



AGENDA

City of Lucas City Council Meeting February 20, 2020

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, February 20, 2020 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)

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. Approval of the minutes of the February 6, 2020 City Council meeting. (City Secretary Stacy Henderson)

Regular Agenda

4. Consider approving the Technology Committee's recommendation to acquire the services of a consultant to conduct a broadband network design and financial model and appropriate \$56,625 from unrestricted general fund reserves to the Technology Fund (Fund No. 12) line item 12-6800-309 professional services. **(Technology Committee Chairman Paul Rathgeb, Assistant to the City Manager Kent Souriyasak)**
5. Consider authorizing the City Manager to enter into a contract with TexasBit/APAC for FY 19-20 roadway maintenance in the amount not to exceed \$483,228 and identify priority streets. **(City Engineer Stanton Forester)**
6. Consider approving Resolution 2020-02-00497 supporting the City of Lucas applying for the FY 2019-2020 Staffing for Adequate Fire and Emergency Response (SAFER) Grant. **(Fire Chief Ted Stephens)**
7. Consider entering into an Interlocal Agreement with Collin County regarding the Collin County Parks and Open Space Project Funding Assistance Program Grant in the amount of \$100,000 to fund for professional engineering design services associated with the Community Trail Project and appropriate \$123,339 from unrestricted general fund reserves to line item 11-6211-417 park improvements. **(Development Services Director Joe Hilbourn)**

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.

8. Executive Session:

The City Council will convene into closed Executive Session as permitted under the Texas Government Code, Section 551.072 to deliberate the purchase, sale, exchange, lease or value of real property located within the City of Lucas.

9. Reconvene from Executive Session and take any action necessary as a result of the Executive Session.
10. 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 February 14, 2020.


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

February 20, 2020

Item No. 01

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

February 20, 2020

Requester: Mayor Jim Olk

Agenda Item Request

2. Items of Community Interest.

Background Information

NA

Attachments/Supporting Documentation

NA

Budget/Financial Impact

NA

Recommendation

NA

Motion

NA



City of Lucas

Council Agenda Request

February 20, 2020

Item No. 03

Requester: City Secretary Stacy Henderson

Agenda Item Request

3. Consent Agenda:

A. Approval of the minutes of the February 6, 2020 City Council meeting.

Background Information

NA

Attachments/Supporting Documentation

Minutes of the February 6, 2020 City Council meeting.

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
February 6, 2020
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
Mayor Pro Tem Kathleen Peele
Councilmember Wayne Millsap
Councilmember Tim Baney
Councilmember Steve Duke
Councilmember Debbie Fisher
Councilmember Philip Lawrence

City Staff Present:

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

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 at this meeting.

Community Interest

2. Items of Community Interest.

Mayor Olk noted the following upcoming events:

- Candidate filing for the May 2 City election would close on February 14.
- The City's cleanup event, along with electronic recycling and paper shredding will be held on Saturday, April 4 from 8 am to 12 pm.
- The City's Parks and Open Space Board will be hosting Movie in the Park on Friday, April 17 at 7pm.
- The first farmers market for 2020 will be held on April 25 from 8 am to 12 pm at the Community Park.
- The City will host voting at the Community Center for the upcoming Presidential Primary Election on March 3.

Councilmember Fisher stated that she attended the North Texas Municipal Water District board meeting last month noting that the coalition of customer cities was discussed, and the Town of

Fairview had just signed a new contract. Councilmember Fisher also noted that she, along with Councilmember Duke and Mayor Pro Tem Peele attended a Census meeting regarding redistricting that would occur in the future and additional information would be made available. Councilmember Fisher noted that she also toured the Collin County Jail recently and was impressed with the general operation and cleanliness.

Councilmember Duke noted that Collin County Sheriff Skinner was recognized in Washington DC for his multi-county efforts for human trafficking and drug related offenses and his program may be taken nationally.

Consent Agenda

3. Consent Agenda:

- A. Approval of the minutes of the January 16, 2020 City Council meeting.
- B. Consider adopting Ordinance 2020-02-00903 ordering a General Election to be held on May 2, 2020 for the purpose of electing two (2) City Councilmembers for Seat No. 1 and Seat No. 2; designating location of polling place; ordering notice of election to be given as prescribed by law in connection with such election; authorizing execution of joint election agreement; and providing for an effective date.
- C. Consider adopting Ordinance 2020-02-00904 ordering a Special Election to be held on May 2, 2020 for the purpose of submitting Propositions to the qualified voters of the City for the continuation of the one-half of one-percent sales and use tax to provide revenue for maintenance and repair of municipal streets; and for the purpose of submitting proposed amendments to the City Home Rule Charter; providing for the publication and posting of notice; designating location of polling place; ordering notice of election to be given as prescribed by law in connection with such election; authorizing execution of joint election agreement; and providing for an effective date.

MOTION: A motion was made by Councilmember Millsap, seconded by Councilmember Lawrence to approve the Consent Agenda as presented. The motion passed unanimously by a 7 to 0 vote.

Regular Agenda

4. Consider terminating the license agreement between the City of Lucas and Justin and Angela Himmelreich.

Development Services Director Joe Hilbourn stated that this item was placed on the agenda due to insurance requirements that had not been met. However, the property owner has submitted the appropriate insurance.

Mayor Olk stated that he has had several conversations with surrounding property owners, and they would like additional information regarding the shared driveway and right of way license agreement, and what was proposed. Mayor Olk stated that a meeting was being scheduled to address any concerns.

Ms. Himmelreich stated that she was willing to work with the neighbors.

City Attorney Joe Gorfida asked if the property owners would be constructing a driveway.

Mr. Himmelreich stated that since the license agreement was signed, they had since purchased another property and would not be building the driveway; however, they would like the license agreement in place for the next property owner.

Mayor Olk stated that he would meet with surrounding property owners and determine if the license agreement needed to be amended in any way.

There was no action taken on this item.

5. Consider the supplemental information associated with the Birkhoff, Hendricks & Carter drainage analysis of the Reid Branch Tributary 1, which includes the Lemontree Country Estates and Kingswood Estates neighborhoods including flow maps and findings associated with neighborhood site visits.

City Engineer Stanton Foerster explained that City staff along with Birkhoff Engineering met with residents in December, walked the neighborhood on several different occasions, also after it had rained to view existing drainage flows. Mr. Foerster reviewed existing drainage flow lines in the Lemontree/Kingswood neighborhoods and new maps were reviewed that showed how drainage should be functioning in the area. Mr. Foerster discussed existing drainage elements in place that prohibited drainage such as swells and ditches that were no longer present due to lack of maintenance or silted in. Mr. Foerster discussed significant drainage flow that had been impeded on the southern boundary of Kingswood. Mr. Foerster stated that there were no drainage easements in Lemontree, which creates a maintenance problem as well.

Mayor Pro Tem Peele asked if fixing drainage ditches that had been filled in would alleviate any of the problem.

Mayor Olk suggested that it would assist in alleviating some of the problem, but a private/public partnership was needed to address drainage in the area. The Council discussed the cleanout of culverts/ditches in the Kingswood area and how that would affect property on Lynn Lane.

Mayor Olk suggested discharge of water onto Lynn Lane, and if ditches along Kingswood needed to be cleared. These items may need to be added to the study.

Mr. Foerster discussed three basins on the high school property where berms needed to be placed and raised. Staff met with the Lovejoy High School design engineer as well as Lovejoy ISD staff to discuss the maintenance items needing to be addressed per the engineering recommendations. Mr. Foerster stated that Lovejoy ISD was moving forward with compliance of the engineering recommendations to reestablish drainage facilities as designed within the 2006 high school construction plans.

Mayor Olk suggested the drainage flow map be updated to reflect the water that passed over the berms at the high school.

Councilmember Fisher stated that the National Resource Conservation Service (1404 N. McDonald, McKinney, 972.542.0081) a subdivision of the Army Corps of Engineers works on flash flood

control management and have done work on Parker Road as well as the pond behind the Lucas Food Mart. Councilmember Fisher suggested citizens and staff reach out to the Conservation Service for mapping information and if they can work on private property or neighborhoods as a whole.

The Council discussed the water volumes that come from the high school property, why water flow changed in the area, coming up with a plan that would include starting at where there was adequate flow volumes and work backwards, and having citizens get permits for work they may perform on their property.

Jim Iannucci, 9 Kingswood, noted that the revised plan was a better depiction of current flow in the area. Mr. Iannucci stated that it was a public hazard that water flowed so quickly through their neighborhood and asked if water could be rerouted towards Estates Parkway to alleviate some of the concern.

Mayor Olk suggested the scope of the study include the Lynn Lane culvert towards Kingswood and what capacities that area can carry and determine if the culvert was exceeding capacity. Mayor Olk also suggested the TxDOT drainage from Claremont Springs be reviewed and what the flow analysis was of that neighborhood towards Country Club and Estates.

6. Consider design changes to the Winningkoff Road Project Phase 2 to decrease project costs by reducing the construction impacts to trees, driveways, and fences; discuss possible trail location; and provide direction to the City Manager.

City Engineer Stanton Foerster explained that the Winningkoff Road Project was located between Forestview Drive and Snider Lane and cannot begin until Blondy Jhune Road was reopened to two-way traffic. Mr. Foerster stated that the original design flattened the hills and dips to improve sight distance, but concerns were raised about the impact to the trees lining the roadway, driveways and fences while making sure that the functionality of the drainage is addressed. The City requested the design engineers to utilize all available rights-of-way and easements to reduce construction costs and improve the roadway. The original plans included the removal of trees and the relocation of the fencing within the City right-of-way and easements along the frontage of 1090, 1190, and 1200 Winningkoff Road. The revised plans remove fewer trees and require a smaller portion of fence removal in front of these Winningkoff properties.

Mr. Foerster stated that with the revised plans, only four trees on each end of the revised alignment would have to be removed and 200 feet of fencing in front of 1090 Winningkoff would have to be removed as opposed to 1200 feet of fence.

Mayor Olk discussed the need for a possible license agreement should the fence be located within the right of way.

Councilmember Baney suggested the City Council consider placing a pedestrian/equestrian trail along Winningkoff in the right of way to allow for safe pedestrian/equestrian travels. Adequate right of way was available to construct a trail along Winningkoff.

The City Council discussed at length the viability of trail along Winningkoff, culverts that were in place, the amount of right of way available and fencing that may have to be removed on various properties to accommodate a trail.

Michael King, 1200 Bloom Street, explained that he runs on Winningkoff and neighboring roadways often and was concerned that should the roadway be elevated, there would no way to safely get off the road should a vehicle be traveling nearby.

Brenda Rizos, 1200 Winningkoff, noted that this was the first time she was viewing the drawings and would like to have had additional time to review the plans. Ms. Rizos expressed her concern regarding the design noting that traffic on Winningkoff was already fast, and there were dips in the roadway that made it difficult to see oncoming vehicles. Ms. Rizos also expressed her concern regarding the number of trees that would be removed with this project.

Mr. Foerster and Mayor Olk explained how the new roadway design would eliminate dips in the road creating a flatter surface and a better line of sight. The revised plans called for only eight trees to be removed as opposed to 30 plus trees with the original design.

The Council spent some time discussing the amount of right of way along Winningkoff, the advantage of having a trail along the roadway, installing the trail at a future date, the need to amend the Trails Master Plan should the trail be considered, if trees would have to be removed to add a trail, and how property owners would be affected the by the installation of a trail along Winningkoff.

Greg Jacobs, 1415 Ford Lane, asked if the vertical alignment of the roadway would affect utilities and if the City could transplant any trees that were scheduled to be removed.

Mayor Olk explained that no public utilities would be affected by the project and the trees could not be transplanted, they would have to be removed.

Jeffrey Brownlow, 220 W. Blondy Jhune Road, stated he was in favor of removing less trees and asked that a stop sign be placed at Blondy Jhune and Winningkoff to reduce the speed in that area. Mr. Brownlow stated that he would like to have a trail on the side of the roadway for a safer place to walk.

Mayor Olk stated that a traffic study would be conducted regarding the warrant of stop sign at Blondy Jhune and Winningkoff once Blondy Jhune is open to two-way traffic.

Mayor Olk stated that the City Council should review the Trails Master Plan to determine if adding a trail along Winningkoff Road would fit into the Master Plan and asked that an item be brought forward to the next meeting. The City could then meet with residents along Winningkoff for further discussions.

MOTION: A motion was made by Councilmember Baney, seconded by Councilmember Duke to proceed with the revised plans for the Winningkoff Road Project, Phase 2. The motion passed unanimously by a 7 to 0 vote.

7. Consider establishing a policy for the maintenance of roadways not located within public rights-of-way and/or City easements.

City Engineer Stanton Foerster asked the Council to consider guidelines on how to handle requests for maintenance on private roadways that were not dedicated to the City.

Councilmember Fisher identified a street assessment Ordinance passed in 1998 where certain roads were reconstructed and property owners in the area were assessed one-third of the construction

expense. Councilmember Fisher noted that the roadways identified in the ordinance that were brought to City standards should continue to be maintained.

Mayor Olk noted that should a private roadway need to be reconstructed, those property owners would be required to dedicate easements to the City to consider reconstruction. The City Council was in agreement to continue roadway maintenance on existing roadways open to the public. Also, if a roadway was not in a dedicated right-of-way or easement and the roadway needed to be reconstructed, the roadway should be placed on the capital projects list. If reconstruction was required of a private roadway, the property owners would be required to dedicate rights-of-way or easements. Lastly, if roadways were located behind fences, "private road" signs, or in a gated community, the City was not responsible for maintaining those roadways.

8. Consider adopting Ordinance 2020-02-00905 amending the City of Lucas Code of Ordinances, Section 5.03 Fire Code to prohibit open burning except with certain exceptions as permitted under the International Fire Code.

Development Services Director Joe Hilbourn explained that in 2015 the City of Lucas discontinued issuing burn permits when the City became aware that Collin County was designated as a nonattainment area. The Clean Air Act and Amendments of 1990 define a "nonattainment area" as a locality where air pollution levels persistently exceed National Ambient Air Quality Standards. The Texas Commission on Environmental Quality is the state agency that strives to protect our state's public health and natural resources. Mr. Hilbourn stated that currently the City's Code of Ordinances permits open burning with a permit, and that was in violation with State Law.

Mr. Hilbourn stated that staff recommends changing the City's Code of Ordinances to match what is permitted by the State law for non-attainment counties.

Mayor Pro Tem Peele discussed areas in which the code discussed burning was allowed if it was economically viable. Mr. Hilbourn explained that was for cities that did not offer trash service and the City of Lucas offers trash services, and therefore was not applicable to Lucas.

Councilmember Fisher suggested an addition be added to the amendment that included burning should be 25 feet from a property line so as to not impact surrounding neighbors, and that no burning take place under a tree canopy.

The City Council was in agreement to include Councilmember Fisher's additions to the ordinance amendment.

Mayor Olk read emails into the record from John Scott of Creekwood Estates and Mike Ballatti that were in favor of being allowed to burn on their property.

David Keer, 1850 Travis Ranch Road, would like to be able to burn smaller piles of debris and suggested a six-foot-wide pile would be easier to manage debris on his property.

MOTION: A motion was made by Councilmember Fisher, seconded by Councilmember Baney to approve Ordinance 2020-02-00905 amending the City of Lucas Code of Ordinances, Section 5.03 Fire Code to prohibit open burning except with certain exceptions as permitted under the International Fire Code, and adding that burning should occur 25 feet from a property line, and that no burning take place under a tree canopy. The motion passed by a 6 to 1 vote with Councilmember Lawrence voting in opposition.

9. **Consider authorizing the City Manager to enter into an Interlocal Agreement with the Collin County Fire Marshal's Task Force for investigation services related to fire arson cases.**

Fire Chief Ted Stephens stated that currently there was not an Interlocal Agreement in place with Collin County for Fire Marshal investigative services. The agreement would allow the City to work with the Fire Marshal's office when fire investigations are needed at no charge.

MOTION: A motion was made by Councilmember Millsap, seconded by Councilmember Lawrence to authorize the City Manager to enter into an Interlocal Agreement with the Collin County Fire Marshal's Task Force for investigation services related to fire arson cases. The motion passed unanimously by a 7 to 0 vote.

10. **Consider board applications to fill vacant positions on the Parks and Open Space Board and the Planning and Zoning Commission and consider promotion of alternate members to regular member board positions.**

Mayor Olk explained that Peggy Rusterholtz had rescinded her resignation from the Planning and Zoning Commission and therefore there was no vacancy on that board.

MOTION: A motion was made by Councilmember Baney, seconded by Councilmember Fisher to move Parks and Open Space Board Alternate Member Debra Guillemaud from an alternate member position to a regular member position, and appoint Lynne Dodson as an alternate member to the Parks and Open Space Board. The motion passed unanimously by a 7 to 0 vote.

11. **Consider nominations for the 2020 Service Tree Award Program.**

Councilmember Fisher stated that the Service Tree Committee met consisting of herself, Councilmember Duke and Councilmember Millsap and nominated Craig Zale and David Rhoads as 2020 Service Tree Recipients.

MOTION: A motion was made by Councilmember Fisher, seconded by Mayor Pro Tem Peele, to appoint David Rhoads and Craig Zale as Service Tree Recipients for 2020. The motion passed unanimously by a 7 to 0 vote.

12. **Consider approving Resolution R 2020-02-00496 creating a policy regarding requests for reasonable accommodation under the Americans With Disabilities Act (ADA) and the Federal Fair Housing Act (FHA).**

Mayor Pro Tem Peele asked if the language “including any necessary documents” could be added to Section 6c Review Authority. City Attorney Joe Gorfida noted that the language would be added to the approved document.

MOTION: A motion was made by Mayor Pro Tem Peele, seconded by Councilmember Fisher to approve Resolution R 2020-02-00496 creating a policy regarding requests for reasonable accommodation under the Americans with Disabilities Act and the Federal Fair Housing Act with the additional language of “including any necessary documents” be added to Section 6c. The motion passed unanimously by a 7 to 0 vote.

Executive Session

13. Executive Session.

An Executive Session was not held at this meeting.

14. Reconvene from Executive Session.

An Executive Session was not held at this meeting.

Adjournment

15. Adjournment.

MOTION: A motion was made by Councilmember Millsap, seconded by Mayor Olk to adjourn the meeting at 9:58 pm. The motion passed unanimously by a 7 to 0 vote.

APPROVED:

ATTEST:

Mayor Jim Olk

Stacy Henderson, City Secretary



City of Lucas

City Council Agenda Request

February 20, 2020

Item No. 04

Requester: Technology Committee Chairman Paul Rathgeb
Assistant to the City Manager Kent Souriyasak

Agenda Item Request

Consider approving the Technology Committee's recommendation to acquire the services of a consultant to conduct a broadband network design and financial model and appropriate \$56,625 from unrestricted general fund reserves to the Technology Fund (Fund No. 12) line item 12-6800-309 professional services.

Background Information

At the October 17, 2019 City Council meeting, Technology Committee Chairman Paul Rathgeb provided a recommendation to pursue a broadband study for deploying a fiber-to-the-home network. The City Council approved the Technology Committee and City staff to work on developing a Request for Proposal (RFP) to acquire the services of a consultant to conduct a broadband study.

The RFP for Broadband Network Design and Financial Model was published and distributed on December 16, 2019. The goal of the RFP is to acquire the services of a consultant to provide a high-level design and financial model for existing and future broadband needs. The broadband study will assess the cost of installation, operation, and maintenance of a broadband network; and the revenues generated from retail services and third-party network access. The deliverables for the study will include a financial model that allows dynamic adjustments in cost and revenue assumptions across a recommended time horizon.

There was a total of seven proposals submitted for consideration to conduct the broadband study. The proposers include ACRS, Foresite Group, Fujitsu Network Communications, Lit Communities, Magellan Advisors, Mission Broadband, and Vantage Point. The Technology Committee discussed and evaluated all seven proposals at their meeting on February 11, 2020. Each committee member was required to score each proposal on how it exceeds, meets or fails to meet the evaluation factors published in the RFP. The evaluation factors include the following:

1. Responsiveness to the proposal, communicating an understanding of the overall project and services required;
2. Demonstrated experience developing financial and business models for broadband initiatives;
3. Direct professional experience with municipalities that offer or are considering broadband services;
4. Evidence of competent design, work plan, technical engineering capacity, and project management;
5. Qualifications of assigned staff experienced with similar complex projects;
6. Timeline for completion; and
7. Cost and clarity of project budget.



City of Lucas

City Council Agenda Request

February 20, 2020

Item No. 04

The proposals were evaluated independently against the evaluation factors and not compared to any other committee member's evaluation. Each committee member recorded their individual scores for each proposal on the evaluation score sheet provided by City staff. The evaluation score sheet is a standardized form used by all committee members to record their scores for each proposal based on the evaluation factors. After the scoring process, City staff tabulated the scores into a master score sheet and ranked the proposals from the highest to lowest scoring proposal on a competitive range with a maximum score of 100 points.

The ranking results of the proposal evaluations by the Technology Committee are:

1. Magellan Advisors
2. Fujitsu Network Communications
3. Foresite Group
4. Lit Communities
5. ACRS
6. Vantage Point
7. Mission Broadband

Attachments/Supporting Documentation

NA

Budget/Financial Impact

The proposal by Magellan Advisors indicates a total cost of \$56,625 to conduct a broadband network design and financial model. Funding is yet to be determined.

The total cost breakdown of services can be seen below:

| Description | Cost |
|--|----------|
| Kick Off and Data Gathering | \$7,875 |
| Business Models | \$1,750 |
| Technology Analysis | \$2,625 |
| Conceptual Network Design & Costing | \$7,000 |
| Develop a Dynamic Adjustable Financial Model | \$22,750 |
| Broadband Risks and Recommendations | \$1,750 |
| Funding Identification | \$2,625 |
| Final Work Product | \$5,250 |
| Travel and Incidental Expenses (not to exceed) | \$5,000 |
| Total Cost | \$56,625 |



City of Lucas

City Council Agenda Request

February 20, 2020

Item No. 04

Recommendation

The Technology Committee and City staff recommends acquiring the services of Magellan Advisors to conduct a broadband network design and financial model.

Motion

I make a motion to approve/deny City staff to acquire the services of Magellan Advisors to conduct a broadband network design and financial model and appropriate \$56,625 from unrestricted general fund reserves to the Technology Fund (Fund No. 12) line item 12-6800-309 professional services.



City of Lucas

City Council Agenda Request

February 20, 2020

Item No. 05

Requester: City Engineer Stanton Foerster

Agenda Item Request

Consider authorizing the City Manager to enter into a contract with TexasBit/APAC for FY 19-20 roadway maintenance in the amount not to exceed \$483,228 and identify priority streets.

Background Information

The following tables outline potential roadway paving and crack seal projects and estimated costs for each project.

| Potential Roadway Paving Project | Limits | Length (Feet) | Cost per foot for Asphalt | Cost |
|----------------------------------|-------------------------------|---------------|---------------------------|------------------------|
| Forest Grove Road | Stonegate Blvd-Orr Rd | 3600 | \$ 71.48 | \$ 257,328.00 |
| W. Lucas Road | Austin Trl-Angel Pkwy | 7392 | \$ 91.05 | \$ 673,041.60 |
| Lewis Lane | City Limits-S of Muddy Bridge | 800 | \$ 71.48 | \$ 57,184.00 |
| Snider Lane | Winningkoff Rd-1080 Snider Ln | 3000 | \$ 71.48 | \$ 214,440.00 |
| Chisholm Trail | All | 1000 | \$ 64.82 | \$ 64,820.00 |
| Cimarron Trail | All | 1500 | \$ 65.82 | \$ 98,730.00 |
| Crestview Circle | All | 800 | \$ 64.82 | \$ 51,856.00 |
| Estate Road | All - Easements needed | 2400 | \$ 64.82 | \$ 155,568.00 |
| Fairbrook Circle | Repairs | | | \$ 5,000.00 |
| Glen Cove Circle | All | 700 | \$ 64.82 | \$ 45,374.00 |
| Highland Circle | All | 900 | \$ 64.82 | \$ 58,338.00 |
| Indian Trail | All | 700 | \$ 64.82 | \$ 45,374.00 |
| Meadowbrook Drive | All | 1900 | \$ 64.82 | \$ 123,158.00 |
| Shiloh Drive | All | 1300 | \$ 64.82 | \$ 84,266.00 |
| Santa Fe Trail | All | 1500 | \$ 64.82 | \$ 97,230.00 |
| Toole Drive | All | 1000 | \$ 64.82 | \$ 64,820.00 |
| Woodmoor Circle | All | 3000 | \$ 64.82 | \$ 194,460.00 |
| Total | | | | \$ 2,290,987.60 |



City of Lucas

City Council Agenda Request

February 20, 2020

Item No. 05

| Potential Roadway Crack Seal Project | Limits | | | Cost Per Roadway |
|--------------------------------------|--------------------------------|--|--|---------------------|
| Blondy Jhune Road | West end | | | \$ 3,750.00 |
| Christian Lane | All | | | \$ 7,500.00 |
| Edgefield Lane | All | | | \$ 7,500.00 |
| Estelle Lane | All | | | \$ 7,500.00 |
| Forest Grove Road | Country Club Rd-Stonegate Blvd | | | \$ 3,750.00 |
| Snider Lane | 1080 Snider-Lakeview Downs | | | \$ 7,500.00 |
| Stinson Road | W. Lucas Rd-Bentwater Dr | | | \$ 3,750.00 |
| Winningkoff Road | Reverse Curve-E. Lucas Rd | | | \$ 7,500.00 |
| Total | | | | \$ 48,750.00 |

Attachments/Supporting Documentation

1. Expenditure Report

Budget/Financial Impact

In FY 19/20 Road Maintenance fund 11-8209-301, \$750,000 was budgeted and to date, \$266,772 has been spent or encumbered. A balance of \$483,228 remains.

Recommendation

Many of these streets have been added to the list as part of the maintenance cycle and in response to citizen requests. The City Engineer's recommendations are based on safety needs, traffic volume, and budgetary constraints. City Engineer recommends the following:

| | |
|------------------------------------|------------------|
| Crack Sealing | \$48,750 |
| Paving Forest Grove Road | \$257,328 |
| Paving 1,945 feet of W. Lucas Road | \$177,092 |
| Total | \$483,170 |



City of Lucas
City Council Agenda Request
February 20, 2020

Item No. 05

Motion

I make a motion to approve/deny authorizing the City Manager to enter into a contract with TexasBit/APAC for the FY 19-20 roadway maintenance (11-8209-301) for a total amount not to exceed \$483,228 for the Crack Sealing projects and paving of Forest Grove Road and W. Lucas Road.

City of Lucas
Improvements Roads
Original Budget \$ 750,000.00 **Account** **11-8209-301**
Amended Budget

| Description | PO # | Vendor | Encumbered Amount | FY 19-20 Paid | O/S Encumbrance |
|---|----------|----------------------|-------------------|---------------|-----------------|
| Brockdale Crack Seal (Restricted Funding) | No PO | TexasBit | \$ - | \$ 3,750.00 | \$ - |
| Sub-Total | | | \$ - | \$ 3,750.00 | \$ - |
| Asphalt | | Home Depot | \$ - | \$ 919.17 | \$ - |
| Sub-Total | | | \$ - | \$ 919.17 | \$ - |
| On Call Misc. Grading | 20-00870 | Structural Assurance | \$ 49,999.00 | \$ - | \$ 49,999.00 |
| Sub-Total | | | \$ 49,999.00 | \$ - | \$ 49,999.00 |
| Grading of Berm/Parking Lot - City Hall | 20-00835 | TexasBit | \$ 15,000.00 | \$ 15,000.00 | \$ - |
| Sub-Total | | | \$ 15,000.00 | \$ 15,000.00 | \$ - |
| Culvert replacement, cleaning, and repair for the following locations: Mandarin Cove, Brockdale Park Road, Christian Lane, Harvest Way and Bentwater Drive | 20-00808 | Four Star Excavation | \$ 37,410.00 | \$ - | \$ 37,410.00 |
| Remaining On-call misc. grading, excavation from 10-3-19 City Council approval | 20-00875 | Four Star Excavation | \$ 62,290.00 | \$ - | \$ 62,290.00 |
| Sub-Total | | | \$ 99,700.00 | \$ - | \$ 99,700.00 |
| Slider Lane (Asphalt-Cement Slab) | 20-00833 | TexasBit | \$ 97,403.34 | \$ 97,403.34 | \$ - |
| Sub-Total | | | \$ 97,403.34 | \$ 97,403.34 | \$ - |
| Total | | | \$ 262,102.34 | \$ 117,072.51 | \$ 149,699.00 |

| | | |
|----------------------------------|-------------------|-------------|
| SUMMARY: | | |
| Total Budget | \$ 750,000 | |
| Restricted Funding for Brockdale | \$ - | \$ 3,750.00 |
| Outstanding Encumbrance | \$ (149,699) | |
| Payments | \$ (117,073) | |
| Total Remaining Budget | \$ 483,228 | |



City of Lucas Council Agenda Request February 20, 2020

Item No. 06

Requester: Fire Chief Ted Stephens

Agenda Item Request

Consider approving Resolution 2020-02-00497 supporting the City of Lucas applying for the FY 2019-2020 Staffing for Adequate Fire and Emergency Response (SAFER) Grant.

Background Information

In fiscal year 2013-2014 the City of Lucas contracted with the Center for Public Safety Management (CPSM) to complete an in-depth Fire and Emergency Medical Services Operational Analysis. The recommendations in the report included adding career staff on 24-hour shifts to enhance staffing levels to a total of five career staff per 24-hour shift period.

The national, state, and local trends are in a downward spiral in regard to qualified volunteers in the fire service. We are no different in Lucas in that our number of qualified volunteers continues to dwindle. Our daytime staffing levels remain below five and our nighttime staffing remains below six. Please see chart below, that includes fulltime and volunteer staffing averages:

| Annual Average Staffing per Shift | | |
|-----------------------------------|------|-------|
| | Day | Night |
| FY 15-16 | 4.18 | 4.80 |
| FY 16-17 | 4.28 | 5.28 |
| FY 17-18 | 4.58 | 5.29 |
| FY 18-19 | 4.64 | 5.39 |
| FY 19-20** | 4.45 | 5.07 |

**October 1, 2019-January 2020

The Staffing for Adequate Fire and Emergency Response (SAFER) grant program was created to provide funding directly to fire departments to help them increase or maintain the number of trained, "front line" firefighters available in their communities. The goal of SAFER grants is to enhance the local fire department's abilities to comply with staffing, response and operational standards established by the National Fire Protection Association (NFPA 1710 and/or NFPA 1720). The objective of the SAFER grant program is to assist local fire departments with staffing and deployment capabilities to respond to emergencies and assure that communities have adequate protection from fire and fire-related hazards.

Under the SAFER grant program, the City would potentially receive 75 percent of the actual costs incurred in each of the first and second years of the grant and 35 percent of the actual costs incurred in the third year of the grant.



City of Lucas Council Agenda Request February 20, 2020

Item No. 06

Attachments/Supporting Documentation

1. Resolution R 2020-02-00497 in support of applying for the FY 2019 SAFER grant.

Budget/Financial Impact

The SAFER grant pays 75% of actual payroll costs for entry level firefighter/paramedic for year one and year two and 35% of actual costs for year three.

Our current entry level firefighter/paramedic starting wage of \$56,063 plus a benefit package of \$20,149, equals \$76,212. Based on these amounts, the City's payroll cost of one entry level firefighter/paramedic would be approximately \$19,053 in years one and two and less than \$49,538 in year three.

The recommendation is to add one position for each shift for a total of three entry level firefighter/paramedics positions with a total three-year investment of \$205,773. The City of Lucas would be responsible for the total costs of the three positions in year four.

Recommendation

Staff recommends approval of the Resolution supporting applying for the FY 2019-2020 Staffing for Adequate Fire and Emergency Response (SAFER) Grant.

Motion

I make a motion to approve/deny Resolution R 2020-02-00497 supporting the City of Lucas applying for the FY 2019-2020 Staffing for Adequate Fire and Emergency Response (SAFER) Grant.



RESOLUTION NO. R 2020-02-00497
(Approving the Fire-Rescue Safer Grant)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LUCAS, TEXAS, RATIFYING THE ACCEPTANCE OF THE CITY MANAGER ON BEHALF OF THE CITY OF LUCAS FIRE-RESCUE STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE (“SAFER”) GRANT FROM THE DEPARTMENT OF HOMELAND SECURITY/FEDERAL EMERGENCY MANAGEMENT AGENCY; DECLARING AN EMERGENCY AND AUTHORIZING THE CITY MANAGER TO EXECUTE ANY DOCUMENT NECESSARY TO APPLY FOR AND IMPLEMENT, IF AWARDED, THIS GRANT.

WHEREAS, the Department of Homeland Security/Federal Emergency Management Agency may award a grant to the City of Lucas Fire-Rescue under the FY 2019-2020 Staffing for Adequate Fire & Emergency Response (“SAFER”) grant program in the amount of seventy-five percent of actual payroll and benefits costs for years one and two and thirty-five percent of actual payroll and benefit costs for year three; and

WHEREAS, the SAFER grant may be used to hire personnel to ensure the Fire Department has adequate resources to respond and safely perform at incidents, providing protection from fire and fire-related hazards for the City; and

WHEREAS, acceptance of said SAFER grant will benefit the City and its residents; and

WHEREAS, the SAFER grant application requires prompt acceptance by the City prior to adoption of this Resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LUCAS, TEXAS, THAT:

SECTION 1. The agreement of the City Manager with the Department of Homeland Security/Federal Emergency Management Agency on behalf of the Lucas Fire-Rescue to apply for and implement, if awarded, a grant under the FY 2019-2020 Staffing for Adequate Fire and Emergency Response (“SAFER”) grant program in the amount seventy-five percent of actual payroll and benefits costs for years one and two and thirty-five percent of actual payroll and benefit costs for year three is hereby ratified. The City reserves all rights relating to implementation of the grant.

SECTION 2. Authorizing the City Manager to execute any documents necessary to implement this grant.

SECTION 3. Notice of the passage of this Resolution shall be given by publishing the title and contents in various forms of media accessible to the City of Lucas.

SECTION 4. This Resolution shall take effect immediately upon its passage.

DULY PASSED by the City Council of the City of Lucas, Texas, on the 20th day of February 2020.

ATTEST:

APPROVED:

Stacy Henderson, City Secretary

Jim Olk, Mayor



City of Lucas

City Council Agenda Request

February 20, 2020

Item No. 07

Requester: Development Services Director Joe Hilbourn

Agenda Item Request

Consider entering into an Interlocal Agreement with Collin County regarding the Collin County Parks and Open Space Project Funding Assistance Program Grant in the amount of \$100,000 to fund for professional engineering design services associated with the Community Trail Project and appropriate \$123,339 from unrestricted general fund reserves to line item 11-6211-417 park improvements.

Background Information

The City applied for a Collin County Parks and Open Space Project Funding Assistance Program Grant in the amount of \$111,669 to fund engineering services for construction plans, specifications and estimates for the Community Trail Project. Phase 1 of the Community Trail Project would create a multi-use trail to include Estates parkway, Country Club Road, West Lucas Road to Ingram and Ingram Lane (see attached map). The City received a grant in the amount of \$100,000 leaving an amount of \$123,339 needed for local match.

The City also applied for a corresponding Texas Department of Transportation (TxDOT) Safe Routes to School (SRTS) grant; however, Lucas was not chosen to receive the TxDOT grant. The failure to receive TxDOT grant funds impacts the funding of the project; therefore, a decision must be made on how to proceed with the previously allocated funds from the Collin County Parks and Open Space Grant. Options for consideration include:

- A. Accept and utilize the Collin County Parks and Open Spaces grant funds totaling \$100,000 and appropriate \$123,339 from unrestricted general fund reserves to line item 11-6211-417 park improvements move forward with the development of construction plans, specifications and cost estimates for the Community Trail Project; or
- B. Decline the Collin County Parks and Open Spaces grant funds totaling \$100,000.

Attachments/Supporting Documentation

- 1. Notification from Collin County Parks Advisory Board dated October 14, 2109
- 2. Interlocal Agreement between Collin County and the City of Lucas
- 3. Map of the Lucas Community Trail Project
- 4. Resolution R 2019-07-00484 – Collin County Parks and Open Space Grant
- 5. Grant Application



City of Lucas

City Council Agenda Request

February 20, 2020

Budget/Financial Impact

The cost to construct the Community Trail Project is approximately \$2.5 million.

Recommendation

At the Town Hall Meeting on June 7, 2015, many residents that attended the comprehensive plan meeting expressed a desire for walking/riding trails throughout the City that connected with other trails. The Community Trail Project would connect schools, municipal facilities and the Allen FFA facility on Ingram and provide a safe route for pedestrians to be able to walk or ride their bike. Staff recommends accepting the \$100,000 in grant funds from Collin County and the appropriation from the general fund to begin engineering design work to create this amenity.

Motion

I make a motion to approve/deny authorizing the City Manager to enter into an Interlocal Agreement with Collin County regarding the Collin County Parks and Open Space Project Funding Assistance Program Grant in the amount of \$100,000 to fund professional engineering design services associated with the Community Trail Project and appropriate \$123,339 from unrestricted general fund reserves to line item 11-6211-417 park improvements.



COLLIN COUNTY

Special Projects
4690 Community Avenue
Suite 200
McKinney, Texas 75071
972-548-3744
www.collincountytx.gov

October 14, 2019

City of Lucas
Joseph Hilbourn
665 Country Club Road
Lucas, Texas 75002

RE: Collin County Project Funding Assistance Program
2018 Bond, 1st Series

The Collin County Parks Foundation Advisory Board completed review of applications and provided funding recommendations, which were approved by Commissioners Court on October 14, 2019.

On behalf of Commissioners Court, the Advisory Board is pleased to inform you that the **Lucas Exercise Loop and Connection Trail** project was awarded **\$100,000** in funding.

Enclosed are four (4) originals of the Interlocal Agreement for execution. **Please leave signature tags affixed and return all signed originals to Teresa Nelson at the above address.** Upon execution by the Collin County Commissioners Court an original will be returned for your file. The project must not commence until both parties have executed this Agreement.

The 2018 Parks and Open Space Bond, 7th Series, will provide funding assistance to twelve (12) applicants for a total of \$2,254,042.

If you have any questions you may contact Teresa Nelson (972) 548-3744.

Best regards,

Larry Offerdahl

Chairperson
Parks Foundation Advisory Board

Enclosure

**INTERLOCAL AGREEMENT
BETWEEN
COLLIN COUNTY
AND THE
CITY OF LUCAS**

WHEREAS, the County of Collin, Texas ("County") and the City of Lucas ("City") desire to enter into an Agreement concerning design of an Exercise Loop and Connection Trail in the City of Lucas, Collin County, Texas; and

WHEREAS, the Interlocal Cooperation Act (Texas Government Code Chapter 791) authorizes any local government to contract with one or more local governments to perform governmental functions and services under the terms of the Act; and

WHEREAS, the City and County have determined that the improvements may be constructed most economically by implementing this Agreement; and

WHEREAS, the City and the County find that this Agreement will benefit the residents of the County and provide additional park and recreational facilities and open space for all County residents; and

WHEREAS, this Agreement will support or advance the mission of the Collin County Parks and Open Space Strategic Plan;

NOW, THEREFORE, this Agreement is made and entered into by the County and the City upon and for the mutual consideration stated herein.

WITNESSETH:

ARTICLE I.

The City shall arrange for design of an Exercise Trail and Connection Loop, hereinafter called the "Project".

ARTICLE II.

The City shall develop plans in accordance with all state statutory requirements. The City shall provide the county with a copy of executed contract(s) for the Project. Changes to the project which alter the initial funding request referenced in Exhibit "A" must be reviewed by the Parks Foundation Advisory Board and approved by Commissioners Court.

ARTICLE III.

The City will not expend assistance funds to acquire easements or real property for use as right-of-way.

ARTICLE IV.

The City estimates the total actual cost of the Project to be \$2,747,064.00. The County agrees to fund a portion of the initial design cost described in Exhibit "A" in an amount not to exceed **\$100,000.00**. The County shall reimburse the City for invoices paid by the City for cost related to the Project on a dollar for dollar matching basis. Alternative payment schedules would require Commissioners Court approval.

ARTICLE V.

Collin County's dollar for dollar matching participation in this project shall not exceed \$100,000.00 as indicated in Article IV above. The City shall be responsible for any costs, which exceed the total estimated project cost.

ARTICLE VI.

The City shall also provide **quarterly progress reports** in electronic format to the contact identified on Exhibit "A". Following completion of the project, the City shall provide **an itemized final accounting of expenditures** including the City's match, in-kind services or donations for the project. All projects for which the County has provided funds through its 2018 Parks and Open Space Bond Program must remain open and accessible to all County residents. Upon development of the property, the City shall install a **project sign** identifying the project as being partially funded by the Collin County 2018 Parks and Open Space Bond Program.

ARTICLE VII.

The City and County agree that the party paying for the performance of governmental functions or services shall make those payments only from current revenues legally available to the paying party.

ARTICLE VIII.

INDEMNIFICATION. To the extent allowed by law, each party agrees to release, defend, indemnify, and hold harmless the other (and its officers, agents, and employees) from and against all claims or causes of action for injuries (including death), property damages (including loss of use), and any other losses, demands, suits, judgements and costs, including reasonable attorneys' fees and expenses, in any way arising out of, related to, or resulting from its performance under this Agreement, or caused by its negligent acts or omissions (or those of its respective officers, agents, employees, or any other third parties for whom it is legally responsible) in connection with performing this Agreement.

ARTICLE IX.

VENUE. The laws of the State of Texas shall govern the interpretation, validity, performance and enforcement of this Agreement. The parties agree that this Agreement is performable in Collin County, Texas and that exclusive venue for any disputes arising under this Agreement shall lie in Collin County, Texas.

ARTICLE X.

SEVERABILITY. The provisions of this Agreement are severable. If any paragraph, section, subdivision, sentence, clause, or phrase of this Agreement is for any reason held by a court of competent jurisdiction to be contrary to law or contrary to any rule or regulation having the force and effect of the law, the remaining portions of the Agreement shall be enforced as if the invalid provision had never been included.

ARTICLE XI.

ENTIRE AGREEMENT. This Agreement embodies the entire Agreement between the parties and may only be modified in writing executed by both parties.

ARTICLE XII.

SUCCESSORS AND ASSIGNS. This Agreement shall be binding upon the parties hereto, their successors, heirs, personal representatives and assigns. Neither party will assign or transfer an interest in this Agreement without the written consent of the other party.

ARTICLE XIII.

IMMUNITY. It is expressly understood and agreed that, in the execution of this Agreement, neither party waives, nor shall be deemed hereby to have waived any immunity or defense that would otherwise be available to it against claims arising in the exercise of governmental powers and functions. By entering into this Agreement, the parties do not create any obligations, express or implied, other than those set forth herein, and this Agreement shall not create any rights in parties not signatories hereto.

ARTICLE XIV.

TERM. This Agreement shall be effective upon execution by both parties and shall continue in effect annually until final acceptance of the Project.

ARTICLE XV.

The declarations, determinations and findings declared, made and found in the preamble to this Agreement are hereby adopted, restated and made part of the operative provisions hereof.

APPROVED AS TO FORM:

By: _____
Name: _____
Title: _____
Date: _____

COUNTY OF COLLIN, TEXAS

By: _____
Name: Chris Hill
Title: County Judge
Date: _____
Executed on this ____ day of _____,
20 __, by the County of Collin,
pursuant to Commissioners' Court
Order No. _____.

ATTEST:

By: _____
Name: _____
Title: _____
Date: _____

CITY OF LUCAS

By: _____
Name: _____
Title: _____
Date: _____
Executed on behalf of the City of
Lucas pursuant to City
Council Resolution No. _____

APPROVED AS TO FORM:

By: _____
Name: _____
Title: _____
Date: _____

EXHIBIT "A"

The County will provide funding assistance for the following:

- ☐ Professional Engineering Design Services

Total funding
County Project Code OI18PG02

\$100,000.00

Contact Information

Request for reimbursement submitted to:

Collin County Special Projects
Teresa Nelson
4690 Community Avenue, Suite 200
McKinney, Texas 75071
972-548-3744

Submission of electronic photos and quarterly reports:

Teresa Nelson
tnelson@collincountytx.gov

Project Manager Contact: (must be able to answer specific questions regarding project)

Name: _____

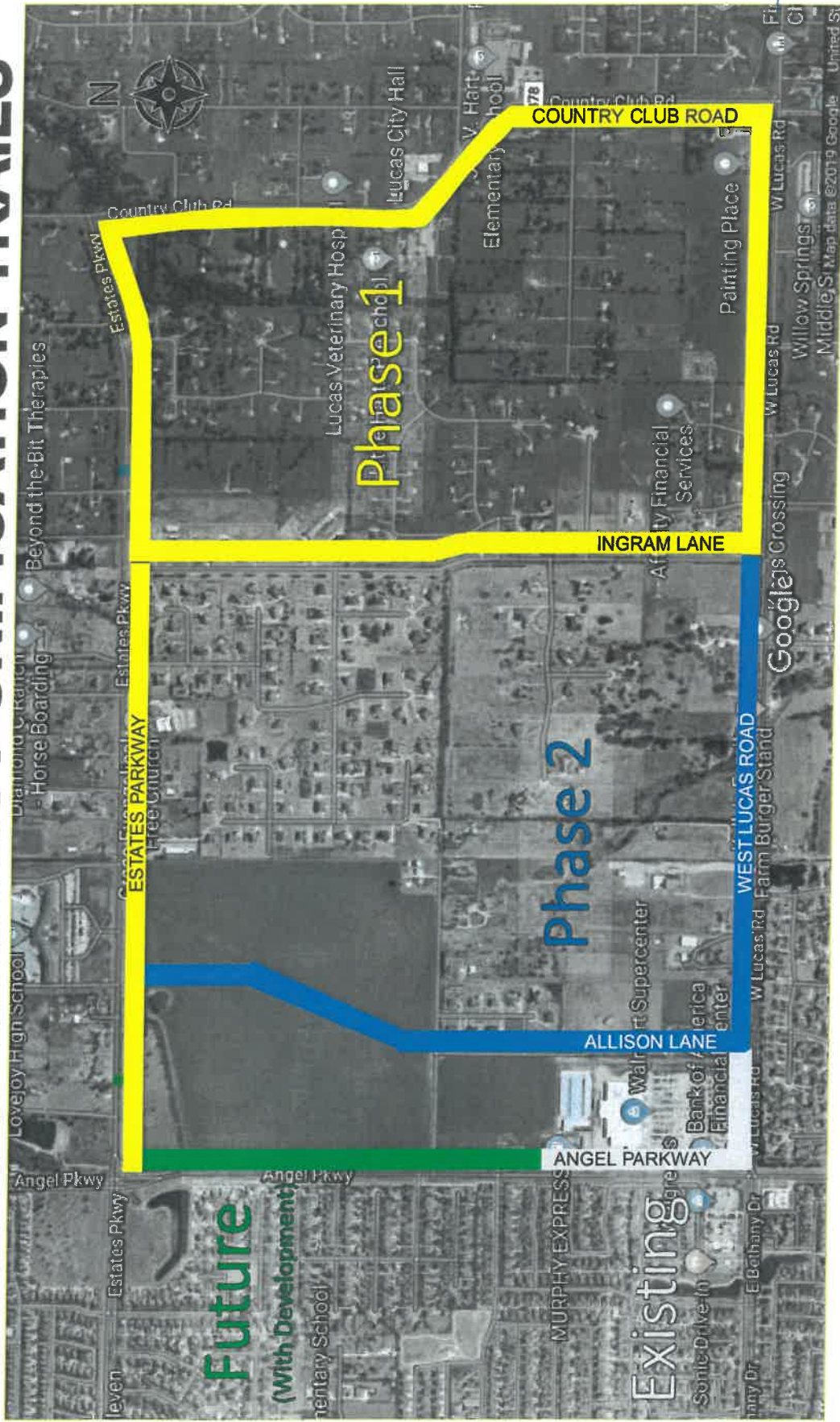
Address: _____

Phone: _____

Fax: _____

Email: _____

LUCAS COMMUNITY UNIFICATION TRAILS



- Phase 1
- Phase 2
- Future (With Development)
- Existing

LAKES
ENGINEERING, INC.

RESOLUTION R-2019-06-00484

[PARKS AND OPEN SPACE GRANT]

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LUCAS, COLLIN COUNTY, TEXAS, HEREINAFTER REFERRED TO AS "APPLICANT," DESIGNATING CERTAIN OFFICIALS AS BEING RESPONSIBLE FOR, ACTING FOR, AND ON BEHALF OF THE "APPLICANT" IN DEALING WITH COLLIN COUNTY, HEREINAFTER REFERRED TO AS "GRANTOR," FOR THE PURPOSE OF PARTICIPATING IN THE COLLIN COUNTY PARKS AND OPEN SPACE PROJECT FUNDING ASSISTANCE PROGRAM, HEREINAFTER REFERRED TO AS THE "PROGRAM"; CERTIFYING THAT THE "APPLICANT" IS ELIGIBLE TO RECEIVE PROGRAM ASSISTANCE; CERTIFYING THAT THE "APPLICANT" MATCHING SHARE IS READILY AVAILABLE; AND DEDICATING THE PROPOSED SITE FOR PERMANENT PUBLIC PARK AND OPEN SPACE USES; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the "Applicant" is fully eligible to receive assistance under the "Program"; and,

WHEREAS, the "Applicant" is desirous of authorizing an official to represent and act for the "Applicant" in dealing with the "Grantor" concerning the "Program."

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LUCAS, COLLIN COUNTY, TEXAS, THAT:

SECTION 1. The "Applicant" hereby certifies that it is eligible to receive assistance under the "Program."

SECTION 2. The "Applicant" hereby certifies that the matching share for this application is readily available at this time.

SECTION 3. The "Applicant" hereby authorizes and directs its Development Services Director to act for the "Applicant" in dealing with the "Grantor" for the purpose of the "Program," and Joe Hilbourn is hereby officially designated as the representative in this regard.

SECTION 4. The "Applicant" hereby specifically authorizes the official to make application to the "Grantor" concerning park site improvements.

SECTION 5. This Resolution shall become effective immediately from and after its passage.

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF LUCAS, COLLIN COUNTY, TEXAS, ON THIS THE 20th DAY OF JUNE, 2019.

APPROVED:





Jim Olk, Mayor

ATTEST:



Stacy Henderson, City Secretary



Collin County Parks and Open
Space Project Funding
Assistance Program
Application

Please use Arial Font size 11 and submit a signed original Application and 12 photocopies stapled and pages numbered. Please no cover pages, this should be Page 1.

SECTION 1: APPLICANT AND PROJECT INFORMATION

| | | | |
|--|--|--------------------------------------|--|
| 1. Project Applicant Information | | | |
| Applicant – (Legal Name): | | Project Contact Name/Title: | |
| City of Lucas | | Joseph Hilbourn | |
| Complete Mailing Address: | | Telephone Number: | |
| 665 Country Club Road | | 972-912-1207 | |
| Lucas, TX 75002 | | | |
| Fax Number: | | E-mail Address: | |
| 972-727-0091 | | jhilbourn@lucastexas.us | |
| Federal Tax Identification Number: | | Date Resolution Signed: | |
| 1-75-1707179 | | June 20, 2019 | |
| 2. Project Title: | | | |
| Lucas Exercise Loop and Connection Trail | | | |
| 3. Brief Description of Purpose of Project: | | | |
| The City has applied with TXDOT for a SRTS Grant to Construct a 4.6 mile, 10-foot wide shared use path (SUP) for Phase 1 that will connect to a future trail at Angel Parkway and Estates Parkway. The trail will go east along Estates Parkway to Country Club Road, and form a loop to West Lucas Road, west to Ingram Lane, and north, back to Estates Parkway. | | | |
| Phase 1 is the first of a two-phase unification trail in the City's Trail Master Plan that will include rest areas, with benches and bike racks, and will directly connect to four schools. The City is requesting funding in the amount of \$111,669 to cover the cost of engineering construction plans and specifications. | | | |
| 4. General Project Information: | | | |
| a. Please check the one category this application addresses: Regional Trail Connector or Trail Project | | | |
| c. Amount of Funding Requested: | | d. Total Project | |
| \$111,669 | | \$ 2,523,725 | |
| e. Start Date of Project: | | f. End Date of Project: | |
| 1/2020 | | TBD | |
| 5. Authorized Signature (signatory must have contract signing authority): | | | |
| Signature: | | Title: Development Services Director | |
| Print Name: Joseph Hilbourn | | Date: 6/6/2019 | |

SECTION 2: AUTHORIZED REPRESENTATIVE

The Applicant hereby designates the individual named below as the person authorized to act on behalf of the Applicant.

Authorized Project Representative: The following person is authorized to receive direction, manage work performed, sign required reports, and other acts on behalf of the Applicant.

| | |
|---|---|
| Signature: | |
| | |
| | Title: Development Services Director |
| | |
| Printed Name: Joseph Hilbourn | Phone Number: Office ~ 972-912-1207 |
| | Cell ~ 469-223-2975 |
| | |
| | E-mail Address: jhilbourn@lucastexas.us |
| | |
| Address: 665 Country Club Road, Lucas, TX 75002 | |

Has Collin County previously provided funding for this Project? No

| | |
|---|---|
| For Collin County Parks Foundation Advisory Board Use Only | |
| Does the proposed project advance the mission of the County Parks /Open Space Strategic Plan? | yes no |
| Is the application administratively complete? | Yes No |
| Did the applicant receive funding for this project in previous years? | yes no (If yes, were they successful in the timely completion of the project? yes no) |

SECTION 3: CERTIFICATIONS AND ASSURANCES

1. Certifications

In order to receive funding under this program, the proposed project goals must be similar to and support or advance the mission published in the *Collin County Parks and Open Space Strategic Plan* (October 2001). By signing this Application, the person acting on behalf of the Applicant makes the certifications below.

a. Authority to Sign Application

The person signing this Application hereby certifies that he/she is the official contact regarding this Application and has authority from the Applicant to sign the Application and that such authority will bind the Applicant in subsequent agreements.

b. Application Contains No False Statements

The Applicant certifies that this Application has no false statements and that the Applicant understands that signing this Application with a false statement is a material breach of contract and shall void the submitted Application and any resulting contracts.

c. This is a Reimbursement Program

Applicants must have a minimum dollar for dollar in matching funds, comprised of direct cash, value of land to be improved, donated labor, material or in-kind services for the project being proposed. Under special circumstances at the recommendation of the Parks Foundation Advisory Board and approval by the Commissioners' Court, a direct payment may be considered.

d. Eligible Applicants

The Applicant must be a 501(c)(3) tax exempt organization, non-political group or any unit of local government, including municipalities, school districts, or county located in Collin County, Texas. Faith-based organizations are eligible to apply as long as inherently religious activities, such as worship and religious instructions are not conducted.

e. Technical Feasibility

The Applicant certifies that he/she has carefully reviewed the Project Narrative and Action Plan. To the best of their knowledge all activities are technically feasible and can be satisfactorily completed within the time frame proposed.

f. Costs Reasonable and Necessary

The Applicant certifies to the best of their knowledge that the proposed activities and the expenses outlined in the Budget are reasonable and necessary to accomplish the project objectives, and the proposed expenses are consistent with the costs of comparable goods and services.

2. Assurances

a. Compliance with Progress and Result Reporting

Applicant provides assurances that, if funded, the Applicant will comply with the requirements for reporting: reporting on the progress of the project activities and deliverables on a quarterly basis; providing before, during and after photos; and promptly notifying the Parks Foundation Advisory Board of any changes in plans.

b. Financial Management

Applicant provides assurances that, if funded, the Applicant will comply with contractual provisions and requirements necessary to ensure that expenses are reasonable and necessary, and to adhere to financial administration and reimbursement procedures and provide financial reports on a schedule established by Collin County.

c. Accessibility

Applicant provides assurances that, if funded, the park or proposed improvements will be accessible to all County residents.

d. Compliance with Americans with Disabilities Act

Applicant provides assurances that, if funded, the Applicant will comply with all applicable requirements of the Americans with Disabilities Act of 1990, 42 U.S.C. § 12101-12213 (Pamphlet 1995).

SECTION 4: PROJECT COSTS AND ELEMENTS

Name of Applicant: City of Lucas

Project Name: Lucas Exercise Loop and Connection Trail

Either use this form or create an Excel spreadsheet using this format

| Item No. | Description | U/M | Quantity | Unit Cost | Total | Requested Amount | Match Amount |
|----------|--|-----|----------|-------------|-------------|------------------|--------------|
| 1 | Engineering ~ Construction Plans, Specifications and Estimates | | | \$223,339 | \$223,339 | \$111,669 | \$111,669 |
| 2 | Cost to prepare environmental documentation | | | \$10,000 | 10,000 | \$0 | \$10,000 |
| 3 | Estimated Construction Cost ~ see attached breakdown | | | \$2,523,725 | \$2,523,725 | \$0 | \$2,523,725 |
| 4 | | | | | | | |
| 5 | | | | | | | |
| 6 | | | | | | | |
| 7 | | | | | | | |
| 8 | | | | | | | |
| 9 | | | | | | | |
| 10 | | | | | | | |
| 11 | | | | | | | |
| 12 | | | | | | | |
| | | | | | | | |
| | Project Total | | | \$2,747,064 | \$2,747,064 | \$111,669 | \$2,655,394 |

| | |
|---|--|
| | |
| | |
| Prepared By: Joseph Hilbourn | Title: Development Services Director |
| | |
| | |
| | Phone Number: Office ~ 972-912-1207 Cell ~ 469-223-2975 |
| Address: 665 Country Club Road | |
| Lucas, TX 75002 | |
| | |
| E-mail Address: jhilbourn@lucastexas.us | Date Prepared: 06-06-2019 |

SECTION 5: RESOLUTION

The sponsoring entity (governing board) must approve a resolution authorizing the project application submittal and designation of project official/representative. A copy of the resolution must be included in this application. **Insert photocopy of signed resolution.**

SECTION 6: PROJECT NARRATIVE

The City has applied with TXDOT for a SRTS (Safe Routes to School) Grant to Construct a 4.6 mile, 10-foot wide shared use path (SUP) for Phase 1 that will connect to a future trail at Angel Parkway and Estates Parkway. The trail will go east along Estates Parkway to Country Club Road, and form a loop to West Lucas Road, west to Ingram Lane, and north, back to Estates Parkway. Phase 1 is the first of a two-phase unification trail in the City's Trail Master Plan that will include rest areas with benches and bike racks and will directly connect to four schools. The City is requesting matching funds in the amount of \$111,669 to cover the cost of construction plans and specifications.

SECTION 7: LOCATION MAPS, SITE PHOTOS, PROJECT SKETCHES, etc.

SECTION 8: LETTERS OF COMMITMENT (Provide photocopy)

SECTION 9: EVIDENCE OF NON-PROFIT STATUS
(Photocopy of Current Valid IRS Tax Exemption Certificate if non-governmental agency)



City of Lucas

City Council Agenda Request

February 20, 2020

Requester: Mayor Jim Olk

Agenda Item Request

Executive Session:

The City Council will convene into closed Executive Session as permitted under the Texas Government Code, Section 551.072 to deliberate the purchase, sale, exchange, lease or value of real property located within the City of Lucas.

Background Information

NA

Attachments/Supporting Documentation

NA

Budget/Financial Impact

NA

Recommendation

NA

Motion

NA



City of Lucas

City Council Agenda Request

February 20, 2020

Item No. 09

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