



AGENDA

Lucas City Council Regular Meeting June 4, 2015 7:00 PM

**City Hall – Council Chambers
665 Country Club Road – Lucas, Texas**

Notice is hereby given that a City of Lucas Regular City Council Meeting will be held on Thursday, June 4, 2015 at 7:00 pm at Lucas City Hall, 665 Country Club Road, Lucas, Texas, 75002-7651 at which time the following agenda will be discussed. As authorized by Section 551.071 of the Texas Government Code, the City Council may convene into closed Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any item on the agenda at any time during the meeting.

Call to Order

- Roll Call
- Determination of Quorum
- Reminder to turn off or silence cell phones
- Pledge of Allegiance

Citizens' Input

The Citizens' Input portion of the agenda is an opportunity for the public to address the City Council on any subject. By completing a "Request to Speak" form and submitting it to the City Secretary, citizens have an opportunity to speak at the City Council meeting. However, in accordance with the Texas Open Meetings Act, the City Council cannot discuss issues raised or make any decisions at this time but may refer items to City Staff for research and possible inclusion on a future agenda.

1. Citizens' Input [**Mayor Jim Olk**]

Community Interest

Pursuant to Section 551.0415 of the Texas Government Code, the City Council may report on the following items 1) expression of thanks, congratulations or condolences; 2) information about holiday schedules; 3) recognition of individuals; 4) reminders about upcoming City Council events; 5) information about community events; and 6) announcements involving imminent threat to public health and safety.

2. Fire Department Promotion Ceremony: Promotion of Captain Gary Johnson to Chief Engineer and promotion of Lieutenant Lance Gant to Battalion Chief. [**Fire Chief Jim Kitchens**]

Consent Agenda

All items listed under the consent agenda are considered routine and are recommend to the City Council for a single vote approval. If discussion is desired, an item may be removed from the consent agenda for a separate vote.

3. Consider approval of the minutes of the May 18, 2015 and May 21, 2015 City Council meetings. [**City Secretary Stacy Henderson**]
4. Consider approving Resolution R-2015-06-00435 amending the authorized signatory representatives for Lone Star Investment Pool. [**City Secretary Stacy Henderson**]
5. Consider approving Resolution R-2015-06-00433 amending the authorized signatory representatives for Local Government Investment Cooperative. [**City Secretary Stacy Henderson**]
6. Consider approving Resolution R-2015-06-00427 amending the authorized signatory representatives for TexPool. [**City Secretary Stacy Henderson**]
7. Consider approving Resolution R-2015-06-0434 amending the authorized signatory representatives for American Bank. [**City Secretary Stacy Henderson**]

Public Hearings

No public hearings are scheduled for this meeting.

Regular Agenda

8. Consider approval an Interlocal Cooperative Agreement between the City of Lucas and Seis Lagos Utility District regarding the provision of fire and emergency medical services commencing on October 1, 2015 and authorize the Mayor to execute the agreement. [**City Manager Joni Clarke**]
9. Consider submitting an application to the Collin County Parks and Open Space Project Funding Assistance Program for a matching grant for a trail head on East Winningkoff Road adjacent to the City's existing water tower. [**Development Services Director Joe Hilbourn**]
10. Consider approval of the Service Tree Program process to identify recipients to honor who have provided extraordinary service to the Community. [**Mayor Pro Tem Peele and Councilmember Fisher**]
11. Consider setting the date and time for the next public meeting regarding the Collector Street Project and provide guidance to staff. . [**City Manager Joni Clarke**]

Executive Session

The City Council may convene in a closed Executive Session pursuant to Chapter 551.071 of the Texas Government Code.

An Executive Session is not scheduled for this meeting.

12. Adjournment.

Certification

I hereby certify that the above notice was posted in accordance with the Texas Open Meetings Act on the bulletin board at Lucas City Hall, 665 Country Club Road, Lucas, TX 75002-7651 and on the City's website at www.lucastexas.us on or before 5:00 p.m. on Friday, May 29, 2015.

Stacy Henderson, City Secretary

In compliance with the American with Disabilities Act, the City of Lucas will provide for reasonable accommodations for persons attending public meetings at City Hall. Requests for accommodations or interpretive services should be directed to Stacy Henderson at 972.912.1211 or by email at shenderson@lucastexas.us at least 48 hours prior to the meeting.



City of Lucas Council Agenda Request June 4, 2015

Requester: Mayor Jim Olk

Agenda Item:

Citizen Input

Background Information:

NA

Attachments/Supporting Documentation:

NA

Budget/Financial Impact:

NA

Recommendation:

NA

Motion:

NA



City of Lucas Council Agenda Request June 4, 2015

Requester: Fire Chief Jim Kitchens

Agenda Item:

Items of Community Interest:

Fire Department Promotion Ceremony: Promotion of Captain Gary Johnson to Chief Engineer and promotion of Lieutenant Lance Gant to Battalion Chief.

Background Information:

A "Badge Pinning" Ceremony has been a long standing tradition for promotions within the Fire Department. Ceremonies have been conducted in the past at the Fire Station, but the Fire Department would like to move this tradition to a more formal setting and be part of the City Council meetings. Chief Kitchens, or his designee, will lead the ceremony and a spouse, family member, or someone close to the recipient will have the honor of actually pinning the new badge on the firefighter being promoted. Captain Johnson will be promoted to Chief Engineer and Lieutenant Gant will be promoted to Battalion Chief. Both are volunteer positions.

Attachments/Supporting Documentation:

NA

Budget/Financial Impact:

N/A

Recommendation:

NA

Motion:

NA



City of Lucas
Council Agenda Request
June 4, 2015

Item No. 03-04-05-06-07

Requester: City Secretary Stacy Henderson

Agenda Item:

Consent Agenda:

3. Consider approval of the minutes of the May 18, 2015 and May 21, 2015 City Council meetings.
4. Consider approving Resolution R-2015-06-00435 amending the authorized signatory representatives for Lone Star Investment Pool.
5. Consider approving Resolution R-2015-06-00433 amending the authorized signatory representatives for Local Government Investment Cooperative.
6. Consider approving Resolution R-2015-06-00427 amending the authorized signatory representatives for TexPool.
7. Consider approving Resolution R-2015-06-0434 amending the authorized signatory representatives for American Bank.

Background Information:

NA

Attachments/Supporting Documentation:

1. Minutes of the May 18, 2015 and May 21, 2015 City Council meeting.
2. Resolution R-2015-06-00435 Lone Star Investment Pool.
3. Resolution R-2015-06-00433 Local Government Investment Cooperative.
4. Resolution R-2015-06-00427 TexPool.
5. Resolution R-2015-06-00434 American Bank

Budget/Financial Impact:

NA

Recommendation:

Approve the Consent Agenda as presented.

Motion:

I make a motion to approve/deny the Consent Agenda as presented.



City Council Special Meeting
May 18, 2015
8:00 AM
City Hall - 665 Country Club Road – Lucas Texas
Minutes

Call to Order

Mayor Mark called the meeting to order at 8:19 a.m.

Council Members Present:

Mayor Rebecca Mark
Councilmember Debbie Fisher
Councilmember Jim Olk
Councilmember Steve Duke

Council Member Absent:

Mayor Pro Tem Kathleen Peele
Councilmember Wayne Millsap
Councilmember Philip Lawrence

Staff:

City Manager Joni Clarke
City Secretary Stacy Henderson

It was determined that a quorum was present.
Everyone was reminded to turn off or silence cell phones.
Councilmember Olk led the Pledge of Allegiance.

Regular Agenda

- 1. Consider approval of Resolution R-2015-05-00432 of the City Council of the City of Lucas, Texas canvassing the returns and certifying the results of the General and Special Election of the City of Lucas held on May 9, 2015 for the purpose of electing Mayor, Councilmember Seat 2, Councilmember Seat 3 and Councilmember Seat 4; and providing for an effective date.**

MOTION: A motion was made by Councilmember Fisher, seconded by Councilmember Olk to approve Resolution R-2015-05-00432 of the City Council of the City of Lucas, Texas canvassing the returns and certifying the results of the General and Special Election of the City of Lucas held on May 9, 2015 for the purpose of electing Mayor, Councilmember Seat 2, Councilmember Seat 3 and Councilmember Seat 4; and providing for an effective date. The motion passed unanimously by a 4-0 vote.

Executive Session

No Executive Session was scheduled for this meeting.

2. Adjournment.

MOTION: A motion was made by Councilmember Olk, seconded by Councilmember Fisher to adjourn the meeting at 8:20 a.m. The motion passed unanimously by a 4-0 vote.

APPROVED:

Jim Olk, Mayor

ATTEST:

Stacy Henderson, City Secretary



City Council Meeting
May 21, 2015
7:00 PM
City Hall - 665 Country Club Road – Lucas Texas
Minutes

Call to Order

Mayor Mark called the meeting to order at 7:00p.m.

Council Members Present:

Mayor Rebecca Mark
Mayor Pro Tem Kathleen Peele
Councilmember Debbie Fisher
Councilmember Jim Olk
Councilmember Steve Duke
Councilmember Wayne Millsap
Councilmember Philip Lawrence

Council Member Absent:

Council Member Tim Baney

Staff:

City Manager Joni Clarke
City Attorney Joe Gorfida
Public Works Director Stanton Foerster
Development Services Director Joe Hilbourn
Fire Chief Jim Kitchens
Finance Director Liz Exum
City Secretary Stacy Henderson

It was determined that a quorum was present.
Everyone was reminded to turn off or silence cell phones.
Mayor Mark led the Pledge of Allegiance.

- 1. Administer the Statement of Officer, Oath of Office and Certificate of Election to incoming candidates for Mayor, Council Member Seat 3 and Council Member Seat 4 and conduct appreciation event and presentations.**

City Secretary Stacy Henderson administered the Oath of Office, Statement of Officer and Certificate of Elections to Mayor Jim Olk, Council Member Steve Duke and Council Member Phil Lawrence.

Mayor Mark presented a gavel to incoming Mayor Jim Olk and made remarks regarding her time as Mayor.

Mayor Olk gave a presentation and City Manager Joni Clarke and City staff presented items to Mayor Mark.

Mayor Olk recessed the meeting at 7:18pm for a reception for Mayor Mark.

Mayor Olk reconvened the regular meeting at 7:42pm.

Citizen Input

2. Citizen Input

There was no citizen input.

Community Interest

3. Presentation of Proclamation declaring the month of May as Motorcycle Awareness Month.

Mayor Olk presented the Proclamation declaring May as Motorcycle Awareness Month.

Consent Agenda

The following items were considered as part of the Consent Agenda.

4. Consider approval of the minutes of the May 7, 2015 City Council meeting.
5. Consider authorizing the City Manager to enter into a Master Agreement between the City of Lucas and the Cleaning Guys, LLC in the amount of \$1,729.92 for the upgrade of gas detection equipment, lease of new equipment, and training and maintenance of all gas detection equipment.

MOTION: A motion was made by Mayor Pro Tem Peele, seconded by Councilmember Duke to approve the Consent Agenda as presented. The motion passed unanimously by a 6-0 vote.

Regular Agenda

6. Consider the appointment of Mayor Pro Tem to serve a one year term beginning June 1, 2015 and ending May 31, 2016.

MOTION: A motion was made by Councilmember Lawrence, seconded by Councilmember Duke to appoint Kathleen Peele as Mayor Pro Tem. The motion passed unanimously by a 6-0 vote.

7. Consider requesting the City Manager to develop a new process for properties impacted by the acquisition of right-of-way by a governmental agency to remain in compliance with zoning requirements.

A presentation was given by Public Works Director Stanton Foerster discussing current ordinance standards relating to taking necessary right-of-way, costs associated with acquiring right-of-way from property owners and potential nonconforming zoning.

Mayor Olk and Councilmember Fisher suggested leaving standards as they were currently and making no changes at this time.

8. Discuss using the Community Center for City business activities.

The City Council discussed the Community Center being used for various City Hall activities related to the community. The Council discussed allowing voting at the Community Center as a service to the citizens and did not want to have any regulations in place at this time regarding potential conflicts. City Manager Clarke stated that staff would ensure to honor any event that was reserved by a citizen. Mayor Olk suggested to waiting at this time before any regulations are put in place.

9. Discuss holding a Town Hall meeting during the month of June to discuss the Comprehensive Plan update. [City Manager Joni Clarke]

Peggy Rusterholtz, Chairman of the Planning and Zoning Commission stated that at the May 9, 2015 Planning and Zoning Commission meeting, the Commission suggested holding a Town Hall meeting in order to get more involvement from the community.

The Council discussed placing information on the website and in the newsletter in order to notify the residents of the upcoming meeting.

MOTION: A motion was made by Councilmember Millsap, seconded by Councilmember Fisher to hold a Town Hall meeting on June 7, 2015 at 2:00pm. The motion passed by a 6-0 vote.

Executive Session

No Executive Session was scheduled for this meeting.

10. Adjournment.

MOTION: A motion was made by Councilmember Millsap, seconded by Councilmember Lawrence to adjourn the meeting at 8:26 p.m. The motion passed unanimously by a 6-0 vote.

APPROVED:

Jim Olk, Mayor

ATTEST:

Stacy Henderson, City Secretary



Authorized Representative Add Form

Name of Participant City of Lucas

Addition of Authorized Representative

The following officers, officials, or employees of the Participant are hereby designated as Authorized Representatives within the meaning of the Inter-local Agreement (Agreement), with full power and authority to execute the Agreement and any other documents, as may be required to deposit money to and withdraw money from the Participant's Lone Star Investment Pool (Lone Star) account from time to time in accordance with the Agreement and the Information Statement and take all other actions deemed necessary or appropriate for the investment of local funds of the Participant:

Table with 4 columns: Printed Name, Title, E-mail address, Signature. Rows include Jim Olk (Mayor), Liz Exum (Finance Director), and Joni Clarke (City Manager).

In accordance with Lone Star procedures, an Authorized Representative shall promptly notify Lone Star of any changes in who is serving as Authorized Representative.

In addition to the foregoing Authorized Representative, each Investment Officer of Lone Star appointed by the Lone Star Investment Pool Board of Trustees from time to time is hereby designated as an investment officer of the Government Entity and, as such, shall have responsibility for investing the share of Lone Star assets representing local funds of the Government Entity.

PASSED AND APPROVED this 4th day of June, 2015.

By:

By:

Jim Olk - Mayor

Stacy Henderson - City Secretary

Printed Name, Chief Executive Officer

Printed Name, City Clerk

State of Texas,

County of Collin

Before me, on this day personally appeared Jim Olk and Stacy Henderson known to me (or proved to me on the oath of or through to be the person(s) whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

me on the oath of or through to be the person(s) whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

me on the oath of or through to be the person(s) whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this day of , 200.

(Personalized Seal)

Notary Public's Signature

Resolution R-2015-06-00433

[Logic Signatories]

RESOLUTION CHANGING AUTHORIZED REPRESENTATIVES FOR LOCAL GOVERNMENT INVESTMENT COOPERATIVE

WHEREAS, the City of Lucas
(the "Government Entity") by authority of that certain Local Government Investment Cooperative Resolution R 2015-06-00433 (the "Resolution") has entered into that certain Interlocal Agreement (the "Agreement") and has become a participant in the public funds investment pool created thereunder known as Local Government Investment Cooperative ("LOGIC");

WHEREAS, the Resolution designated on one or more "Authorized Representatives" within the meaning of the Agreement;

WHEREAS, the Government Entity now wishes to update and designate the following persons as the "Authorized Representatives" within the meaning of the Agreement;

NOW, THEREFORE, BE IT RESOLVED:

The following officers, officials or employees of the Government Entity are hereby designated as "Authorized Representatives" within the meaning of the Agreement, with full power and authority to: deposit money to and withdrawal money from the Government Entity's LOGIC account or accounts from time to time in accordance with the Agreement and the Information Statement describing the Agreement and to take all other actions deemed necessary or appropriate for the investment of funds of the Government Entity in LOGIC:

1. Name:	<u>Jim Olk</u>	Title:	<u>Mayor</u>
Signature:	_____	Phone:	<u>972.727.8999</u>
		Email:	<u>jolk@lucastexas.us</u>
2. Name:	<u>Kathleen Peele</u>	Title:	<u>Mayor Pro Tem</u>
Signature:	_____	Phone:	<u>972.727.8999</u>
		Email:	<u>kpeelee@lucastexas.us</u>
3. Name:	<u>Joni Clarke</u>	Title:	<u>City Manager</u>
Signature:	_____	Phone:	<u>972.727.8999</u>
		Email:	<u>jclarke@lucastexas.us</u>
4. Name:	<u>Liz Exum</u>	Title:	<u>Finance Director</u>
Signature:	_____	Phone:	<u>972.727.8999</u>
		Email:	<u>lexum@lucastexas.us</u>

{REQUIRED} PRIMARY CONTACT: List the name of the Authorized Representative listed above that will be designated as the Primary Contact and will receive all LOGIC correspondence including transaction confirmations and monthly statements

Name: Liz Exum

{OPTIONAL} INQUIRY ONLY CONTACT: In addition, the following additional Participant representative (*not listed above*) is designated as an ***Inquiry Only*** Representative authorized to obtain account information:

Name: Stacy Henderson Title: City Secretary

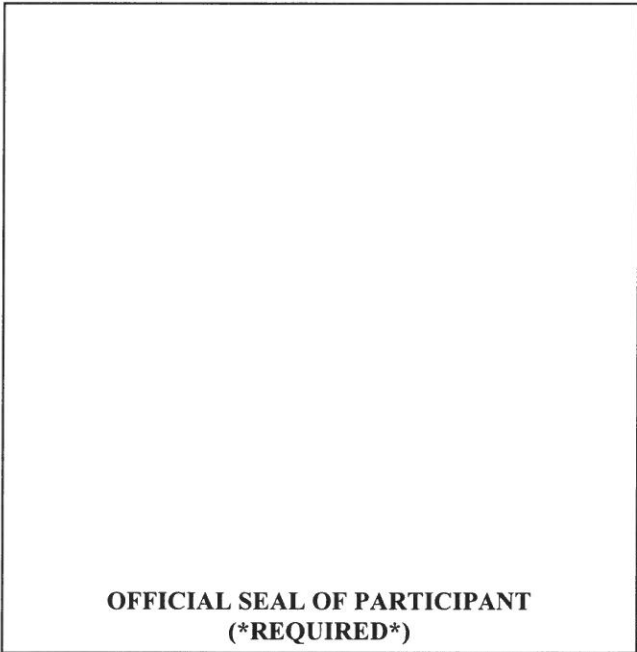
Signature: _____ Phone: 972.727.8999

Email: shenderson@lucastexas.us

Applicant may designate other authorized representatives by written instrument signed by an existing Applicant Authorized Representative or Applicant’s chief executive officer.

The foregoing supersedes and replaces the Government Entity’s previous designation of officers, officials or employees of the Government Entity as Authorized Representatives under the Agreement pursuant to paragraph 4 of the Resolution. Except as hereby modified, the Resolution shall remain in full force and effect.

PASSED AND APPROVED this 4th day of June, 2015.



City of Lucas

(NAME OF ENTITY/APPLICANT)

SIGNED BY: _____
(Signature of official)

Jim Olk, Mayor

(Printed name and title)

ATTESTED BY: _____
(Signature of official)

Stacy Henderson, City Secretary

(Printed name and title)

LOGIC strongly recommends that the Personal Identification Number (PIN) be changed if there is a change in “Authorized Representatives”. Please include a request to change the PIN number when sending the “Amending Resolution” to LOGIC.

RESOLUTION R-2015-06-00427
TexPool Signatories



RESOLUTION AMENDING
AUTHORIZED REPRESENTATIVES

WHEREAS, City of Lucas - 79174

(Participant Name & Location Number)

("Participant") is a local government of the State of Texas and is empowered to delegate to a public funds investment pool the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

WHEREAS, it is in the best interest of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act; and

WHEREAS, the Texas Local Government Investment Pool ("TexPool/ Texpool *Prime*"), a public funds investment pool, were created on behalf of entities whose investment objective in order of priority are preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act.

NOW THEREFORE, be it resolved as follows:

- A. That the individuals, whose signatures appear in this Resolution, are Authorized Representatives of the Participant and are each hereby authorized to transmit funds for investment in TexPool / TexPool *Prime* and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.
- B. That an Authorized Representative of the Participant may be deleted by a written instrument signed by two remaining Authorized Representatives provided that the deleted Authorized Representative (1) is assigned job duties that no longer require access to the Participant's TexPool / TexPool *Prime* account or (2) is no longer employed by the Participant; and
- C. That the Participant may by Amending Resolution signed by the Participant add an Authorized Representative provided the additional Authorized Representative is an officer, employee, or agent of the Participant;

List the Authorized Representatives of the Participant. Any new individuals will be issued personal identification numbers to transact business with TexPool Participant Services.

1. Name: Joni Clarke Title: City Manager
Phone/Fax/Email: Phone (972.727.8999) Fax (972.727.0091) Email - jclarke@lucastexas.us
Signature: _____

2. Name: Liz Exum Title: Finance Director
Phone/Fax/Email: Phone (972.727.8999) Fax (972.727.0091) Email - lexum@lucastexas.us
Signature: _____

ORIGINAL SIGNATURE AND DOCUMENT REQUIRED

TEX – REP

3. Name: Jim Olk Title: Mayor
Phone/Fax/Email: Phone (972.727.8999) Fax 972.727.0091 Email - jolk@lucastexas.us
Signature: _____

4. Name: Kathleen Peele Title: Mayor Pro Tem
Phone/Fax/Email: Phone (972.727.8999) Fax (972.727.0091) Email - kpee@lucastexas.us
Signature: _____

List the name of the Authorized Representative listed above that will have primary responsibility for performing transactions and receiving confirmations and monthly statements under the Participation Agreement.

Name Liz Exum

In addition and at the option of the Participant, one additional Authorized Representative can be designated to perform only inquiry of selected information. This limited representative cannot perform transactions. If the Participant desires to designate a representative with inquiry rights only, complete the following information.

5. Name: Stacy Henderson Title: City Secretary
Phone/Fax/Email: Phone (972.727.8999) Fax (972.727.0091) Email - shenderson@lucastexas.us

D. That this Resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant, and until TexPool Participant Services receives a copy of any such amendment or revocation. This Resolution is hereby introduced and adopted by the Participant at its regular/special meeting held on the 4th day June, 2015.

Document is to be signed by your Board President, Mayor or County Judge and attested by your Board Secretary, City Secretary or County Clerk.

NAME OF PARTICIPANT: City of Lucas

SIGNED: _____
Signature
Jim Olk
Printed Name
Mayor
Title

ATTEST: _____
Signature
Stacy Henderson
Printed Name
City Secretary
Title

This document supersedes all prior Authorized Representative designations.

RESOLUTION R-2015-06-00434
[American Bank Signatories]

CITY OF LUCAS, COLLIN COUNTY, TEXAS

American National Bank—Referred to as “Financial Institution” **City of Lucas**—Referred to in this document as the “City”

I, Stacy Henderson, certify that I am Secretary (clerk) of the above named City under the laws of State of Texas, Federal Employer ID Number: 75-1707179, and that the resolutions on this document are a correct copy of the resolutions adopted at a meeting of the Lucas City Council, duly and properly called and held on June 4, 2015. These resolutions appear in the minutes of this meeting and have not been rescinded or modified.

AGENTS Any agent listed below, subject to any written limitations is authorized to exercise the powers granted as indicated below:

	Name and Title	Signature	Facsimile Signature (if used)
A.	Mayor Jim Olk	_____	_____
B.	Mayor Pro Tem Kathleen Peele	_____	_____
C.	Councilmember Debbie Fisher	_____	_____
D.	City Manager Joni Clarke	_____	_____
E.	City Secretary Stacy Henderson	_____	_____
E.	Finance Director Liz Exum	_____	_____

	Powers Granted:	Indicate number of signatures required
_____	(1) Exercise all of the powers listed in this resolution	_____
<u> X </u>	(2) Open any deposit or share account(s) in the name of the City	<u> 2 </u>
<u> X </u>	(3) Endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with this Financial Institution.	<u> 2 </u>
<u> X </u>	(4) Borrow money on behalf and in the name of the City, sign, execute and deliver promissory notes or other evidence of indebtedness.	<u> 2 </u>

- X (5) Endorse, assign, transfer, mortgage or pledge bills receivable, warehouse receipts, bills of lading, stocks, bonds, real estate, or other property now owned or hereafter owned or acquired by the City as security for sums borrowed and to discount the same, unconditionally and to waive demand, presentment, protest, notice of protest and notice of non-payment. 2
- X (6) Enter into a written lease for the purpose of renting, maintaining, accessing and terminating a Safe Deposit Box in this Financial Institution. 2
- (7) Other _____

LIMITATIONS OF POWERS-The following are the City’s express limitations of the powers granted under this Resolution.

EFFECT OF PREVIOUS RESOLUTIONS-This Resolution supersedes any Resolution dated prior to June 4, 2015 assigning such powers.

CERTIFICATION OF AUTHORITY

I further certify that the City has and at the time of adoption of this Resolution had, full power and lawful authority to adopt this Resolution and to confer the powers granted above to the persons names that have full power and lawful authority to exercise the same.

City of Lucas is a non-profit organization

Stacy Henderson, City Secretary

Attest: Jim Olk, Mayor

Attest: Cheryl Meehan
State of Texas Notary



City of Lucas Council Agenda Request June 4, 2015

Requester: City Manager Joni Clarke

Agenda Item:

Consider approval an Interlocal Cooperative Agreement between the City of Lucas and Seis Lagos Utility District regarding the provision of fire and emergency medical services commencing on October 1, 2015 and authorize the Mayor to execute the agreement.

Background Information:

The City Council held a special meeting on Tuesday, February 24, 2015 and approved entering into an Interlocal Cooperative Agreement between the City of Lucas and Seis Lagos Utility District regarding fire and emergency medical services through September 30, 2015. Both parties were interested in exploring whether an agreement could be reached for future years. Fire Chief Jim Kitchens and City Manager Joni Clarke met with Vice-President of the Seis Lagos Utility District (SLUD) Board of Directors, Brett Faucett, on March 9, 2015, to review some possible elements of a proposed agreement. The City Council met on April 2, 2015 to provide feedback and guidance on a proposed agreement prepared by the City Attorney and authorized sending the proposed agreement to the Seis Lagos Utility District Board for consideration. At the May 18, 2015 Seis Lagos Utility District Board of Directors meeting, the Board took action to approve the proposed agreement with some recommended minor non-substantive revisions suggested by the Seis Lagos Utility District's attorney. The City Attorney and City Manager reviewed the proposed changes and did not have any concerns. Those changes included:

- Defined Emergency Services in the second "Whereas" clause by referring to Section 1.1.
- Section 2.3 inserted the term "business" before days to allow 15 business days to tender payment after final notice.
- Section 3.1 for clarification purposes provided an example of how to calculate the annual contract amount. (The method did not change from the method approved in the Agreement presented to City Council on April 2, 2015.)

In addition, a request was presented to staff to allow for an alternate payment schedule for the first year (October 1, 2015 through September 30, 2016) that would allow Seis Lagos Utility District pay $\frac{1}{4}$ of the annual amount by October 1, another $\frac{1}{4}$ of the annual amount by January 1 and the remaining balance to be paid by April 1 to allow for modifications in the Seis Lagos Utility District's budgeting process.



City of Lucas Council Agenda Request June 4, 2015

Requester: City Manager Joni Clarke

Attachments/Supporting Documentation:

1. Proposed Interlocal Cooperation Agreement between the City of Lucas and Seis Lagos Utility District commencing on October 1, 2015.

Budget/Financial Impact:

The proposed Interlocal Cooperation Agreement would generate approximately \$250,000 in revenue for the benefit of the City's general fund.

Recommendation:

Staff recommends approval of the Interlocal Cooperation Agreement and a modification to the payment schedule for the first year.

Motion:

I move to approve/deny the Interlocal Cooperation Agreement between the City of Lucas and Seis Lagos Utility District commencing on October 1, 2015, and allow for an alternate payment schedule for the first year of $\frac{1}{4}$ of the annual amount due by October 1, another $\frac{1}{4}$ of the annual amount due by January 1 and the remaining balance to be paid by April 1 and authorize the Mayor to execute the agreement.

STATE OF TEXAS §
 § **INTERLOCAL COOPERATION AGREEMENT**
COUNTY OF COLLIN §

This Interlocal Cooperation Agreement (“Agreement”) is made and entered into by and between the City of Lucas, Texas, (“City”) and the Seis Lagos Utility District (“Seis Lagos”), (each a “Party” and collectively the “Parties”), acting by and through their authorized officers.

RECITALS:

WHEREAS, the Parties previously entered into that certain Interlocal Cooperation Agreement for Emergency Services dated February 24, 2015 (the “Agreement”);

WHEREAS, the Parties desire to enter into a new Interlocal Cooperation Agreement for the purposes of providing Emergency Services (as defined in Section 1.1 below) to the District and to provide for an annual compensation rate for Emergency Services; and

WHEREAS, Chapter 791 of the Texas Government Code provides authorization for local governments to contract with one another to provide for Emergency Services; and

WHEREAS, the Parties further desire to secure the benefits of the protection of life and property from fire or explosion by entering into this Agreement for establishing investigative resources to conduct the cause and origin investigation of fires and explosions to perform any latent criminal investigations resulting from said fires or explosions; and

WHEREAS, each Party shall make the payments required under this Agreement from current available revenue;

NOW THEREFORE, in consideration the foregoing and on the terms and conditions hereinafter set forth, and for other valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

Article I
Firefighting and Emergency Services

1.1 Upon the request of Seis Lagos or upon receipt of a call for Emergency Services within the scope of services to be provided hereunder, City shall, based upon availability, dispatch firefighting, emergency medical service, disaster support, and related equipment and personnel (“Emergency Services”) to any point designated within the territorial limits of Seis Lagos. The details as to the amounts and types of assistance to be dispatched and/or employed, methods of dispatching and communications, personnel training and operations procedures shall be within the discretion of the Fire Chief of the City of Lucas.

1.2 The dispatch of equipment and personnel pursuant to this Agreement is subject to the following conditions:

- (a) City shall extend its 911 emergency call and dispatch system to Seis Lagos;
- (b) City will provide the same level and quality of service in performing the terms of this Agreement as are provided in the corporate boundaries of the City. Nothing contained in this Agreement, however, shall require City to construct new facilities, purchase new equipment or retain additional personnel where, in the discretion of the Fire Chief and/or City Manager sufficient equipment, personnel and facilities exist or are available to accommodate appropriate levels of readiness and protection. City does not guaranty the effectiveness or quality of service and expressly disclaims any warranties, implied or otherwise, regarding effectiveness or quality; and
- (c) Seis Lagos agrees to provide City with a copy of the latest official map of Seis Lagos following execution of, and for the duration of, this Agreement.

Article II Term and Termination

2.1 This Agreement shall begin on October 1, 2015 (“Effective Date”) and shall continue through September 30, 2016. This Agreement shall automatically renew on October 1 of each year (the “Renewal Date”) for five (5) additional one (1) year terms unless Seis Lagos provides written notice of their intent not to renew within One Hundred Twenty (120) days in advance of the renewal date.

2.2 Except as provided in Section 2.3, either Party may terminate this Agreement by giving the other Party 160 days advance written notice of its intent to terminate.

2.3 If Seis Lagos fails to make the Annual Contract Amount payments as provided in Article III, City may terminate this Agreement after providing written notice to Seis Lagos that payment has not been received; and, if Seis Lagos fails to tender payment within fifteen (15) business days of receipt of said notice, the City shall send written notice that the Agreement has been terminated.

Article III Costs for Services

3.1 Seis Lagos agrees to pay City an Annual Contract Amount for Emergency Services based upon a fiscal year with an October 1 start date, to be calculated each fiscal year as follows:

- (a) The calculation for the Annual Contract Amount will use the most recent audited expenses attributed to the Lucas Fire Department as indicated in the “Statement of Revenues, Expenditures and Changes” under the Lucas Fire Department expenditures category in the City of Lucas Comprehensive Annual Financial Report multiplied by the percentage of homes served by the Lucas Fire Department attributed to the Seis Lagos Utility District. The percentage is

calculated by using the number of single family residences contained in the Collin Central Appraisal District certified tax roll published in late July each year labeled "Single Family Residence". The above calculation is illustrated by the following formula:

A=Number of Single Family Residences in Seis Lagos Utility District per Collin Central Appraisal District

B= Number of Single Family Residences in City of Lucas per Collin Central Appraisal District

$$\frac{A}{(A + B)} = \text{percentage attributable to Seis Lagos}$$

- (b) Additionally, Seis Lagos Utility District will pay to the City of Lucas actual costs associated with annual dispatch charges charged to Lucas by the dispatch service provider based on population estimates. Population shall be calculated by taking the number of single family residences in Seis Lagos per Collin Central Appraisal District multiplied by 3.5. This amount shall be invoiced annually with payment delivered to the City within thirty (30) days of receipt of said invoice.
- (c) The Annual Contract Amount for the annual period that will start October 1 of each year shall be made in one payment delivered to the City prior to September 1 of the then current year.
- (d) If this Agreement is terminated by Seis Lagos as provided herein, the Annual Contract Amount to be paid by Seis Lagos during the then current year shall be forfeited. If this Agreement is terminated by Lucas as provided herein, the Annual Contract Amount shall be pro-rated and the City shall reimburse Seis Lagos for that portion of the year in which services were not provided. This reimbursement shall be made within sixty (60) days of the last date of service.

Article IV Independent Contractor

The Parties intend that City, in performing services specified in this Agreement, shall act as an independent contractor of Seis Lagos and City shall have control of its work and the manner in which it is to be performed. No employee, agent or representative of City shall be deemed to be an employee, agent, or representative of Seis Lagos.

Article V Sovereign Immunity

The Parties hereto are political subdivisions of the State of Texas, each of which has official and sovereign immunity. Nothing contained within this Agreement shall in any way be

regarded or interpreted as a waiver of such immunity nor shall any provisions of this Agreement be deemed to create any rights to any person not a signatory hereto.

Article VI Liability

6.1 City has and will maintain in full force and effect policies of public liability insurance covering all Parties in the event of loss, damage or injury, to persons or property which may arise from the provision of service under this Agreement. The Parties agree that they shall be responsible for civil liabilities in the manner provided by Section 791.006(a) of the Texas Interlocal Cooperation Act, as it existed on October 1, 2014. The provisions of this paragraph are solely for the benefit of the Parties hereto and are not intended to create or grant any rights, controlled or otherwise, to any third person or entity. The provisions of this paragraph shall survive the termination or expiration of this Agreement.

6.2 In the event a person performing duties pursuant to this Agreement shall be cited as a defendant to any state or federal civil lawsuit arising out of his or her official acts while performing duties pursuant to the terms of this Agreement, such person shall be entitled to the same benefits and/or defenses that are provided by the Party's insurance carrier that he or she would be entitled to receive and/or assert had such civil action arisen out of an official act within the scope of his or her employment as an employee of the Party.

Article VII Miscellaneous

7.1 Assignment and Entire Agreement. This Agreement may not be assigned by any Party hereto without the prior written consent of the other Party. No assignment, delegation of duties or subcontract under this Agreement shall be effective without the prior written consent of the other Party hereto. This Agreement is the entire agreement of the Parties regarding the subject matter stated herein. There is no other collateral or oral agreement among the Parties that in any way relates to the subject matter of this Agreement.

7.2 Governing Law. The validity of this Agreement and any of its terms and provisions, as well as the rights and duties of the Parties, shall be governed by the laws of the State of Texas; and exclusive venue for any action arising as a result of this Agreement shall be in a state court of proper jurisdiction in Collin County, Texas.

7.3 Severability. In the event that any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect the other provisions, and this Agreement shall be construed as if such invalid, illegal or unenforceable provisions had never been contained in this Agreement.

7.4 Amendment. This Agreement may be amended only by the mutual written agreement of the Parties.

7.5 Current Revenues. All costs or expenses incurred by any Party as a result of this Agreement shall be paid from the current revenues available to the Party.

7.6 Recitals and Authority to Sign. The recitals of this Agreement are incorporated herein. The signatories to this Agreement each represent and warrant they have been granted the requisite authority, by resolution, ordinance, order or other proper formal action of the governing body of each, to execute this agreement and bind the public entity on whose behalf he/she signs.

7.7 Notice. Any notice permitted or required to be sent under this Agreement must be in writing and may be served by depositing same in the United States Mail, addressed to the Party to be notified, postage pre-paid and registered or certified with return receipt requested, or by delivering the same in person to such Party via a hand-delivery service, Federal Express or any courier service that provides a return receipt showing the date of actual delivery of same to the addressee thereof. Notice given in accordance herewith shall be effective upon receipt at the address of the addressee. For purposes of notice, the addresses of the Parties shall be as follows:

If to City, to: City Manager
 City of Lucas
 665 Country Club Road
 Lucas, TX 75002

If to Seis Lagos, to: President
 Seis Lagos Utility District
 220 Seis Lagos Tr.
 Wylie, TX 75098

7.8 Representations. Each signatory represents this Agreement has been read by the Party for which this Agreement is executed and that such Party has had an opportunity to confer with its legal counsel.

7.9 Drafting Provisions. This Agreement shall be deemed drafted equally by all Parties hereto. The language of all parts of this Agreement shall be construed as a whole according to its fair meaning, and any presumption or principle that the language herein is to be construed against any Party shall not apply. Headings in this Agreement are for the convenience of the Parties and are not intended to be used in construing this document.

7.10 Counterparts. This Agreement may be executed in a number of identical counterparts, each of which shall be deemed an original for all purposes.

(signature page to follow)

EXECUTED THIS _____ day of _____, 2015.

City of Lucas, Texas

By: _____
Jim Olk, Mayor

Attest:

By: _____
City Secretary

Approved as to Form:

By: _____
Joseph J. Gorfida, Jr., City Attorney

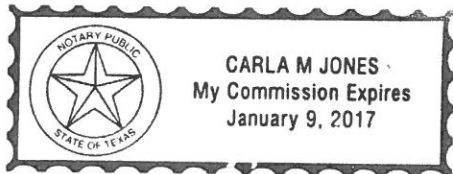
EXECUTED THIS 27 day of May, 2015.

Seis Lagos Utility District

By: Brett W. Farrett
Name: Brett W. Farrett
Title: Vice President

Attest:

By: Carla M. Jones
Name: Carla M. Jones
Title: Office Manager



Approved as to Form:

By: _____
Julie Fort
Attorney for Seis Lagos Utility District



City of Lucas Council Agenda Request June 4, 2015

Requester: Development Services Director Joe Hilbourn

Agenda Item:

Consider submitting an application to the Collin County Parks and Open Space Project Funding Assistance Program for a matching grant for a trail head on East Winningkoff Road adjacent to the City's existing water tower.

Background Information:

Last year the City applied for the same grant with Collin County Parks and Open Space Project Funding Assistance Program. The grant was denied at that time, but the City was encouraged to reapply at a later date. The differences in the application from this year to last year are the price of materials and labor for the project have increased by an estimated ten percent. Staff is recommending the City place \$11,000 towards the project to help push this project through. Staff will be working with North Texas to secure an easement for the project.

Items included as part of the grant:

1. Pavilion
2. Picnic Tables
3. Fence
4. Round Pen
5. Crushed Granite Parking Lot
6. Restroom
7. Xeriscape Landscaping

Attachments/Supporting Documentation:

1. Copy of Parks Grant
2. Resolution R-2015-06-00436 – Parks and Open Space Grant

Budget/Financial Impact:

A request \$11,000 will be included in the 15/16 fiscal year budget if the grant is approved

Recommendation:

Approve as presented.



City of Lucas Council Agenda Request June 4, 2015

Requester: Development Services Director Joe Hilbourn

Motion:

I make a motion to approve/deny Resolution R-2015-06-00436 approving an application for a Parks Grant from Collin County Parks and Open Space Project Funding Assistance Program for a matching grant for a trail head on East Winningkoff Road adjacent to the City's existing water tower.



Collin County
Parks and Open Space
Project Funding Assistance Program
Application

Please use Arial Font size 11 and submit a signed original Application and 12 photocopies stapled and pages numbered. Please no cover pages, this should be Page 1.

SECTION 1: APPLICANT AND PROJECT INFORMATION

1. Project Applicant Information	
Applicant – (Legal Name): City of Lucas	Project Contact Name/Title: Joe Hilbourn
Complete Mailing Address: 665 Country Club Lucas, TX 75002	Telephone Number: 972-912-1207
Fax Number: 972-727-0091	E-mail Address: jhilbourn@lucastexas.us
Federal Tax Identification Number: 75-1707179	Date Resolution Signed:
2. Project Title:	
East Winningkoff Trail Head	
3. Brief Description of Purpose of Project:	
Create a Trailhead in the City of Lucas that would add an alternative entrance to the Trinity Trail System. The site would have restroom facilities, a watering station, a corral, a covered picnic area and truck and trailer parking.	
4. General Project Information:	
a. Please check the one category this application addresses: <input type="radio"/> Land Acquisition for Parks and Open Space <input type="radio"/> Regional Trail Connector or Trail Project <input type="radio"/> Facilities (Capital) Improvements for Parks and Open Space	
b. Amount of Funding Requested: \$ 106,480.00	c. Total Project Costs: \$ 235,480.00
d. Start Date of Project: 1/31/2016	e. End Date of Project: 4/31/16
5. Authorized Signature (signatory must have contract signing authority):	
Signature:	Title: Mayor
Print Name: Jim Olk	Date:

SECTION 2: AUTHORIZED REPRESENTATIVE

The Applicant hereby designates the individual named below as the person authorized to act on behalf of the Applicant.

Authorized Project Representative: The following person is authorized to receive direction, manage work performed, sign required reports, and other acts on behalf of the Applicant.

Signature:	<input type="text" value="Director of Development Services"/> Title:
<input type="text" value="Joe Hilbourn"/> Printed Name:	<input type="text" value="972-912-1207"/> Phone Number:
<input type="text" value="665 Country Club"/> <input type="text" value="Lucas, Texas 75002"/> Address:	<input type="text" value="jhilbourn@lucastexas.us"/> E-mail Address:

Has Collin County previously provided funding for this Project?

Yes No

For Collin County Parks Foundation Advisory Board Use Only	
<i>Does the proposed project advance the mission of the County Parks /Open Space Strategic Plan?</i>	___ yes ___ no
<i>Is the application administratively complete?</i>	___ Yes ___ No
<i>Did the applicant receive funding for this project in previous years? (If yes, were they successful in the timely completion of the project?)</i>	___ yes ___ no

SECTION 3: CERTIFICATIONS AND ASSURANCES

1. Certifications

In order to receive funding under this program, the proposed project goals must be similar to and support or advance the mission published in the *Collin County Parks and Open Space Strategic Plan* (October 2001). By signing this Application, the person acting on behalf of the Applicant makes the certifications below.

a. **Authority to Sign Application**

The person signing this Application hereby certifies that he/she is the official contact regarding this Application and has authority from the Applicant to sign the Application and that such authority will bind the Applicant in subsequent agreements.

b. **Application Contains No False Statements**

The Applicant certifies that this Application has no false statements and that the Applicant understands that signing this Application with a false statement is a material breach of contract and shall void the submitted Application and any resulting contracts.

c. **This is a Reimbursement Program**

Applicants must have a minimum dollar for dollar in matching funds, comprised of direct cash, value of land to be improved, donated labor, material or in-kind services for the project being proposed. Under special circumstances at the recommendation of the Parks Foundation Advisory Board and approval by the Commissioners' Court, a direct payment may be considered.

d. **Eligible Applicants**

The Applicant must be a 501(c)(3) tax exempt organization, non-political group or any unit of local government, including municipalities, school districts, or county located in Collin County, Texas. Faith-based organizations are eligible to apply as long as inherently religious activities, such as worship and religious instructions are not conducted.

e. **Technical Feasibility**

The Applicant certifies that he/she has carefully reviewed the Project Narrative and Action Plan. To the best of their knowledge all activities are technically feasible and can be satisfactorily completed within the time frame proposed.

f. **Costs Reasonable and Necessary**

The Applicant certifies to the best of their knowledge that the proposed activities and the expenses outlined in the Budget are reasonable and necessary to accomplish the project objectives, and the proposed expenses are consistent with the costs of comparable goods and services.

2. Assurances

a. **Compliance with Progress and Result Reporting**

Applicant provides assurances that, if funded, the Applicant will comply with the requirements for reporting: reporting on the progress of the project activities and deliverables on a quarterly basis; providing before, during and after photos; and promptly notifying the Parks Foundation Advisory Board of any changes in plans.

b. **Financial Management**

Applicant provides assurances that, if funded, the Applicant will comply with contractual provisions and requirements necessary to ensure that expenses are reasonable and necessary, and to adhere to financial administration and reimbursement procedures and provide financial reports on a schedule established by Collin County.

c. **Accessibility**

Applicant provides assurances that, if funded, the park or proposed improvements will be accessible to **all** County residents.

d. **Compliance with Americans with Disabilities Act**

Applicant provides assurances that, if funded, the Applicant will comply with all applicable requirements of the Americans with Disabilities Act of 1990, 42 U.S.C. § 12101-12213 (Pamphlet 1995).

SECTION 5: RESOLUTION

The sponsoring entity (governing board) must approve a resolution authorizing the project application submittal and designation of project official/representative. A copy of the resolution must be included in this application. **Insert photocopy of signed resolution.**

SECTION 6: PROJECT NARRATIVE

(No more than 5 pages, single spaced, Arial 11 font)

SECTION 7: LOCATION MAPS, SITE PHOTOS, PROJECT SKETCHES, etc.

SECTION 8: LETTERS OF COMMITMENT (Provide photocopy)

SECTION 9: EVIDENCE OF NON-PROFIT STATUS (Photocopy of Current Valid IRS Tax Exemption Certificate if non-governmental agency)

Narrative

New Trailhead addition- City of Lucas- E. Winningkoff Rd.

The City of Lucas respectfully requests favorable consideration for the request of matching funds to build a new Trailhead that will connect to the existing Trinity Trail system which winds through the City of Lucas. The Trinity Trail is a 25.5 mile long trail on Corps of Engineers land on Lake Lavon and encourages hikers, joggers, nature lovers, photographers, and trail riders to use the scenic trail.

Started in 2003, the Lucas Comprehensive Land Use Plan, developed over five years of public meetings, states that "Lucas is a highly desirable, rural residential community in the Dallas/Fort Worth Metroplex which is noted as a progressive and safe community dedicated to creating a wholesome, relaxed and neighborly living environment; supporting solid community values; furthering excellence in education; preserving the community's unique rural character; progressively supporting the diverse needs of all of its citizens; and continuing to improve the community's quality of life such that Lucas sustains its image as a comfortable, relaxing place to live, work and play." This statement highlights that play is a large part of Collin County resident's lives, and providing adequate park areas are essential for preservation of the Lucas quality of life.

The Trinity Trail serves as a multi-purpose trail offering a relaxing way to get close to nature. On a weekend day you'll find nature lovers, horseback riders and families out for the day enjoying the trail. Our purpose of adding a new trailhead, would offer a new access point to the trail system connecting to the Highland Park Trailhead. Allowing hikers and riders a place to rest and water their horses while enjoying a picnic lunch. While there, citizens can enjoy the scenery and xeriscaped surroundings.



City of Lucas

665 Country Club Road

Lucas, Texas 75002

972.727.8999

www.lucastexas.us

May 29, 2015

Parks and Open Space Project Funding
Assistance Program

To Whom It May Concern:

The City of Lucas has committed \$129,000.00 to be used as matching funds for grant money through the Collin County Parks and Open Space Program.

Respectfully,

Jim Olk, Mayor
City of Lucas

Project Costs and Elements

Name of Applicant: City of Lucas

Project Name: East Winningkoff Trailhead

Item #:	Description	U/M	QUANTITY	UNIT COST	TOTAL	REQUESTED AMOUNT	MATCH AMOUNT
1	Pavillion w/ material, installation, foundation	U	1	60 sq ft.	16,500.00	16,500.00	
2	Picnic Tables	U	4	605.00	2,420.00	2,420.00	
3	Electric Installation for Pavillion	U	1	880.00	880.00	880.00	
4	Fence	U	1	7,700.00	7,700.00	7,700.00	
5	Round Pen w/ installation/foundation	U	1	7,150.00	7,150.00	7,150.00	
6	Crushed Granite Parking Lot	U	1	11,000.00	11,000.00		11,000.00
7	Restroom	U	1	46,200.00	46,200.00	46,200.00	
8	Electric Installation for Restroom	U	1	880.00	880.00	880.00	
9	Aerobic Septic System	U	1	8,800.00	8,800.00	8,800.00	
10	Xeriscape Landscaping	U	4	6,600.00	6,600.00	6,600.00	
11	Transformer	U	1	8,250.00	8,250.00	7,500.00	
12	Service Panel	U	1	1,100.00	1,100.00	1,100.00	
13	Water Meter/Water Line	U	1	3,000.00	3,000.00		3,000.00
14	Land	M	3 acres	115,000.00	115,000.00		115,000.00
PROJECT TOTAL					235,480.00	105,730.00	129,000.00

East Winningkoff Trailhead

1. Crushed Granite Parking
2. Restrooms/Septic System
3. Water Meter/water line and hose bib
4. Water Trough
5. 4 Picnic Tables
6. Xeriscape landscaping
7. Concrete Split Rail Fencing
8. Permanent Round Pen w/ horse friendly foundation
9. 300+ sf. ft. Covered Pavilion



**300 + Sq. Ft. Pavilion
Crushed Gravel Floor**



Concrete Split Rail Fence



60' Round Pen, anchored permanently with horse friendly foundation



<http://www.priefert.com/Products/Horse/Horse-Equipment/Premier-Round-Pens/pp40>

PP40, PP50, PP60, PP70 Premier Round Pens



Item Number	Diameter	Components	Price
PP40	40'	10 - 12' Panels, 1 - 6'x9' Bow Gate	\$1,869
PP50	50'	13 - 12' Panels, 1 - 6'x9' Bow Gate	\$2,346
PP60	60'	15 - 12' Panels, 1 - 6'x9' Bow Gate	\$2,664
PP70	70'	18 - 12' Panels, 1 - 6'x9' Bow Gate	\$3,141

Restroom Facilities



RESOLUTION R-2015-06-00436
[PARKS AND OPEN SPACE GRANT]

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LUCAS, COLLIN COUNTY, TEXAS, HERINAFTER REFERRED TO AS “APPLICANT,” DESIGNATING CERTAIN OFFICIALS AS BEING RESPONSIBLE FOR, ACTING FOR, AND ON BEHALF OF THE “APPLICANT” IN DEALING WITH COLLIN COUNTY, HERINAFTER REFERRED TO AS “GRANTOR,” FOR THE PURPOSE OF PARTICIPATING IN THE COLLIN COUNTY PARKS AND OPEN SPACE PROJECT FUNDING ASSISTANCE PROGRAM, HERINAFTER REFERRED TO AS THE “PROGRAM”; CERTIFYING THAT THE “APPLICANT” IS ELIGIBLE TO RECEIVE PROGRAM ASSISTANCE; CERTIFYING THAT THE “APPLICANT” MATCHING SHARE IS READILY AVAILABLE; AND DEDICATING THE PROPOSED SITE FOR PERMANENT PUBLIC PARK AND OPEN SPACE USES; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the “Applicant” is fully eligible to receive assistance under the “Program”; and,

WHEREAS, the “Applicant” is desirous of authorizing an official to represent and act for the “Applicant” in dealing with the “Grantor” concerning the “Program.”

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LUCAS, COLLIN COUNTY, TEXAS, THAT:

SECTION 1. The “Applicant” hereby certifies that it is eligible to receive assistance under the “Program.”

SECTION 2. The “Applicant” hereby certifies that the matching share for this application is readily available at this time.

SECTION 3. The “Applicant” hereby authorizes and directs its Development Services Director to act for the “Applicant” in dealing with the “Grantor” for the purpose of the “Program,” and Joe Hilbourn is hereby officially designated as the representative in this regard.

SECTION 4. The “Applicant” hereby specifically authorizes the official to make application to the “Grantor” concerning park site improvements.

SECTION 5. This Resolution shall become effective immediately from and after its passage.

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF LUCAS, COLLIN COUNTY, TEXAS, ON THIS THE 4TH DAY OF JUNE, 2015.

APPROVED:

Jim Olk, Mayor

ATTEST:

Stacy Henderson, City Secretary



City of Lucas Council Agenda Request June 4, 2015

Item No. 10

Requester: Mayor Pro Tem Kathleen Peele/Councilmember Debbie Fisher

Agenda Item:

Consider approval of the Service Tree Program process to identify recipients to honor who have provided extraordinary service to the Community.

Background Information:

At the April 16, 2015 City Council meeting, Mayor Pro Tem Kathleen Peele and Councilmember Debbie Fisher volunteered to compile guidelines for the Service Tree Program. The information below outlines the program details, general guidelines and nominee procedures.

Service Tree program:

- 1 x year
- Pre-plant tree(s)
- Presentation of award plaques at Founders Day Event
- No more than 5 dedicated trees per year
- Trees can be planted on City property

Process to Nominate:

- Newsletter will have information regarding the detail process
- Forms can be picked up at city hall
- On-line / Web site forms to download/print and send or bring into City Hall
- July 1 – August 15 nominations
- Vote by City Council will be done by ballot – from nominations - on 2nd City Council Meeting in August
- Winner(s) contacted by City Staff and notified of award and Founders Day date and presentation time
- Trees ordered & planted prior to Founders Day
- Award plaques ordered to be presented on Founders Day

Nomination Form:

- City Logo
- Name of Eligible Nominee
- Address of Nominee
- Nominated By:
- Address
- Nominee Approved by: (City Staff or City Council member who has validated Nominee is Lucas Citizen)
- Length of time nominee a Lucas resident (dates)
- Contribution to the City of Lucas by the Nominee – why is this person being nominated?



City of Lucas Council Agenda Request June 4, 2015

Requester: Mayor Pro Tem Kathleen Peele/Councilmember Debbie Fisher

- Contribution confirmed by:
- Background of the nominee
- Any additional facts or items of interest about the Nominee?
- Provide some examples of qualities or contributions we looking for in a nominee:
- Founder of Lucas
 - Founder or long time, significant contributor of Lucas Fire, EMS or City Council
 - Significant contribution to the city in Volunteer hours
 - Significant contribution to the city with their service
 - A representative of the City in local, State, or National endeavors

General Guidelines:

- Nominators must obtain approval from the person or group being nominated prior to submission.
- The nominee must be a resident of Lucas, TX
- The volunteer service must benefit the Lucas community.
- Service provided may not include hours served as part of an internship fulfilling academic requirements.
- Staff members compensated by salary or any other compensatory means are not eligible
- Volunteers may nominate themselves.
- Nominations are subject to verification.
- All decisions made by the Lucas City Council are final.
- Any service provided in reference to a court case will not be eligible.

Nominees can be:

- **AN INDIVIDUAL:** 1 whose participation in a group or as an individual has had significant, positive, lasting impact on the City of Lucas.
- **AN OUTSTANDING YOUTH :** Nominee should be under 18 years at time of nomination and demonstrated significant impact or positive change for the City of Lucas
- **ADULT VOLUNTEER GROUP:** Nominees should be a group of three or more adults, over 18 years of age, whose combined efforts contributed outstanding service to the community. (Examples: HOA; CERT; GARDNERS CLUB)
- **YOUTH VOLUNTEER GROUP:** Nominees should be a group of three or more youth, 18 years of age or younger (at time of nomination), whose combined volunteer efforts contributed outstanding service to the community. (Examples: BOY SCOUT TROUP; GIRL SCOUT TROUP: 4-H CLUB)



City of Lucas Council Agenda Request June 4, 2015

Requester: Mayor Pro Tem Kathleen Peele/Councilmember Debbie Fisher

- **SENIOR VOLUNTEER:** Nominee should be an individual, 60 years of age or older, who demonstrated outstanding volunteer service.
- **CORPORATE VOLUNTEER:** Nominee should be a private, non-charitable business or employee volunteer group thereof that has demonstrated exceptional service to and support of Lucas.
- **FAMILY VOLUNTEER:** Nominee should be a family unit whose combined volunteer efforts demonstrated exceptional community service.

Attachments/Supporting Documentation:

NA

Budget/Financial Impact:

NA

Recommendation:

NA

Motion:

I make a motion to approve/modify the guidelines of the Service Tree Program.



City of Lucas Council Agenda Request June 4, 2015

Requester: City Secretary Stacy Henderson

Agenda Item:

Consider updating the Rules of Order and Procedure for Agenda Preparation.

Background Information:

The Rules of Order and Procedure for Agenda Preparation was adopted in 2013 by Resolution R 2013-05-00397. Staff wanted to give the City Council an opportunity to review the procedures should there be any updates or modifications that are needed.

Attachments/Supporting Documentation:

1. Resolution R-2013-05-00397

Budget/Financial Impact:

NA

Recommendation:

Modify agenda procedures should any changes be needed.

Motion:

NA

RESOLUTION # R-2013-05-00397
[Rules of Order and Procedures]

WHEREAS, the Home Rule Charter does not provide a procedure for the agenda preparation; and

WHEREAS, the City Council has determined that it is in the best interest of all concerned to establish guidelines for the preparation of the agenda for City Council meetings and an orderly process for citizen participation; and

WHEREAS, the City Council has determined that establishing a procedure for allowing routine business to be placed on a Consent Agenda would expedite the business matters of the Council.

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

SECTION I - DEFINITIONS

1. Regular Meeting - a meeting of the City Council to conduct its business as set forth in the Home Rule Charter will be held on the first and third Thursday of each month unless otherwise scheduled by City Council.
2. Special Meeting - a meeting of the City Council that is not a Regular Meeting. Per the Home Rule Charter Section 3.14 (2) a Special Meeting shall be called by the Mayor or a majority of the Councilmembers upon provision of public notice in accordance with State Law.
3. Work Session - a meeting of the City Council called for the purpose of exchanging information about the public business or policy. No action is taken by Council during Work Sessions.
4. Agenda Packet - supporting documentation for agenda items.
5. Routine Business - items of normal city business including: canvassing an election, authorizing a contract, zoning which has previously been discussed at a public hearing, approval of minutes, grant deeds, grant of easements, final reading and adoption of ordinances, auditor's reports, standard subdivision agreements, calls for bids, reports of administrative actions and proposals, leases and agreements approved in principle, and rescheduling or cancelling regular meetings.

SECTION II – AGENDA PREPARATION

1. Regular Meeting agendas should be posted by the Friday before said meeting by 5:00 p.m. but in no case later than 72 hours before the scheduled time of the meeting as provided by State Law.
2. Requests for placing an item on the agenda shall be submitted, in writing, to the City Secretary no later than the Tuesday of the week before said meeting by 12:00 p.m.

Items placed on the agenda must be of sufficient clarity to enable the general public to determine the nature of the issue for consideration and the type of Council action required, if any.

The request and documentation will be reviewed by the City Manager and Mayor prior to being placed on the agenda. If the City Manager and/or Mayor determines that additional clarity and/or supporting documentation is necessary for the agenda item, they shall notify the requestor and may, at their discretion, delay the inclusion of the item in the meeting agenda to the next regular scheduled meeting agenda. The requested item may not be delayed from inclusion on the agenda for more than 1 meeting.

3. Items may be placed on the agenda by the following:
 - a. The Mayor or any Councilmember, as provided for in Section II, 2.
 - b. The City Manager, City Secretary, and City Attorney for items dealing with the operations or administration of their respective job functions.
 - c. Citizens desiring to have Council discuss an issue should seek the concurrence of the Mayor or a Councilmember that the item should be discussed. The Mayor or Councilmember may then request that the item be placed on the agenda in conformance with subsection II.3.a.

SECTION III – CONSENT AGENDA

Routine business which is brought before Council will be consolidated under the heading “Consent Agenda”. All items appearing under Consent Agenda shall be approved, adopted, accepted, or enacted by one motion and one vote of Council. Items may be removed from the Consent Agenda by the Mayor and/or Councilmember(s) for separate discussion and action.

SECTION IV – CITIZEN INPUT DURING MEETINGS

1. CONDUCT

- a. Conversations between or among audience members should be conducted outside the meeting room. Attendees will refrain from loud private conversations while Council is in session. Attendees shall not address the Council except as provided herein.
- b. Placards, banners or signs will not be permitted in the Council Chambers or in any other room in which the City Council is meeting. Exhibits, displays and visual aids used in connection with presentations to the Council are permitted.
- c. Only City Councilmembers, city staff, and scheduled consultants may step to the dais. If information or documents need to be presented to the Council, it must be provided to the City Secretary who shall distribute such material.
- d. All remarks and questions shall be made to the Mayor or Council as a whole, and not to individual Councilmembers.

2. COMMENTS

- a. Any person who wishes to address the Council must first register with the City Secretary by submitting a completed “Request to Speak” form. This form may also be used by citizens to show their support or opposition to an agenda item without having to address the Council.

Groups coming to address the Council are encouraged to select representatives in order to conserve speaking time and reduce repetitive or redundant comments.

Regular Meetings: Citizen Input is allowed on posted agenda items when those items are addressed in the meeting. Other public comments are heard at the beginning of the meeting.

Special Meetings and Work Sessions: Citizen Input may be allowed on posted agenda items only. (See Sec. II. 7.) Council may set time limits on Citizen Input as necessary.

- b. In accordance with the Texas Open Meetings Act, the Council cannot take action on or discuss any subject brought up during Citizen Input; however,

the Mayor or Council may add the issue to a future Council agenda or refer it to the proper city department for action.

- c. Comments will be heard prior to deliberations by the Council. Persons wishing to speak on any agenda item must submit a Request to Speak form prior to the beginning of discussion on that item. Each person shall be recognized by the Mayor, and will be allowed to speak one time for each agenda item listed on their Request to Speak form.
- d. When their name is called to speak, each person shall come to the designated microphone, state their name and address, limit their presentation to three (3) minutes and restrict the comments to the subject being discussed. The Mayor may allow a speaker to exceed the three minute time limit if the information presented is of value to the discussion and does not unduly prolong the meeting. A majority of Council may also allow a speaker to continue after the Mayor has announced the end of the speaker's time.
- e. If a speaker's comments will be longer than three (3) minutes, the Council encourages remarks to be prepared in writing and provided to each member through the City Secretary.
- f. During Public Hearings the applicant will be allowed a maximum of ten (10) minutes to make a presentation and five (5) minutes for rebuttal if necessary. The Mayor or a majority of Council has the right to adjust or extend times as necessary to ensure a fair and open hearing.
- g. The Mayor has the responsibility and duty to rule a speaker out of order if the comments made are of a personal nature, or are in any other manner disruptive to the orderly conduct of business of the Council. If the Mayor does not act promptly, a "Point of Order" motion from any Councilmember can request the Mayor to call the speaker out of order. If the Mayor still does not act, the Councilmember may call for a "Point of Privilege" and move for a vote of the Council to restrict the speaker. A majority vote of the Council will require the Mayor to immediately rule the speaker out of order.

SECTION V – ATTENDANCE

Any member of Council who misses a meeting will contact the Mayor, City Manager or City Secretary prior to the meeting or as soon as practical with the reason for the absence.

SECTION VI – MISCELLANEOUS

1. Call to Order - The Mayor, or in the absence of the Mayor, the Mayor Pro-tem shall call the meeting to order. In the absence of the Mayor and Mayor Pro-tem, the City Secretary shall call the meeting to order and a temporary presiding officer shall be elected.
2. Conflict of Interest - A Councilmember prevented from voting due to a conflict of interest shall leave the meeting during the debate, shall not vote on the matter, and shall otherwise comply with current state law, and ordinances concerning conflicts of interest.

SECTION VII

This Resolution shall supercede any preceding Resolutions regarding City Council agenda preparation and conduct of meetings.

PASSED AND APPROVED this 2nd day of May, 2013.



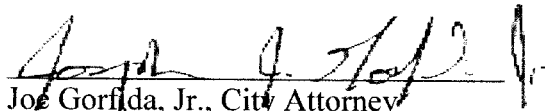
Rebecca Mark, Mayor



ATTEST:


Kathy Wingo, TRMC, MMC
City Secretary

APPROVED AS TO FORM:


Joe Gorfida, Jr., City Attorney
(JJG/05-03-13/60527)



City of Lucas Council Agenda Request June 4, 2015

Item No. 12

Requester: City Manager Joni Clarke

Agenda Item:

Consider setting the date and time for the next public meeting regarding the Collector Street Project and provide guidance to staff.

Background Information:

NA

Attachments/Supporting Documentation:

NA

Budget/Financial Impact:

NA

Recommendation:

NA

Motion:

NA