



City of Lucas
City Council Meeting
July 20, 2017
6:05 P.M.

City Hall - 665 Country Club Road – Lucas Texas
Minutes

Call to Order

Mayor Olk called the meeting to order at 6:05 p.m.

City Councilmembers Present:

Mayor Jim Olk
Mayor Pro Tem Kathleen Peele
Councilmember Tim Baney
Councilmember Steve Duke
Councilmember Debbie Fisher
Councilmember Wayne Millsap (*arrived at 6:06pm, and left the meeting at 9:10pm*)

City Councilmembers Absent:

Councilmember Philip Lawrence

Staff Present:

City Manager Joni Clarke
Special Projects Coordinator Cathey Bonczar
Human Resource Generalist Janice Babcock
Development Services Director Joe Hilbourn
Public Works Director/City Engineer Stanton Foerster
Finance Director Liz Exum
Fire Chief Ted Stephens
Assistant Fire Chief/Emergency Management Coordinator Lance Gant

Mayor Olk determined that a quorum was present. Everyone was reminded to silence their cell phones and the Pledge of Allegiance was recited.

Citizen Input

1. Citizen Input.

There was no citizen input from the audience members.

Community Interest

2. Community Interest.

Mayor Olk introduced Boy Scout Mica Cathan from Troop 442. Mica stated that he was attending the City Council meeting as a requirement towards his Communications Badge.

Councilmember Fisher explained that she and Planning and Zoning Commissioner Peggy Rusterholtz attended a meeting at North District Municipal Water District. The meeting focused on the proposed Lower Bois d'Arc Creek Reservoir project that would be obtaining federal grant funding by January 2018. Councilmember Fisher further explained that the reservoir would take approximately two years to build and two more years to fill. Water supply could get critical by 2022. Ms. Rusterholtz has written an article summarizing the meeting to be placed in the September Lucas Leader.

Consent Agenda

3. Approval of the minutes of the July 6, 2017 City Council meeting.

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

Regular Agenda

4. Consider the approval of Ordinance 2017-07-00860 authorizing the issuance of “City of Lucas, Texas Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2017”; providing for the payment of said certificates by the levy of an ad valorem tax upon all taxable property within the City and further securing said certificates by a lien on and pledge of the pledged revenues of the system; providing the terms and conditions of said certificates and resolving other matters incident and relating to the issuance, payment, security, sale, and delivery of said certificates; including the approval and distribution of an official statement pertaining thereto; authorizing the execution of a paying agent/registrar agreement and an official bid form; complying with the requirements of the letter of representatives previously executed with the depository trust company; authorizing the execution of any necessary engagement agreements with the City’s Financial Advisors and/or bond counsel; and providing an effective date.

Samco Financial Advisor Andrew Friedman provided a summary of the five bids received for the 2017 Certificates of Obligation Series, noting that the lowest bid submitted was by Robert W. Baird having a true interest cost of 2.60%. He provided an overview of the certificates, and how payments will be handled. Mr. Friedman recommended the City accept the bid from Robert W. Baird.

MOTION: *A motion was made by Councilmember Millsap, seconded by Councilmember Baney to adopt Ordinance 2017-07-00860 approving authorizing the issuance of City of Lucas, Texas Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2017. The motion passed by a 5 to 1 vote with Councilmember Fisher voting in opposition.*

5. Discuss and review the proposed City of Lucas budget for Fiscal Year 2017- 2018.

City Manager Joni Clarke opened by thanking the Council for their input, and gave an overview of the budget workbook starting with the Work Plan.

Several changes were proposed and clarified for the Work Plan including changing Fox Glen to McGarity Lane on drainage, determining the status of the property on FM2170 and Rock Ridge, adding start and completion dates for capital projects, clarification on the NTMWD Take or Pay contract by December 2017, add Snider to Bridge Maintenance, making documents searchable on the City’s website, and enhancements for city maps. Mayor Olk suggested Public Works Director/City Engineer Stanton Foerster research software comparable to what the City of Fort Worth uses for detailing property information.

Ms. Clarke reminded the Council that updates to the fee schedule were being reviewed. Mayor Olk suggested eliminating contractor registration fees and increasing permit fees when revising the fee schedule. Contractors would still be required to register with the City, but there would be no fee for that registration.

Ms. Clarke also explained that the deposit required for renting the Community Center had become administratively cumbersome and explained the challenges of the current process. Staff recommended charging a rental fee in lieu of a deposit. Mayor Olk advised staff to review it and bring their recommendations before the Council.

Ms. Clarke presented the tax rate, property tax collection, and budget summary. She noted that the tax rate calculation showed an increase of .024424 over the prior year. The certified roll will be sent to the City Council as soon as it was received from the County and has been reviewed by the Finance Director. Councilmember Fisher asked that for next year's presentation, a slide be added showing the impact to property owners.

Ms. Clarke discussed the General, Capital Improvement, and Debt Service funds, property tax collected, and the breakdown of total sales tax collected for the City and Fire District.

Ms. Exum presented the utility rate highlights, the proposed water rate structure, and the revenue highlights for the general fund.

Ms. Clarke discussed the personnel services noting that the Lucas Fire-Rescue was requesting to increase staffing by three Firefighter/Paramedics, and one EMS Officer. Discussion ensued regarding several scenarios of staffing options. Chief Stephens and Assistant Fire Chief/Emergency Management Coordinator Lance Gant explained the current staffing levels, the need for additional staffing, and the challenges faced in regard to full time employees, volunteers, and turnover.

Council questioned the training of city employees in firefighter training. It was explained that Code Enforcement Officers were required to have specific firefighter training to qualify as a fire inspector. Three City employees were currently volunteer firefighters for Lucas. Mayor Olk suggested placing notes in the budget workbook explaining why the training is needed and how it impacts the city.

Ms. Clarke covered benefit highlights, and Human Resource Generalist Janice Babcock explained the various plans available to the City. Ms. Clarke also explained General Fund expenditures by department. Mayor Olk and Mayor Pro Tem Peele recommend reducing costs for the Municipal Judge to \$5,000.

Public Works Director/City Engineer Stanton Foerster discussed the Public Works expenditures for Engineering, as well as cost saving/cutting measures implemented by the city. Mr. Foerster also discussed capital improvements for water and streets. Staff suggested looking at the total of one-time expenses that could possibly be funded out of reserves, and discussed possible adjustments to the budget.

Development Services Director Joe Hilbourn discussed the Public Works expenditures for operations and proposed expenditures for parks improvements.

Chief Stephens reviewed the Fire-Rescue general fund budget and the projected increase in call volumes. Councilmember Duke asked for clarification of collection of billable calls, and Mr. Stephens explained that Lucas Fire-Rescue did not pay the billing company until after the billing company collects from residents.

Ms. Clarke reviewed the non-departmental general fund highlights.

Ms. Exum explained the water utilities revenue. Water revenues went up based on the new rates.

Ms. Clarke closed the budget workshop asking if Council had any questions. Council complimented staff on their efforts in putting the book together, and felt that the workbook was well detailed.

Staff received the following feedback for adjustments to the proposed budget:

- Reduce Finance/Admin account 322 Contracts by \$5,000 anticipating lower court costs for FY 2017-2018 compared to previous year.
- Reduce non-departmental account 6999-326 Law Enforcement by \$60,000 removing the built in contingency costs to the workshop proposed budget.
- Change the Group Health Insurance to Option 2 for medical coverage that included an 80/20 plan with a \$250 in-network deductible, a \$500 out-of-network deductible, and a \$1,000 out of pocket maximum for in-network expenses.
- One-time General Fund expenditures were applied toward fund balance totaling \$190,635.
- Make recommended changes/updates to the work plan.

Executive Session

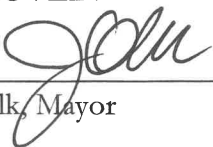
6. Executive Session.

The City Council did not conduct an Executive Session at this meeting.

7. Adjournment.


MOTION: *A motion was made by Councilmember Duke, seconded by Councilmember Fisher to adjourn the meeting at 9:23 pm. The motion passed unanimously by a 6 to 0 vote.*

APPROVED:



Jim Olk, Mayor

ATTEST:



Stacy Henderson, City Secretary

