

**MINUTES****LANCASTER CITY COUNCIL MEETING OF JANUARY 13, 2014**

The City Council of the City of Lancaster, Texas, met in Regular session in the Council Chambers of City Hall on January 13, 2014 at 7:00 p.m. with a quorum present to-wit:

**Councilmembers Present:**

Mayor Marcus E. Knight  
Carol Strain-Burk  
Stanley Jaglowski  
Marco Mejia  
Mayor Pro Tem James Daniels  
LaShonjia Harris  
Deputy Mayor Pro Tem Nina Morris

**City Staff Present:**

Opal Mauldin Robertson, City Manager  
Thomas Griffith, Fire Chief  
Cheryl Wilson, Police Chief  
Sean Johnson, Parks, Recreation and Library Director  
Dori Lee, Human Resources Director  
Rona Stringfellow, Managing Director Public Works / Development Services  
Ed Brady, Economic Development Director  
Mark Divita, Airport Manager  
Austin James, Lead Community Relations Assistant  
Dolle Downe, City Secretary  
Angie Arenas, Assistant City Secretary

**Call to Order:**

Mayor Knight called the meeting to order at 7:00 p.m. on January 13, 2014.

**Invocation:**

Pastor John Richardson with Zion Chapel gave the invocation.

**Pledge of Allegiance:**

Councilmember Marco Mejia led the pledge of allegiance.

**Citizens Comments:**

Spencer Hervey, 1525 Aldridge Drive, expressed appreciation for the professionalism and service of retiring City Secretary Downe; commented that he wanted her to know the great work she had done for the City and thanked her from the bottom of his heart for her service.

Paul Ingram, 1956 Crepe Myrtle Drive, commented that he resides in Lancaster and is running for the office of Dallas County Treasurer; noted his credentials. Mayor Knight stated that with all due respect, it is not appropriate to campaign on City property. Mr. Ingram indicated he was unaware of that. Mayor Knight commented that most people would not know that, and he intended no disrespect to Mr. Ingram or his campaign.

Austin James, 211 N. Henry Street, announced a number of upcoming City events including the tenth annual Martin Luther King, Jr. parade this Saturday, January 18; noted an opportunity to participate in the update of the City's Comprehensive Plan through a Community Charrette on February 1, 2014 at the Lancaster Recreation Center from 9:30 a.m. - 3:30 p.m. noting registration is requested through the City's website; and encouraged all residents to participate in the survey regarding the Comprehensive Plan which is available on the City's website.

**Consent Agenda:**

City Secretary Downe read the consent agenda.

**C1. Consider approval of minutes from the City Council Regular Meeting held December 9, 2013.**

**MOTION:** Mayor Pro Tem Daniels made a motion, seconded by Councilmember Strain-Burk, to approve consent item C1. The vote was cast 7 for, 0 against.

**2. Conduct a public hearing and consider a resolution approving the 2014 Standards of Care for Youth Programs operated by the Lancaster Parks and Recreation Department.**

Mayor Knight opened the public hearing.

There was no one present to speak regarding the 2014 Standards of Care for Youth Programs.

**MOTION:** Councilmember Strain-Burk made a motion, seconded by Councilmember Jaglowski, to close the public hearing. The vote was cast 7 for, 0 against.

**MOTION:** Councilmember Strain-Burk made a motion, seconded by Councilmember Jaglowski, to approve a resolution adopting the 2014 Standards of Care for Youth Programs operated by the Lancaster Parks and Recreation Department. The vote was cast 7 for, 0 against.

**3. Consider a resolution approving additional sponsor funding of the fiscal year 2014 Texas Department of Transportation Capital Improvement Project for the new aircraft parking apron with connecting taxiway, helicopter landings and associated service road at the Lancaster Regional Airport.**

City Manager Mauldin Robertson stated that the lowest bid received for this Airport capital improvement project exceeds the maximum amount allotted for the project and would require additional sponsor funding for TxDot to move forward. Three options were developed. Option A deletes two alternates [a third helicopter landing circle; additional ramp space and fixed wing parking], but retains an alternate of an additional helicopter landing circle. There is a helicopter landing circle as part of the base bid. Option A requires an additional \$118,318.99 in sponsor funding. Option B deletes all alternates and requires an additional \$99,814.44 in sponsor funding. Option C requires no additional funding, but the project would not move forward at this time.

Councilmember Harris asked Airport Manager Divita to highlight the differences between Option A and B. Airport Manager Divita indicated that Option A provides two helicopter pads and with Option B there is just one helicopter pad plus the fixed wing parking.

Deputy Mayor Pro Tem Morris asked where the additional funding would come from. City Manager Mauldin Robertson stated that the funds would have to come from Capital Improvement Project funding and other projects may have to be delayed as a result.

Mayor Knight commented that with a difference of less than \$20,000 between Option A and B, Option A is more desirable; he noted that not doing anything may put the Airport behind the curve with regard to its Master Plan.

Councilmember Mejia stated that although it will cost the City money, the Airport is an asset the City should continue to invest in.

Deputy Mayor Pro Tem Morris stated that she did not want to see street projects suffer. City Manager Mauldin Robertson stated that the funds would come from funds Council agreed to set aside annually for a prioritized list of capital improvement projects.

Councilmember Strain-Burk noted that it is important to protect federal funding for the Airport.

**MOTION:** Councilmember Strain-Burk made a motion, seconded by Councilmember Jaglowski, to approve a resolution providing for additional sponsor funding in an amount not to exceed \$118,318.99 [Option A] for the 2014 Texas Department of Transportation Capital Improvement Project. The vote was cast 7 for, 0 against.

**4. Discuss and consider authorizing the City Manager to execute a contract with the City of Wilmer for the sale of wholesale treated water.**

Mayor Knight stated that this item is being pulled from the agenda so that the formalized agreement as discussed during the work session may be prepared by the City Attorney and will be presented for consideration at the next regular City Council meeting on January 27, 2014.

**5. Discuss and consider an appointment to the Planning and Zoning Commission.**

Mayor Knight called for nominations to fill an unexpired term on the Planning and Zoning Commission.

Councilmember Strain-Burk nominated Mary Jane Colton. Mayor Pro Tem Daniels nominated Marvin Earle. Councilmember Jaglowski nominated Tammy Barnes.

A roll call vote was cast 5 for Mr. Earle [Mejia, Knight, Daniels, Harris, Morris], 1 for Ms. Colton [Strain-Burk] and 1 for Ms. Barnes [Jaglowski]. Mr. Marvin Earle is appointed as a member of the Planning and Zoning Commission to fill an unexpired term ending in 2015.

**Proclamation and presentation for retiring City Secretary Dolle Downe. Public comments may be made after the presentation.**

Mayor Knight presented a proclamation to retiring City Secretary Downe acknowledging her ten years of service to the City and proclaiming "Dolle K. Downe Day" in the City of Lancaster. In addition, Mayor Knight presented a plaque from the City Council recognizing her exceptional service as City Secretary.

Mayor Knight commented that in Dolle's ten years of service to the community, he had the pleasure to work with her five and half of those years. Mayor Knight stated that when he was newly elected as Mayor, he had a lot to learn very quickly; and that there was no question he is a better Mayor because of Dolle and her experience. Mayor Knight stated that it was very special to be able to work with Dolle in public service. Mayor Knight recognized Dolle's son, Wayne, and husband, Herman, in the audience and thanked them for sharing her with the community, acknowledging the time required to serve as city secretary. Mayor Knight expressed his appreciation, congratulations and best wishes to Dolle at her retirement.

Mayor Knight invited councilmember comments:

Mayor Pro Tem Daniels thanked former mayor Joe Tillotson for hiring Dolle, saying she has served the City well and never took sides; wished Dolle much happiness as she retires.

Deputy Mayor Pro Tem Morris thanked Dolle for her service to the City and her professionalism; expressed her appreciation for Dolle's assistance when she herself was first elected to Council; extended her best wishes.

Councilmember Harris commented that Dolle is fair and consistent in her answers and that she is very much appreciated and trusted; stated that she will miss Dolle and hopes the rapport can continue; extended her well wishes.

Councilmember Mejia stated that Dolle is a wonderful person and very professional, saying that it has been a privilege to work with her; stated the City would greatly miss her; extended his best wishes and asked her to please stay in touch.

Councilmember Jaglowski stated that it has been a pleasure knowing Dolle and that he has enjoyed the conversations; commented that he was glad her son and husband were present tonight; thanked Dolle for her years of service to the community and wished her well.

Councilmember Strain-Burk stated that she was part of the team that hired Dolle from Duncanville and the City was fortunate to have her work here; stated that Dolle has always been fair, professional and carried great integrity to the office of the City Secretary and she expected the same integrity from councilmembers; commented that Dolle will be greatly missed, particularly during elections, saying that Dolle had a way to always remain calm and be fair; stated Dolle offered solutions and provided good customer service; offered her congratulations and best wishes.

City Council Meeting  
January 13, 2014  
Page 5 of 6

Mayor Knight welcomed audience members to speak:

Grady Smithey commented that as a former Duncanville councilmember, Duncanville did not want to lose Dolle but he understood it was Dolle's opportunity to serve as a city secretary; commented that they hated to see her go, but he knew it was best; extended his best wishes for a wonderful retirement.

Carolyn Morris stated that Dolle will be truly missed and that she was always willing to fight the necessary battles and provide information for elections; stated elections ran well because of Dolle; thanked Dolle for her service to the community.

Lyn Hill, City Secretary, city of Cedar Hill and Shelley George, City Secretary, city of Allen representing the Texas Municipal Clerks Association [TMCA] stated that Dolle is certified as a Texas Registered Municipal Clerk through a university level program and had recertified several times during her career; presented Dolle with a blanket on behalf of the statewide Texas Municipal Clerks Association. City Secretary Hill stated that Dolle helped form the Yellow Rose Chapter of the TMCA and was not only a founding member of the Chapter, but also an officer. City Secretary George, on behalf of state TMCA President Camacho and the Executive Board, expressed appreciation to Dolle for her service not only to the City, but also to the state association; both extended their best wishes to Dolle.

Keisha Morris, City Secretary, city of Desoto, expressed her appreciation to Dolle for her support and commented that she admired her professionalism; extended her congratulations and best wishes.

Roosevelt Nichols commented on how many proclamations Dolle had prepared for him related to MLK events and thanked her for her assistance.

Vic Buchanon stated that he wanted to be here to wish Dolle well and wished that she had been City Secretary when he had served on Council; thanked her for her professionalism and what she has done for the City; commented that she will be missed.

Larry Flatt stated that in his service as former Lancaster Police Chief, it had been an honor to work with Dolle and she always provided assistance when he needed help; told Dolle she will enjoy her retirement; said the City will miss her and expressed his well wishes.

Lancaster Fire Chief Thomas Griffith thanked Dolle for her assistance during the tornado and expressed his appreciation for having a good city secretary that takes care of business; commented on Dolle's professional handling of City records and her expectations that records will be handled properly; stated that he always tried to match Dolle's professionalism and that her service has always been top notch; extended his congratulations and best wishes.

Joe Tillotson, former Lancaster Mayor, recalled when the Council hired Dolle from among many good candidates saying that when she was hired the City really needed someone to clean up the office of the City Secretary; stated that when he had visited with Dolle earlier in the day she had actually requested he sign an ordinance from 2005 that during a recent audit of the records had been found unsigned; commented that her secret was out; extended his and Marge's best wishes.

Susan Anderson, former Lancaster councilmember, commented that the City Secretary's office did need some work when Dolle first came and that the City would not be like it is today without Dolle's effort and commitment; stated that in her quiet ways, Dolle improved the office processes and helped the City move forward; expressed her appreciation for Dolle's dedication and extra work during elections and noted how pleased she is to see others acknowledge Dolle's professionalism.


Gary Sims thanked Dolle for her assistance while he worked in Lancaster saying that Dolle is a dedicated professional city secretary and he could always count on her; extended his best wishes for a happy retirement.

Mayor Knight noted a reception for Dolle would follow the adjournment.

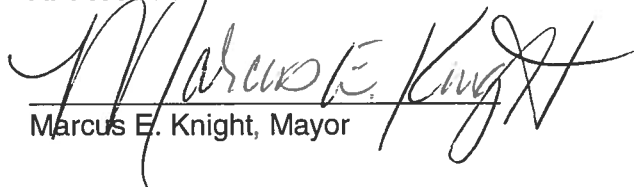
**MOTION:** Councilmember Strain-Burk made a motion, seconded by Councilmember Mejia, to adjourn. The vote was cast 7 for, 0 against.

The meeting was adjourned at 8:01 p.m.

**ATTEST:**

  
\_\_\_\_\_  
Sorangel O. Arenas, City Secretary

**APPROVED:**

  
\_\_\_\_\_  
Marcus E. Knight, Mayor