



PUBLIC NOTICE
City Council Regular Meeting
March 7, 2013, at 7:00 PM
City Hall - 665 Country Club Road

Notice is hereby given that a Regular Meeting of the City Council of the City of Lucas will be held on Thursday, March 7, 2013, at 7 PM at the Lucas City Hall, 665 Country Club Road, Lucas, Texas, at which time the following agenda will be discussed.

Agenda

Call to Order

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

Citizens' Input

At this time citizens who have pre-registered by filling out a "Request to Speak" sheet and have submitted the sheet to the City Secretary before the call to order will be allowed to speak on any matter other than personnel matters or matters under litigation, for a length of time not to exceed three minutes. No Council action or discussion may take place on a matter until such matter has been placed on a future agenda and posted in accordance with law.

1) Citizens' Input.

Community Interest

2) Items of Community Interest.

Public Hearings

The Public Hearing agenda is provided for the purpose of allowing citizens to ask specific questions regarding only the subject posted for the Public Hearing. Generally the Public Hearing is required by State Law and a record of those attending the Public Hearing is maintained as part of the official record of the proceedings.

3) Public Hearing/Discuss and Consider the approval of **Ordinance # 2013-03-00752** concerning a request by Kwik Industries for a Special Use Permit (SUP) for the operation of a Kwik Lube Minor Automotive Repair Center. The property to be considered is located along Angel Parkway, Lucas, Collin County, Texas, and described as follows ABS A0821 William Snider Survey, Tract 32, 6.47 acres.

[Hilbourn] [This is the 2nd Public Hearing, the 1st Public Hearing was held at the Planning & Zoning Commission Meeting, February 14, 2013]

Regular Agenda

- 4) Discuss and Consider the acceptance and approval of the City of Lucas' Comprehensive Annual Financial Report (CAFR) for Fiscal Year 2011-2012 presented by Conway Company CPA. **[Exum]**
- 5) Discussion only, Financial Update for General Fund Reserves and 2011 Certificate of Obligation. **[Exum]**
- 6) Discuss and Consider an update of the Capital Roadway Improvements and authorize Staff to utilize the existing Interlocal Agreement with Dallas County for pavement maintenance for the various roads. **[Caudell]**
- 7) Discuss and Consider the update of the Stinson Road Bridge. **[Caudell]**
- 8) Discuss and Consider the approval of a contract between the City of Lucas and BW2 Engineers, Inc. concerning design services for an 8" waterline project along Osage Lane, from Southview Drive, east to the end of Osage. **[Caudell]**
- 9) Discuss and Consider the approval of the minutes from the February 21, 2013 City Council meeting. **[Wingo]**
- 10) Discuss and Consider the approval of moving forward with the design phase of the Fire Department Expansion Project. **[Kitchens]**
- 11) Adjournment.

As authorized by Section 551.071 (2) 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 regarding any item on the agenda at any time during the meeting.

Approval

Approved by: Mayor Rebecca Mark, March 1, 2013.

Certification

I hereby certify that the above notice of meeting was posted on the bulletin board at Lucas City Hall by 5:00 p.m. on or before Friday, March 1, 2013, as required in accordance with Government Code §551.041.

Kathy Wingo, TRMC, MMC, City Secretary

This building is wheelchair accessible. Any requests for sign interpretive services or other special requests for assistance of the hearing impaired must be made 48 hours in advance of the meeting. To make such arrangements, please call 972-727-8999 or email secretary@lucastexas.us.

LUCAS CITY COUNCIL

Meeting Date: March 7, 2013

AGENDA ITEM:

- Call to Order

- Roll Call

Present

Absent

Mayor Rebecca Mark

Seat 1 CM Wayne Millsap

Seat 2 CM Jim Olk

Seat 3 CM Steve Duke

Seat 4 CM Philip Lawrence

Seat 5 CM Debbie Fisher

Seat 6 MPT Kathleen Peele

- Determination of Quorum
 - Reminder to silence cell phones
 - Pledge of Allegiance
-

Informational Purposes

City Manager Jeff Jenkins

City Secretary Kathy Wingo

Public Works Director Stacy Caudell

Finance Manager Liz Exum

Fire Chief Jim Kitchens

Development Services Director Joe Hilbourn

City Attorney Joe Gorfida, Jr.

Memo from the City Manager regarding upcoming Council meeting March 7, 2013, at 7:00 p.m., in the City Hall Council Chambers.

Item #3

This item involves a request for a Special Use Permit (SUP) by Kwik Lube Industries. The proposed building size is 3,652 square feet, located on the Sterling lot directly north of Walmart. Staff recommended the following: limit the hours of operation, incorporate Austin stone to the North, South, and West side of the building, with a minimum 50%, provide a monument sign similar to Walmart, and carry through landscaping and side walk similar to the existing Walmart.

The Planning and Zoning Commission recommended approval for this SUP last month by a unanimous vote.

I would approve this SUP with the conditions outlined.

Item #5

At the February 7th meeting, council wanted to hear more about the current reserve funds, status of 2011 COs, and follow up on some additional questions for the financial advisor. The Finance Director, Liz Exum, will make a presentation addressing these items.

Item #6

After the review of the current status of the roads, City Engineer Stacy Caudell has developed a list of roads to consider for possible maintenance. He would prefer to use the capital roadway improvement funds in this year's budget. His recommendation list of roadways is contained in his agenda request.

I would approve this project.

Item #7

At the February 7th meeting, council members said they would like to hear more about the current status of the Stinson Road bridge project, and the City Engineer's thoughts moving forward. Stacy is going to provide an update and presentation on this project.

Item #8

The City of Lucas annexed the south side of Osage Lane back in 2012. During the council meetings and discussions with residents in this area, we found out they were lacking proper water services. The water line serving them has had many leaks, and the residents do their own internal billing as the provider, Seis Lagos, bills everyone them through a master meter. A new line would improve their service and enhance the fire protection in the area.

The cost for the line could be paid through a number of sources. We spent less on the McGarity project, so 2011 Water CO funds could pay for most of the project and utilize reserves for the rest or the project could be paid using all CO money depending on the final cost of Osage. Another option to pay for the line is through the reserves.

I would approve this project.

Item #10

The Fire Department Expansion Project is current in the final portions of the programming stage. In order to get to the design phase, council must give us approval.

I would approve moving into the design phase.



**City of Lucas
Council Agenda Request**

Council Meeting: March 7, 2013

Requestor: _____

Prepared by: Kathy Wingo

Account Code #: N/A

Date Prepared: _____

Budgeted Amount: \$ N/A

Exhibits: Yes No

AGENDA SUBJECT:

Citizen's Input.

RECOMMENDED ACTION:

SUMMARY:

MOTION:

No action necessary.

APPROVED BY: _____

Initial/Date

Department Director: _____ / _____
City Manager: _____ / _____



City of Lucas City Council Agenda Request

Council Meeting: March 7, 2013

Requestor: _____

Prepared by: Kathy Wingo

Account Code #: N/A

Date Prepared: _____

Budgeted Amount: \$ N/A

Exhibits: Yes No

AGENDA SUBJECT:

Items of Community Interest.

RECOMMENDED ACTION:

SUMMARY:

MOTION:

No action necessary.

APPROVED BY: _____

Initial/Date

Department Director: _____ / _____

City Manager: _____ / _____



City of Lucas Council Agenda Request

Council Meeting: March 7, 2013

Requestor: Joe Hilbourn

Prepared by: Joe Hilbourn

Account Code #: _____

Date Prepared: January 24, 2013

Budgeted Amount: \$ _____

Exhibits: Yes No

AGENDA SUBJECT:

Public Hearing/Discuss and Consider the approval of **Ordinance # 2013-03-00752** concerning a request by Kwik Industries for a Special Use Permit (SUP) for the operation of a Kwik Lube Minor Automotive Repair Center. The property to be considered is located along Angel Parkway, Lucas, Collin County, Texas, and described as follows ABS A0821 William Snider Survey, Tract 32, 6.47 acres.

RECOMMENDED ACTION:

Approve as presented.

SUMMARY:

See attached.

Applicant Scott Pendley on behalf of Kwik Industries is requesting the approval of an SUP to allow for a Kwik Lube Minor Automotive Repair Center in compliance with the city's zoning use chart. The property is known as Abs A0821 William Snider Survey, Tract 32, 6.47 acres, next to Walmart.

This is the 2nd Public Hearing for this item. The Planning & Zoning Commission held the 1st Public Hearing on February 14, 2013. It was a unanimous vote of the commission to recommend approval of the SUP.

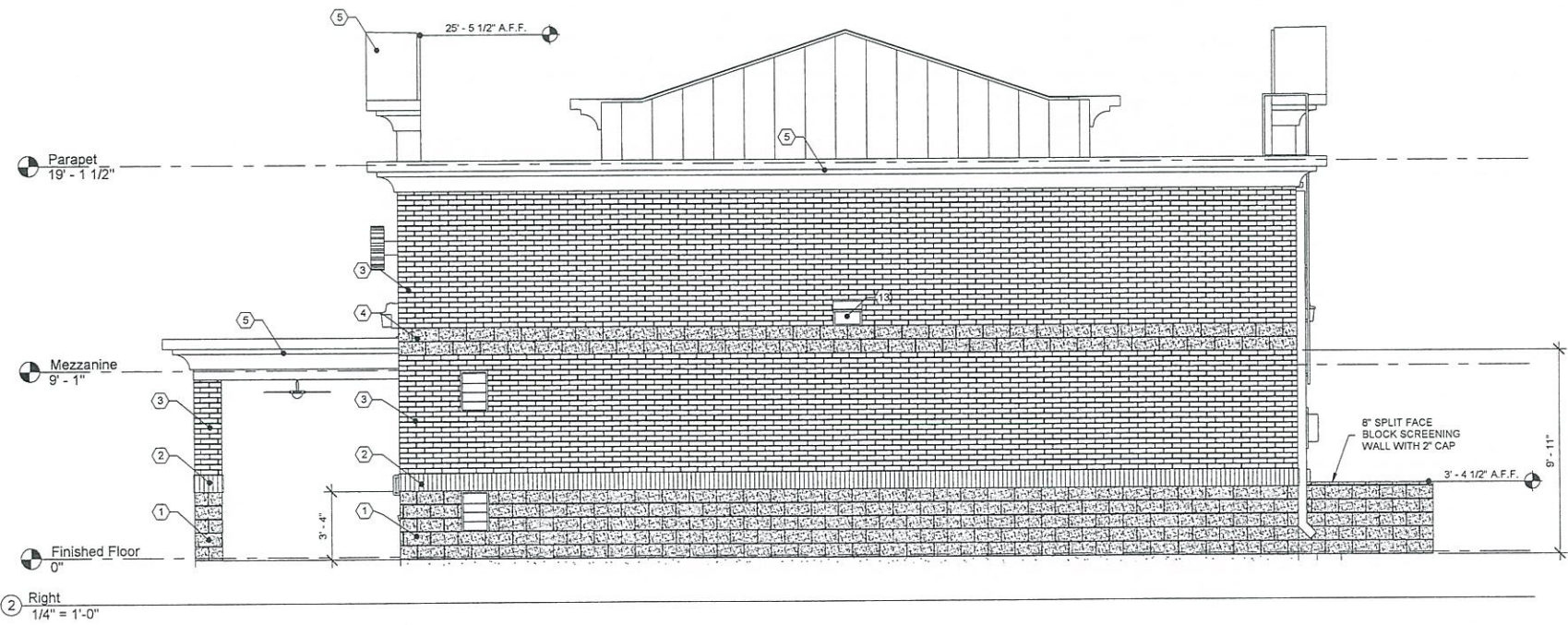
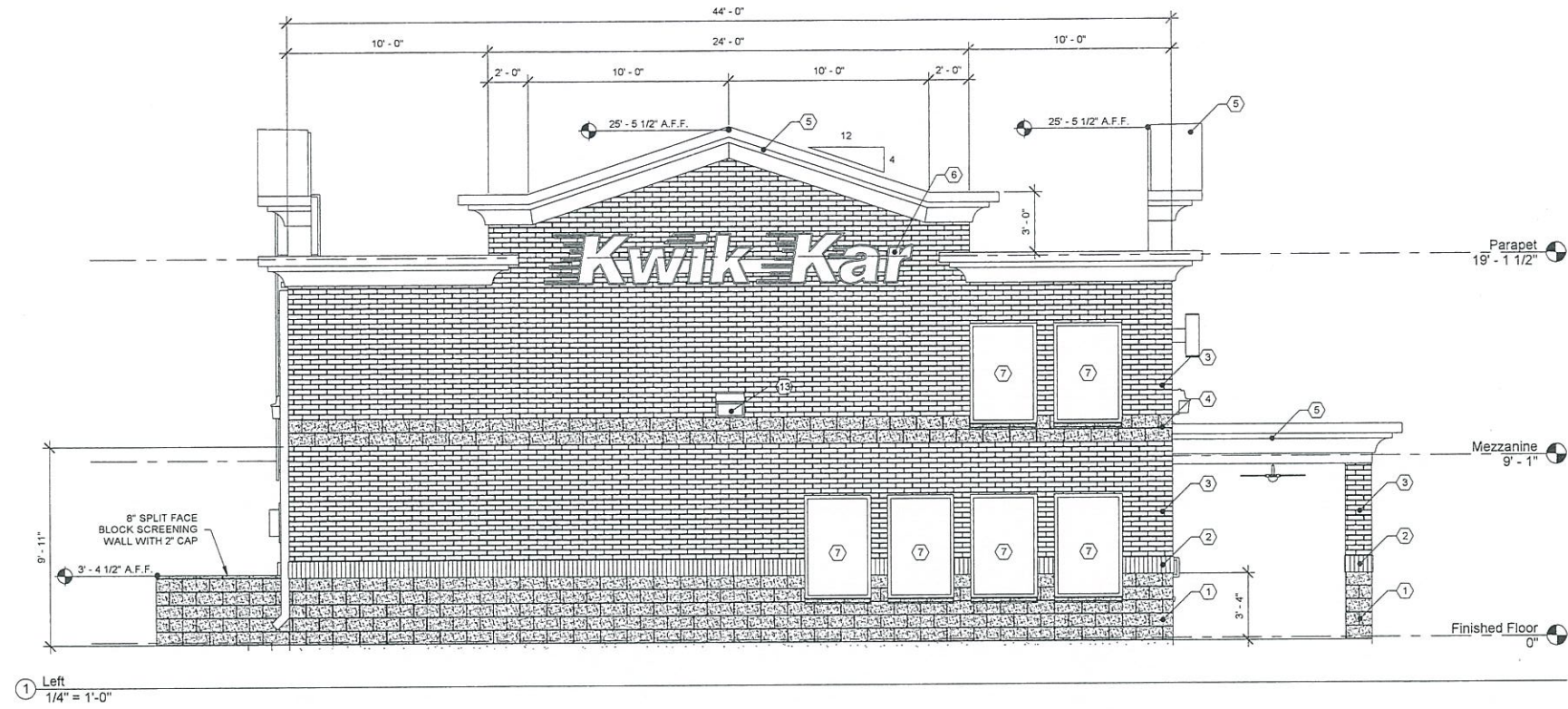
MOTION:

I make a Motion to approve **Ordinance # 2013-03-00752** concerning a request by Kwik Industries for a Special Use Permit (SUP) for the operation of a Kwik Lube Minor Automotive Repair Center. The property to be considered is located along Angel

Parkway, Lucas, Collin County, Texas, and described as follows ABS A0821 William Snider Survey, Tract 32, 6.47 acres.

APPROVED BY: _____ Initial/Date

Department Director: _____ / _____
City Manager: _____ / _____



REFERENCE NOTES	
TAG	DESCRIPTION
1	BASE - FEATHERLITE SPLIT FACE BLOCK - TEXAS SHELL - WHITE MORTAR (OR APPROVED EQUAL)
2	FIELD - ACME KING BRICK - BURGUNDY - ROSE MORTAR (OR APPROVED EQUAL)
3	SOLDIER - ACME KIND BRICK - BURGUNDY - ROSE MORTAR (OR APPROVED EQUAL)
4	ACCENT - FEATHERLITE SPLIT FACE BLOCK - TEXAS SHELL - WHITE MORTAR (OR APPROVED EQUAL)
5	E.I.F.S. CORNICE - DRYVIT 386A PURE CREAM
6	BACKLIT SIGN WITH BLACK RETURNS
7	ALUMINUM STORE FRONT - TINTED GLASS
8	ALUMINUM OVERHEAD DOOR - CLEAR GLASS
9	DOWNSPOUT - KOKO BROWN
10	OVERFLOW SCUPPER - KOKO BROWN
11	METAL DOOR PAINTED TO MATCH EXTERIOR
12	INTERIOR DOWNSPOUT
13	150W METAL HALIDE WALL PACK EXTERIOR LIGHTING

Kwik Industries, Inc.
 FROM DESIGN AND CONSTRUCTION
 THROUGH SERVICE AND SUPPLIES
 4725 MALL ROAD • DALLAS, TX 75244
 (972) 458-9761 • (800) 442-5388 • FAX (972) 458-0948

ISSUED BY	REVISION SCHEDULE
	DESCRIPTION
	DATE

TEXAS PROFESSIONAL
 ENGINEERING INSPECTIONS

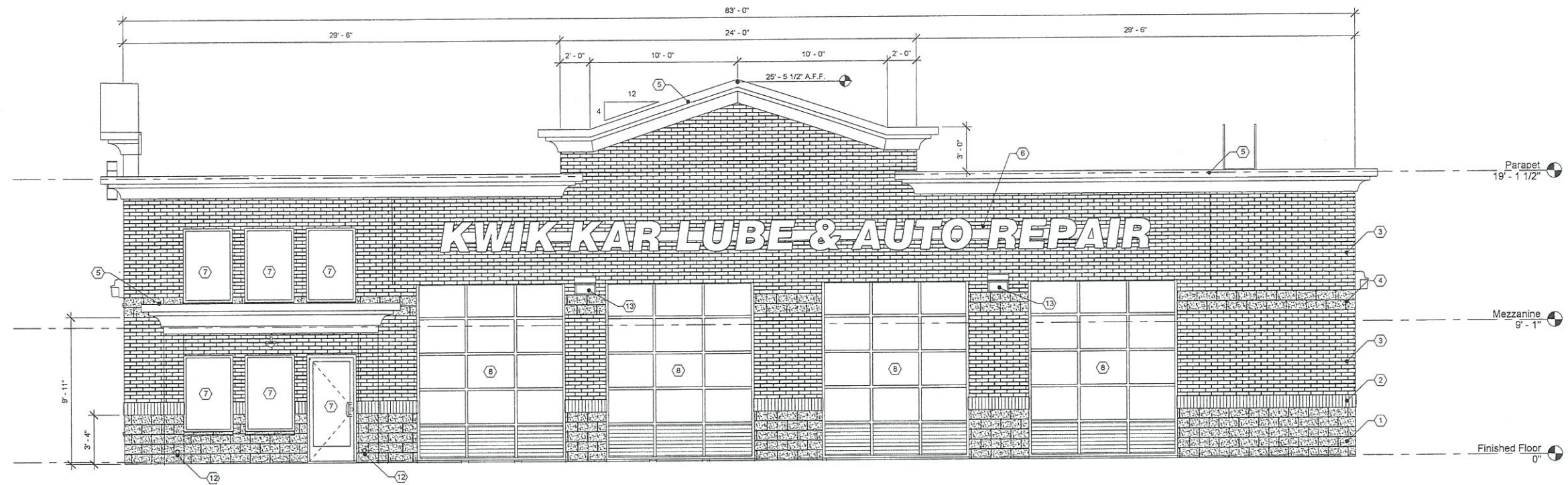
 F-3878

KWIK KAR LUBE & AUTO REPAIR
 F.M. 2551 @ W. LUCAS BLVD.
 LUCAS, TEXAS
 CONTACT: DAN ZATTO

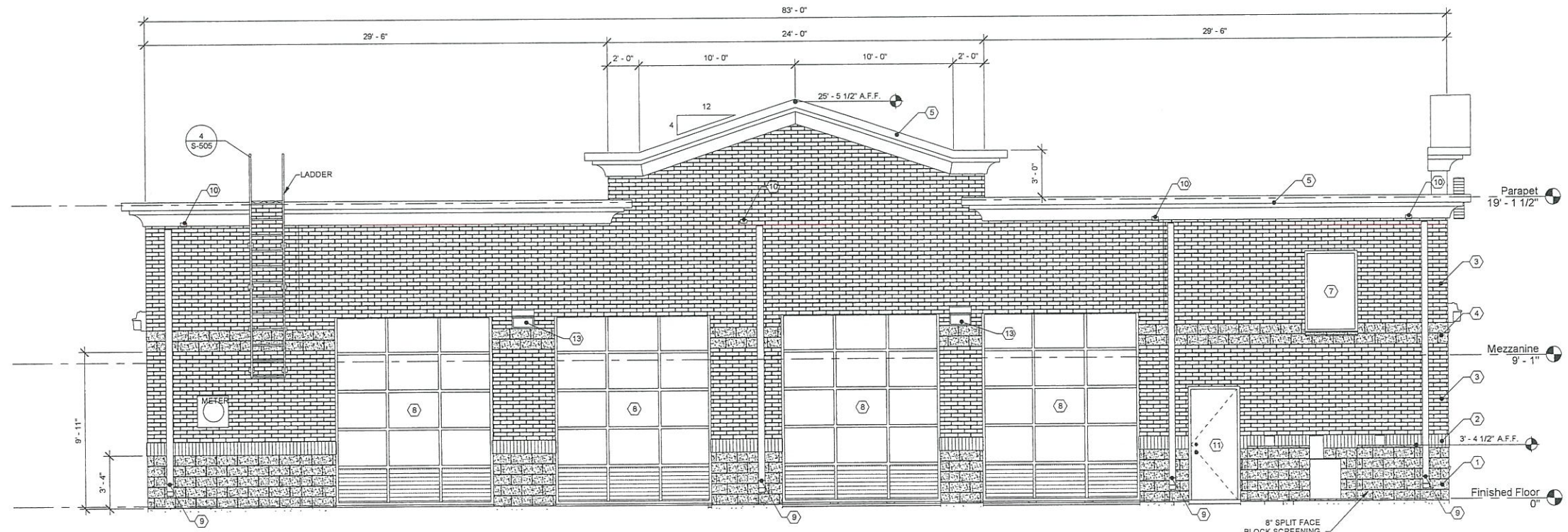
DESIGNED: DZ
 CHECKED: DZ
 APPROVED: DZ
 DATE: 18JAN13

TITLE
 Left & Right
 Elevations

SHEET
A-202
 PROJECT
 NUMBER
 01-12013



1 Front
1/4" = 1'-0"



2 Rear
1/4" = 1'-0"

REFERENCE NOTES	
TAG	DESCRIPTION
1	BASE - FEATHERLITE SPLIT FACE BLOCK - TEXAS SHELL - WHITE MORTAR (OR APPROVED EQUAL)
2	FIELD - ACME KING BRICK - BURGUNDY - ROSE MORTAR (OR APPROVED EQUAL)
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11	METAL DOOR PAINTED TO MATCH EXTERIOR
12	INTERIOR DOWNSPOUT
13	150W METAL HALIDE WALL PACK EXTERIOR LIGHTING

Kwik INDUSTRIES, INC.
 FROM DESIGN AND CONSTRUCTION
 THROUGH SERVICE AND SUPPLIES
 4725 NALL ROAD • DALLAS, TX 75244
 (972) 458-9761 • (800) 442-5368 • FAX (972) 458-0948

REVISION SCHEDULE	
ID	DATE

TEXAS PROFESSIONAL ENGINEERING INSPECTIONS



F-3878

KWIK KAR LUBE & AUTO REPAIR
 F.M. 2551 @ W. LUCAS BLVD.
 LUCAS, TEXAS

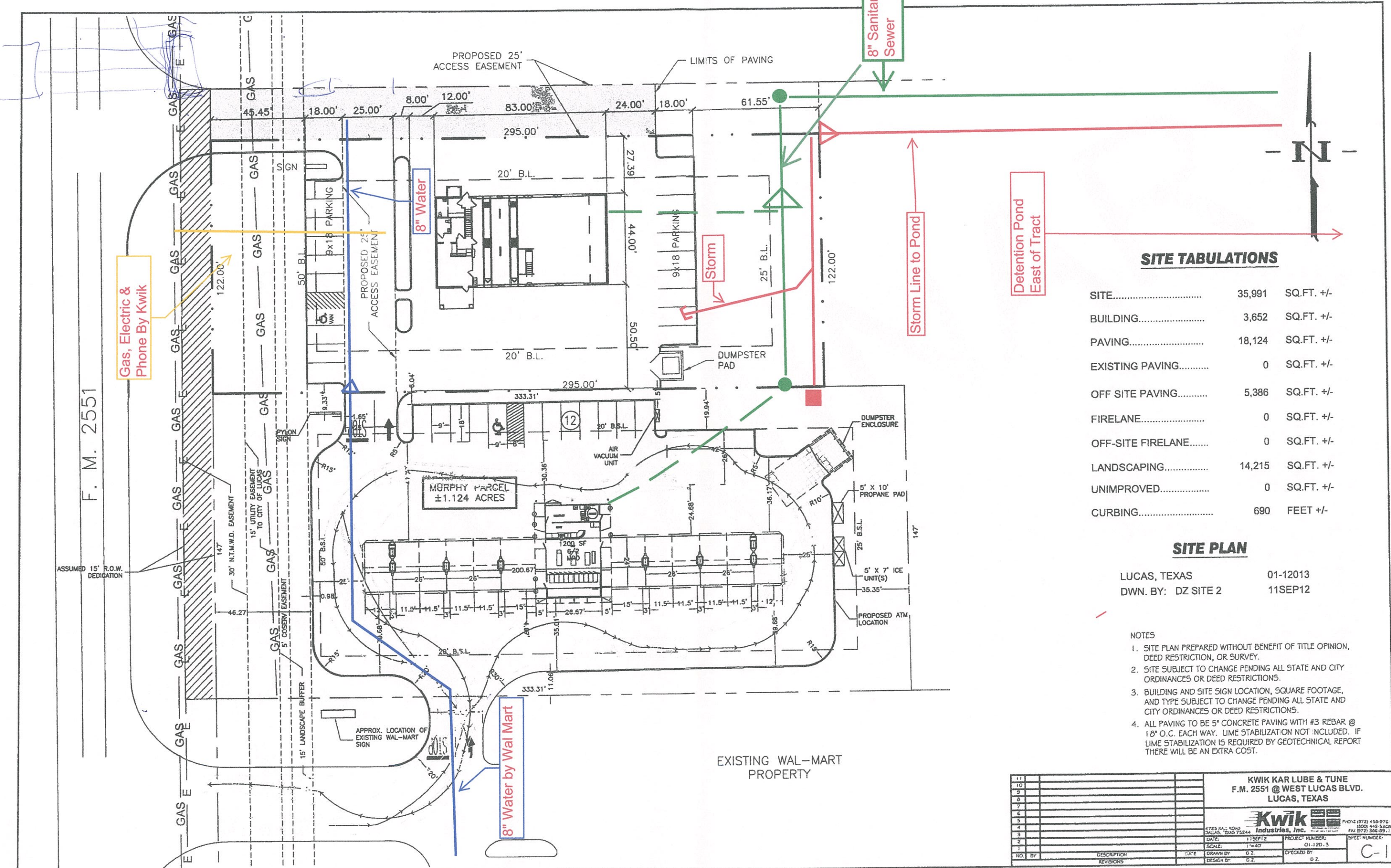
CONTACT: DAN ZATTO

DESIGNED: DZ
 CHECKED: DZ
 APPROVED: DZ
 DATE: 18JAN13

TITLE
 Front & Rear Elevations

SHEET
A-201

PROJECT NUMBER
 01-12013



SITE TABULATIONS

SITE.....	35,991	SQ.FT. +/-
BUILDING.....	3,652	SQ.FT. +/-
PAVING.....	18,124	SQ.FT. +/-
EXISTING PAVING.....	0	SQ.FT. +/-
OFF SITE PAVING.....	5,386	SQ.FT. +/-
FIRELANE.....	0	SQ.FT. +/-
OFF-SITE FIRELANE.....	0	SQ.FT. +/-
LANDSCAPING.....	14,215	SQ.FT. +/-
UNIMPROVED.....	0	SQ.FT. +/-
CURBING.....	690	FEET +/-

SITE PLAN

LUCAS, TEXAS 01-12013
 DWN. BY: DZ SITE 2 11SEP12

NOTES

1. SITE PLAN PREPARED WITHOUT BENEFIT OF TITLE OPINION, DEED RESTRICTION, OR SURVEY.
2. SITE SUBJECT TO CHANGE PENDING ALL STATE AND CITY ORDINANCES OR DEED RESTRICTIONS.
3. BUILDING AND SITE SIGN LOCATION, SQUARE FOOTAGE, AND TYPE SUBJECT TO CHANGE PENDING ALL STATE AND CITY ORDINANCES OR DEED RESTRICTIONS.
4. ALL PAVING TO BE 5" CONCRETE PAVING WITH #3 REBAR @ 18" O.C. EACH WAY. LIME STABILIZATION NOT INCLUDED. IF LIME STABILIZATION IS REQUIRED BY GEOTECHNICAL REPORT THERE WILL BE AN EXTRA COST.

KWIK KAR LUBE & TUNE F.M. 2551 @ WEST LUCAS BLVD. LUCAS, TEXAS		
DATE: 11SEP12 SCALE: 1"=40' DRAWN BY: D.Z. DESIGN BY: D.Z.	PROJECT NUMBER: 01-120.3 CHECKED BY: D.Z.	SHEET NUMBER: C-1





NOTICE OF PUBLIC HEARINGS

NOTICE IS HEREBY GIVEN, that the Planning & Zoning Commission of the City of Lucas, Texas (the "City"), will conduct a Public Hearing on Thursday, **February 14, 2013 at 7:00 p.m.** and City Council will conduct a second Public Hearing on **Thursday, March 7, 2013 at 7:00 p.m.** in the City Council Chambers, 665 Country Club, Lucas, Texas to consider an application request by Kwik Industries for an Special Use Permit (SUP) for the operation of a Kwik Lube Minor Automotive Repair Center. The property to be considered is located in Collin County, Texas, and described as follows:

ABS A0821 William Snider Survey, Tract 32, 6.47 acres.

Those wishing to speak **FOR** or **AGAINST** the above item are invited to attend. If you are unable to attend and have comments you may send them to City of Lucas, Attention: City Secretary, 665 Country Club Road, Lucas, Texas 75002, email kwingo@lucastexas.us, or Fax 972-727-0091 and they will be presented at the Hearing.

Kathy Wingo, TRMC, MMC
City Secretary

<input type="checkbox"/>	Annexation
<input type="checkbox"/>	Disannexation
<input type="checkbox"/>	Code of Ordinances
<input checked="" type="checkbox"/>	Other

ORDINANCE #2013-03-00752
[Special Use Permit for Minor Automotive Repair Center
Along Angel Parkway]

AN ORDINANCE OF THE CITY OF LUCAS, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE AND MAP OF THE CITY OF LUCAS, TEXAS, AS HERETOFORE AMENDED, BY GRANTING A CHANGE IN ZONING BY GRANTING A SPECIFIC USE PERMIT TO ALLOW FOR THE OPERATION OF A MINOR AUTOMOTIVE REPAIR CENTER FOR LAND ZONED COMMERCIAL BUSINESS (“CB”) FOR A TRACT OF LAND IN THE CITY OF LUCAS, TEXAS, LOCATED ALONG ANGEL PARKWAY ON THE PROPERTY KNOWN AS ABS A0821 WILLIAM SNYDER SURVEY, TRACT 32, CONSISTING OF 6.47 ACRES AND FURTHER DESCRIBED IN EXHIBIT “A”; PROVIDING FOR THE APPROVAL OF THE SITE PLAN ATTACHED HERETO AS EXHIBIT “B”; PROVIDING FOR THE APPROVAL OF THE ELEVATIONS ATTACHED HERETO AS EXHIBIT “C”; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LUCAS, TEXAS:

SECTION 1. That the Comprehensive Zoning Ordinance and Map of the City of Lucas, Texas, as heretofore amended, be and the same are hereby amended, to grant a change in zoning to grant a Special Use Permit to allow the operation of a minor automotive repair center on land zoned as CB located along Angel Parkway on the property known as ABS A0821 William Snyder Survey, Tract 32, consisting of 6.47 acres, and being more particularly described in Exhibit “A” attached hereto and made a part hereof for all purposes.

SECTION 2. That the above-described property shall be used only in the manner and for the purposes provided for by the Comprehensive Zoning Ordinance of the City of Lucas as heretofore amended, and the regulations imposed within the Commercial Business District, subject to the following conditions:

1. The Property shall be used for a minor automotive repair center only;
2. The development of the property shall be in accordance with the site plan, a copy of which is attached hereto as Exhibit “B” and made a part hereof for all purposes;

3. The property shall be developed in accordance with the building elevations attached hereto as Exhibit "C" and made a part hereof for all purposes;
4. There shall be no additional structures, temporary or permanent, situated, located, constructed or erected on the Property, other than those that are depicted on the site plan attached as Exhibit "B";
5. The hours of operation for the minor automotive repair shall be Monday through Friday 7:00 a.m. to 8:00 p.m.; Saturday 8:00 a.m. to 8:00 p.m.; and, Sunday 10:00 a.m. to 6:00 p.m.;
6. All vehicles to be worked on, being worked on, and repaired shall be stored inside the building. There shall be no outside storage for vehicles, automobile parts or tires;
7. All signage shall be monument signs, similar in design and shape as the Wal-Mart signage (shaped in an "L"); and
8. The exterior elevations of the building shall incorporate Austin stone on the north, south and west sides of the building, with a minimum of 50%.

SECTION 3. That all ordinances of the City of Lucas in conflict with the provisions of this Ordinance shall be, and same are hereby, repealed, provided, however, that all other provisions of said Ordinances are not in conflict herewith shall remain in full force and effect.

SECTION 4. That should any word, sentence, paragraph, subdivision, clause, phrase or section of this Ordinance or of the City of Lucas Code of Ordinances, as amended hereby, be adjudged or held to be voided or unconstitutional, the same shall not affect the validity of the remaining portions of said Ordinances or the City of Lucas Code of Ordinances, as amended hereby, which shall remain in full force and effect.

SECTION 5. An offense committed before the effective date of the Ordinance is governed by prior law and the provisions of the City of Lucas Code of Ordinances in effect when the offense was committed and the former law is continued in effect for this purpose.

SECTION 6. That any person, firm or corporation violating any of the provisions or terms of this Ordinance shall be subject to the same penalty as provided for in the Code of Ordinances, as amended, and upon conviction in the municipal court shall be punished by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense, and each and every day such violation shall continue shall be deemed to constitute a separate offense.

SECTION 7. That this Ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of the Charter of the City of Lucas, and it is accordingly so ordained

DULY PASSED AND APPROVED BY THE CITY COUNSEL OF THE CITY OF LUCAS, COLLIN COUNTY, TEXAS, ON THIS 7TH DAY OF MARCH, 2013.

APPROVED:

Rebecca Mark, Mayor

APPROVED AS TO FORM:

ATTEST:

Joe Gorfida, Jr., City Attorney
(JJG/02-18-13/59504)

Kathy Wingo, TRMC, MMC, City Secretary

Exhibit "A"

Legal Description

BEING a 0.875 acre tract of land in the William Snider Survey, Abstract Number 821 in the City of Lucas, Collin County, Texas and being a portion of a 6.476 acre tract of land recorded in Inst. No. 20070604000748030 of the Official Public Records of Collin County, Texas and being more particularly described as follows:

BEGINNING at a 5/8 inch iron rod located in the west line of said 6.476 acre tract of land and being located South 00°37'30" East a distance of 25.00' from an "x" in concrete set for the northwest corner of said 6.476 acre tract of land and being located in the east line of F.M. 2551 (variable width);

THENCE departing said east line, NORTH 89°44'30" EAST a distance of 310.01 feet to a 5/8 inch iron rod set for corner;

THENCE SOUTH 00°37'30" EAST a distance of 122.88 feet to a 5/8 inch iron rod set for corner;

THENCE SOUTH 89°44'30" WEST a distance of 310.01 feet to a 5/8 inch iron rod set in the east line of said F.M. 2551;

THENCE with said east line, NORTH 00°37'30" WEST a distance of 122.88 feet to the POINT OF BEGINNING;

CONTAINING 0.8745 acres or 38,094 square feet of land more or less all according to that survey prepared by A.J. Bedford Group, Inc.

Exhibit "B"

Renderings, Elevations, Sign

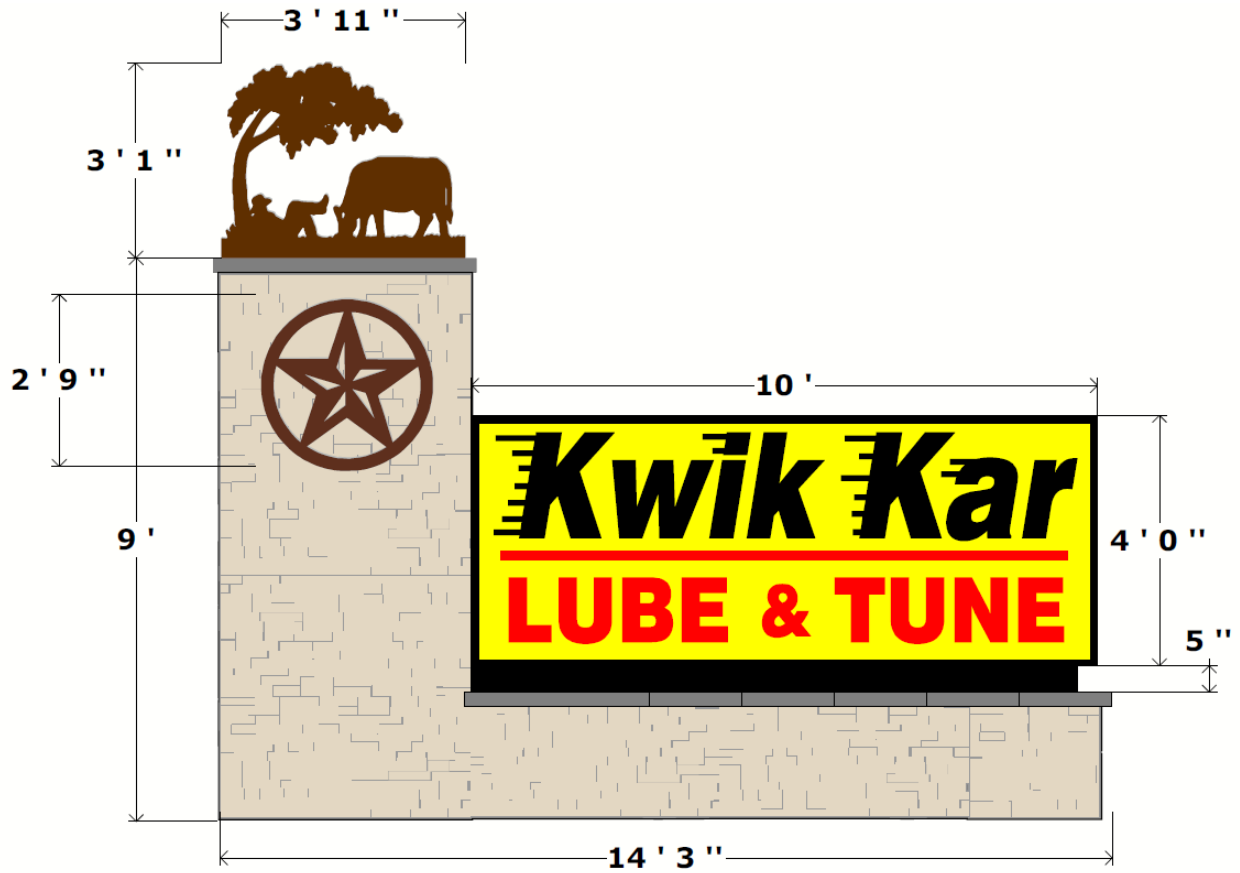


Exhibit "B"
 Rendering, Elevations, Sign

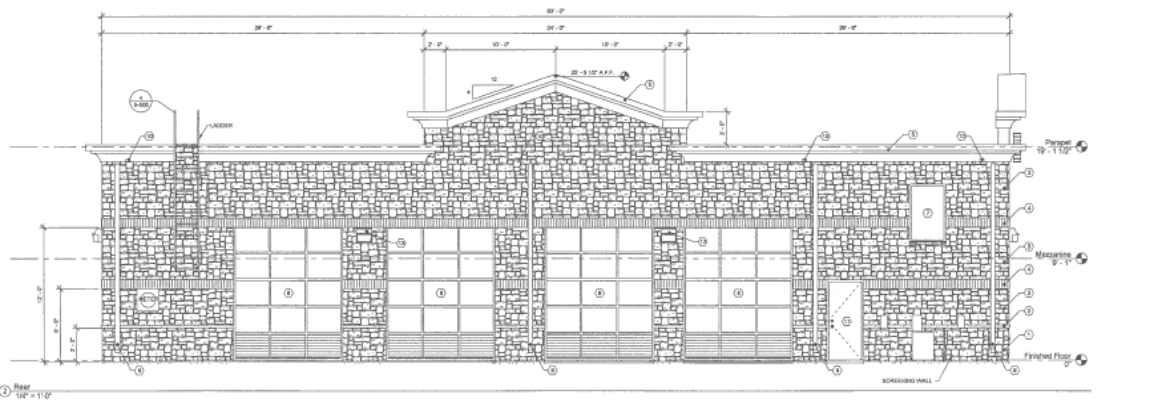
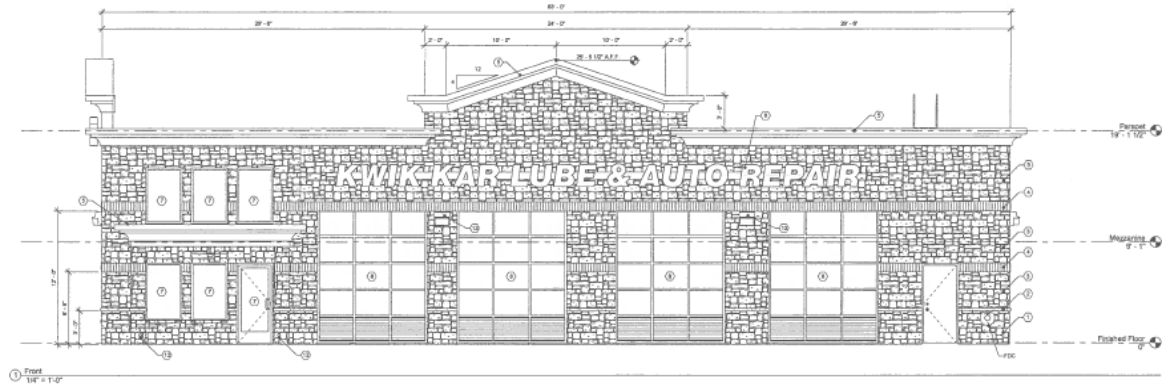
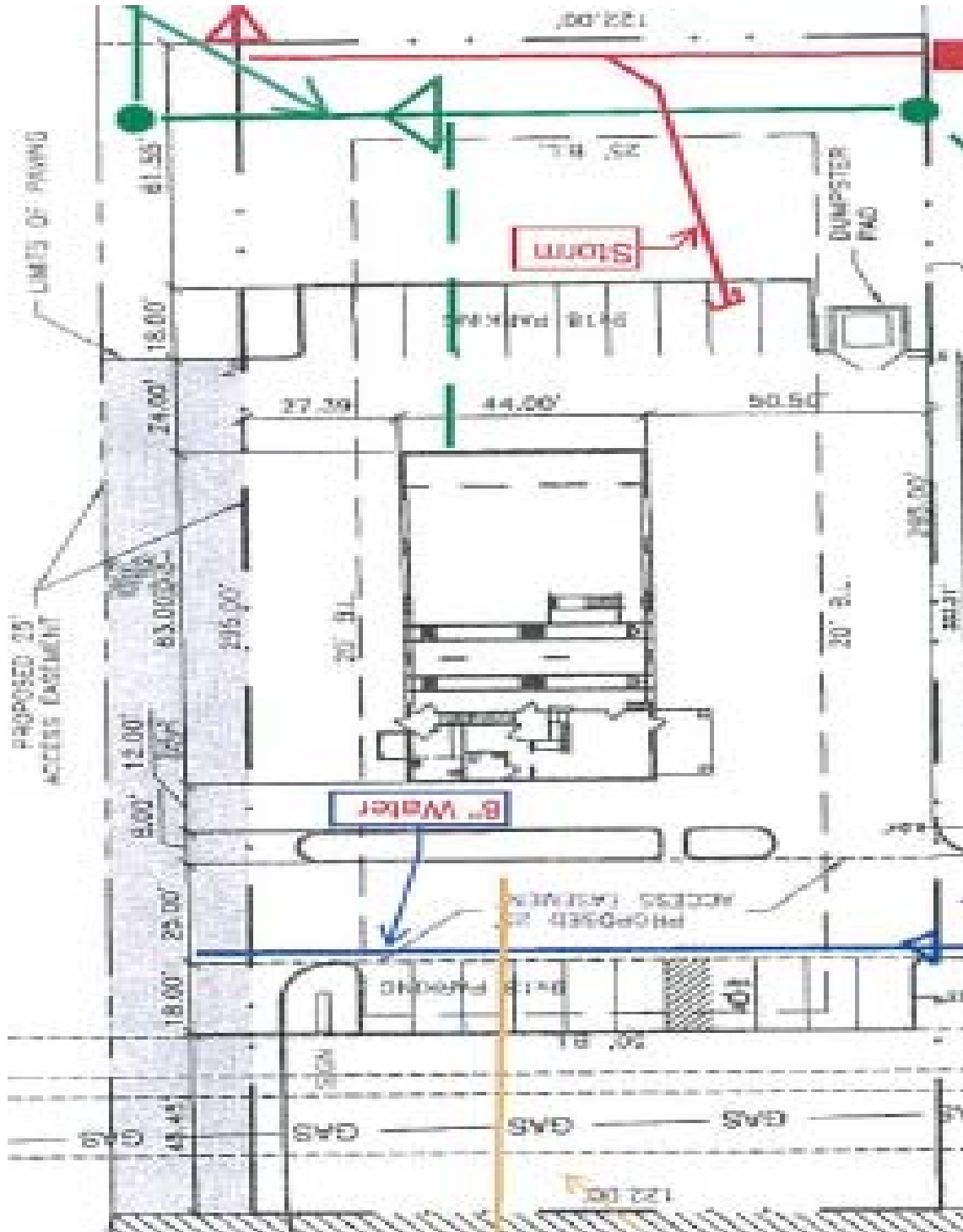


Exhibit "C"





**City of Lucas
Council Agenda Request**

Council Meeting: March 7, 2013

Requestor: Liz Exum

Prepared by: Liz Exum

Account Code #: _____

Date Prepared: _____

Budgeted Amount: \$ _____

Exhibits: Yes No

AGENDA SUBJECT:

Discuss and Consider the acceptance and approval of the City of Lucas' Comprehensive Annual Financial Report (CAFR) for Fiscal Year 2011-2012 presented by Conway Company CPA.

RECOMMENDED ACTION:

SUMMARY:

Copy of the proposed audit was placed on the intranet (separate from the packet) for your review.

MOTION:

I make a Motion to accept and approve the City of Lucas' Comprehensive Annual Financial Report (CAFR) for Fiscal Year 2011-2012.

APPROVED BY: _____

Initial/Date

Department Director: _____ / _____

City Manager: _____ / _____



City of Lucas Council Agenda Request

Council Meeting: March 7, 2013

Requestor: Liz Exum

Prepared by: Liz Exum

Account Code #: _____

Date Prepared: _____

Budgeted Amount: \$ _____

Exhibits: Yes No

AGENDA SUBJECT:

Discussion only, Financial Update for General Fund Reserves and 2011 Certificate of Obligation.

RECOMMENDED ACTION:

SUMMARY:

Finance Manager Liz Exum will provide a presentation at the meeting.

MOTION:

Discussion only, no action required..

APPROVED BY: _____

Initial/Date

Department Director: _____ / _____

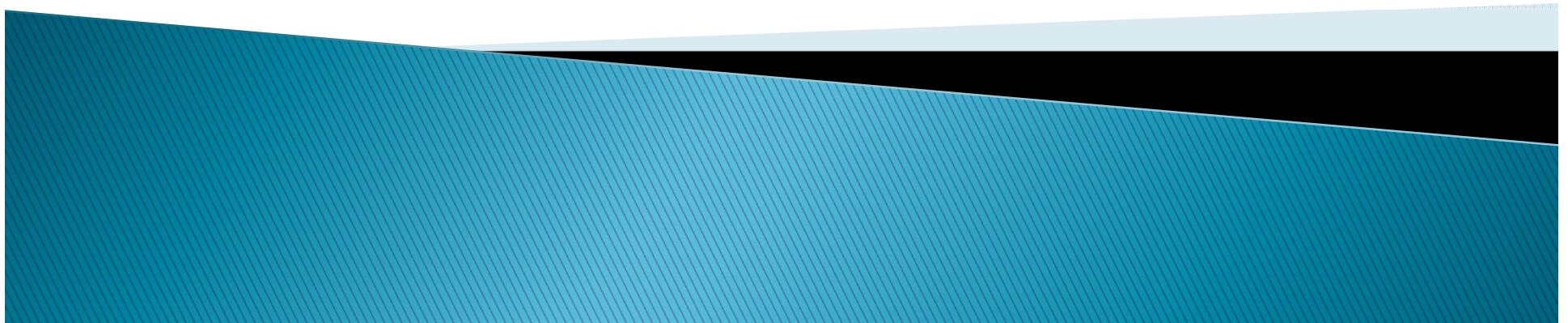
City Manager: _____ / _____

Agenda Item # 5

Financial Update for General Fund Reserves and 2011 CO



City of Lucas



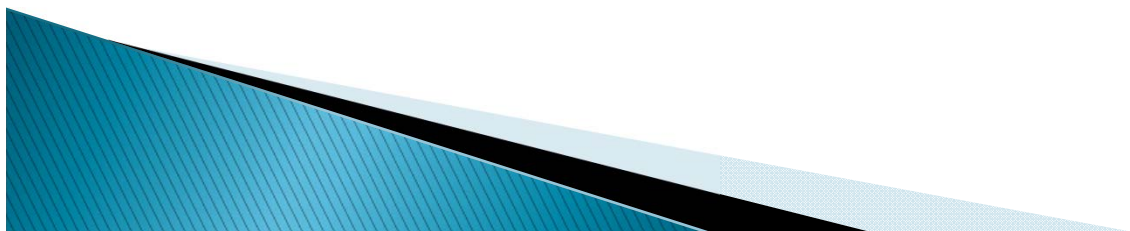
General Fund Estimated Unreserved Fund Balance As of 12-31-12

Unreserved Fund Bal \$4,018,230

FY 13 General Fund Budgeted Operating
Costs \$2,506,154

FY 13 General Fund Budgeted Operating
Monthly Costs \$208,846

Months Reserved 19.24



Discussion Points with Bond Counsel – Mark McLiney Southwest Securities

The City has managed its operations extremely well over the past many years.

The City has a current bond rating of “AA–” from Standard and Poor’s.

This rating is due in part to the City’s history of extremely strong fund balances.

The City would need to maintain a fund balance equal to one year (12 months) expenditures to keep the excellent bond rating and maintain the ability to borrow money at the best interest rates.



Excess Fund Balance Over the 12 Month Recommendation

Unreserved Fund Bal Estimate	\$4,018,230
FY 13 General Fund Budgeted Operating Costs	\$2,506,154
FY 13 General Fund Budgeted Operating Monthly Costs (budgeted for FY 12-13)	\$208,846
Monthly Costs(including paid EMS Staff)	\$245,102
12 Month Requirement:	
Budgeted for FY12-13	\$2,506,154
Including Paid EMS Staff	\$2,941,224
Excess Fund Balance based on:	
FY 12-13 Budget	\$1,512,076
FY 12-13 Budget plus paid EMS Staff	\$1,077,006



General Fund 2011 CO Funding

Balance as of September 30, 2012	\$3,285,028
Budgeted Items for FY 12-13:	
Stinson Rd Bridge	(\$607,567)
Design Fire Dept Expansion Project	(\$205,000)
Capital Roadway Improvements	<u>(\$465,940)</u>
Remaining Balance 2011 CO	\$2,006,521





City of Lucas Council Agenda Request

Council Meeting: March 7, 2013

Requestor: Stacy Caudell

Prepared by: Stacy Caudell

Account Code #: 21-8210-491-108 & 11-8210-301

Date Prepared: Feb 22, 2013

Budgeted Amount: \$ _____

Exhibits: Yes No

AGENDA SUBJECT:

Discuss and Consider an update of the Capital Roadway Improvements and authorize Staff to utilize the existing Interlocal Agreement with Dallas County for pavement maintenance for the various roads.

RECOMMENDED ACTION:

Authorize staff to utilize the existing Interlocal Agreement with Dallas County for pavement maintenance for the various roads as listed below.

SUMMARY:

The following roads are have been selected by staff for pavement maintenance, after rating the roads in the City. It is recommended that these roads have asphalt leveling (or milling, as noted), then a 2" asphalt surface course.

<u>Road</u>	<u>Length (Mi.)</u>	<u>Est. Cost (\$)</u>	<u>Comment</u>
Forest Grove (CC Rd to CR 321)	1.05	145,153.07	Leveling/overlay
East Winingkoff (Orr to Welborn)	0.50	45,599.64	Leveling/overlay
East W'koff(1,360' east of W'born)	0.35	56,137.02	Milling/overlay
Creekview	0.16	19,266.72	Leveling/overlay
Creek Bend	0.23	28,195.20	Leveling/overlay
Honeysuckle Ln	0.69	85,760.40	Leveling/overlay
Cimarron Tr	0.26	41,953.93	Milling/overlay
Santa Fe Tr	0.18	28,672.47	Milling/overlay
Chisholm Tr	0.28	45,271.42	Milling/overlay
Indian Tr	0.12	18,714.26	Milling/overlay
Total	3.82 Mi.	\$514,724.13	

Road locations are shown on the attached maps.

APAC has the asphalt contract with Dallas County that the City can utilize, through the existing Interlocal Agreement, for this asphalt maintenance contract. Please see the attached estimates by APAC for the milling/cement stabilization base work and the asphalt leveling/overlay work.

A 5% contingency in the amount of \$25,736 is requested for the \$514,724 APAC estimate, for possible tonnage quantity overruns due to the varying depth requirement for the asphalt. With that contingency, the **Total Project Estimate is \$540,460. (Please note that APAC will only be paid for actual quantities in place.)**

MOTION: I make a Motion to approve the Capital Roadway Improvements and authorize Staff to utilize the existing Interlocal Agreement with Dallas County for pavement maintenance for the various roads.

APPROVED BY: _____ Initial/Date
Department Director: _____ / _____
City Manager: _____ / _____

Date
02/14/2013

APAC TEXAS INC. ESTIMATE ONLY
DALLAS COUNTY CONTRACT INTERLOCAL AGREEMENT

City of Lucas

Location/Street	Limits	Length	Width	S/Y	Depth's/y	Tons	Ty-Mix	Mileage From Plant	In-Place Price	Mileage Charge	Total Charge Per Ton	Total
Forest Grove Rd.	County Club to CR 321	5560	20	12356	330	2039	TyD	32	\$60.00	\$11.20	\$71.20	\$145,153.07
East Winningkoff	Orr Rd E. to Welborn	2620	20	5822	220	640	TyD	32	\$60.00	\$11.20	\$71.20	\$45,599.64
East Winningkoff	Welborn E. to end of lots	1860	20	4133	220	455	TyD	32	\$60.00	\$11.20	\$71.20	\$32,372.27
Creekview	FM 1378 to Honeysuckle	820	18	1640	330	271	TyD	32	\$60.00	\$11.20	\$71.20	\$19,266.72
Creek Bend	FM 1378 to Honeysuckle	1200	18	2400	330	396	TyD	32	\$60.00	\$11.20	\$71.20	\$28,195.20
Honeysuckle	W-Estelle Ln to end	3650	18	7300	330	1205	TyD	32	\$60.00	\$11.20	\$71.20	\$85,760.40
Cimarron Trail	FM 2514 to Chisholm Trl	1390	20	3089	220	340	TyD	32	\$60.00	\$11.20	\$71.20	\$24,192.18
Santa Fe Trail	FM 2514 to end	950	20	2111	220	232	TyD	32	\$60.00	\$11.20	\$71.20	\$16,534.22
Chisholm Trail	Cimarron Trl to Santa Fe Trl	1500	20	3333	220	367	TyD	32	\$60.00	\$11.20	\$71.20	\$26,106.67
Indian Trail	Santa Fe Trl to end of lot	620	20	1378	220	152	TyD	32	\$60.00	\$11.20	\$71.20	\$10,790.76
Total Estimated Tons:						6095			Estimated Total Cost:			\$433,971.12



APAC - Texas, Inc

**P.O. Box 224048
Dallas, TX 75222-4048
Telephone No.: 214-741-3531
Fax No.: 214-742-3540**

Contact:
Project Name: City of Lucas - Cement Stab (21 LB/SY)
Project Number:
CSJ:
Date: 2/19/2013

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
10	EAST WINNINGKOFF - CEMENT STAB 6IN (21 LBS/SY)	4,133.00	SY	5.75	23,764.75
20	CIMMARRON TRAIL - CEMENT STAB 6IN (21 LBS/SY)	3,089.00	SY	5.75	17,761.75
30	SANTA FE TRAIL - CEMENT STAB 6IN (21 LBS/SY)	2,111.00	SY	5.75	12,138.25
40	CHISHOLM TRAIL - CEMENT STAB 6IN (21 LBS/SY)	3,333.00	SY	5.75	19,164.75
50	INDIAN TRAIL - CEMENT STAB 6IN (21 LBS/SY)	1,378.00	SY	5.75	7,923.50
GRAND TOTAL					\$80,753.00

NOTES:

1. APAC is providing this quote based on a verbal request from the Owner. APAC makes no guarantees as to the adequacy of the design for the above quoted items and is providing this quote based solely on information provided by the owner.
2. Unless the words "Lump Sum" appear next to a price for an item, all prices are per unit, and payments will be based upon the actual number of units performed at that price. The prices quoted are binding for 30 days. After such time, the prices are subject to escalation.
3. APAC will mobilize on the project one time for each location. Any additional mobilizations are \$2500 per mobilization.
4. Bonds (payment and performance) and AGC fees are not included.
5. This quote does not include the following: testing, engineering / staking, excavation/ removal / haul-off, / pavement markings, utility adjustments, permits, SWPPP, backfill of curb, backfill of pavement.
6. This quote does not include prime on subgrade.
7. Sales and other taxes are not included in this quote, but a "Tax Exempt Certificate" is required in order that taxes are not charged against work performed.

8. All work not covered by a specific pay item or stated subsidiary will be billed as time & equipment force account work.
9. This quote and its exclusions and notes are to become an attachment to any subcontract agreement between Owner and/or General Contractor and APAC - Texas, Inc.
10. Prices firm through 7/31/2013. Prices will terminate on 8/1/2013.
11. This quote based on all utilities being a minimum of 18 inches below the existing surface.

Sincerely,
APAC - Texas, Inc.

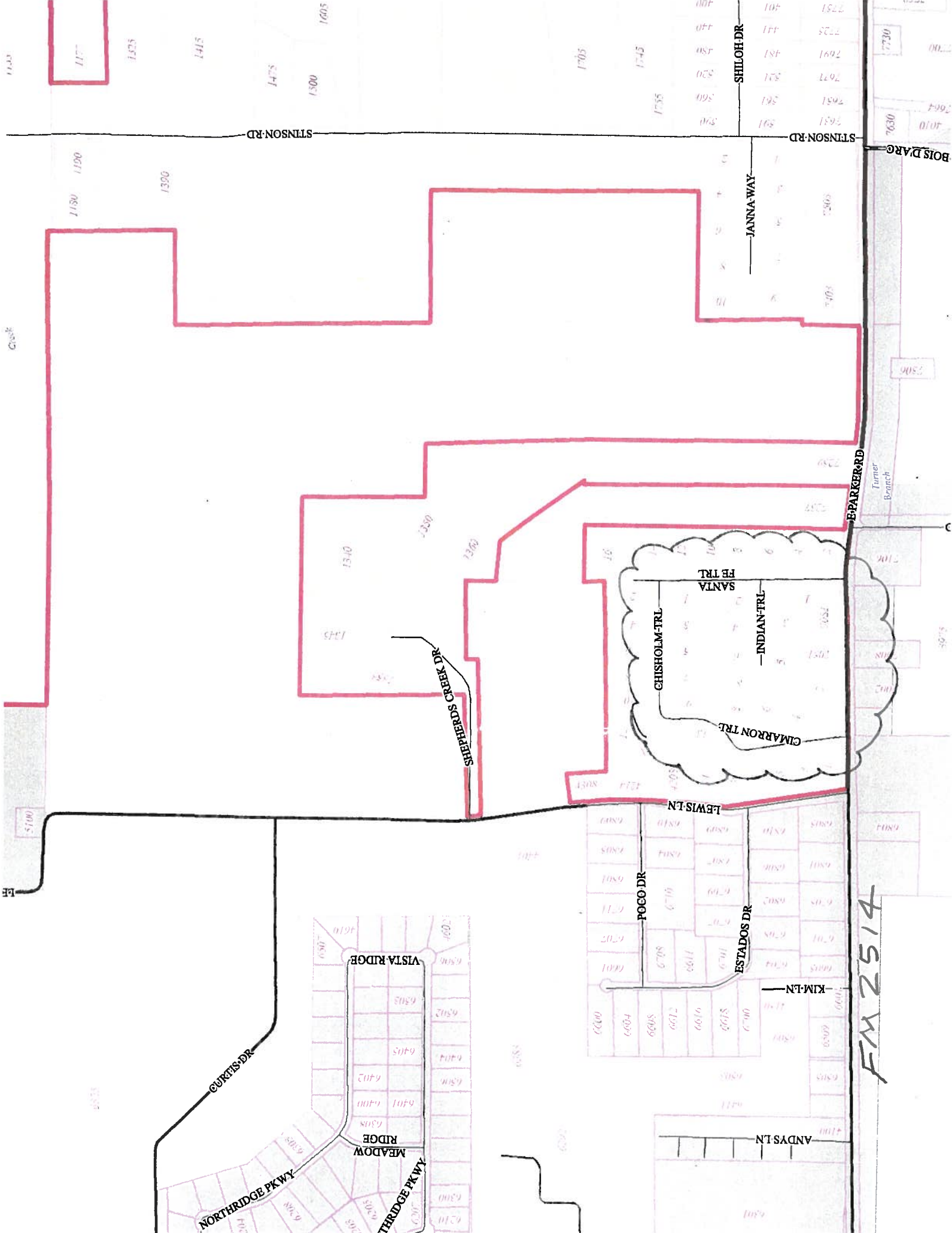
James A. Connor (Tony)
Estimating Manager

City of Lucas

Authorized Agent

Name & Title

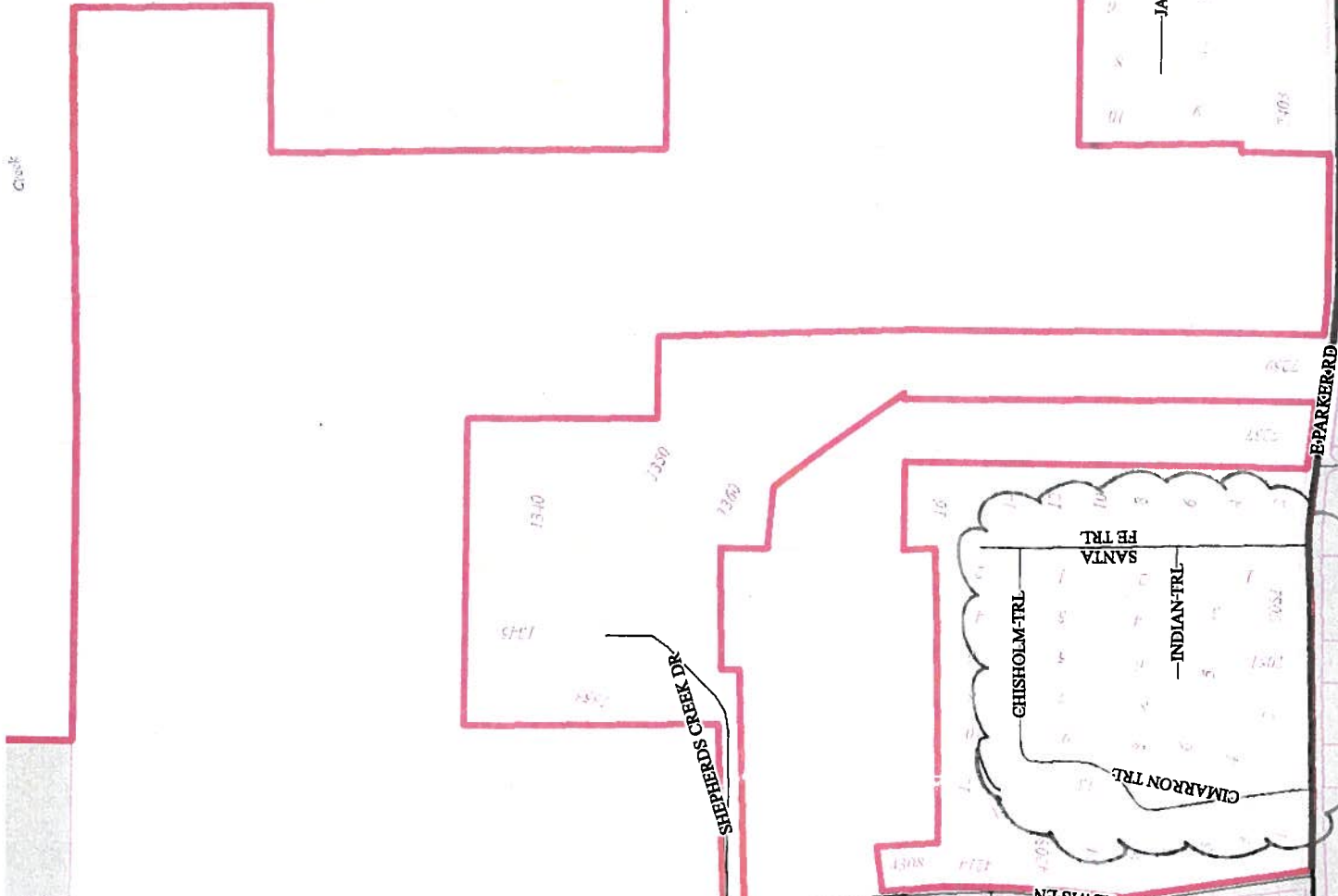




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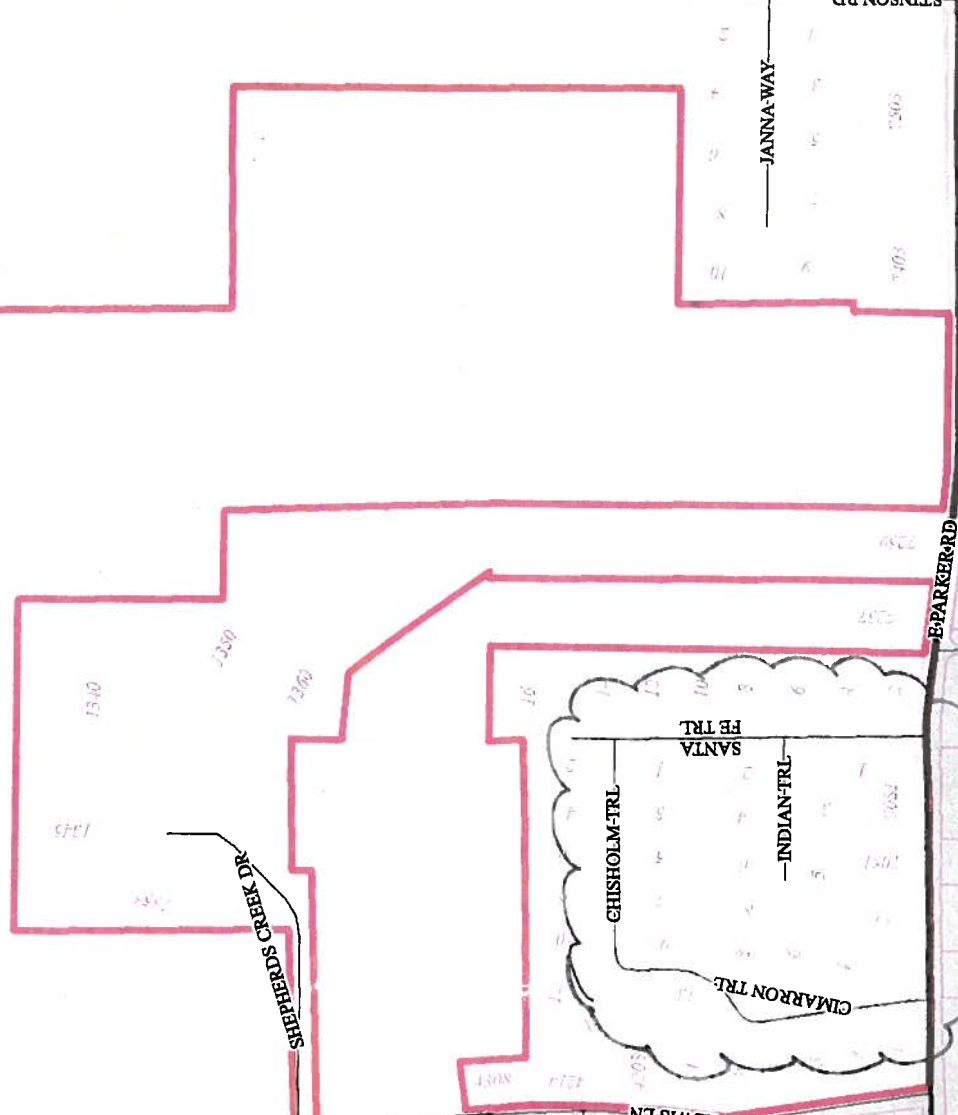
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City of Lucas Council Agenda Request

Council Meeting: March 7, 2013

Requestor: Stacy Caudell

Prepared by: Stacy Caudell

Account Code #: _____

Date Prepared: February 25, 2013

Budgeted Amount: \$ _____

Exhibits: Yes No

AGENDA SUBJECT:

Discuss and Consider the update of the Stinson Road Bridge.

RECOMMENDED ACTION:

Staff recommends completion of the preliminary bridge design, but recommends postponing the final design for the bridge construction, until Stinson Road is ready to be widened. In the interim, a supplemental pipe would be added to provide additional flood protection, until the bridge is built.

SUMMARY:

Background: Muddy Creek currently flows under Stinson Road through two, 7-foot diameter metal pipe culverts. During the heaviest rain event, once every year or so, the creek overtops Stinson Road. When this happens, City staff barricades the road for a few hours, until the water recedes from the road surface. During this time, local traffic and emergency responders have to be diverted, resulting in inconveniences and increased response times. Also, residents immediately upstream have voiced concerns about the floodwaters backing up on their property, as a result of the obstructing effect the road has on the creek.

Stinson Road is shown on the City's Thoroughfare Master Plan as a Minor Collector, which calls for a wider, 2 lane roadway. The bridge, and approaches, would be designed to accommodate a future widening of Stinson Road. BW2 Engineers, Inc. has been contracted to develop a preliminary design and present it to Council, before the City authorizes the final design.

Replacing the inadequate pipe culverts with a bridge was identified as a potential project in the presentation to Council, for funding with C.O. Bonds.

The engineer's estimate for the entire project, including bridge and roadway approaches is \$1,300,000.

Current Status: Since the bridge design contract was awarded to BW2, the City decided to go ahead with the 12" water line design and construction project for Stinson Road, due to the demand from residential development along Stinson Road. Rather than build a section of 12" water line, just at the bridge, with the bridge project, it is now planned to build the entire Stinson Road 12" water line.

The water line design is complete and the easement acquisition is nearing completion. Construction is scheduled to begin immediately after easement acquisition is complete.

Now that the 12" water line project is ready to go to construction, the preliminary bridge design work can be completed. For the preliminary bridge design, the hydraulic analysis has been completed and the geotechnical work for the foundations is complete. The conceptual drawings of the bridge are being completed for the City to review.

Staff Recommendation: Staff's recommended option for bridge final design and construction timing is to incorporate the bridge construction into the road widening project, when the road is ready to be widened. In the interim, a supplemental pipe would be added to provide additional flood protection, until the bridge is built.

The work done by this preliminary design will be utilized during final design, so that effort will not be wasted.

MOTION:

I make a Motion to ...

APPROVED BY: _____

Initial/Date

Department Director: _____ / _____

City Manager: _____ / _____



City of Lucas Council Agenda Request

Council Meeting: March 7, 2013

Requestor: Stacy Caudell

Prepared by: Stacy Caudell

Account Code #: _____

Date Prepared: February 25, 2013

Budgeted Amount: \$ _____

Exhibits: Yes No

AGENDA SUBJECT:

Discuss and Consider the approval of a contract between the City of Lucas and BW2 Engineers, Inc. concerning design services for an 8" waterline project along Osage Lane, from Southview Drive, east to the end of Osage.

RECOMMENDED ACTION:

Staff recommends that Council authorize the City Manager to execute a contract with BW2 Engineers, Inc. for surveying, engineering design, easement documentation and construction administration services for an 8" waterline along Osage Lane in an amount not to exceed \$29,800 (see attached contract).

SUMMARY:

The residences along the south side of Osage Lane were recently annexed into the City.

The existing water system that serves these residences is a substandard line with high maintenance. The residents have purchased water from Seis Lagos.

As part of the annexation process, the City is obligated to provide standard water service, which the current system would not meet. The new line will also provide fire hydrants to enhance fire protection.

This project is approximately 2,600' in length and construction is estimated to cost \$210,000 (not including the \$29,800 for the BW2 contract).

After bidding, a contractor will be selected, and the construction contract will be brought to Council for approval. The funds for the project will come from reserves or the budget, depending on water sales.

MOTION: I make a Motion to approve a contract between the City of Lucas and BW2 Engineers, Inc. and authorize the City Manager to execute said contract concerning design services for an 8" waterline project along Osage Lane, from Southview Drive, east to the end of Osage.

APPROVED BY: _____ Initial/Date
Department Director: _____ / _____
City Manager: _____ / _____

February 20, 2013

Mr. Stacy Caudell, P.E.
Public Works Director/City Engineer
City of Lucas
665 Country Club Road
Lucas, Texas 75002

Re: Osage Lane Water Line
Proposal for Engineering and Surveying Services

Dear Stacy:

BW2 Engineers, Inc. (BW2) is pleased to provide this proposal to the City of Lucas for the provision of professional engineering and surveying services associated with improvements to the City's water system. This water system improvements project includes water line improvements identified as the Osage Lane Water Line.

The Osage Lane Water Line project includes construction of approximately 2,600 linear feet of a proposed 8" diameter water line, to be located from the existing 12" water line located on the west side of Southview Drive to the east end of Osage Lane. The proposed water line will cross Southview Drive (FM 1378) and follow along the south side of Osage Lane.

This proposed project will address needs in the City's water system in the southeastern part of the City. The proposed project will provide service to a recently annexed part of the City. This project will improve water system pressure in this area and enhance fire protection in this area.

The scope of services to be performed by BW2 is summarized below.

Surveying Services

- ❖ Establish horizontal control and vertical control.
- ❖ Establish centerline of proposed pipeline in the field by field surveying.
- ❖ Obtain centerline profile for the proposed pipeline.
- ❖ Obtain topographic features each side of centerline of proposed pipeline, as required for design.

Engineering Services

- ❖ Participate in conferences with representatives of the City.
- ❖ Gather and analyze data to determine requirements and constraints as they relate to design of proposed water line.
- ❖ Establish pipeline alignment for proposed water line.
- ❖ Prepare preliminary plans.
- ❖ Prepare the following final construction plans for the proposed water line:
 - Title Sheet
 - Location Map
 - General Notes
 - Plan/Profile Sheets
 - Construction Detail Sheets

- Prepare a project manual for the project in conjunction with the construction plans.
- Coordinate with the City during the review process for the construction plans.
- Prepare TxDOT permit application for crossing FM 1378 and assist the City in acquisition of the permit.
- Prepare bid package.

Easement Document Services

- ❖ Prepare plats and legal descriptions for water line easements for eight properties.

Construction Administration Services

- ❖ Participate in conferences with the City regarding the project.
- ❖ Assist the City in the advertising for bids and in distributing bid sets of plans and specifications (including preparation of addenda and fielding Contractor's questions).
- ❖ Assist the City in the opening, tabulating, and analyzing of bids for construction.
- ❖ Attend City Council meetings (no charges for City Council attendance).
- ❖ Assist in the preparation of construction contract documents.
- ❖ Review monthly pay requests from the Contractor.
- ❖ Make site visits to assist City representatives with periodic inspection and final inspection of the project with regard to meeting general conformance with the design concept, as required.
- ❖ Review final pay request from the Contractor.
- ❖ Provide as-built plans (mylar originals and CD).

Fees

BW2 proposes to complete the aforementioned scope of services for the fees provided below.

❖ Surveying Services	\$ 5,200
❖ Engineering Services	\$ 17,700
❖ Construction Administration Services	\$ 2,900
TOTAL FIXED FEE:	\$ 25,800
❖ Easement Document Services* (not to exceed)	\$ 4,000
TOTAL FEE (not to exceed):	\$ 29,800

* At \$500 per property (it is anticipated that easements may be required for up to eight properties).

Assumptions

The following assumptions have been made in preparing this agreement:

- ❖ Easement documents for a permanent utility easement for eight properties may be required. Any additional easement documents will be considered additional services.
- ❖ Any temporary construction space required for the project will be obtained by the City by letter agreement with the property owner(s).
- ❖ Geotechnical services are not included in this proposal.
- ❖ Full time inspection services during construction are not included in this proposal.

Mr. Stacy Caudell, P.E.
February 20, 2013
Page Three

Terms and Conditions

Terms and conditions for the professional engineering and surveying services to be provided for this project will be included in the Professional Services Agreement for this project. Acceptance of this proposal will be confirmed by the execution of the Professional Services Agreement for the project. Receipt of a fully executed copy of the Professional Services Agreement will be considered authorization for BW2 to proceed with the project.

Very truly yours,

Michael R. Burge, P.E.
Project Manager

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**City of Lucas
Council Agenda Request**

Council Meeting: March 7, 2013

Requestor: _____

Prepared by: Kathy Wingo

Account Code #: _____

Date Prepared: _____

Budgeted Amount: \$ _____

Exhibits: Yes No

AGENDA SUBJECT:

Discuss and Consider the approval of the minutes from the February 21, 2013, City Council meeting.

RECOMMENDED ACTION:

Approve as presented.

SUMMARY:

See attached.

MOTION:

I make a Motion to approve the minutes from the February 21, 2013, City Council meeting as presented.

APPROVED BY: _____

Initial/Date

Department Director: _____ / _____

City Manager: _____ / _____



City Council Meeting
February 21, 2013, at 7:00 PM
City Hall - 665 Country Club Road
Minutes

Call to Order

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

Present:

Mayor Rebecca Mark	Mayor Pro Tem Kathleen Peele (absent)
Councilmember Wayne Millsap	Councilmember Jim Olk
Councilmember Steve Duke	Councilmember Philip Lawrence (absent)
Councilmember Debbie Fisher	City Manager Jeff Jenkins
City Secretary Kathy Wingo	Fire Chief Jim Kitchens
City Attorney Joe Gorfida	

It was determined that a Quorum was present.
Everyone was reminded to turn off or silence cell phones.
Councilmember Jim Olk led everyone in saying the Pledge of Allegiance.

Citizens' Input

1) Citizens' Input.

There was no one present who wished to speak during Citizen's Input.

Community Interest

2) Items of Community Interest.

Councilmember Debbie Fisher stated that she was informed today of recent mailbox thefts. Councilmember Fisher urged citizens to watch their neighborhoods.

Regular Agenda

3) Discuss and Consider the approval of the minutes from the February 7, 2013, City Council Regular meeting. **[Wingo]**

MOTION: Councilmember Wayne Millsap made a Motion to approve the minutes from the February 7, 2013, City Council Regular meeting.

Councilmember Steve Duke seconded the Motion. Motion carried. Vote: 5-0.

- 4) Discuss and Consider the approval of a contract between the City of Lucas and Collin County Elections Administrations concerning election services. **[Wingo]**

MOTION: Councilmember Debbie Fisher made a Motion to approve contract between the City of Lucas and Collin County Elections Administrations concerning election services as presented. Councilmember Jim Olk seconded the Motion. Motion carried. Vote: 5-0.

- 5) Discussion only, City Manager Jeff Jenkins to present a fire district legislative update. **[Jenkins]**

Email sent to City Manager Jeff Jenkins from Fred Hill on February 21, 2013:

“The City of Lucas’ bill has been filed in the House and was referred to the Committee on Urban Affairs on the 11th of this month. At approximately the same time Senator Ken Paxton’s staff made the decision to bracket the bill so that it only applies to Collin County. In doing this three other Collin County cities, Celina, Prosper, and Melissa are affected because of their population. Ken Paxton’s office is consulting with them. This should be no more than a formality. The bill would simply make them eligible to access the change in the law, also. It does not place them under any obligation or responsibility. In the meantime a committee substitute is being drafted. When the substitute is completed it is expected that the bill will be filed in the senate Representative Laubenberg expects to move forward quickly with the bill and get it passed out of the House at the earliest opportunity. At this point the process is moving smoothly.”

City Manager Jeff Jenkins reviewed the purpose of the bill being considered. Getting an Emergency Service District passed in the City of Lucas would provide further revenue streams to improve the EMS services and the Fire Department. Based upon the city’s conservative projections, an increased sales tax of quarter-half a cent, used for the district, would generate \$70,000-\$140,000 a year. City Manager Jeff Jenkins believes as the full sales trends change, this number will be higher.

Even if the bill is passed this legislative session, the measure would still have to be placed on the May 2014 ballot and approved by a majority of the City of Lucas’ voters to become effective.

- 6) Discussion only of the Lucas Volunteer Fire Department and the City of Lucas being recognized as a Firewise Community. **[Kitchens]**

Fire Chief Jim Kitchens on behalf of the City of Lucas Fire Department and the City of Lucas accepted the award of Firewise Community.

The Firewise Communities program was created in 1986 in response to the destruction of homes due to wildfires. In the fall of 2002, the National Firewise Communities/USA Recognition Program was established. There are now over 800 Firewise Communities within the United States.

The Firewise Communities program teaches residents about the hazards of wildfire in the wildland urban interface, and how to take simple steps to create a defensible space around their homes. A home ignition zone has 3 zones. Some things homeowners can do to reduce the risk of destruction to their home due to a wildfire is to remove dead leaves/pine needles that are left on roofs, deck and in gutters; storing firewood away from the home, remove "ladder" fuels by trimming the lower branches from trees and shrubs.

The cost of becoming a Firewise Community is \$2.00 per capita, which can be offset by volunteer hours. Any time citizens spend working in and around their homes and yards to reduce the risk of wildfire can count toward the cost. So, please keep track of the time you and your family spend working on your house or in your yard to create a defensible space.

Nick Harrison, of the Texas A&M Forest Service, came forward to speak to the Firewise Community program. The City of Lucas is number 55 out of 57 in the State of Texas Firewise Communities. This is a national recognized program, City of Lucas being the first city in the North Texas area.

Mr. Harrison then presented Mayor Rebecca Mark and Fire Chief Jim Kitchens with the award and photos were taken.

Boy Scout Phillip Desjardins, 1 Crestview Circle, was in attendance and came forward to say that he was working on his citizenship badge.

7) Adjournment.

MOTION: Councilmember Jim Olk made a Motion to adjourn the meeting at 7:25 p.m. Councilmember Steve Duke seconded the Motion. Motion carried.
Vote: 5-0.

These minutes were approved by a majority vote of the City Council on March 7, 2013.

Rebecca Mark, Mayor

ATTEST:

Kathy Wingo, TRMC, MMC, City Secretary



**City of Lucas
Council Agenda Request**

Council Meeting: March 7, 2013

Requestor: Jim Kitchens

Prepared by: Kathy Wingo

Account Code #: _____

Date Prepared: _____

Budgeted Amount: \$ _____

Exhibits: Yes No

AGENDA SUBJECT:

Discuss and Consider the approval of moving forward with the design phase of the Fire Department Expansion Project.

RECOMMENDED ACTION:

SUMMARY:

MOTION:

I make a Motion to approve and authorize staff to move forward with the design phase of the Fire Department Expansion Project.

APPROVED BY: _____

Initial/Date

Department Director: _____ / _____

City Manager: _____ / _____



**City of Lucas
Council Agenda Request**

Council Meeting: March 7, 2013

Requestor: _____

Prepared by: Kathy Wingo

Account Code #: N/A

Date Prepared: _____

Budgeted Amount: \$ N/A

Exhibits: Yes No

AGENDA SUBJECT:

Adjournment.

RECOMMENDED ACTION:

SUMMARY:

MOTION:

I make a Motion to adjourn the meeting at _____ p.m.

APPROVED BY: _____ Initial/Date

Department Director: _____ / _____

City Manager: _____ / _____