



**City Council Regular Meeting
April 3, 2014, 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 or (Absent):

Mayor Rebecca Mark
Councilmember Wayne Millsap
Councilmember Steve Duke
Councilmember Debbie Fisher

Mayor Pro Tem Kathleen Peele
Councilmember Jim Olk
Councilmember Philip Lawrence

Staff Present:

City Manager Joni Clarke
City Attorney Joe Gorfida
Public Works Director Stanton Foerster
City Secretary Kathy Wingo
Development Services Director Joe Hilbourn
Fire Chief Jim Kitchens

It was determined that a Quorum was present.

Everyone was reminded to turn off or silence cell phones.

Public Works Director Stanton Foerster led everyone in saying the Pledge of Allegiance.

Citizens' Input

1) Citizens' Input.

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

Community Interest

2) Items of Community Interest.

Fire Chief Jim Kitchens came forward and stated as of midnight on April 1st the department began running EMS calls. The new ambulance will have it final inspection on Monday. It should be here by April 17th.

Councilmember Debbie Fisher said that the projections are that Stage 3 Water Restrictions continue. Area lakes supplying our drinking water remain extremely low. North Texas Municipal Water District (NTMWD) is continuing Stage 3 water

restrictions. Watering of lawns and landscape will be allowed once every 14 days, the same schedule as this winter, until further notice. Absolutely NO watering is allowed between 10 AM and 6 PM under any circumstances. Using treated water in ornamental fountains is not allowed. Starting in July, we could be going to Stage 4 water restrictions. You cannot use treated water for landscaping, no washing of vehicles (except safety), and no permitting of pools, there could be a restriction of how much water the City could actually receive. Lake Lavon is currently down 13 feet.

Regular Agenda

- 3) Discuss and Consider the proposed information technology projects, provide guidance to Staff regarding priorities, and identify funding strategies. Projects identified for consideration by the City's IT Consultant, Baxter IT, include web filtering appliance; Microsoft Platform Licensing upgrade; Terminal Services for internal and remote users; managed KVM switch; internal communication server; new modern telephone system; and replacement of the Laserfiche scanner. **[Foerster]**

City Manager Joni Clarke met with Baxter IT representative William Baxter to discuss the proposed projects and have identified two priority projects which include the Microsoft platform licensing upgrade and the a new telephone system.

Our current licensing agreement allows for 75 licensed users and this is a priority project because the City is not in compliance with its licensing agreement and will need to move towards a solution should the City Council want to continue to allow those parties listed in the attached user list to continue to use City-owned software. We have a total of 45 licenses acquired with an additional 30 licenses budgeted for this fiscal year but the City would still be out of compliance even if it purchased the additional 30 licenses. We would be able to apply the \$3,200 on license fees that were budgeted for the current fiscal year and towards the cost of the Microsoft Platform Licensing Upgrade.

The replacement of the City's current telephone system is a priority project because of the inefficiencies identified in the current system. All incoming calls go to a main line which is answered by a staff member and then forwarded to the appropriate department or staff member. It is not an effective use of resources to screen and filter all incoming calls. Our citizens and customers should have direct access and the ability to reach a department or staff member without being transferred.

The Laserfiche scanner replacement is not being considered at this time because of the upcoming replacement of the existing copiers to a copier that will have the ability to scan along with other features.

Bill Baxter, President of Baxter IT, came forward to address some of the issues facing the City of Lucas.

Several councilmembers were in agreement to the web filtering, Microsoft licensing issue, and upgrading the phone system, which would include the fire department.

Staff will come back with a final presentation to include final cost(s) of the phone system, explaining features with breakdown; licensing issues and costs.

Due to the weather conditions it was requested that Council break for a few minutes to allow those who wished to do so to call home; the time was 8:02 p.m.

- 4) Discuss and Consider the approval of a limited, specific contract between the City of Lucas and Brockdale Community LLC, a Hillwood Development, regarding the maintenance of Brockdale Park Road and authorize the Mayor to execute said contract. **[Foerster]**

City has responsibility to maintain the road. Hillwood Development wants to repair the road, the City will have the say as to how and what they do.

MOTION: Councilmember Debbie Fisher made a Motion to approve the limited, specific contract between the City of Lucas and Brockdale Community LLC, a Hillwood Development, regarding the maintenance of Brockdale Park Road and authorize the City Manager to execute said contract, if Hillwood Development does not agree the agreement will be brought back for further consideration by the Council. Mayor Rebecca Mark seconded the Motion. Motion carried. Vote: 6-1, Councilmember Wayne Millsap voting NAY.

- 5) Discuss and Consider the approval of the minutes from the March 20, 2014, City Council meeting. **[Wingo]**

MOTION: Councilmember Jim Olk made a Motion to approve the minutes from the March 20, 2014, City Council meeting. Councilmember Philip Lawrence seconded the Motion. Motion carried. Vote: 7-0.

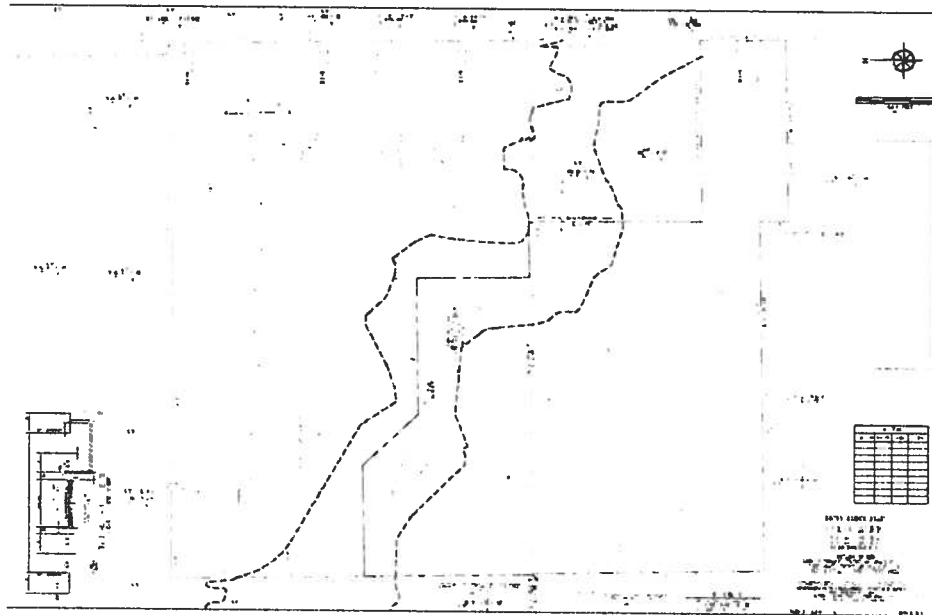
- 6) Discuss and Consider a preliminary plat for a tract of land situated in the James Lovelady Survey Abstract number 538. This is the second phase of Oakbrook Subdivision 44.089 acres out of a total of a 92 ± acre tract of land, consisting of twenty-two (22) lots; lots in the city are currently zoned R-1.5; and lots in the county conform to R-1.5 **[Oakbrook Estates Phase II] [Hilbourn]**

Development Services Director Joe Hilbourn presented the facts to the members of the commission.

Todd Winters, on behalf of Liberty Bank, has submitted an application for a preliminary plat for a 92 acre parcel of land on Stinson Road known as Oakbrook Estates.

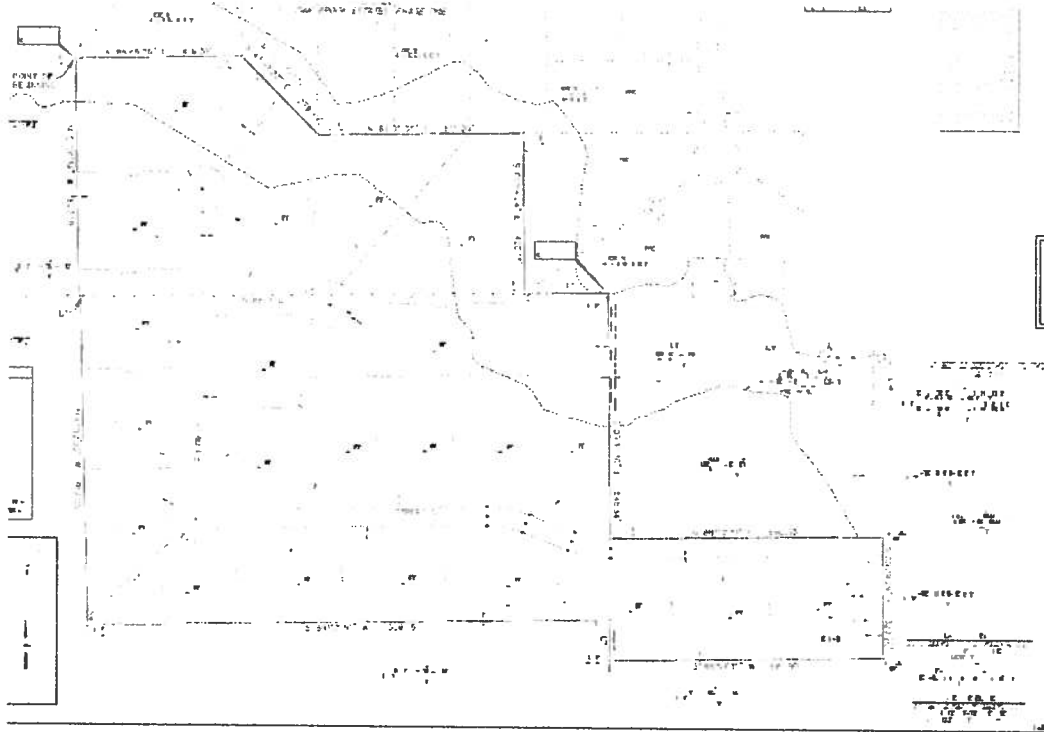
This parcel has an approved development agreement with an approved concept plan that gives consideration to the number of lots. The original property size included 87 acres, currently the size is 92 ± acres. The property is currently zoned R-1.5 and R-2, the five additional acres are zoned R-1.5. The developer will extend part of a city water line project in lieu of impact fees.

Approved Concept Plan:



Phase II Preliminary Plat:

See the next page.



This is an administrative approval, therefore, Staff recommends approval. On March 18, 2014, the Planning & Zoning Commission voted to recommend approval as well..

MOTION: Councilmember Jim Olk made a Motion to approve the preliminary plat for of a tract of land situated in the James Lovelady Survey Abstract number 538. This is the second phase of Oakbrook Subdivision 44.089 acres out of a total of a 92 ± acre tract of land, consisting of twenty-two (22) lots; lots in the city are currently zoned R-1.5; and lots in the county conform to R-1.5 Councilmember Debbie Fisher seconded the Motion. Motion carried. Vote: 6-0, Councilmember Philip Lawrence had stepped away from the meeting.

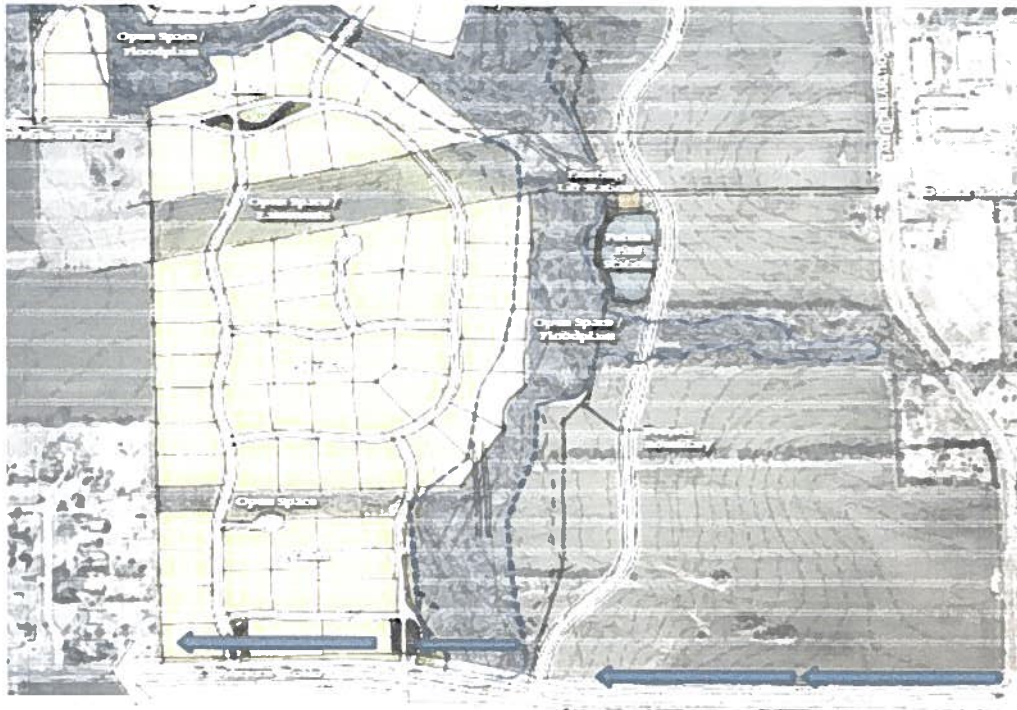
- 7) Discuss and Consider the approval of a preliminary plat for of a tract of land situated in the L & G N Survey Abstract Number 1060, and the John McKinney Survey Abstract Number 596 being 41.527 acres out of 232.162 acre tract of land. This is the first phase in a proposed 120 ± lots subdivision located off of Parker Road, more commonly known as the Hunt property. **[Hilbourn]**

Development Services Director Joe Hilbourn presented the facts to the members of the commission.

Matt Dorsett, with Spires Engineering, has filed an application on behalf of CTMTG Lucas for preliminary plat approval for 30 lots of a proposed 120 lot subdivision, commonly known as the Hunt property.

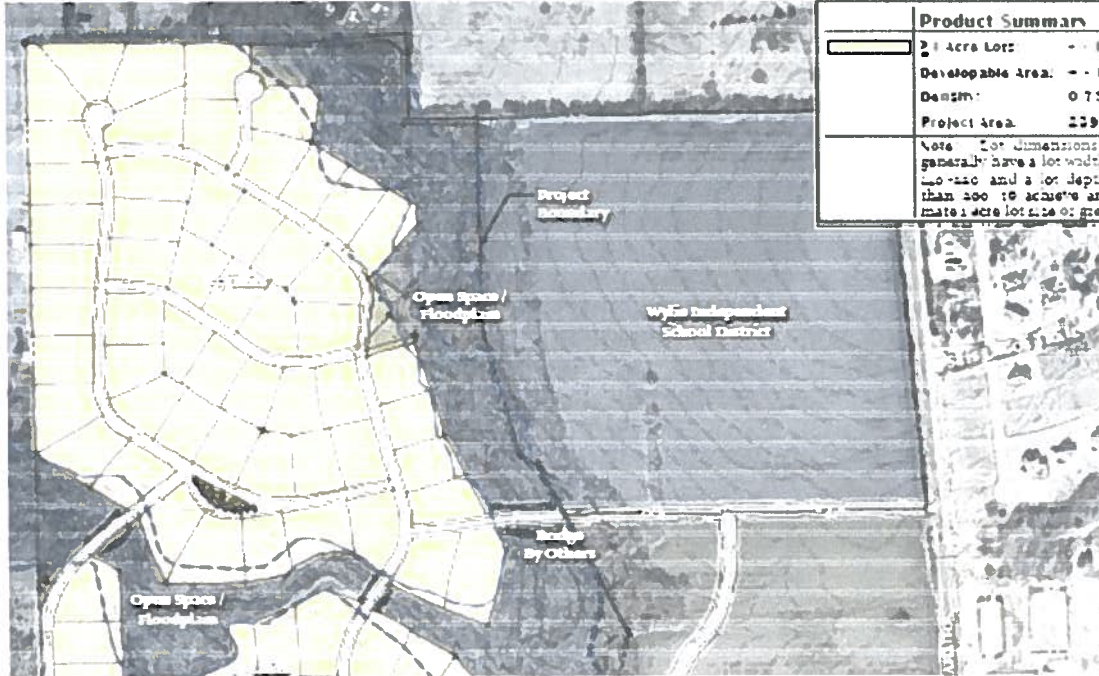
The property has an approved development agreement with an approved concept plan. The property currently is zoned R-1 with a total of 120 ± lots. Phase I of the subdivision is approximately 30 lots. All lots meet with the city's subdivision regulations. There is approximately 239± acres giving an overall density to the subdivision of 1.99 acres per lot. The lot density for Phase I is approximately 1.38 acres per lot gross and 1.15 acres net.

Approved, southern half of Concept Plan:

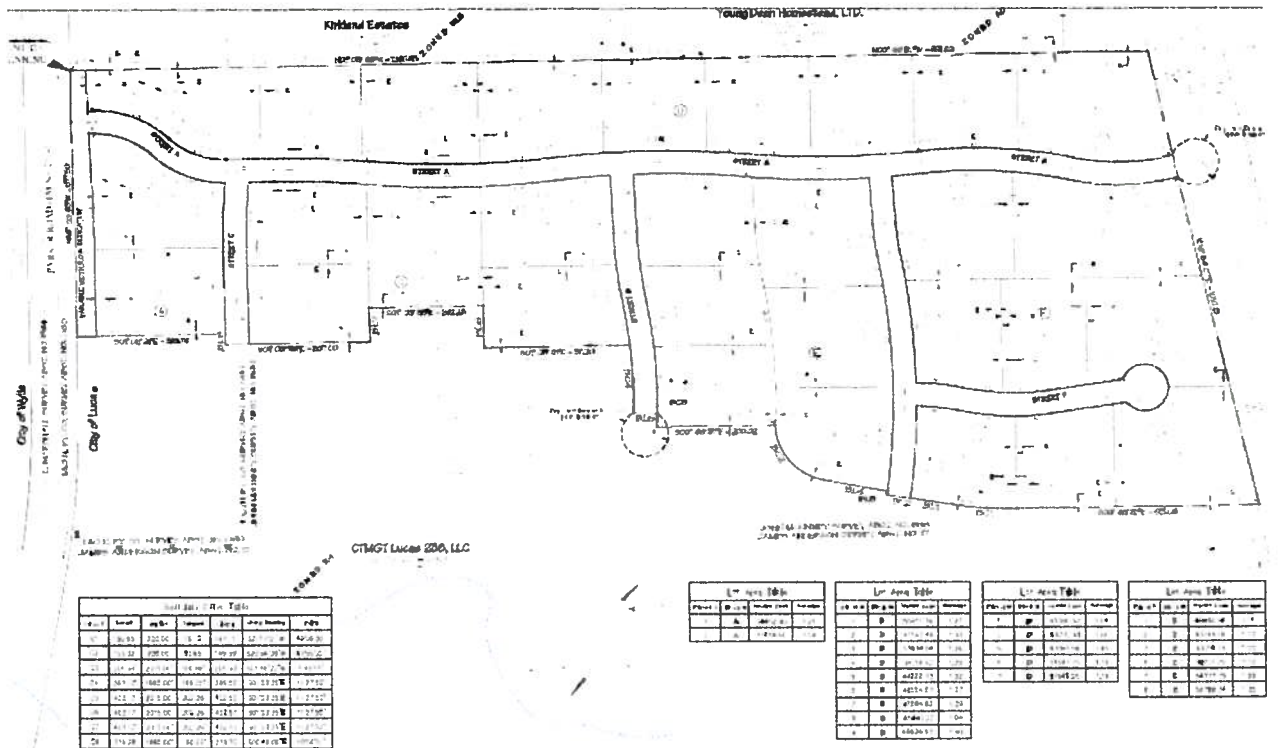


Approved, northern half of Concept Plan:

See the next page.



Preliminary Plat:



Staff recommends approval. On March 18, 2014, the Planning & Zoning Commission voted to recommend approval as well.

MOTION: Councilmember Jim Olk made a Motion to approve the preliminary plat for of a tract of land situated in the L & G N Survey Abstract Number 1060, and the John McKinney Survey Abstract Number 596 being 41.527 acres out of 232.162 acre tract of land. This is the first phase in a proposed 120 ± lots subdivision located off of Parker Road, more commonly known as the Hunt property. Councilmember Debbie Fisher seconded the Motion. Motion carried. Vote: 7-0.

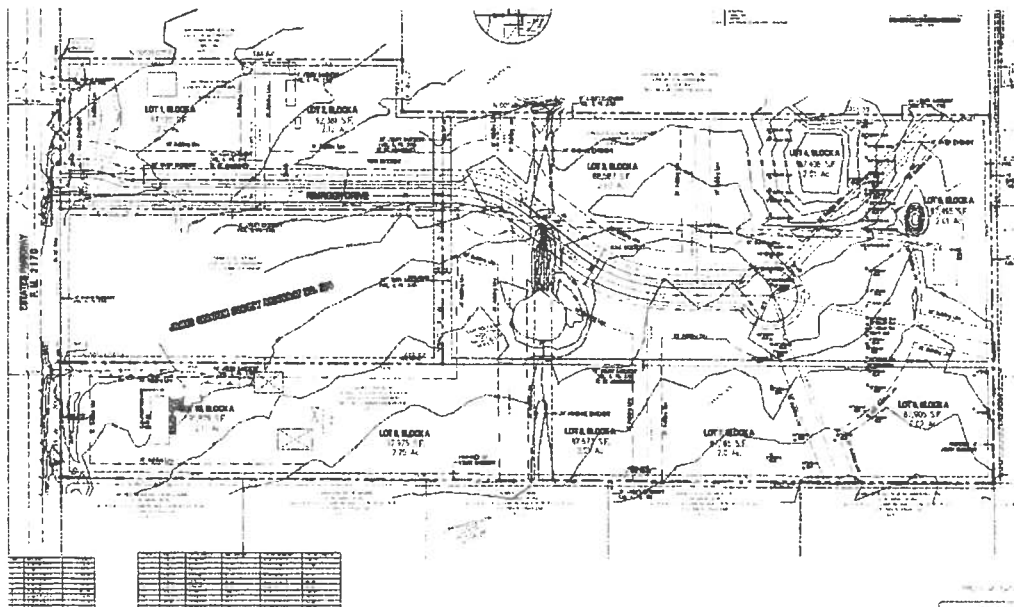
- 8) Discuss and Consider the approval of a preliminary plat submitted by Matt Moore on behalf of George Rybar and Donald & Glenda Goodrich, for Rimrock Estates, a tract of land situated in the James Grayum Survey, Abstract # 354 being 20.564 acres of land, creating ten (10) new lots with Tracts 1 and 3, the property is currently zoned R-2 and located along Estates Parkway. **[Rimrock Estates] [Hilbourn]**

Development Services Director Joe Hilbourn presented the facts to the members of the commission.

Matt Moore, on behalf of George Rybar and Donald & Glenda Goodrich, has submitted an application for a preliminary plat for a ten (10) lot subdivision located on Estates Parkway.

The property is currently zoned R-2 and includes a private road. The lots include the road in lot calculation. There is a total of 20.56 acres with a lot density, gross and net, of 2.056 acres. The subdivision has one entrance. Roads with only one entrance, over 600 feet and ten (10) lots or less, require a split entrance, mid-point turn around, expanded end turn around radius from 45' to 60', and a looped water main.

Preliminary Plat:



Staff recommends approval. On March 18, 2014, the Planning & Zoning Commission voted to recommend approval as well.

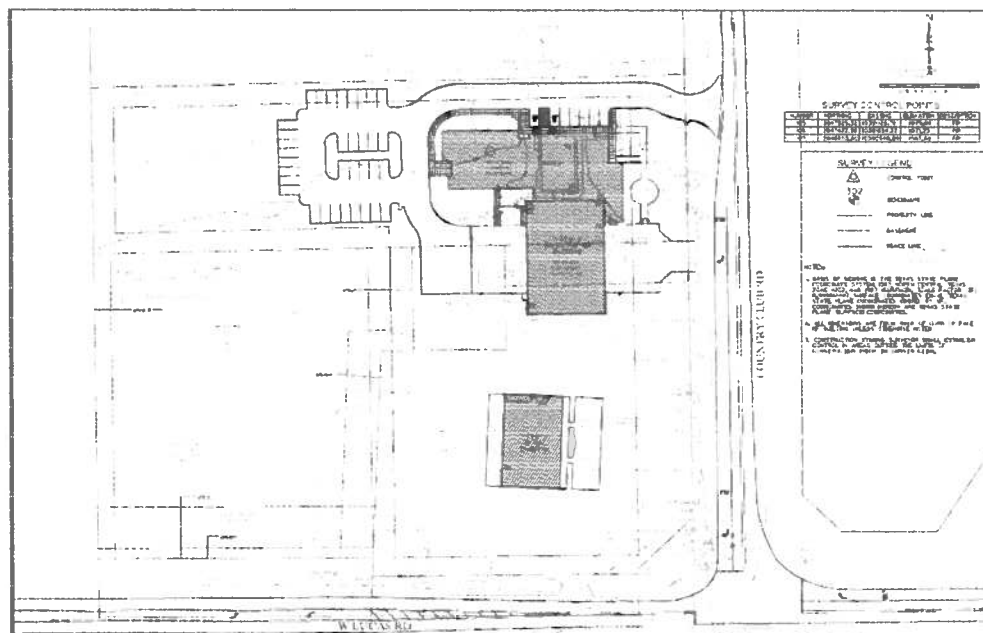
MOTION: Councilmember Wayne Millsap made a Motion to approve the preliminary plat submitted by Matt Moore on behalf of George Rybar and Donald & Glenda Goodrich, for Rimrock Estates, a tract of land situated in the James Grayum Survey, Abstract # 354 being 20.564 acres of land, creating ten (10) new lots with Tracts 1 and 3, the property is currently zoned R-2 and located along Estates Parkway. Councilmember Jim Olk seconded the Motion. Motion carried. Vote: 7-0.

- 9) Discuss and Consider the site plan submitted by the City of Lucas for the Lucas Fire Station Expansion Project, located at 185 Country Club. **[Hilbourn]**

Development Services Director Joe Hilbourn presented the facts to the members of the commission.

Joe Hilbourn, on behalf of the City of Lucas, has made application for site plan approval for an addition to the city's existing fire station. The site has an existing 8,000 square foot fire station. The proposed addition would add 9,300 square feet. The site currently includes three (3) lots and will be platted at the completion of the project. Less than 65% impervious cover is included. Required parking, 1 space for every three hundred square feet ($9,300/300=31$ spaces), forty spaces are shown.

Site Plan:



Staff recommends approval. On March 18, 2014, the Planning & Zoning Commission voted to recommend approval as well.

MOTION: Councilmember Jim Olk made a Motion to approve the site plan submitted by the City of Lucas for the Lucas Fire Station Expansion Project, located at 185 Country Club. Councilmember Philip Lawrence seconded the Motion. Motion carried. Vote: 7-0.

- 10) Discuss and Consider the approval of a contract for the installation of a fire suppression system and fire alarm in the existing bays and new addition of the fire station and authorize the City Manager to execute the contract as written by the City Attorney. **[Hilbourn]**

Staff is recommending a contract for fire suppression and fire alarm protection for the City of Lucas Fire Station, existing facilities and proposed additions. The purpose for bringing this contract forward before the rest of the project is to allow Staff to complete the work required in the existing bays prior to start of the main addition.

Contract for fire suppression	\$32,705	Plus cost of backflow (no fire pump required)
Contract for fire alarm	\$10,130	
Total In-House	\$42,835	Plus cost of backflow (should have hard cost of backflow by 3/15/2014)
Estimate from project estimator – fire suppression	\$64,878	Including fire pump
Estimate from project estimator – fire alarm	\$34,146	
TOTAL PROJECT	\$99,024	

MOTION: Councilmember Jim Olk made a Motion to approve the installation of a fire suppression system and fire alarm in the existing bays and new addition of the fire station and authorize the City Manager to execute the contract as written by the City Attorney, in an amount not to exceed \$43,000. Councilmember Wayne Millsap seconded the Motion. Motion carried. Vote: 7-0.

- 11) Discuss and Consider an update for the City of Lucas Fire Station Expansion Project to include cost savings measures and directing Staff to complete the construction plans and advertise for bids. **[Hilbourn]**

Development Services Director Joe Hilbourn came forward and stated that with the change in management for this project, staff felt it was necessary to give an update on the project prior to moving forward with the bid process.

Design and Construction Estimates:

Construction Cost		\$ 2,278,831
Construction by Contractor	9,325 sf @ \$ 244/sf	\$ 2,278,831
Design Services		\$ 294,789
A&E Basic Service Fee (Includes Arch, Struct, Mech, Elect, Plumb)	9.50%	\$ 216,489
Programming		\$ 10,000
Civil Engineer		\$ 45,500
Detailed Cost Estimating		\$ 5,500
Topographic Survey		\$ 3,900
Geotechnical Investigation		\$ 6,700
Landscape and Irrigation		\$ 6,700

Owner's Costs/Responsibilities:

Owner Costs		\$ 372,110
A/E Reimbursables		\$ 20,000
Construction Material Testing		\$ 30,000
Commissioning / Air Balance Test		\$ 15,000
Asbestos Abatement		\$ 15,705
Demolition of existing house		\$ 7,115
FFE (Fixtures, Furn., Equipment)		\$ 42,000
Washer/Dryer		\$ 2,050
Refrigerators		\$ 3,500
Data/IT/Radio/Technology		\$ 59,425
Landscaping/ Irrigation		\$ 30,000
Water Utility piping - All		\$ 32,515
Landscape and Domestic meter		\$ 600
Flag Poles		\$ 4,500
Fire Protection System - New & Existing		\$ 33,760
Fire Pump		N/A
Fire Hydrant		\$ 3,000
Fire Alarm System - New & Existing		\$ 10,130
Apparatus Approach - Drainage Piping and Asphalt		N/A
Emergency Generator and Transfer Switch		\$ 58,810
Screen wall & gates around Generator		\$ 1,000
Advertisement for Bidding		\$ 3,000
Final Plat		\$ 2,200

Total Estimated Costs:

Amount budgeted for the project \$2.8 million

Amount over budget	\$145,730
Total projected cost	\$2,945,730

MOTION: Councilmember Debbie Fisher made a Motion to allow staff to complete the construction plans and advertise this project for bid. Mayor Pro Tem Kathleen Peele seconded the Motion. Motion carried. Vote: 7-0.

12) Discuss and Consider the award of a construction contract between the City of Lucas and Dickerson Construction for a waterline along Stinson Road in an amount not to exceed \$1,075,374 and authorize the City Manager to execute the contract. **[Foerster]**

On March 17, 2014, seven bids were opened at city hall at 2 pm. All data was reviewed by BW2 and city staff. There were four add alternates considered during the bid process. Each of the alternates dealt with a different alignment within an area where no easements were obtained. With private sector development taking place on the west side of Stinson Road, Add Alternates No. 2, 3, and 4 will not be necessary.

The Base bid by Dickerson Construction Company was \$786,625.00, and their Add Alternate No. 1 was \$109,520.00. The proposed contract amount with Dickerson Construction Company is \$896,145.00. Staff is recommending a contingency of twenty (20%) percent in the amount of \$179,229.00. The contingency plus Base bid plus the Add Alternate No. 1 comes to a total of \$1,075,374.00.

The top three low bids are as follows:

	Base	No1	Total
1. Dickerson Construction	\$786,625	\$109,520	\$896,145
2. Jim Bowman Construction	\$842,550	\$118,150	\$960,700
3. Four Star Excavating	\$860,306	\$155,614	\$1,015,920


MOTION: Councilmember Debbie Fisher made a Motion to award the construction contract with the addition of Alternate No. 1 to Dickerson Construction for a waterline along Stinson Road in an amount not to exceed \$1,075,374 and authorize the City Manager to execute said contract. Councilmember Philip Lawrence seconded the Motion. Motion carried. Vote: 7-0.

13) Adjournment.

MOTION: Councilmember Wayne Millsap made a Motion to adjourn the meeting at 9:10 p.m. Councilmember Jim Olk seconded the Motion. Motion carried. Vote: 7-0.

These minutes were approved on April 17, 2014 by a majority vote of the City Council.





Rebecca Mark, Mayor

ATTEST:



Kathy Wingo, TRMC, IMC
City Secretary