



AGENDA

City of Lucas City Council Meeting November 21, 2019 7:00 PM

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

Notice is hereby given that a meeting of the Lucas City Council will be held on Thursday, November 21, 2019 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

Citizen Input

The Citizen 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 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 but may refer items to City Staff for research and possible inclusion on a future agenda.

1. Citizen 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. Items of Community Interest. (Mayor Jim Olk)
 - A. Presentation to the City of Lucas Finance Department for receiving the 2018 Certificate of Achievement for Excellence in Financial Reporting Award from the Government Finance Officers Association (GFOA) for the 9th consecutive year.

Consent Agenda

All items listed under the consent agenda are considered routine and are recommended 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. Consent Agenda:

- A. Consider approval of the minutes of the November 7, 2019 City Council meeting. (City Secretary Stacy Henderson)
- B. Approval of the City of Lucas Investment Report for quarter ending September 30, 2019. (Finance Director Liz Exum)

Regular Agenda

There are no Regular Agenda Items scheduled for this meeting.

Executive Session Agenda

Pursuant to 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 regarding any item on the agenda at any time during the meeting. This meeting is closed to the public as provided in the Texas Government Code.

- 4. Pursuant to Section 551.074 of the Texas Government Code, the City Council will convene into Executive Session to discuss the evaluation for the City Manager.
- 5. Reconvene from Executive Session and take any action necessary as a result of the Executive Session.
- 6. Adjournment.

Certification

I do 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 and on the City's website at www.lucastexas.us on or before 5:00 p.m. on November 14, 2019.

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 City Secretary Stacy Henderson at 972.912.1211 or by email at shenderson@lucastexas.us at least 48 hours prior to the meeting.



City of Lucas

City Council Agenda Request

November 21, 2019

Requester: Mayor Jim Olk

Agenda Item Request

Citizen Input

Background Information

NA

Attachments/Supporting Documentation

NA

Budget/Financial Impact

NA

Recommendation

NA

Motion

NA



City of Lucas Council Agenda Request November 21, 2019

Item No. 02

Requester: Mayor Jim Olk

Agenda Item Request

2. Items of Community Interest.
 - A. Presentation to the City of Lucas Finance Department for receiving the 2018 Certificate of Achievement for Excellence in Financial Reporting Award from the Government Finance Officers Association (GFOA) for the 9th consecutive year.

Background Information

Agenda Item 2A:

The City of Lucas has received the Certificate of Achievement for Excellence in Financial Reporting Award for the September 30, 2018, Comprehensive Annual Financial Report (CAFR). This is the 9th year in a row the City has received this award by the Government Finance Officers Association of the United States and Canada (GFOA). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting.

Attachments/Supporting Documentation

NA

Budget/Financial Impact

NA

Recommendation

NA

Motion

NA



City of Lucas Council Agenda Request November 21, 2019

Requester: City Secretary Stacy Henderson, Finance Director Liz Exum

Agenda Item Request

3. Consent Agenda:
 - A. Approval of the minutes of the November 7, 2019 City Council meeting.
 - B. Approval of the City of Lucas Investment Report for quarter ending September 30, 2019.

Background Information

NA

Attachments/Supporting Documentation

1. Minutes of the November 7, 2019 City Council meeting.
2. Quarterly Investment Report

Budget/Financial Impact

NA

Recommendation

City Staff recommends approval of the Consent Agenda.

Motion

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



**City of Lucas
City Council Meeting
November 7, 2019
7:00 P.M.**

City Hall - 665 Country Club Road – Lucas Texas

MINUTES

Call to Order

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

City Councilmembers Present:

Mayor Jim Olk
Councilmember Wayne Millsap
Councilmember Tim Baney
Councilmember Steve Duke
Councilmember Debbie Fisher
Councilmember Philip Lawrence

City Staff Present:

City Secretary Stacy Henderson
Development Services Director Joe Hilbourn
City Engineer Stanton Foerster

City Staff Absent:

City Manager Joni Clarke
City Attorney Joe Gorfida

City Councilmember Absent:

Mayor Pro Tem Kathleen Peele

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.

Greg Jacobs, 1415 Ford Lane, Lucas discussed his concerns with a property located at 1540 Ford Lane being used as an Airbnb. Mr. Jacobs stated that the residence was being used exclusively as a hotel and was not the primary residence of the homeowner. Mr. Jacobs stated that the property was zoned R-2 and requested this be investigated further and the use be discontinued.

Mayor Olk asked that staff review the situation and contact Mr. Jacobs to discuss further.

Community Interest

2. Items of Community Interest.

Councilmember Fisher noted that the Lovejoy Fine Arts Festival would be held December 6 and 7 at Lovejoy High School and encouraged all to attend the event.

Councilmember Baney thanked all the volunteers who worked diligently to make the Farmers Market a success.

Mayor Olk noted the following upcoming events:

- Country Christmas was scheduled for Friday, December 6 from 6 - 9 pm.
- Veterans Day was Monday, November 11, 2019 and thanked all that served in the military.
- The City was accepting donations for Toys for Tots, Allen Community Outreach, Senior Angel Tree and Lucas Veterinary Hospital.

Consent Agenda

3. Consent Agenda:

- A. Consider approval of the minutes of the October 17, 2019 City Council meeting.

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

Regular Agenda

4. **Consider amending FY 2019-2020 budget 21-4404 Intergovernmental Revenue for the Collin County Project Funding Assistance Program in the amount of \$100,000 and associated expense account 21-8211-499 CC Parks Trail Project \$223,339 utilizing general fund reserves for the remaining \$123,339 balance.**

Development Services Director Joe Hilbourn informed the Council that the City's grant application with the Collin County Project Funding Assistance Program to cover the cost of engineering construction plans and the specifications and estimates for the construction of a proposed Safe Routes to School project had been approved in the amount of \$100,000.

The total cost of the engineering construction plans and specifications and estimates were \$223,339. City staff was asking for the remaining balance of \$123,339 to be funded from General Fund reserves.

Mr. Hilbourn explained that the City applied for project funding from TxDOT's Safe Routes to School program in the amount of \$2,533,725 for a 4.6 mile, 10-foot wide shared use path for Phase 1 that would connect to a future trail at Angel Parkway and Estates Parkway. Mr. Hilbourn stated that staff would have an update regarding grant status in December.

Councilmember Millsap asked if the funding from Collin County would be revoked if the grant was not approved by TxDOT.

Mr. Hilbourn noted that the Collin County grant would be available for 12 months and would not be revoked if the grant from TxDOT was not approved.

The City Council discussed allocating and setting aside funds until the City was notified if the grant from TxDOT was approved.

Councilmember Fisher expressed her concerns regarding other debt obligations and suggested the Council wait to appropriate funds until the City was informed that the grant from TxDOT had been approved.

MOTION: A motion was made by Councilmember Millsap, seconded by Councilmember Baney to table the request to allocate funds from General Fund reserves for funding in the amount of \$123,339. The motion to table passed unanimously by a 6 to 0 vote.

5. Consider the findings associated with the Birkhoff, Hendricks & Carter drainage analysis of the Reid Branch Tributary 1, which includes the Lemontree Country Estates and Kingswood Estates neighborhoods, identify funding, and provide direction to the City Manager.

Joe Grajewski with Birkhoff, Hendricks & Carter reviewed the Lemontree drainage analysis report with the City Council. He noted that the report analyzed the Reid Branch Tributary 1 that included drawings and drainage calculations for Lemontree Estates, Rimrock Estates and Kingswood Estates, along with the Lovejoy High School development and included 427 acres that drain to Tributary 1.

Mr. Grajewski explained that each neighborhood was broken into sections and a walking inspection was conducted of each development where broken culverts were noticed and drainage pass through locations. Mr. Grajewski explained that the report reviewed the area as a whole, and smaller areas would need to be further identified and addressed for drainage needs.

Mayor Olk expressed his concern with the report that it did not address how water flowed from each subdivision, how water flowed when the area was originally designed, and how water flows currently. Mayor Olk stated that the Council needs to review how the water was supposed to drain before they can move forward.

Councilmember Lawrence noted that the report needs to depict how the water was intended to flow and the obstacles that were hindering drainage. Councilmember Lawrence also noted that neighborhoods should be reviewed where property owners have created their own trenches.

Mr. Grajewski stated that he could supplement the report and expand on the current information.

Mr. Iannucci, 9 Kingswood noted that he endorsed an additional study as the current report does not address how to remedy the water flow in the neighborhood.

Susan Gunn, 3 Kingswood, stated the drainage issue was coming from property behind their neighborhood and passing through their property. Ms. Gunn asked if there was going to be an additional charge from the engineering firm to expand on the current report.

Mayor Olk stated that the report submitted does not provide adequate information to determine how to move forward. The correct directional flow of water needs to be determined and additional information is needed.

Taylor Myers, 30 Citrus Way expressed his concern that the engineering firm was not conducting site visits or analysis during or after rain events. He also expressed concern about the funding spent towards the report that was inadequate.

Bill Gunn, 3 Kingswood, expressed his concern that the report did not identify how to repair the drainage overflow and additional water being diverted through their neighborhood from other properties.

Mayor Olk directed staff to work with the consultant to ensure the City received the appropriate reports and maps showing how drainage was designed to flow through the 427 acres identified in the report, and how drainage was flowing currently.

Mayor Olk and Councilmember Duke stated that they would like to take part in a meeting with the consultant once the information was near completion.

There was no formal action taken on this item.

6. Consider the landscaping opportunities in the following three locations: 1) northwest corner of the Blondy Jhune Road/Winningkoff Road intersection; 2) Mary Lee Lane and Orchard Gap Lane entrances to the Forest Creek Estates neighborhood; and 3) center island of the Stinson Road/Highland Drive roundabout.

City Engineer Stanton Foerster identified three areas where landscaping opportunities existed, those areas included:

- The northwest corner of Blondy Jhune and Winningkoff
- Two entryway signs located in City right of way on Mary Lee Lane
- An island at the Stinson Road/Highland Drive roundabout

The Council was in agreement that there would be no additional landscaping provided at the corner of Blondy Jhune and Winningkoff so as to not obstruct views.

Mayor Olk asked that Mr. Foerster work with the Mary Lee neighborhood and Orchard Gap neighborhood to determine what the residents in that area would like to have at that location and bring back a proposal to the City Council for review.

Councilmember Millsap stated that there was a landscaping opportunity at Winningkoff and Forestview in the Huntwick neighborhood where a sign was removed, and a concrete pad remains. Councilmember Millsap asked that this location be added to the list for possible landscaping updates.

Mayor Olk asked that Mr. Foerster reach out to the Huntwick neighborhood to see if any information could be obtained and if the neighborhood wanted identification signage.

Mayor Olk stated that there was an opportunity to place some landscaping upgrades in the roundabout area on Stinson and noted that maintenance should be the homeowners association responsibility.

Ron Poteete, 31 Pecan stated that the neighborhood would like to have some input on any identification signage that would be installed for his neighborhood.

Michael Dunn, 1625 Tokalaun, stated that he had talked with City staff regarding signage relocation to the northwest side of the neighborhood and would also like to work with the Forest Creek neighborhood regarding signage relocation as well.

There was no formal action taken on this item, proposals would be brought back before the City Council for the Stinson Road roundabout and Mary Lee Lane entryway signage relocation.

7. **Review and make modifications as necessary to the December 2019 and January 2020 City Council meeting dates.**

The City Council agreed that the January 2, 2020 City Council meeting should be cancelled due to its close proximity to the holidays and would leave the final determination of cancelling the meeting to City staff.

8. **Consider approving Resolution R 2019-11-00491 and cast votes for the Collin Central Appraisal District Board of Directors.**

MOTION: A motion was made by Councilmember Fisher, seconded by Councilmember Baney to approve Resolution R 2019-11-00491 casting three votes for Wayne Coltrane, two votes for Wayne Mayo, and two votes for Gary Rodenbaugh for the Collin Central Appraisal District Board of Directors. The vote passed unanimously by a 6 to 0 vote.

Executive Session Agenda

9. **Pursuant to Section 551.074 of the Texas Government Code, the City Council will convene into Executive Session to discuss the evaluation for the City Manager.**

Mayor Olk asked that this item be tabled until November 21, 2019 to allow Mayor Pro Tem Peele to be present. The City Council was in agreement to table this item to November 21, 2019 City Council meeting.

10. **Reconvene from Executive Session and take any action necessary as a result of the Executive Session.**

There was no action taken from Executive Session. An Executive Session was not held at this meeting.

Adjournment

11. **Adjournment.**

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

APPROVED:

ATTEST:

Mayor Jim Olk

Stacy Henderson, City Secretary

**CITY OF LUCAS
QUARTERLY INVESTMENT REPORT**

Quarter Ended

September, 2019

Bank Account Name	Rating	June 30, 2019	September 30, 2019	Changes	Total Portfolio
ANB Pooled Cash	AAAm	\$3,279,517.12	\$3,613,208.44	\$333,691.32	10.69%
ANB - Reserve General Fund	AAAm	\$3,000,000.00	\$3,000,000.00	\$0.00	8.88%
Total Bank Accounts		\$6,279,517.12	\$6,613,208.44	\$333,691.32	19.57%
Interest Rate		0.20%	0.20%	\$0.00	
Weighted Average Life/Days(Balances assumed to have a one day maturity)		1	1	0	
Pools					
Logic - General Fund	AAAm	\$4,763,658.72	\$4,791,875.91	\$28,217.19	14.18%
Logic - Water Fund	AAAm	\$5,164,613.29	\$5,195,205.52	\$30,592.23	15.37%
Logic 2017 CO - General Fund	AAAm	\$3,127,153.34	\$1,869,589.04	-\$1,257,564.30	5.53%
Logic 2017 CO - Water Fund	AAAm	\$2,407,833.82	\$2,396,978.46	-\$10,855.36	7.09%
Logic 2019 CO - General Fund	AAAm	\$0.00	\$7,565,837.68	\$7,565,837.68	22.38%
Logic 2019 CO - Water Fund	AAAm	\$0.00	\$1,453,041.67	\$1,453,041.67	4.30%
Interest Rate		2.4927%	2.1733%	-\$0.003194	
Weighted Average Life/Days(Balances assumed to have a one day maturity)		1	1	0	
Lone Star Invest - General Fund	AAAm	\$2,021,754.02	\$2,033,045.34	\$11,291.32	6.01%
Lone Star Invest- Water Fund	AAAm	\$759,549.79	\$763,791.81	\$4,242.02	2.26%
Interest Rate		2.3772%	2.0963%	-\$0.00281	
Weighted Average Life/Days(Balances assumed to have a one day maturity)		1	1	0	
Tex Pool - Debt Service Fund	AAAm	\$1,102,724.18	\$1,118,630.95	\$15,906.77	3.31%
Interest Rate		2.3812%	2.1635%	-\$0.00218	
Weighted Average Life/Days(Balances a	\$1,118,630.95	1	1	0	
Total Pools		\$19,347,287.16	\$27,187,996.38	\$7,840,709.22	80.43%
Total Bank Acct. and Pools		\$25,626,804.28	\$33,801,204.82	\$8,174,400.54	100.00%

The invested portfolio of the City of Lucas is in compliance with the Public Funds Investment Act and the City's Investment Policy and Strategies



 Joni Clarke- City Manager



 Liz Exum Finance Director



City of Lucas

City Council Agenda Request

November 21, 2019

Requester: Mayor Jim Olk

Agenda Item Request

Executive Session:

Pursuant to Section 551.074 of the Texas Government Code, the City Council will convene into Executive Session to discuss the evaluation for the City Manager.

Background Information

NA

Attachments/Supporting Documentation

NA

Budget/Financial Impact

NA

Recommendation

NA

Motion

NA



City of Lucas

City Council Agenda Request

November 21, 2019

Requester: Mayor Jim Olk

Agenda Item Request

Reconvene from Executive Session and take any action necessary as a result of the Executive Session.

Background Information

NA

Attachments/Supporting Documentation

NA

Budget/Financial Impact

NA

Recommendation

NA

Motion

NA