association of State Highway and Transportation Officials (AASHTO)*

Mobility 2045 Plan

*North Central Texas Council of Governments (NCTCOG)*



## LANCASTER CITY COUNCIL

### City Council Special Meeting

4.

**Meeting Date:** 08/31/2020

**Policy Statement:** This request supports the City Council 2020-2021 Policy Agenda

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

**Submitted by:** Fabrice Kabona, Assistant City Manager

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#### **Agenda Caption:**

Discuss and consider a resolution approving a negotiated settlement between Atmos Cities Steering Committee ("ACSC") and Atmos Energy Corp., Mid-Tex Division regarding the company's 2020 rate review mechanism filing; declaring existing rates to be unreasonable; and adopting tariffs that reflect rate adjustments consistent with the negotiated settlement.

#### **Background:**

The City of Lancaster, along with 171 other Mid-Texas cities served by Atmos Energy Corporation, Mid-Tex Division ("Atmos Mid-Tex" or "Company"), is a member of the Atmos Cities Steering Committee ("ACSC"). In 2007, ACSC and Atmos Mid-Tex settled a rate application filed by the Company pursuant to Section 104.301 of the Texas Utilities Code for an interim rate adjustment commonly referred to as a GRIP filing (arising out of the Gas Reliability Infrastructure Program legislation). That settlement created a substitute rate review process, referred to as Rate Review Mechanism ("RRM"), as a substitute for future filings under the GRIP statute.

Since 2007, there have been several modifications to the original RRM Tariff. The most recent iteration of an RRM Tariff was reflected in an ordinance adopted by ACSC members in 2018. On or about March 31, 2020, the Company filed a rate request pursuant to the RRM Tariff adopted by ACSC members. The Company claimed that its cost-of-service in a test year ending December 31, 2019, entitled it to additional system-wide revenues of \$141.2 million. Application of the standards set forth in ACSC's RRM Tariff required Atmos to reduce its request to \$136.3 million, \$98.7 million of which would be applicable to ACSC members. ACSC's consultants concluded that the system-wide deficiency under the RRM regime should be \$111.5 million instead of the claimed \$136.3 million. The amount of the \$111.5 million deficiency applicable to ACSC members would be \$80.8 million.

After the Company reviewed ACSC's consultants' report, ACSC's Executive Committee and the Company negotiated a settlement whereby the Company would receive an increase of \$90 million from ACSC Cities, but with a two-month delay in the Effective Date until December 1, 2020. This should save ratepayers approximately \$9 million such that the case is functionally equivalent to ACSC's consultants' recommendation of \$80.8 million.

The ACSC Executive Committee recommends a settlement at \$90 million. The Effective Date



for new rates is December 1, 2020. ACSC members are urged to take action approving the Resolution before November 1, 2020.

**Operational Considerations:**

The purpose of this item is to adopt the new gas rates for Atmos Mid-Tex pursuant to a settlement between Atmos Cities Steering Committee and the Company to resolve the pending RRM rate filing. The impact of the settlement on average residential rates is an increase of \$5.15 on a monthly basis, or 9.9 percent. The increase for average commercial usage will be \$15.48 or 6.56 percent.

**Legal Considerations:**

The resolution was prepared by Lloyd Gosselink Rochelle & Townsend, P.C. legal counsel for ACSC.

**Public Information Considerations:**

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

**Options/Alternatives:**

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

**Recommendation:**

Staff recommends approval of the resolution, as submitted.

**Attachments**

Resolution

Exhibit A

Exhibit B

Exhibit C

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## **RESOLUTION NO.**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LANCASTER TEXAS, APPROVING A NEGOTIATED SETTLEMENT BETWEEN THE ATMOS CITIES STEERING COMMITTEE (“ACSC”) AND ATMOS ENERGY CORP., MID-TEX DIVISION REGARDING THE COMPANY’S 2020 RATE REVIEW MECHANISM FILING; DECLARING EXISTING RATES TO BE UNREASONABLE; ADOPTING TARIFFS THAT REFLECT RATE ADJUSTMENTS CONSISTENT WITH THE NEGOTIATED SETTLEMENT; FINDING THE RATES TO BE SET BY THE ATTACHED SETTLEMENT TARIFFS TO BE JUST AND REASONABLE AND IN THE PUBLIC INTEREST; APPROVING AN ATTACHED EXHIBIT ESTABLISHING A BENCHMARK FOR PENSIONS AND RETIREE MEDICAL BENEFITS; APPROVING AN ATTACHED EXHIBIT REGARDING AMORTIZATION OF REGULATORY LIABILITY; REQUIRING THE COMPANY TO REIMBURSE ACSC’S REASONABLE RATEMAKING EXPENSES; DETERMINING THAT THIS RESOLUTION WAS PASSED IN ACCORDANCE WITH THE REQUIREMENTS OF THE TEXAS OPEN MEETINGS ACT; ADOPTING A SAVINGS CLAUSE; DECLARING AN EFFECTIVE DATE; AND REQUIRING DELIVERY OF THIS RESOLUTION TO THE COMPANY AND THE ACSC’S LEGAL COUNSEL.**

**WHEREAS**, the City of Lancaster, Texas (“City”) is a gas utility customer of Atmos Energy Corp., Mid-Tex Division (“Atmos Mid-Tex” or “Company”), and a regulatory authority with an interest in the rates, charges, and services of Atmos Mid-Tex; and

**WHEREAS**, the City is a member of the Atmos Cities Steering Committee (“ACSC”), a coalition of similarly-situated cities served by Atmos Mid-Tex (“ACSC Cities”) that have joined together to facilitate the review of, and response to, natural gas issues affecting rates charged in the Atmos Mid-Tex service area; and

**WHEREAS**, ACSC and the Company worked collaboratively to develop a Rate Review Mechanism (“RRM”) tariff that allows for an expedited rate review process by ACSC Cities as a substitute to the Gas Reliability Infrastructure Program (“GRIP”) process instituted by the

Legislature, and that will establish rates for the ACSC Cities based on the system-wide cost of serving the Atmos Mid-Tex Division; and

**WHEREAS**, the current RRM tariff was adopted by the City in a rate ordinance in 2018; and

**WHEREAS**, on about March 31, 2020, Atmos Mid-Tex filed its 2020 RRM rate request with ACSC Cities based on a test year ending December 31, 2019; and

**WHEREAS**, ACSC coordinated its review of the Atmos Mid-Tex 2020 RRM filing through its Executive Committee, assisted by ACSC's attorneys and consultants, to resolve issues identified in the Company's RRM filing; and

**WHEREAS**, the Executive Committee, as well as ACSC's counsel and consultants, recommend that ACSC Cities approve an increase in base rates for Atmos Mid-Tex of \$90 million applicable to ACSC Cities with an Effective Date of December 1, 2020; and

**WHEREAS**, ACSC agrees that Atmos plant-in-service is reasonable; and

**WHEREAS**, with the exception of approved plant-in-service, ACSC is not foreclosed from future reasonableness evaluation of costs associated with incidents related to gas leaks; and

**WHEREAS**, the two month delayed Effective Date from October 1 to December 1 will save ACSC ratepayers approximately \$9 million off new rates imposed by the attached tariffs (Exhibit A), the impact on ratepayers should approximate the reasonable value of the rate filing found by the ACSC Consultants' Report, which was \$81 million; and

**WHEREAS**, the attached tariffs (Exhibit A) implementing new rates are consistent with the recommendation of the ACSC Executive Committee, are agreed to by the Company, and are just, reasonable, and in the public interest; and



**WHEREAS**, the settlement agreement sets a new benchmark for pensions and retiree medical benefits (Exhibit B); and

**WHEREAS**, the settlement agreement establishes an amortization schedule for regulatory liability prepared by Atmos Mid-Tex (Exhibit C); and

**WHEREAS**, the RRM Tariff contemplates reimbursement of ACSC's reasonable expenses associated with RRM applications;

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

**Section 1.** That the findings set forth in this Resolution are hereby in all things approved.

**Section 2.** That, without prejudice to future litigation of any issue identified by ACSC, the City Council finds that the settled amount of an increase in revenues of \$90 million for ACSC Cities represents a comprehensive settlement of gas utility rate issues affecting the rates, operations, and services offered by Atmos Mid-Tex within the municipal limits arising from Atmos Mid-Tex's 2020 RRM filing, is in the public interest, and is consistent with the City's authority under Section 103.001 of the Texas Utilities Code.

**Section 3.** That despite finding Atmos Mid-Tex's plant-in-service to be reasonable, ACSC is not foreclosed in future cases from evaluating the reasonableness of costs associated with incidents involving leaks of natural gas.

**Section 4.** That the existing rates for natural gas service provided by Atmos Mid-Tex are unreasonable. The new tariffs attached hereto and incorporated herein as Exhibit A, are just and reasonable, and are designed to allow Atmos Mid-Tex to recover annually an additional \$90 million from customers in ACSC Cities, over the amount allowed under currently approved rates. Such tariffs are hereby adopted.

**Section 5.** That the ratemaking treatment for pensions and retiree medical benefits in Atmos Mid-Tex's next RRM filing shall be as set forth on Exhibit B, attached hereto and incorporated herein.

**Section 6.** That subject to any future settlement or decision regarding the balance of Excess Deferred Income Tax to be refunded to ratepayers, the amortization of regulatory liability shall be consistent with the schedule found in Exhibit C, attached hereto and incorporated herein.

**Section 7.** That Atmos Mid-Tex shall reimburse the reasonable ratemaking expenses of the ACSC in processing the Company's 2020 RRM filing.

**Section 8.** That to the extent any resolution or ordinance previously adopted by the Council is inconsistent with this Resolution, it is hereby repealed.

**Section 9.** That the meeting at which this Resolution was approved was in all things conducted in strict compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

**Section 10.** That if any one or more sections or clauses of this Resolution is adjudged to be unconstitutional or invalid, such judgment shall not affect, impair, or invalidate the remaining provisions of this Resolution, and the remaining provisions of the Resolution shall be interpreted as if the offending section or clause never existed.

**Section 11.** That consistent with the City Ordinance that established the RRM process, this Resolution shall become effective from and after its passage with rates authorized by attached tariffs to be effective for bills rendered on or after December 1, 2020.

**Section 12.** That a copy of this Resolution shall be sent to Atmos Mid-Tex, care of Chris Felan, Vice President of Rates and Regulatory Affairs Mid-Tex Division, Atmos Energy Corporation, 5420 LBJ Freeway, Suite 1862, Dallas, Texas 75240, and to Geoffrey Gay, General

Counsel to ACSC, at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Avenue,  
Suite 1900, Austin, Texas 78701.

**DULY PASSED** and approved by the City Council of the City of Lancaster, Texas, on this  
the 31<sup>st</sup> day of August, 2020.

**ATTEST:**

**APPROVED:**

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Sorangel O. Arenas, City Secretary

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Clyde C. Hairston, Mayor

**APPROVED AS TO FORM:**

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David T. Ritter, City Attorney



**Exhibit A**  
**to 2020 RRM Resolution or Ordinance**

**Mid-Tex Tariffs**  
**Effective December 1, 2020**

<b>RATE SCHEDULE:</b>	<b>R – RESIDENTIAL SALES</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 12/01/2020</b>	<b>PAGE:</b>

**Application**

Applicable to Residential Customers for all natural gas provided at one Point of Delivery and measured through one meter.

**Type of Service**

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

**Monthly Rate**

Customer's monthly bill will be calculated by adding the following Customer and Ccf charges to the amounts due under the riders listed below:

<b>Charge</b>	<b>Amount</b>
Customer Charge per Bill	\$ 20.25 per month
Rider CEE Surcharge	\$ 0.05 per month <sup>1</sup>
<b>Total Customer Charge</b>	<b>\$ 20.30 per month</b>
Commodity Charge – All <u>Ccf</u>	\$0.26651 per Ccf

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Weather Normalization Adjustment: Plus or Minus an amount for weather normalization calculated in accordance with Rider WNA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

**Agreement**

An Agreement for Gas Service may be required.

**Notice**

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

<sup>1</sup>Reference Rider CEE - Conservation and Energy Efficiency as approved in GUD 10170. Surcharge billing effective July 1, 2020.

<b>RATE SCHEDULE:</b>	<b>C – COMMERCIAL SALES</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 12/01/2020</b>	<b>PAGE:</b>

**Application**

Applicable to Commercial Customers for all natural gas provided at one Point of Delivery and measured through one meter and to Industrial Customers with an average annual usage of less than 30,000 Ccf.

**Type of Service**

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

**Monthly Rate**

Customer's monthly bill will be calculated by adding the following Customer and Ccf charges to the amounts due under the riders listed below:

<b>Charge</b>	<b>Amount</b>
Customer Charge per Bill	\$ 54.50 per month
Rider CEE Surcharge	\$ 0.02 per month <sup>1</sup>
<b>Total Customer Charge</b>	<b>\$ 54.52 per month</b>
Commodity Charge – All Ccf	\$ 0.11728 per Ccf

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Weather Normalization Adjustment: Plus or Minus an amount for weather normalization calculated in accordance with Rider WNA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

**Agreement**

An Agreement for Gas Service may be required.

**Notice**

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

<sup>1</sup> Reference Rider CEE - Conservation and Energy Efficiency as approved in GUD 10170. Surcharge billing effective July 1, 2020.



<b>RATE SCHEDULE:</b>	<b>I – INDUSTRIAL SALES</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 12/01/2020</b>	<b>PAGE:</b>

**Application**

Applicable to Industrial Customers with a maximum daily usage (MDU) of less than 3,500 MMBtu per day for all natural gas provided at one Point of Delivery and measured through one meter. Service for Industrial Customers with an MDU equal to or greater than 3,500 MMBtu per day will be provided at Company's sole option and will require special contract arrangements between Company and Customer.

**Type of Service**

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

**Monthly Rate**

Customer's monthly bill will be calculated by adding the following Customer and MMBtu charges to the amounts due under the riders listed below:

<b>Charge</b>	<b>Amount</b>
Customer Charge per Meter	\$ 1,014.50 per month
First 0 MMBtu to 1,500 MMBtu	\$ 0.4157 per MMBtu
Next 3,500 MMBtu	\$ 0.3044 per MMBtu
All MMBtu over 5,000 MMBtu	\$ 0.0653 per MMBtu

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

**Curtailment Overpull Fee**

Upon notification by Company of an event of curtailment or interruption of Customer's deliveries, Customer will, for each MMBtu delivered in excess of the stated level of curtailment or interruption, pay Company 200% of the midpoint price for the Katy point listed in *Platts Gas Daily* published for the applicable Gas Day in the table entitled "Daily Price Survey."

**Replacement Index**

In the event the "midpoint" or "common" price for the Katy point listed in *Platts Gas Daily* in the table entitled "Daily Price Survey" is no longer published, Company will calculate the applicable imbalance fees utilizing a daily price index recognized as authoritative by the natural gas industry and most closely approximating the applicable index.

<b>RATE SCHEDULE:</b>	<b>I – INDUSTRIAL SALES</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 12/01/2020</b>	<b>PAGE:</b>

**Agreement**

An Agreement for Gas Service may be required.

**Notice**

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

**Special Conditions**

In order to receive service under Rate I, Customer must have the type of meter required by Company. Customer must pay Company all costs associated with the acquisition and installation of the meter.



<b>RATE SCHEDULE:</b>	<b>T – TRANSPORTATION</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 12/01/2020</b>	<b>PAGE:</b>

#### Application

Applicable, in the event that Company has entered into a Transportation Agreement, to a customer directly connected to the Atmos Energy Corp., Mid-Tex Division Distribution System (Customer) for the transportation of all natural gas supplied by Customer or Customer's agent at one Point of Delivery for use in Customer's facility.

#### Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

#### Monthly Rate

Customer's bill will be calculated by adding the following Customer and MMBtu charges to the amounts and quantities due under the riders listed below:

<b>Charge</b>	<b>Amount</b>
Customer Charge per Meter	\$ 1,014.50 per month
First 0 MMBtu to 1,500 MMBtu	\$ 0.4157 per MMBtu
Next 3,500 MMBtu	\$ 0.3044 per MMBtu
All MMBtu over 5,000 MMBtu	\$ 0.0653 per MMBtu

Upstream Transportation Cost Recovery: Plus an amount for upstream transportation costs in accordance with Part (b) of Rider GCR.

Retention Adjustment: Plus a quantity of gas as calculated in accordance with Rider RA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

#### Imbalance Fees

All fees charged to Customer under this Rate Schedule will be charged based on the quantities determined under the applicable Transportation Agreement and quantities will not be aggregated for any Customer with multiple Transportation Agreements for the purposes of such fees.

#### Monthly Imbalance Fees

Customer shall pay Company the greater of (i) \$0.10 per MMBtu, or (ii) 150% of the difference per MMBtu between the highest and lowest "midpoint" price for the Katy point listed in *Platts Gas Daily* in the table entitled "Daily Price Survey" during such month, for the MMBtu of Customer's monthly Cumulative Imbalance, as defined in the applicable Transportation Agreement, at the end of each month that exceeds 10% of Customer's receipt quantities for the month.



<b>RATE SCHEDULE:</b>	<b>T – TRANSPORTATION</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 12/01/2020</b>	<b>PAGE:</b>

**Curtailment Overpull Fee**

Upon notification by Company of an event of curtailment or interruption of Customer's deliveries, Customer will, for each MMBtu delivered in excess of the stated level of curtailment or interruption, pay Company 200% of the midpoint price for the Katy point listed in *Platts Gas Daily* published for the applicable Gas Day in the table entitled "Daily Price Survey."

**Replacement Index**

In the event the "midpoint" or "common" price for the Katy point listed in *Platts Gas Daily* in the table entitled "Daily Price Survey" is no longer published, Company will calculate the applicable imbalance fees utilizing a daily price index recognized as authoritative by the natural gas industry and most closely approximating the applicable index.

**Agreement**

A transportation agreement is required.

**Notice**

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

**Special Conditions**

In order to receive service under Rate T, customer must have the type of meter required by Company. Customer must pay Company all costs associated with the acquisition and installation of the meter.

**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

<b>RIDER:</b>	<b>WNA – WEATHER NORMALIZATION ADJUSTMENT</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 12/01/2020</b>	<b>PAGE:</b>

Provisions for Adjustment

The Commodity Charge per Ccf (100 cubic feet) for gas service set forth in any Rate Schedules utilized by the cities of the Mid-Tex Division service area for determining normalized winter period revenues shall be adjusted by an amount hereinafter described, which amount is referred to as the "Weather Normalization Adjustment." The Weather Normalization Adjustment shall apply to all temperature sensitive residential and commercial bills based on meters read during the revenue months of November through April. The five regional weather stations are Abilene, Austin, Dallas, Waco, and Wichita Falls.

Computation of Weather Normalization Adjustment

The Weather Normalization Adjustment Factor shall be computed to the nearest one-hundredth cent per Ccf by the following formula:

$$WNAF_i = R_i \frac{(HSF_i \times (NDD-ADD))}{(BL_i + (HSF_i \times ADD))}$$

Where  
 $i$  = any particular Rate Schedule or billing classification within any such particular Rate Schedule that contains more than one billing classification

$WNAF_i$  = Weather Normalization Adjustment Factor for the  $i^{th}$  rate schedule or classification expressed in cents per Ccf

$R_i$  = Commodity Charge rate of temperature sensitive sales for the  $i^{th}$  schedule or classification.

$HSF_i$  = heat sensitive factor for the  $i^{th}$  schedule or classification divided by the average bill count in that class

$NDD$  = billing cycle normal heating degree days calculated as the simple ten-year average of actual heating degree days.

$ADD$  = billing cycle actual heating degree days.

$BL_i$  = base load sales for the  $i^{th}$  schedule or classification divided by the average bill count in that class

The Weather Normalization Adjustment for the  $j$ th customer in  $i$ th rate schedule is computed as:

$$WNA_i = WNAF_i \times q_{ij}$$

Where  $q_{ij}$  is the relevant sales quantity for the  $j$ th customer in  $i$ th rate schedule.

**MID-TEX DIVISION  
ATMOS ENERGY CORPORATION**

<b>RIDER:</b>	<b>WNA – WEATHER NORMALIZATION ADJUSTMENT</b>	
<b>APPLICABLE TO:</b>	<b>ALL CUSTOMERS IN THE MID-TEX DIVISION UNDER THE RRM TARIFF</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on or after 12/01/2020</b>	<b>PAGE:</b>

Base Use/Heat Use Factors

Weather Station	<u>Residential</u>		<u>Commercial</u>	
	Base use <u>Ccf</u>	Heat use <u>Ccf/HDD</u>	Base use <u>Ccf</u>	Heat use <u>Ccf/HDD</u>
Abilene	10.73	0.1545	94.79	0.7284
Austin	9.53	0.1489	211.76	0.9405
Dallas	15.77	0.1792	199.74	0.9385
Waco	9.99	0.1341	145.27	0.7110
Wichita Falls	11.61	0.1402	120.34	0.5747

Weather Normalization Adjustment (WNA) Report

On or before June 1 of each year, the company posts on its website at [atmosenergy.com/mtx-wna](http://atmosenergy.com/mtx-wna), in Excel format, a *Weather Normalization Adjustment (WNA) Report* to show how the company calculated its WNAs factor during the preceding winter season. Additionally, on or before June 1 of each year, the company files one hard copy and an Excel version of the *WNA Report* with the Railroad Commission of Texas' Gas Services Division, addressed to the Director of that Division.



**Exhibit B**  
**to 2020 RRM Resolution or Ordinance**

**Mid-Tex**  
**2020 Benchmark for Pensions**  
**and Retiree Benefits**

**ATMOS ENERGY CORP., MID-TEX DIVISION  
PENSIONS AND RETIREE MEDICAL BENEFITS FOR CITIES APPROVAL  
TEST YEAR ENDING DECEMBER 31, 2019**

Line No.	Description	Shared Services		Mid-Tex Direct			Adjustment Total
		Pension Account Plan	Post-Employment Benefit Plan	Pension Account Plan	Supplemental Executive Benefit Plan	Post-Employment Benefit Plan	
	(a)	(b)	(c)	(d)	(e)	(f)	(g)
1	Proposed Benefits Benchmark - Fiscal Year 2020 Willis Towers						
2	Watson Report as adjusted (1) (2) (3)	\$ 3,460,135	\$ 3,695,384	\$ 6,132,704	\$ 280,578	\$ 4,992,449	
	Allocation to Mid-Tex	43.29%	43.29%	76.59%	100.00%	76.59%	
3	Proposed Benefits Benchmark Costs Allocated to Mid-Tex (Ln 1 x Ln 2)	\$ 1,497,774	\$ 1,599,605	\$ 4,697,072	\$ 280,578	\$ 3,823,744	
4	O&M and Capital Allocation Factor	100.00%	100.00%	100.00%	100.00%	100.00%	
5	Proposed Benefits Benchmark Costs to Approve (Ln 3 x Ln 4) (3)	\$ 1,497,774	\$ 1,599,605	\$ 4,697,072	\$ 280,578	\$ 3,823,744	\$ 11,898,774
6							
7							
8	Summary of Costs to Approve (1):						
9							
10	O&M Expense Factor (WP_F-2.3, Ln 2)	79.55%	79.55%	37.83%	11.67%	37.83%	
11							
12							
13	Total Pension Account Plan	\$ 1,191,410		\$ 1,777,056			\$ 2,968,466
14	Total Post-Employment Benefit Plan		\$ 1,272,412			\$ 1,446,647	\$ 2,719,060
15	Total Supplemental Executive Benefit Plan				\$ 32,754		\$ 32,754
16	Total (Ln 13 + Ln 14 + Ln 15)	\$ 1,191,410	\$ 1,272,412	\$ 1,777,056	\$ 32,754	\$ 1,446,647	\$ 5,720,280
17							

**Notes:**

1. Studies not applicable to Mid-Tex or Shared Services are omitted.
2. Mid-Tex is proposing that the Fiscal Year 2020 Willis Towers Watson actuarial amounts shown on WP\_F-2.3 and WP\_F-2.3.1, be approved by the RRM Cities as the benchmark amounts to be used to calculate the regulatory asset or liability for future periods. The benchmark amount approved by the RRM Cities for future periods includes only the expense amount. The amount attributable to capital is recorded to utility plant through the overhead process as described in the CAM.
3. SSU amounts exclude cost centers which do not allocate to Mid-Tex for rate making purposes.

**Exhibit C**  
**to 2020 RRM Resolution or Ordinance**

**Mid-Tex 2020 Schedule for**  
**Amortization for Regulatory Liability**



**ATMOS ENERGY CORP., MID-TEX DIVISION**  
**RATE BASE ADJUSTMENTS**  
**TEST YEAR ENDING DECEMBER 31, 2019**  
**AMORTIZATION OF REGULATORY LIABILITY**

Line No.	Year Ended Dec. 31	Beginning of Year Rate Base Adjustment Amount	Annual Amortization (1)	End of Year Rate Base Adjustment Amount (2)	Corrected Balance for December 31, 2017 (3)
	(a)	(b)	(c)	(d)	(e)
1	2017		\$ -	\$ 292,268,881	\$ 292,268,881
2	2018	292,268,881	12,075,562	280,193,319	
3	2019	280,193,319	12,085,165	268,108,155	
4	2020	268,108,155	11,171,173	256,936,982	
5	2021	256,936,982	11,171,173	245,765,809	
6	2022	245,765,809	11,171,173	234,594,635	
7	2023	234,594,635	11,171,173	223,423,462	
8	2024	223,423,462	11,171,173	212,252,289	
9	2025	212,252,289	11,171,173	201,081,116	
10	2026	201,081,116	11,171,173	189,909,943	
11	2027	189,909,943	11,171,173	178,738,770	
12	2028	178,738,770	11,171,173	167,567,597	
13	2029	167,567,597	11,171,173	156,396,424	
14	2030	156,396,424	11,171,173	145,225,251	
15	2031	145,225,251	11,171,173	134,054,077	
16	2032	134,054,077	11,171,173	122,882,904	
17	2033	122,882,904	11,171,173	111,711,731	
18	2034	111,711,731	11,171,173	100,540,558	
19	2035	100,540,558	11,171,173	89,369,385	
20	2036	89,369,385	11,171,173	78,198,212	
21	2037	78,198,212	11,171,173	67,027,039	
22	2038	67,027,039	11,171,173	55,855,866	
23	2039	55,855,866	11,171,173	44,684,692	
24	2040	44,684,692	11,171,173	33,513,519	
25	2041	33,513,519	11,171,173	22,342,346	
26	2042	22,342,346	11,171,173	11,171,173	
27	2043	11,171,173	11,171,173	(0)	
28					
29	Revenue Related Tax Factor		7.16%	See WP_F-5.1	
	Revenue Related Taxes on Annual			Amortization * Tax	
30	Amortization		\$ 799,924	Factor	
31	Amortization Including Revenue		<u>\$ 11,971,097</u>	Amortization + Taxes	

Notes:

1. The annual amortization of a 26 year recovery period is based on the Reverse South Georgia Method.
2. The Regulatory Liability is recorded to FERC Account 253, Sub Account 27909.
3. This is the final Mid-Tex liability balance filing the Fiscal Year 2018 tax return.

## LANCASTER CITY COUNCIL

### City Council Special Meeting

5.

**Meeting Date:** 08/31/2020

**Policy Statement:** This request supports the City Council 2020-2021 Policy Agenda

**Goal(s):** Sound Infrastructure

**Submitted by:** Fabrice Kabona, Assistant City Manager

---

#### **Agenda Caption:**

Discus and consider a resolution authorizing a membership agreement between the City of Lancaster and the Inland Port Transportation Management Association for the purpose of addressing and coordinating future transportation projects in and around the inland port area.

#### **Background:**

On March 9, 2018, at the request of Dallas County Commissioner John Wiley Price, Precinct No. 3, DART hosted a meeting of elected officials, community stakeholders, businesses, and developers to discuss transportation solutions in the Inland Port area. The consensus of participants was that a Transportation Management Association (TMA) should be formed to provide transportation opportunities throughout the Inland Port.

On February 11, 2019, City Council received a presentation from Dallas Area Rapid Transit (DART) regarding mobility opportunities for the City of Lancaster. Included in this presentation was a briefing on the Inland Port Transportation Management Association (IPTMA) project.

On March 18, 2019, City Council received a presentation from Dallas County Commissioner John Wiley Price, regarding the inception of the Inland Port TMA project.

On September, 16, 2019, City Council received a presentation from Dallas Area Rapid Transit (DART) regarding the progress of the Inland Port Transportation Management Association project.

IPTMA is a membership organization made up of employers, developers, building owners, and local governments to connect workers and companies to various transportation solutions within the Inland Port area. The Inland Port TMA is funded through federal grants that require a 20% local match that includes business and municipalities membership dues. Transportation services offered through Inland Port TMA will provide 24 hour coverage of the Inland Port area. Transportation options will include: Microtransit services to be provided by Star Transit and rider assistance program, including Uberpool, vanpool, and carpooling. These services are scheduled to begin in November 2020.

Each class of membership (public, business, educational institutions, and associate) will have one representative on the TMA Board determined by vote of members within the class for a

three-year term. That representative will have one vote and represent the class.

**Public Information Considerations:**

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

**Fiscal Impact:**

The Inland Port TMA annual membership fee for the City of Lancaster is \$10,000.00. This agreement requires a two-year advance commitment. These funds have been included in the proposed fiscal year 2021 budget.

**Options/Alternatives:**

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

**Recommendation:**

Staff recommends approval of the resolution, as presented.

**Attachments**

Resolution

Exhibit A

---



RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY OF LANCASTER, TEXAS, AUTHORIZING A MEMBERSHIP AGREEMENT BETWEEN THE CITY OF LANCASTER, TEXAS AND THE INLAND PORT TRANSPORTATION MANAGEMENT ASSOCIATION FOR THE PURPOSE OF ADDRESSING AND COORDINATING FUTURE TRANSPORTATION PROJECTS IN AND AROUND THE INLAND PORT AREA; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Inland Port Transportation Management Association ("IPTMA") was incorporated on August 30, 2018 as a non-profit association comprised of public and private sector members to address transportation in and around the Inland Port area, which includes portions of the City of Lancaster ("City"); and

**WHEREAS**, the City and IPTMA have negotiated and agreed upon certain terms for the City to join the TMA, and have agreed upon the Membership Agreement attached hereto as **Exhibit "A"** (and incorporated by reference); and

**WHEREAS**, the Membership Agreement reflects the agreement between the City and IPTMA regarding membership benefits to the City and the specific services TMA intends to provide in planning and coordinating transportation projects in and around the Inland Port area; and

**WHEREAS**, the City Council of the City of Lancaster, Texas has determined that execution of the Membership Agreement is in the best interest of the citizens of Lancaster, Texas, and desires to authorize the City to enter into the Agreement and to authorize the City Manager to execute the agreement on behalf of the City.

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

**SECTION 1.** All of the above recitals are hereby found to be true and correct and are approved and incorporated into the body of this Resolution as if copied in their entirety.

**SECTION 2.** The Membership Agreement with the Inland Port Transportation Management Association and attached hereto as **Exhibit "A,"** is hereby approved, and the City Manager is authorized to execute the agreement on behalf of the City.

**SECTION 3.** If any article, paragraph, subdivision, clause or provision of this ordinance be adjudged invalid or held unconstitutional for any reason, such judgment or holding shall not affect the validity of this ordinance as a whole or any part or provision thereof, other than the part so declared to be invalid or unconstitutional.

**SECTION 4.** All provisions of any resolution in conflict with this Resolution are hereby repealed to the extent they are in conflict, but such repeal should not abate any pending prosecution for violation of the repealed ordinance, nor shall the repeal prevent a prosecution from being commenced for any violation if occurring prior to the repeal of the ordinance. Any remaining portions of said resolution shall remain in full force and effect.

**SECTION 5.** This Resolution shall take effect immediately from and after its passage and the publication of the caption 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 31<sup>st</sup> day of August, 2020.

**ATTEST:**

---

Sorangel O. Arenas, City Secretary

**APPROVED:**

---

Clyde C. Hairston, Mayor

**APPROVED AS TO FORM:**

---

David T. Ritter, City Attorney

**Inland Port Transportation Management Association**  
**Membership Agreement**

THIS- Agreement, is entered into by and between Inland Port Transportation Management Association, a Texas non-profit corporation ("TMA"), and the City of Lancaster, a Texas municipal corporation ("Member"). TMA and Member are each referred to herein as a "Party" and collectively as "the Parties" and this Agreement shall be effective on the date last signed by a Party below.

WHEREAS, the TMA was incorporated on August 30, 2018; and

WHEREAS, the TMA is a non-profit association comprised of public and private sector members created to address transportation in and around the Inland Port area; and

WHEREAS, the structure of TMA allows for a flexible collaboration between the public and private sectors by enabling funding and experience to design, build, and operate transportation systems, and to deploy entrepreneurial, performance-based approaches to commuting arrangements; and

WHEREAS, the focus of the TMA is to use all available tools to increase the number of people using mobility options as they travel to, from, and around the Inland Port area; and

WHEREAS, membership in the TMA helps manage the demand for new and costly infrastructure, increases economic growth potential, and increases the health, safety, and quality of life for the residents and employees in the Inland Port area.

WHEREAS, Member desires to become a member organization In TMA pursuant to the terms described below.

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein to be performed, the receipt and sufficiency of which is hereby acknowledged by the Parties, the Parties agree as follows:

1. Annual general membership fee for a "Medium Public" membership in the TMA -- is \$10,000.00 annually, with a two-year advance commitment, and more specifically, relative to classes of membership and membership fees, as outlined on Exhibit "A" attached hereto and incorporated herein for all purposes. Member agrees to pay the sum of \$20,000.00 for a two-year membership In the TMA, beginning as of October 1, 2020.
2. Member's benefits shall be:
  - A. Representation on the TMA Board of Directors as described in Exhibit A;
  - B. Access to and use of transportation information, educational programs, and a voice the decision-making process for the TMA; and
  - C. As a public member, Member may receive services by agreement with the TMA and may also arrange to receive specific services from the TMA.
3. The TMA shall use membership fees to support:
  - A. Promotion of transit services as well as first/last mile services to transit;
  - B. Local matches of federally funded grants;
  - C. Planning, procuring, implementing and marketing of Inland Port transportation services;



- D. Collection and reporting data in order to assist the TMA in planning for new facility improvements and feasibility of new services for the Inland Port area.
- E. Participation in partnerships to plan, procure, fund, and implement new services related to transportation in and around the Inland Port.

EXECUTED by Member, signing by and through its City Manager, duly authorized to execute same by Administrative Action No. \_\_\_\_\_, approved by the City Manager, and by TMA, acting through its duly authorized official.

**MEMBER:**

APPROVED AS TO FORM:

DAVID T. RITTER

City Attorney

CITY OF LANCASTER

OPAL D. MAULDIN-JONES

City Manager

BY \_\_\_\_\_  
City Attorney

BY \_\_\_\_\_  
City Manager

DATE: \_\_\_\_\_

**INLAND PORT TRANSPORTATION MANAGEMENT ASSOCIATION,  
a Texas non-profit corporation**

Signatures \_\_\_\_\_

By: Gary C. Thomas

Title: Interim Executive Director

Date: \_\_\_\_\_

Exhibit "A"

Annual Membership Dues for Entities

<b>Public Members*</b>	<b>Educational Institutions**</b>	<b>Business Members***</b>	<b>Associate Members****</b>
Small - \$5,000	Small - \$750	Small \$500	Private Businesses - \$250
Medium - \$10,000	Large - \$2,500	Medium \$1,000	Non-Profit - \$100
Large - \$20,000		Large \$2,500	Individuals \$100
		Super \$5,000	
		VIP \$10,000	

\* Public Members

- Small – Annual budget less than \$25,000,000
- Medium – Annual budget between \$25,000,001 – \$999,999,999
- Large – Annual budget \$1 billion or above

\*\*Education Institutions

- Small – Less than 3,000 enrolled students
- Large – 3,000 enrolled students or more

\*\*\*Business Members

- Small – Less than 50 employees
- Medium –51- 499 employees
- Large-500- 1000 employees
- Super- 1001 to 5000 employees
- VIP- 5001 or more employees

\*\*\*\*Associate Members

As determined by type of entity or if individual.

Board representation – Each “class” of membership (other than members contributing \$5,000 or more a year) will have one representative on the TMA Board determined by vote of members within the class, as of November 1, 2019, and each third anniversary thereafter. That representative will have one vote and represent the class. There are 8 such classes above.

Annual members contributing \$5,000 or more a year will have a board representative and one vote on the board. There are 5 such classes above.

## LANCASTER CITY COUNCIL

### City Council Special Meeting

6.

**Meeting Date:** 08/31/2020

**Policy Statement:** This request supports the City Council 2020-2021 Policy Agenda

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

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

---

#### **Agenda Caption:**

Discuss and consider a resolution casting a vote for Trustees in Places 1, 2, 3, and 4 in the Texas Municipal League Intergovernmental Risk Pool Board of Trustees Election on the Official Ballot form; authorizing the Mayor to sign the Official Ballot.

#### **Background:**

The Texas Municipal League Intergovernmental Risk Pool is an interlocal agency that provides Texas municipalities and other units of local government with a stable source of risk financing for workers' compensation, liability, and property protection. As a member of the Texas Municipal League Intergovernmental Risk Pool, the City is entitled to vote in Board of Trustee elections.

The Board of Trustees consists of fifteen members. There are four trustee places to be voted on for this election. A brief biographic profile of each candidate is provided on the ballot which is attached. Staff received a correspondence from Jeff Synder, running for re-election for Place 3 which is also attached.

#### **Operational Considerations:**

Council may select one candidate or submit a write-in candidate for each Place. Officials on the ballot have been nominated to serve a six-year term.

#### **Legal Considerations:**

Ballots must be properly signed and reach the office of the Secretary of the Board no later than September 30, 2020, to be counted.

#### **Public Information Considerations:**

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



**Options/Alternatives:**

- 1) Select a candidate for each Place from the Official Ballot or provide a write-in candidate and authorize the Mayor to execute the Official Ballot as selected by the majority of the Council.
- 2) Take no action. The City of Lancaster is not able to cast a ballot for Trustee members without taking action through an official ballot.

**Recommendation:**

Council selects the candidate of their choice in each Place by majority vote.

**Attachments**

Resolution

Official Ballot

Synder Letter

---

**RESOLUTION NO.**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LANCASTER, TEXAS CASTING ITS VOTE FOR TRUSTEE IN PLACES 1, 2, 3, AND 4 IN THE TEXAS MUNICIPAL LEAGUE INTERGOVERNMENTAL RISK POOL BOARD OF TRUSTEES ELECTION ON THE OFFICIAL BALLOT; AUTHORIZING THE MAYOR TO EXECUTE THE OFFICIAL BALLOT; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Lancaster, Texas is eligible to vote in the Texas Municipal League Intergovernmental Risk Pool Board of Trustees Election; and,

**WHEREAS**, as a member of the Intergovernmental Risk Pool, the City of Lancaster desires to cast an Official Ballot in accordance with the requirements thereof;

**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 does hereby cast its vote for Places 1, 2, 3, and 4 for the Texas Municipal League Intergovernmental Risk Pool Board of Trustees Election as marked on the Official Ballot, which is attached hereto and incorporated herein by reference for all purposes as Exhibit "A"

**SECTION 2.** That the Mayor of the City of Lancaster, Texas is hereby authorized to execute said Official Ballot.

**SECTION 3.** 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 31st day of August, 2020.

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Sorangel O. Arenas, City Secretary

\_\_\_\_\_  
Clyde C. Hairston, Mayor

**APPROVED AS TO FORM:**

\_\_\_\_\_  
David T. Ritter, City Attorney

# **OFFICIAL BALLOT**

## **Texas Municipal League Intergovernmental Risk Pool Board of Trustees Election**

This is the official ballot for the election of Places 1 – 4 of the Board of Trustees for the Texas Municipal League Intergovernmental Risk Pool. Each Member of the Pool is entitled to vote for Board of Trustee members. Please record your organization's choices by placing an "X" in the square beside the candidate's name or writing in the name of an eligible person in the space provided. You can only vote for one candidate for each place.

The officials listed on this ballot have been nominated to serve a six-year term on the TML Intergovernmental Risk Pool (Workers' Compensation, Property and Liability) Board of Trustees. The names of the candidates for each Place on the Board of Trustees are listed in alphabetical order on this ballot.

Ballots must reach the office of David Reagan, Secretary of the Board, no later than September 30, 2020. Ballots received after September 30, 2020, cannot be counted. **The ballot must be properly signed, and all pages of the ballot must be mailed to:**

**Trustee Election  
David Reagan, Secretary of the Board  
P.O. Box 149194  
Austin, Texas 78714-9194**

**If the ballot is not signed, it will not be counted.**



**PLACE 1**

- ☐ **Robert T. Herrera** (Incumbent). City Manager, City of Cibolo (Region 7) since 2012. Mr. Herrera served as City Manager of Hondo, Texas from 2003 to 2012 and as City Manager of La Porte from 1986 to 2002. He has served other Texas cities, including management positions with the cities of San Marcos, Missouri City, and Woodway. Mr. Herrera has been a Board member of the TML Intergovernmental Risk Pool since 1993 and has served as Chair and Vice Chair of the Board. He also served as Chair of the Finance-Information Technology Committee and the Underwriting-Claims Committee of the TML Intergovernmental Risk Pool.

**WRITE IN CANDIDATE:**

---

## PLACE 2

- ☐ **Chris Armacost.** City Commissioner for the City of Hitchcock (Region 14). Mr. Armacost is Director of Technology, Transportation, Facilities, and Operations for the Hitchcock Independent School District. He serves on the Hitchcock Education Foundation and Hitchcock Chamber of Commerce. He is the president of the Hitchcock Little League Baseball Association and coached several teams. Mr. Armacort has been awarded the Hitchcock Chamber President Award and the Above and Beyond Citizen Award from the Hitchcock ISD. He has obtained a Certified Municipal Official certification from TML.
- ☐ **John W. (Buzz) Fullen** (Incumbent). Mayor of the City of Henderson since 2019 and from 2004 to 2012 (Region 15). Mr. Fullen also served as a Commissioner of the Henderson Housing Authority from 2011 to 2019 and is now ex-officio on same. He currently serves on the Henderson Main Street Board (2004–present), Henderson Civic Center Board (2003–present), and the Henderson ETMC Hospital Diabetes Board (2009–present). He has been a Board member of the TML Intergovernmental Risk Pool since 2010, during which time he served as Chair (2018-2020) and Vice Chair (2016-2018).

**WRITE IN CANDIDATE:**

---

### PLACE 3

- ☐ **George Hyde.** City Attorney for the City of Wauwaga (Region 8). Mr. Hyde is a partner in the law firm Russell Rodriguez Hyde Bullock, LLP, located in Georgetown. He is a member of and holds Merit Certification in Municipal Law from the Texas City Attorneys Association. He has served as City Attorney for ten other cities across Texas, since 2003. He has also served local governments in various public safety positions within Fire Departments, Parks Departments, and Police Departments. During his tenure as a peace officer, Mr. Hyde received the Texas Commission on Law Enforcement Educational Achievement Award for exceeding normal expectations in job performance.
- ☐ **Roy E. Maynor.** City Alderman, Position 3, for the City of West Columbia (Region 14). He has been an elected official of West Columbia since 2013. Mr. Maynor is a Life Safety Systems Specialist for Vallen Safety Services and a member of Gulf Coast Christian Church. He is also part-owner of Grit Fitness in West Columbia. He and his wife, Rachel, have two children.
- ☐ **Jeffrey Snyder** (Incumbent). City Manager for the City of Plainview (Region 2). He previously served as the Assistant City Manager for Plainview and as the City Manager for Idalou. Mr. Snyder graduated from West Texas A&M University and obtained a Master of Public Administration from Texas Tech University. He is a member of the International City Management Association (ICMA) and TCMA. He is a graduate of the Public Executive Institute through the University of Texas and is a credentialed manager through ICMA. He has been a Board member of the TML Intergovernmental Risk Pool since 2018 and served on various committees with TML, TCMA and ICMA and as past president of the Panhandle City Management Association.

**WRITE IN CANDIDATE:**

---



#### PLACE 4

- ☐ **Robert S. Hauck** (Incumbent). City Manager for the City of Tomball (Region 14), a position he has held since April 2018. He began his full-time career in public service with the Los Angeles Police Department in 1988. In 2008, Mr. Hauck retired from the LAPD and joined the City of Tomball, where he has served as Chief of Police, Assistant City Manager, and now City Manager. Mr. Hauck holds a Bachelor of Arts degree in Business Administration, and a Master of Science degree in Management. He has been a Board member of the TML Intergovernmental Risk Pool since 2019. Mr. Hauck and his wife Kathleen have three children – Lauren, Conner, and Madeline.
- ☐ **Dave Martin**. City Councilmember and current Mayor Pro Tem for the City of Houston (Region 14). Mr. Martin serves as Chair of the City Council Budget and Fiscal Affairs Committee. He previously served on the Humble ISD Board of Trustees and as Secretary/Treasurer of the Board of Directors for the Harris County Houston Sports Authority. Mr. Martin is a Managing Director of Marsh & McLennan Companies, Inc., the largest Global Risk Management firm. Previously he worked for two “Big Four” accounting firms, PricewaterhouseCoopers, LLP and Ernst & Young, LLP.
- ☐ **Kimberly Meisner**. Executive Director for General Operations for Kerrville (Region 7), overseeing Human Resources, Municipal Court, Public Library, Public Information, the Senior Services Advisory Committee, and the Kerrville Area Youth Leadership Academy. Ms. Meisner has over 23 years of public service, which includes serving Kerrville and La Porte. She is a member of the TCMA, International Public Management Association for Human Resources (IPMA-HR), Society for Human Resource Management (SHRM), and is a former President of the Bay Area Human Resource Management Association. She has a Master’s degree in Public Administration and is an IPMA-HR Senior Certified Professional and a SHRM Certified Professional.
- ☐ **Sean Overeynder**. City Manager for the City of Lamesa, Texas (Region 3). Sean Overeynder began his career in local government administration in August 2014 in Economic Development, working for various public and private organizations. He has held the position of City Manager for the City of Lamesa since March 2020. Prior to becoming the City Manager, he was appointed as the Economic Development Director for the City of Lamesa on August 27, 2018.

**WRITE IN CANDIDATE:**

---

## **Certificate**

I certify that the vote cast above has been cast in accordance with the will of the majority of the governing body of the public entity named below.

Witness my hand, this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Signature of Authorized Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Printed Name of Authorized Official

\_\_\_\_\_  
Printed Name of Political Entity



**PLAINVIEW, TX**  
*explore the opportunities*

**RECEIVED** AUG 26 2020

August 21, 2020

Opal Mauldin-Jones, City Manager  
City of Lancaster  
PO Box 940  
Lancaster, TX 75146-0000

RE: Jeffrey Snyder, Place 3  
TML Intergovernmental Risk Pool Board of Trustee Election

Dear Opal Mauldin-Jones:

You have recently received your Official Ballot to elect Board of Trustees for the Texas Municipal League Intergovernmental Risk Pool (IRP). I am running for re-election for Place 3 and I would sincerely appreciate your vote and support.

For over 40 years, the mission of the TMLIRP has been to provide Texas cities and other units of local government with a stable source of risk financing and loss prevention services at the lowest cost consistent with sound business practices. Today, the Pool provides coverage for over 96% of Texas's local governments (almost 2,800 members); over 165,000 public servants; and over \$25.0 billion in governmental property. In addition, the TMLIRP provides their members with Loss Prevention Training Programs at no additional cost throughout all regions of the State.

The financial position of the Pool remains strong, with Members' Equity projected to end the fiscal year at \$382 million. As a result, the Pool authorized a \$5.5 million equity return to the membership with over \$4.0 million in the form of a "Partnership Equity Return" providing immediate support for the Pool's members during these challenging times and earmarked \$1.5 million for a Cyber Defense and Resiliency Grant Program for members.

The City Council of Plainview and the TMLIRP Board have nominated me for your consideration for Place 3 on the Board of Trustees. It has been an honor to represent you and I look forward to continue serving you – the cities and other local governments of Texas in this office. I would appreciate your vote and continuing support. Thank you.

Truly,

Jeffrey Snyder  
City Manager