



City of Lucas  
City Council Meeting  
December 6, 2018  
7:00 P.M.

City Hall - 665 Country Club Road – Lucas Texas

## MINUTES

### Call to Order

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

**City Councilmembers Present:**

Mayor Jim Olk  
Mayor Pro Tem Kathleen Peele  
Councilmember Wayne Millsap  
Councilmember Tim Baney  
Councilmember Steve Duke  
Councilmember Debbie Fisher

**Staff Present:**

City Manager Joni Clarke  
City Attorney Joe Gorfida  
City Secretary Stacy Henderson  
City Engineer Stanton Foerster  
Fire Chief Ted Stephens

**City Councilmember Absent:**

Councilmember Philip Lawrence

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

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**1. Citizen Input.**

There was no one requesting to speak during the Citizen Input portion of the agenda.

### Community Interest

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**2. Community Interest.**

Mayor Olk presented a Proclamation to Good Shepherd United Methodist Church celebrating their 125<sup>th</sup> anniversary. Mayor Olk also presented a Proclamation honoring life saving efforts to the Frazier family of Lucas, members of the City of Wylie Public Safety Communications Division, and Lucas Fire-Rescue personnel.

Mayor Olk stated that the City would be holding an open house on February 19, 2019 celebrating the City's 60<sup>th</sup> anniversary. Mayor Olk also noted that outdoor festivities associated with Country Christmas to be held on December 7 had been cancelled, but Santa's Workshop would take place in the Council Chambers. He also noted that art from Lovejoy ISD students would be on display at

City Hall beginning January 31, and lastly, candidate filing for the May 2019 election begins January 16 through February 15.

## Consent Agenda

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### 3. Consent Agenda.

- A. Approval of the minutes of the November 15, 2018 City Council meeting.
- B. Approval of the City of Lucas Investment Report for quarter ending September 30, 2018.
- C. Consider approving Resolution R 2018-12-00478 designating the Allen American as the official newspaper of the City of Lucas.

**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 to 0 vote.

## Regular Agenda

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### 4. Provide update regarding the installation of a left turn lane along Parker Road into the Kirkland Estates neighborhood during the construction and widening of Parker Road.

City Engineer Stanton Foerster stated that there had been no further updates from TxDOT since the last presentation at the November 15 City Council meeting. Mr. Foerster stated that he was still waiting for final cost estimates.

### 5. Consider reappointments to the Parks and Open Space Board, Board of Adjustment and Planning and Zoning Commission, and consider appointments to the Technology Committee and to fill the vacant position on the Parks and Open Space Board.

Mayor Olk began discussions with the Board of Adjustment reappointments.

Mayor Pro Tem Peele requested to postpone Board of Adjustment reappointments until the January 3, 2019 City Council meeting to discuss during Executive Session.

**MOTION:** A motion was made by Mayor Pro Tem Peele, seconded by Councilmember Duke to postpone reappointments of the Board of Adjustment to the January 3, 2019 City Council meeting and place an Executive Session item on the agenda for discussion and consideration purposes. The motion passed unanimously by a 6 to 0 vote.

Mayor Olk discussed the Planning and Zoning Commission reappointments noting that four members were up for reappointment. Mayor Olk stated that he had spoken with the Planning and Zoning Chairman who had no concerns regarding the current reappointments.

**MOTION:** A motion was made by Mayor Olk, seconded by Councilmember Millsap to reappointment Andre Guillemaud, Joe Williams, Alternate Member Tim Johnson and Alternate Member Tommy Tolson to the Planning and Zoning Commission for a two year term expiring December 31, 2020. The motion passed unanimously by a 6 to 0 vote.

Mayor Olk deferred to Parks Board liaison Councilmember Baney for discussion regarding member reappointments and appointment to a vacant alternate member position that was available.

Councilmember Baney stated that he would like to reappoint Tommy DeWitt, Chris Vanhorn and David Rhoads for another two year term. He stated that he would also like to appoint Christel Parish to the vacant alternate member position on the Parks Board. Councilmember Baney stated that she was a 30-year resident of Lucas and would be a good addition to the Parks Board.

**MOTION:** A motion was made by Councilmember Baney, seconded by Mayor Pro Tem Peele to reappoint Tommy DeWitt, Chris Vanhorn and David Rhoads to the Parks and Open Space Board for a two year term expiring December 31, 2020; and to appoint Christel Parish to the vacant alternate member position on the Parks and Open Space Board for a two year term expiring December 31, 2020. The motion passed unanimously by a 6 to 0 vote.

Mayor Olk began discussions regarding appointments to the Technology Committee. He stated that the City received fourteen very qualified applicants for five available spots. Mayor Olk noted that the committee would consist of a City staff member, IT consultant Bill Baxter, and Council liaison Councilmember Fisher.

Councilmember Fisher noted that in reviewing applications, she would like to have applicants chosen from different geographical areas of the City in order to provide the best representation. Councilmember Fisher noted that there were several applications received that represented the same geographical area, and recommended the following individuals be considered for the Technology Committee:

- Mark Skaggs
- Paul Rathgeb
- William Sleeper
- George Brody
- Dennis Skully

Councilmember Fisher encouraged any applicant that may not be appointed to participate in the meetings and stay informed.

Councilmember Millsap suggested that a criteria be created outlining the selection process of applicants for this new committee. Councilmember Millsap stated the Council should also consider interviewing applicants at the January 3 City Council meeting as has been done for other boards and commissions during the appointment process to gain further insight.

Mayor Olk directed staff to contact the five potential applicants to schedule interviews for the January 3, 2019 City Council meeting.

6. **Consider adopting Ordinance 2018-12-00887 amending Chapter 3, Building Regulations, Article 3.17 Right-of-Way use by amending Sections 3.17.017, 3.17.018 and 3.17.019 providing regulations consistent with Federal Law related to the installation of network nodes in public right-of-way by network providers; and amending Appendix C, Fee Schedule amending the fees applicable to the installation of network nodes and required equipment in City right-of-way.**

City Engineer Stanton Foerster stated that this item was prepared by the City Attorney's office, with the intent was to have regulations in place for the installation of network nodes in the City's right-of-way before the new law goes into effect January 1, 2019.

City Attorney Joe Gorfida explained that the City had previously adopted fees associated with the installation of network nodes in public right-of-way, and the ordinance proposed adopts regulations regarding installation of network nodes according to State law.

Councilmember Fisher asked that the language in Section 3.17.019(b) be amended to state the City Manager's designee.

Councilmember Millsap noted on Page 1, Appendix C table the statement "Small cell application fee (this penalty shall not exceed and is capped by statutory limits). The word penalty should be changed to fee in both areas of the table. Councilmember Millsap also asked if the installation of network nodes in the City's right-of-way would affect any of the City's franchise agreements.

City Attorney Joe Gorfida stated the installation of network nodes would not affect the City's franchise agreements.

**MOTION:** A motion was made by Councilmember Fisher, seconded by Councilmember Millsap to approve Ordinance 2018-12-00887 amending Chapter 3, Building Regulations, Article 3.17 Right-of-Way use by amending Sections 3.17.017, 3.17.018 and 3.17.019 providing regulations consistent with Federal Law related to the installation of network nodes in public right-of-way by network providers; and amending Appendix C, Fee Schedule amending the fees applicable to the installation of network nodes and required equipment in City right-of-way, and include amendments to the language relating to the City Manager's designee in Section 3.17.019(b) and changing the word penalty to fees in the Appendix C table. The motion passed unanimously by a 6 to 0 vote.

7. **Discuss the creation of a City of Lucas Communication Policy to clarify the process of how the City responds to external inquiries.**

Councilmember Millsap suggested that a communication policy be put in place that outlines how the City Council and City staff respond to written inquiries from residents. Councilmember Millsap stated that currently there was not a clear understanding of who responds to an inquiry when the entire City Council is included in the correspondence. Councilmember Millsap further explained that having a communication policy would provide for consistency in response and ensuring the appropriate message was being conveyed.

The City Council discussed with the City Manager how they have responded to correspondence. Mayor Olk noted that he would be in favor of inquiring with other cities and researching the communication policies they have in place.

City Manager Joni Clarke stated that she would create an outline regarding external communication and bring back to Council for further guidance and consideration.

The City Council was in agreement and directed the City Manager to bring back an outline for a communication policy for Council review.

## **Executive Session Agenda**

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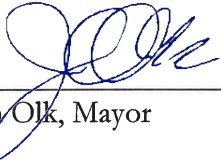
### **8. Executive Session.**

An Executive Session was not held at this meeting.

### **9. Adjournment.**

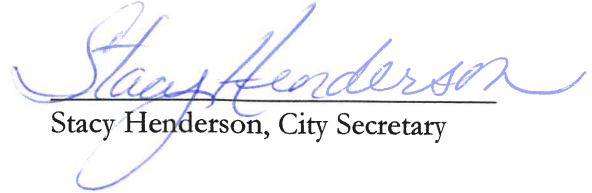
**MOTION:** A motion was made by Councilmember Millsap, seconded by Mayor Olk to adjourn the meeting at 7:54 pm. The motion passed unanimously by a 6 to 0 vote.

APPROVED:



Jim Olk, Mayor

ATTEST:



Stacy Henderson, City Secretary