

LEWISVILLE CITY COUNCIL

REGULAR SESSION

SEPTEMBER 18, 2017

Present:

Rudy Durham, Mayor

Council Members:

TJ Gilmore

Bob Troyer

R Neil Ferguson

Brent Daniels, Mayor Pro Tem

Brandon Jones, Deputy Mayor Pro Tem

City Staff:

Donna Barron, City Manager

Eric Ferris, Deputy City Manager

Claire Swann, Assistant City Manager

Melinda Galler, Assistant City Manager

Julie Worster, City Secretary (Absent)

Patty Dominguez, Assistant City Secretary

Lizbeth Plaster, City Attorney

WORKSHOP SESSION – 6:00 P.M.

With a quorum of the Council Members present, the workshop session of the Lewisville City Council was called to order by Mayor Durham at 6:00 p.m. on Monday, September 18, 2017, in the City Council Conference Room of the Lewisville City Hall, 151 West Church Street, Lewisville, Texas. All City Department Heads were in attendance.

**Discussion of the Denton County
Homelessness Task Force**

(Agenda Item A)

Gary Henderson the CEO for United Way of Denton County introduced Courtney Cross the Director of Homelessness Initiatives. Ms. Cross conducted the attached PowerPoint Presentation regarding the Denton County Homelessness Task Force. Gary asked Council for permission to use the City of Lewisville logo on their flyer. Donna advised Gary he could put that on a future agenda for Council to consider as they can't take action on it tonight.

**Discussion of Regular Agenda Items and
Consent Agenda Items**

(Agenda Item B)

Mayor Durham reviewed Agenda Item A, Invocation. There was no discussion on this item.

WORKSHOP SESSION – 6:00 P.M.

**Discussion of Regular Agenda Items and
Consent Agenda Items (cont'd)**

(Agenda Item B)

Mayor Durham reviewed Agenda Item B, Pledge to the American and Texas Flags. There was no discussion on this item.

Mayor Durham reviewed Agenda Item C, Presentation: Life Saving Award to Police Officers Austin Slye and Timothy O'Hare. There was no discussion on this item.

Mayor Durham reviewed Agenda Item D, Closed Session. There was no discussion on this item.

Mayor Durham reviewed Agenda Item F-1, Continued Public Hearing: Consideration of an Ordinance Granting a Zone Change Request From Light Industrial District (LI) to Warehouse District (WH), on Approximately 6.68 Acres Legally Described as Lots 11 & 12, Block A, ARTX Park Addition, Bounded by East Valley Ridge Boulevard on the Northeast Side and Mario Court on the West Side, and an Ordinance Granting a Special Use Permit and Four Associated Variances to Allow a Wholesale Establishment With Outside Storage on More Than 10% of the Platted Lot on the Above-Referenced Land, Both Requested by Richard DeOtte, DeOtte Inc., on Behalf of Jim Bedworth Jr., of REW Gray Properties, LLC, the Property Owner (Case No. PZ-2017-07-15 and Case No. SUP-2017-07-11). City Manager Donna Barron asked City Council to continue this Public Hearing to the October 2, 2017 City Council Meeting. There was no further discussion on this item.

Mayor Durham reviewed Agenda Item G, Visitors/Citizens Forum. There was no discussion on this item.

Mayor Durham reviewed Agenda Item H-2, a) City Council Minutes of the September 5, 2017, Special Called Session; and b) City Council Minutes of the September 11, 2017, Workshop Session and Regular Session. There was no discussion on this item.

Mayor Durham reviewed Agenda Item H-3, Approval of a Bid Award to Advanced Transol Consultants, LLC, Dallas, Texas, for the Purchase of Gateway Monument Signs & Installation in the Amount of \$218,500; and Authorization for the City Manager to Execute the Agreement. There was no discussion on this item.

Mayor Durham reviewed Agenda Item H-4, Approval of the Capital Improvements Advisory Committee Semi-Annual Report for the Period of October 1, 2016 through March 31, 2017. There was no discussion on this item.

WORKSHOP SESSION – 6:00 P.M.

**Discussion of Regular Agenda Items and
Consent Agenda Items (cont'd)**

(Agenda Item B)

Mayor Durham reviewed Agenda Item H-5, Approval of a Professional Services Agreement with Halff Associates, Inc. and a Design Budget in the Amount of \$2,153,691 for Final Design and Construction Services Relating to Segments 2, 3 & 4 of the Corporate Drive Project; and Authorization for the City Manager to Execute the Agreement. There was no discussion on this item.

Mayor Durham reviewed Agenda Item H-6, Approval of a Letter of Support for The Trust for Public Land 10-Minute Walk to a Park Campaign. There was no discussion on this item.

Mayor Durham reviewed Agenda Item I-7, Consideration of a Variance to the Lewisville City Code, Section 4-28, Temporary Structures and Uses, Regarding a Temporary Sales and Marketing Trailer at 3256 Lakewood Dr. Part of Lakewood Hills Dr. Addition, a Single Family Detached Development Located South of Windhaven Parkway. East of Josey Lane, as Requested by John Bishop, Representing Lennar Homes, The Property Owner. There was no discussion on this item.

Mayor Durham reviewed Agenda Item I-8, Consideration of a Request for a Variance to the Lewisville City Code, Chapter 4, Article II, Section 4-28, 108.5.2. Screening and Placement, Regarding Outdoor Receptacles to be Located in LLELA, as Requested by Stacie Anaya, Director of Parks and Recreation. There was no discussion on this item.

Mayor Durham reviewed Agenda Item I-9, Consideration of an Ordinance Amending Chapter 4 Buildings and Building Regulations of the City of Lewisville Code of Ordinances to Include Article XIV. - Vacant Buildings and an Ordinance Amending Chapter 2-201 Fee Schedule of the City of Lewisville Code of Ordinances to Adopt Associated Fees. Assistant City Manager Claire Swann conducted the attached PowerPoint Presentation regarding Vacant Buildings. Councilman Jones asked about the inspection fees and if they would be tracking the amount of time being spent on inspections. Assistant City Manager Claire Swann stated they will be tracking the number of inspections just like they do with any other inspection.

Mayor Durham reviewed Agenda Item I-10, Consideration of an Ordinance Adopting the FY 2017-2018 Tax Rate. City Manager Donna Barron reminded City Council it is State law that whoever makes a motion on this item, they must say the exact words as it reads in the recommendation. There was no further discussion on this item.

WORKSHOP SESSION – 6:00 P.M.

**Discussion of Regular Agenda Items and
Consent Agenda Items (cont'd)**

(Agenda Item B)

Mayor Durham reviewed Agenda Item I-11, Consideration of an Ordinance Amending the Lewisville Code of Ordinances, Chapter 2, Article VIII, Section 2-201 Fee Schedule. There was no discussion on this item.

Mayor Durham reviewed Agenda Item I-12, Consideration of an Ordinance Amending the FY 2016-17 Adopted Budget. There was no discussion on this item.

Mayor Durham reviewed Agenda Item I-13, Consideration of an Ordinance Adopting the FY 2017/2018 Operating Budget. There was no discussion on this item.

Mayor Durham reviewed Agenda Item I-14, Consideration of a Variance to the Lewisville City Code Section 2-201, Fee Schedule, Regarding Waiving Fees Associated with the Shared Table Fundraiser on October 15, 2017, and to Provide In-Kind Equipment and Staff Support, as Requested by Main & Mill Association. There was no discussion on this item.

Mayor Durham reviewed Agenda Item I-15, Consideration of a Resolution Appointing Two City Councilmembers to the Parks Master Plan Steering Committee for the Purpose of Updating the Parks, Recreation and Open Space Master Plan. There was no discussion on this item.

Mayor Durham reviewed Agenda Item J, Reports. There was no discussion on this item.

With no further discussion, the workshop session of the Lewisville City Council was adjourned at 6:53 p.m. on Monday, September 18, 2017.

REGULAR SESSION – 7:00 P.M.

With a quorum of the Council Members present, the regular session of the Lewisville City Council was called to order by Mayor Durham at 7:00 p.m. on Monday, September 18, 2017, in the Council Chambers of the Lewisville City Hall, 151 West Church Street, Lewisville, Texas.

Invocation

(Agenda Item A)

At the request of Mayor Durham, Councilman Ferguson gave the invocation.

Pledge to the American and Texas Flags

(Agenda Item B)

Mayor Durham gave the pledge to the American and Texas flags.

**Presentation: Life Saving Award to Police
Officers Austin Slye and Timothy O'Hare**

(Agenda Item C)

Chief Russ Kerbow presented a Life Saving Award to Police Officers Austin Slye and Timothy O'Hare.

Mayor Durham adjourned the regular session of the Lewisville City Council into Closed Session at 7:05 p.m. Monday, September 18, 2017, in accordance with the requirements of the Open Meetings Law.

Closed Session

(Agenda Item D)

In accordance with Texas Government Code, Subchapter D, Section 551.072 (Real Estate), the Lewisville City Council convened into Closed Session at 7:05 p.m. on Monday, September 18, 2017, City Council Conference Room of the Lewisville City Hall, 151 West Church Street, Lewisville, Texas, in order to discuss matters pertaining to the following:

1. Property Acquisition

Section 551.087 (Economic Development):

2. Deliberation Regarding Economic Development Negotiations.

The Closed Session was adjourned at 8:34 p.m. on Monday, September 18, 2017.

**Reconvene into Regular Session and
Consider Action, if any, on Items Discussed
in Closed Session**

(Agenda Item E)

Mayor Durham reconvened the Regular Session of the Lewisville City Council at 8:34 p.m. on Monday, September 18, 2017, in the Council Chambers of the Lewisville City Hall.

Mayor Durham opened the floor for action to be taken on the items discussed in the Closed Session. There was no action taken on the items discussed during the Closed Session.

Continued Public Hearing: Consideration of an Ordinance Granting a Zone Change Request From Light Industrial District (LI) to Warehouse District (WH), on Approximately 6.68 Acres Legally Described as Lots 11 & 12, Block A, ARTX Park Addition, Bounded by East Valley Ridge Boulevard on the Northeast Side and Mario Court on the West Side, and an Ordinance Granting a Special Use Permit and Four Associated Variances to Allow a Wholesale Establishment With Outside Storage on More Than 10% of the Platted Lot on the Above-Referenced Land, Both Requested by Richard DeOtte, DeOtte Inc., on Behalf of Jim Bedworth Jr., of REW Gray Properties, LLC, the Property Owner (Case No. PZ-2017-07-15 and Case No. SUP-2017-07-11)

(Agenda Item F-1)

The property owner, REW, is proposing to relocate from their current site on South Mill Street to the subject site in ARTX Park. The zone change is necessary to consider a Special Use Permit. The following four variances are requested: a) to allow a reduction in exterior material requirements from 80% brick veneer to 30% brick veneer for the main building; b) to allow a reduction in exterior material requirements from 80% brick veneer to 0% brick veneer for the two three-sided storage sheds; c) to allow storage to exceed the height of the screening wall; and d) to allow precast panel screening wall within 25 feet of the street right-of-way in lieu of the required brick or stone screening wall. The Planning and Zoning Commission recommended unanimous approval (6-0) of the zone change request and the SUP request at their meeting on July 18, 2017.

The City staff's recommendation was that the City Council continue the public hearing to the October 2, 2017, City Council meeting.

Richard E. Luedke, Planning Director, was present to address any question posed by the City Council.

MOTION: Upon a motion made by Councilman Ferguson and seconded by Deputy Mayor Pro Tem Jones, the Council voted five (5) "ayes" and no (0) "nays" to continue the public hearing to the October 2, 2017, City Council meeting. The motion carried.

Visitors/Citizens Forum

(Agenda Item G)

No one appeared to speak at this time.

CONSENT AGENDA

(Agenda Item H)

MOTION: Upon a motion made by Councilman Troyer and seconded by Councilman Ferguson, the Council voted five (5) “ayes” and no (0) “nays” to approve and adopt all items on the Consent Agenda, as recommended and as follows:

2. APPROVAL OF MINUTES: a) City Council Minutes of the September 5, 2017, Special Called Session; and b) City Council Minutes of the September 11, 2017, Workshop Session and Regular Session..
3. Approval of a Bid Award to Advanced Transol Consultants, LLC, Dallas, Texas, for the Purchase of Gateway Monument Signs & Installation in the Amount of \$218,500; and Authorization for the City Manager to Execute the Agreement.
4. Approval of the Capital Improvements Advisory Committee Semi-Annual Report for the Period of October 1, 2016 through March 31, 2017.
5. Approval of a Professional Services Agreement with Halff Associates, Inc. and a Design Budget in the Amount of \$2,153,691 for Final Design and Construction Services Relating to Segments 2, 3 & 4 of the Corporate Drive Project; and Authorization for the City Manager to Execute the Agreement.
6. Approval of a Letter of Support for The Trust for Public Land 10-Minute Walk to a Park Campaign.

The motion carried.

END OF CONSENT AGENDA

Consideration of a Variance to the Lewisville City Code, Section 4-28, Temporary Structures and Uses, Regarding a Temporary Sales and Marketing Trailer at 3256 Lakewood Dr. Part of Lakewood Hills Dr. Addition, a Single Family Detached Development Located South of Windhaven Parkway. East of Josey Lane, as Requested by John Bishop, Representing Lennar Homes, The Property Owner

(Agenda Item I-7)

Lennar Homes is currently developing a 133-unit single family detached residential project on a 44.860-acre property zoned PUD, located south of Windhaven Parkway east of Josey Ln. The engineering site plan has been issued for construction and currently awaiting building permits. A variance is being requested to place a temporary sales and marketing trailer on their site for the purpose of pre-sales before the model home is completed. The building code does not allow portable buildings to be placed in the City for the purposes of sales offices of this type.

The City staff's recommendation was that the City Council approve the variance as set forth in the above caption not to exceed twelve (12) months or until the issuance of a Certificate of Occupancy, whichever occurs first.

Wayne K. Snell Jr., Director of Neighborhood & Inspection Services was present to respond to any questions posed by the City Council.

MOTION: Upon a motion made by Deputy Mayor Pro Tem Jones and seconded by Councilman Gilmore, the Council voted five (5) "ayes" and no (0) "nays" to approve a variance to the Lewisville City Code, Section 4-28, Temporary Structures and Uses, regarding a Temporary Sales and Marketing Trailer at 3256 Lakewood Dr. Part of Lakewood Hills Dr. Addition, a Single Family Detached Development Located South of Windhaven Parkway. East of Josey Lane, not to exceed twelve (12) months or until the issuance of a Certificate of Occupancy, whichever occurs first, as requested by John Bishop, representing Lennar Homes, the property owner. The motion carried.

Consideration of a Request for a Variance to the Lewisville City Code, Chapter 4, Article II, Section 4-28, 108.5.2. Screening and Placement, Regarding Outdoor Receptacles to be Located in LLELA, as Requested by Stacie Anaya, Director of Parks and Recreation

(Agenda Item I-8)

The City of Lewisville currently leases property owned by the Army Corp of Engineers utilized by the City as LLELA. The proposed Outdoor receptacles would be located behind the current temporary buildings used by staff and surrounded by a “living screen” wall. Due to limitations of creating permanent structures, a variance is being requested to allow a living screen in lieu of the masonry requirements on three sides. City code does not allow living screen as for the purposes of screening outdoor receptacles.

The City staff’s recommendation was that the City Council approve the variance as set forth in the caption.

Wayne K. Snell Jr., Director of Neighborhood & Inspection Services was present to respond to any question posed by the City Council.

MOTION: Upon a motion made by Mayor Pro Tem Daniels and seconded by Councilman Troyer, the Council voted five (5) “ayes” and no (0) “nays” to approve a variance to the Lewisville City Code, Chapter 4, Article II, Section 4-28, 108.5.2. Screening and Placement, Regarding Outdoor Receptacles to be located in LLELA, as requested by Stacie Anaya, Director of Parks and Recreation. The motion carried.

Consideration of Ordinance No. 4417-09-2017 Amending Chapter 4 Buildings and Building Regulations of the City of Lewisville Code of Ordinances to Include Article XIV. - Vacant Buildings and Ordinance No. 4418-09-2017 Amending Chapter 2-201 Fee Schedule of the City of Lewisville Code of Ordinances to Adopt Associated Fees

(Agenda Item I-9)

Our City Code currently does not address vacant buildings other than to require the same basic maintenance that apply to all buildings. Vacant buildings, however, pose additional concerns that occupied buildings do not. They have higher incidents of code violations, attract vagrants and criminal activity, draw and harbor vermin, and are vulnerable to fires. To better address these risks, staff proposes adopting a vacant building ordinance and a separate ordinance establishing the associated fees.

The City staff's recommendation was that the City Council approve the ordinances as set forth in the caption above.

City Attorney Lizbeth Plaster read the ordinance caption into the record as follows:

“An Ordinance of the Lewisville City Council, Amending Chapter 4, Buildings and Building Regulations, of the Lewisville City Code by Creating a New Article Regulating Vacant Buildings Within City Limits; Providing for Repealer, Severability, a Penalty, an Effective Date; and Declaring an Emergency.”

MOTION: Upon a motion made by Councilman Ferguson and seconded by Councilman Troyer, the Council voted five (5) “ayes” and no (0) “nays” to approve and adopt **Ordinance No. 4417-09-2017**, as captioned previously. The motion carried.

City Attorney Lizbeth Plaster read the ordinance caption into the record as follows:

“An Ordinance of the Lewisville City Council, Amending Chapter 2, Section 2-201, Fee Schedule, of the Lewisville City Code, to Add Fees Relating to Vacant Buildings; Providing for Repealer, Severability, and an Effective Date; and Declaring an Emergency.”

MOTION: Upon a motion made by Councilman Ferguson and seconded by Councilman Troyer, the Council voted five (5) “ayes” and no (0) “nays” to approve and adopt **Ordinance No. 4418-09-2017**, as captioned previously. The motion carried.

Consideration of Ordinance No. 4419-09-2017 Adopting the FY 2017-2018 Tax Rate

(Agenda Item I-10)

This action will adopt the City's annual ad valorem tax rate for all taxable property at \$0.436086 per \$100 of assessed valuation. The rate combines the following: Maintenance and Operations \$0.318766 and Principal and Interest on Debt \$0.117320 for a total tax rate of \$0.436086. While the proposed tax rate for FY 2017-2018 is the same as the 2016-2017 tax rate of \$0.436086, the proposed tax rate exceeds the effective tax rate of \$0.416250. Therefore, specific language is required in the ordinance, the vote on this ordinance must be a record vote and approved by at least 60 percent of the members of the governing body. For the City of Lewisville this would equal at least four voting members. The specific language of the motion to adopt the ordinance must be made in the following form: "I move that the property tax rate be increased by the adoption of a tax rate of \$0.436086, which is effectively a 4.7654 percent increase in the tax rate."

The City staff's recommendation was that the City Council approve the proposed ordinance adopting the FY 2017-2018 tax rate with the following motion: "I move that the property tax rate be increased by the adoption of a tax rate of \$0.436086, which is effectively a 4.7654 percent increase in the tax rate."

City Attorney Lizbeth Plaster read the ordinance caption into the record as follows:

"An Ordinance of the City Council of the City of Lewisville, Texas, Establishing the Tax Rate and Tax Levy for the City of Lewisville, Texas for the Year 2017-2018, Upon All Taxable Property in Said City in Conformity With the Laws of The State of Texas, and The Charter Provisions and all Ordinances of Said City; Providing a Repealer; Providing for Severability; Providing for an Effective Date; and Declaring an Emergency."

MOTION: Upon a motion made by Deputy Mayor Pro Tem Jones and seconded by Mayor Pro Tem Daniels, the Council voted five (5) "ayes" and no (0) "nays" to move that the property tax rate be increased by the adoption of a tax rate of \$0.436086, which is effectively a 4.7654 percent increase in the tax rate by adopting **Ordinance No. 4419-09-2017**, as captioned previously. The motion carried.

Consideration of Ordinance No. 4420-09-2017 Amending the Lewisville Code of Ordinances, Chapter 2, Article VIII, Section 2-201 Fee Schedule

(Agenda Item I-11)

As part of the annual budget process, changes to the fee schedule based on an analysis of current charges as compared to cost recovery goals, authorized charges that may no longer be applicable, and new fees are reviewed and modifications proposed. These changes include items discussed at the Budget Workshop held on August 12th, as well as newly proposed modifications. Details for each recommended change are included in the back up information.

The City staff's recommendation was that the City Council approve the ordinance amending the Lewisville Code of Ordinances, Chapter 2, Article VIII, Section 2-201 Fee Schedule.

City Attorney Lizbeth Plaster read the ordinance caption into the record as follows:

“An Ordinance of the City Council of the City of Lewisville, Texas Amending the Lewisville Code of Ordinances, Chapter 2, Section 2-201 Fee Schedule With Various Fees Charged by Several Departments of the City; Providing a Repealer; Providing for Severability; Providing an Effective Date; and Declaring an Emergency.”

MOTION: Upon a motion made by Councilman Ferguson and seconded by Deputy Mayor Pro Tem Jones, the Council voted five (5) “ayes” and no (0) “nays” to approve and adopt **Ordinance No. 4420-09-2017**, as captioned previously. The motion carried.

Consideration of Ordinance No. 4421-09-2017 Amending the FY 2016-17 Adopted Budget

(Agenda Item I-12)

The purpose of this ordinance is to amend the FY 2016-17 adopted budget to include all supplements and changes approved by Council throughout the year. A large percentage of these appropriations include the routine supplement completed each year for prior year encumbrances (purchases) that overlap into the next fiscal year. Many of the remaining supplements were discussed during the Mid-Year workshop held in June. Others relate to actions taken to fund unbudgeted items during the year.

The City staff's recommendation was that the City Council the ordinance amending the FY 2016-17 budget.

City Attorney Lizbeth Plaster read the ordinance caption into the record as follows:

“An Ordinance of the City Council of the City of Lewisville, Texas, Amending the Previously Adopted and Approved Budget Ordinance for the Fiscal Year October 1, 2016 to September 30, 2017; by Providing Supplemental Appropriations to the Various Funds; Providing an Effective Date; and Declaring an Emergency.”

MOTION: Upon a motion made by Councilman Troyer and seconded by Councilman Ferguson, the Council voted five (5) “ayes” and no (0) “nays” to approve and adopt **Ordinance No. 4421-09-2017**, as captioned previously. The motion carried.

Consideration of Ordinance No. 4422-09-2017 Adopting the FY 2017/2018 Operating Budget

(Agenda Item I-13)

The proposed operating budget for all funds has been prepared by staff and reviewed by the City Council. Approval of this ordinance adopts an operating budget for all funds beginning October 1, 2017 and ending September 30, 2018. A draft budget document is available for public review at the City Secretary's Office, the Library, and on the City website.

The City staff's recommendation was that the City Council approve the proposed ordinance as set forth in the caption above.

City Attorney Lizbeth Plaster read the ordinance caption into the record as follows:

“An Ordinance of the City Council of the City of Lewisville, Texas, Adopting and Approving a Budget for the City of Lewisville, Texas for the Year Beginning October 1, 2017, and Ending September 30, 2018; Providing for an Effective Date; and Declaring an Emergency.”

MOTION: Upon a motion made by Deputy Mayor Pro Tem Jones and seconded by Mayor Pro Tem Daniels, the Council voted five (5) “ayes” and no (0) “nays” to approve and adopt **Ordinance No. 4422-09-2017**, as captioned previously. The motion carried.

Consideration of a Variance to the Lewisville City Code Section 2-201, Fee Schedule, Regarding Waiving Fees Associated with the Shared Table Fundraiser on October 15, 2017, and to Provide In-Kind Equipment and Staff Support, as Requested by Main & Mill Association

(Agenda Item I-14)

Main & Mill Association is requesting a fee waiver, expected to total \$1,474.72, in connection with the Shared Table event to be held Oct. 15 in Wayne Ferguson Plaza. This is the first time a waiver request has been received for an event in the plaza.

The City staff's recommendation was that the City Council approve the variance as set forth in the caption above, as long as funds raised through the event are used for Old Town public art or Old Town marketing activities; and approve providing in-kind marketing support for the Shared Table event.

James Kunke, Community Relations & Tourism Director was present to respond to any question posed by the City Council. Councilman Gilmore had a question about the equipment charges section on the invoice. James didn't have a copy of the invoice and was unable to explain at this time the four hundred fifty dollars charge for a quantity of six. James said he would have to access the invoice and enter description. James explained that the MLC Grand does the billing and that the tables and chairs are packaged together. The non-profit rate is five dollars for each table with chairs.

Caroline Berend was present to respond to any question posed by the City Council.

Sharon Ellis with Main & Mill Association and DTSP was present in support on this item.

MOTION: Upon a motion made by Mayor Pro Tem Daniels and seconded by Councilman Ferguson, the Council voted five (5) "ayes" and no (0) "nays" to approve a variance to the Lewisville City Code Section 2-201, Fee Schedule, regarding waiving fees associated with the Shared Table Fundraiser on October 15, 2017, and to provide in-kind equipment and staff support, as requested by Main & Mill Association, as long as funds raised through the event are used for Old Town public art or Old Town marketing activities; and approve providing in-kind marketing support for the Shared Table event. The motion carried.

**Consideration of Resolution No. 4423-09-2017
Appointing Two City Councilmembers to the
Parks Master Plan Steering Committee for
the Purpose of Updating the Parks,
Recreation and Open Space Master Plan**

(Agenda Item I-15)

The current Parks, Recreation and Open Space Master Plan requires a mid-term update in order to maintain compliance with Texas Parks & Wildlife Department grant scoring standards. The Parks & Recreation Department will be working with Halff Associates, Inc. to complete the update. A steering committee will be formed to provide guidance on the process, give insight into the recreation and open space needs of the community and serve as a conduit of information amongst stakeholders and other city appointed boards and commissions. Staff requests formal participation in the committee by the appointment of two City Councilmembers to serve on the Steering Committee through the process of updating the master plan.

The City staff's recommendation was that the City Council appoint two Councilmembers as set forth in the caption above.

MOTION: Upon a motion made by Deputy Mayor Pro Tem Jones and seconded by Councilman Ferguson, the Council voted five (5) "ayes" and no (0) "nays" to appoint Councilman Bob Troyer and Mayor Pro Tem Brent Daniels to the Parks Master Plan Steering Committee for the Purpose of updating the Parks, Recreation and Open Space Master Plan. The motion carried.

Reports

(Agenda Item J)

- Assistant City Manager Melinda Galler wanted to remind everyone that the first Youth Action Council meeting will be this Wednesday, September 20, 2017 at 6:30pm in the Library in the Bennett Programming room on the first floor, it's been posted and everyone is welcomed to attend.
- Director of Public Services Keith Marvin gave an update on the lake level.
- City Engineer David Salmon gave an update to the Valley Ridge Ribbon Cutting event. The Valley Ridge Ribbon Cutting is now scheduled for October 9, 2017 at 10:00am on Valley Ridge East of Kealy. There will be parking available at the Steven L. Bacchus Public Services Center, 1100 North Kealy Avenue. In addition, the closure date for Cowan Avenue was changed from September 21, 2017 until September 28, 2017. David felt they needed more time to notify residents and businesses.
- Mayor Pro Tem Daniels is excited about Western Days and looking forward to it. Western Days starts September 29, 2017.

Reports (cont'd)

(Agenda Item J)

- Deputy Mayor Pro Tem Jones said he has his boots and hat and is prepared for Western Days. He is also excited about the Youth Action Council whom he met last week and hopes that the next Mayor, Fire Chief or Police Chief comes from Lewisville High School. He also talked about the metrics dashboard and suggested anyone who hasn't visited yet to go to metrics.cityoflewisville.com and check it out.
- Councilman Gilmore reminded everyone to visit the Library and went over the activities being held.
- Councilman Ferguson reviewed upcoming events at the MCL Grand.
- Mayor Durham thanked the Police Officer's present for their service to the community.

There were no additional reports at this time.

Adjournment

(Agenda Item K)

MOTION: Upon a motion made by Councilman Ferguson and seconded by Councilman Gilmore, the Council voted five (5) "ayes" and no (0) "nays" to adjourn the Regular Session of the Lewisville City Council at 8:57 p.m. on Monday, September 18, 2017. The motion carried.

These minutes approved by the Lewisville City Council on the 6th day of November, 2017.

APPROVED

Rudy Durham
MAYOR

ATTEST:

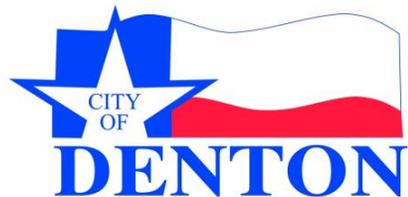
Julie Worster
CITY SECRETARY



DENTON COUNTY
**HOMELESSNESS
LEADERSHIP TEAM**

Making homelessness rare, brief and nonrecurring

A collective impact initiative supported by:

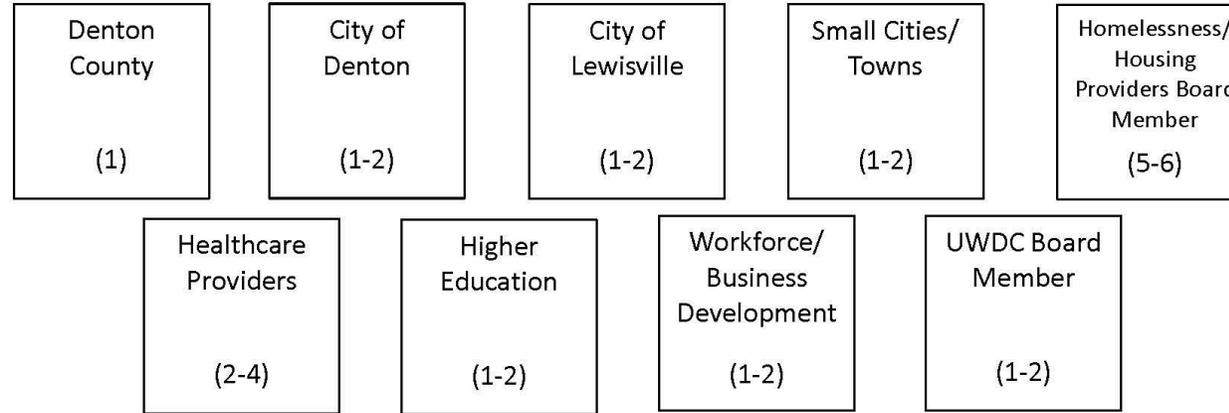


United Way
of Denton County, Inc.

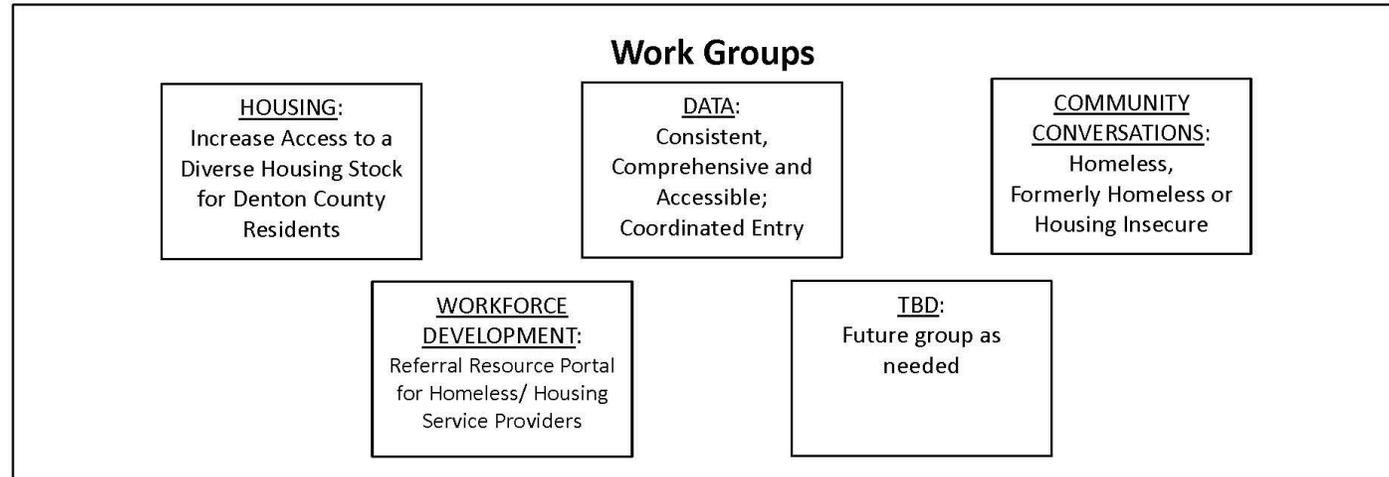
Denton County Homelessness Leadership Team Structure

(14-23 Total Members)

Appointees



Work Groups





Denton County Homelessness Leadership Team (DCHLT)

Vision

Every person in Denton County has a place to call home that is safe, affordable, accessible and supported by community resources.

Mission

The Denton County Homelessness Leadership Team fosters an effective and coordinated system of homelessness prevention and intervention, resulting in homelessness that is **rare, brief and nonrecurring** through:

- Community awareness and connection
- Data-driven, evidenced-based, fiscally responsible recommendations
- Innovative solutions around affordable housing, access to primary and behavioral health care services, adequate incomes and coordinated services
- Mobilizing, advocating and empowering public-private community-wide collaboration



United Way
of Denton County, Inc.

DCHLT: Brief History

- January – July 2015: Mayor Chris Watts convened the ‘Mayor’s Housing the Homeless Task Force’
- August 2015 – February 2016: United Way of Denton County and City of Denton executed MOU for Homelessness Coordinator (hired Feb. 2016)
- May 2016: Denton County Homelessness Leadership Team is launched
- June 2016: DCHLT established bylaws and charter
- August 2016: DCHLT mobilizes Cities of Denton and Lewisville and Denton County Commissioners Court to respond to loss of \$600,000 Emergency Solutions Grant (\$160,000 from City of Lewisville)

DCHLT: Past & Present

HOUSING THE HOMELESS

DENTON COUNTY HOUSING & SUPPORTIVE SERVICES

- **ADEQUATE FUNDING & RESOURCES** [increase capacity]
- **ACCESSIBLE/AFFORDABLE HOUSING OPTIONS** [more beds/units] for Individuals & Families where the # of available Beds = Community Need
 - Supportive Housing Single/Group/Communal Units for Levels 0 - 3
 - Accessible/ Affordable Housing for Level 2, 3, & Independent Living
- **SYSTEM DESIGN** [community collaboration]
 - Coordinated Access Network
 - Intake
 - Referral
 - Resource Tracking/Reporting
 - Collective Impact Evaluation
 - Shared Data
 - Case Management Infrastructure
 - Coordination - Oversight
 - Training - Shared Learning
 - Teams - Supportive Services

i.e. Mental & Physical Health, Jobs, Legal, Care, Transit, Food, Goods, Education

Mayor's Task Force Report

INDEPENDENT LIVING

Private Housing Options

Denton Affordable Housing Corp.

Prevention/Supportive Programs

ie. Landlord Program

LEVEL 3 LONG-TERM

18 mo or more

Connections-MHMR (19 +1 family)

Cumberland (8 Units & 32 youth)

Denton Housing Authority (1526 Vouchers)

Giving Hope, Inc (20 PSH)

HSNT-HOPWA (44)

LEVEL 2 TRANSITIONAL

3 mo -18 mo

**Denton Affordable Housing Corp. (30 Units)

**Giving Hope, Inc. (10-20)

**Wheeler Center (4 Units)

Solutions of NTX (55)

LEVEL 1 SHORT-TERM

up to 90 days

Cumberland (8)

DC Friends of the Family (26 DV)

Monsignor King Outreach Center (60*)

Salvation Army (34 + hotel)

LEVEL 0 SAFE HARBOR

0-7 days

Not currently offered but identified as a priority need for first time homeless

PROGRESSION IN THE CONTINUUM OF CARE

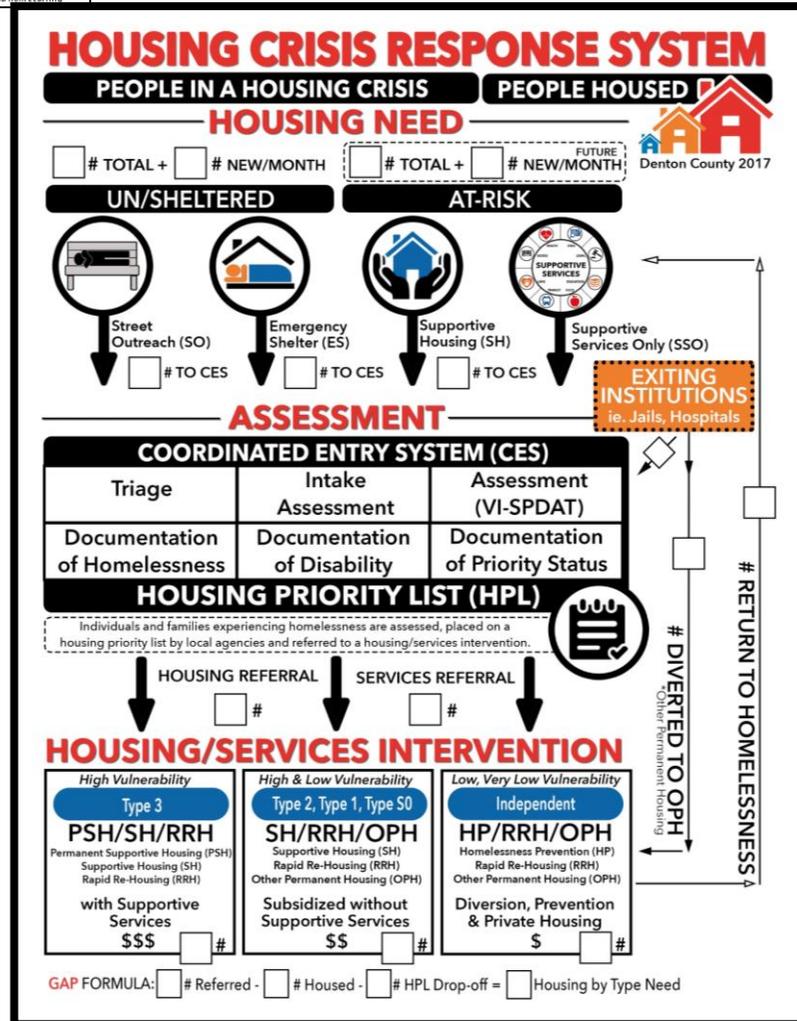
SUPPORTIVE SERVICES

(#)Dentotes either # of current spaces or the # of Units. Units hold families and will have more than one bed. All #'s reported are operating at full capacity.
* Not yet open. Expected January, 2016 **Giving Hope uses Wheeler Center & Denton Affordable Housing Units for Transitional Housing Programs.

version: 12/15/15

- September 2016 – Present: DCHLT partners with Denton County Homeless Coalition to develop the Denton County Coordinated Entry Process
- March 2017: DCHLT finalized its strategic plan to address homelessness
 - Increase access to housing
 - Continuous improvement of homelessness data management
 - Increase community connection and awareness

DCHLT: Coordinated Entry



- Coordinated Entry aims to assess every person experiencing homelessness based on their need, and connect them to the most appropriate housing intervention.
- Access – Assessment – Referral
 - 7 Denton County agencies trained in Coordinated Entry
 - +1000% increase in common assessment completed in HMIS

* Source: Denton County Homelessness Management Information System

Secure | https://endhomelessnessdenton.com/experiencing-homelessness/

3 mo -18 mo Solutions of NTX (55)

Teams - Supportive Services
i.e. Mental & Physical Health,
Jobs, Legal, Care,
Transit, Food, Goods,
Education

Find Help!
up to 90 days

LEVEL 1 SHORT-TERM

- Cumberland (8)
- DC Friends of the Family (26 DV)
- Monsignor King Outreach Center (60*)
- Salvation Army (34 + hotel)

Have you lost your housing or are close to losing your housing?

Here are some options that might be able to help connect you with housing and supportive services:

Coordinated Entry - What is Coordinated Entry?
If you are currently experiencing homelessness or referring someone: please visit one of the locations below, to complete an assessment of housing need. Completing Coordinated Entry Assessment doesn't guarantee housing assistance but it can help you with finding a housing solution by identifying, assessing your current housing situation and connecting you to available housing resources.

- The Salvation Army, Denton
1508 E. McKinney St. Denton, TX
76209
Monday-Friday 1:00p - 4:00p
- Monsignor King Outreach Center
300 S. Woodrow Ln. Denton, TX
76205
Monday-Wednesday 6:30p

United Way of Denton County

United Way

FIND HELP WHO WE HELP HOW WE HELP ABOUT US JOIN THE MOVEMENT CALENDAR & EVENTS

2-1-1 TEXAS

MENTAL HEALTH HOTLINE: 1-800-742-0157

EXPERIENCING HOMELESSNESS?

VETERAN COMMUNITY NAVIGATOR

happen alone.
will you help us improve lives?

We have one life. To live better together in Denton County, we must

ARE YOU EXPERIENCING HOMELESSNESS?

Are you sleeping in emergency shelter, in public areas, or in another place that is not permanent or safe? Visit a location below to complete a 10-15 minute assessment, called Coordinated Entry. Coordinated Entry helps quickly connect people to available resources and gathers information about the housing needs of people that are not served.

WHERE TO GO

Salvation Army Denton

1508 E. McKinney St. Denton, TX 76209
Monday – Friday 1:00 PM – 4:00 PM
940-566-3800

Monsignor King Outreach Center

300 S. Woodrow Ln. Denton TX 76205
Monday - Wednesday 6:30 PM – 10:30 PM
940-391-1919

Giving HOPE Inc.

117 W. Sycamore St. Denton, TX 76201
Monday – Friday 9:30 AM – 5:00 PM
940-382-0609

Our Daily Bread at St. Andrew's Church

300 W. Oak St. Denton, TX 76201
Monday – Friday 10:30 AM – 1:30 PM
940-382-5604

Journey To Dream

Monday – Friday 9:00 AM – 6:00 PM
469-470-2382
For youth experiencing homelessness only
Call for location

Denton County MHMR

2519 Scripture St. Denton, TX 76201
Monday – Friday 8:00 AM – 5:00 PM
940-381-1741
For existing clients only

* Some Coordinated Entry hours differ from regular hours of operation

WHAT YOU CAN EXPECT

- Agency staff will collect general information and complete a short survey with you to find the best housing option
- They will then refer you to a housing program, funding and vacancy permitted
- If assistance is unavailable, staff will attempt to refer you to other resources

WHY YOU SHOULD PARTICIPATE

- It reduces the amount of time you spend searching for assistance.
- It makes it easier for you and your family to access available resources.
- This process helps the community understand what resources are needed to help you and other families in the future.

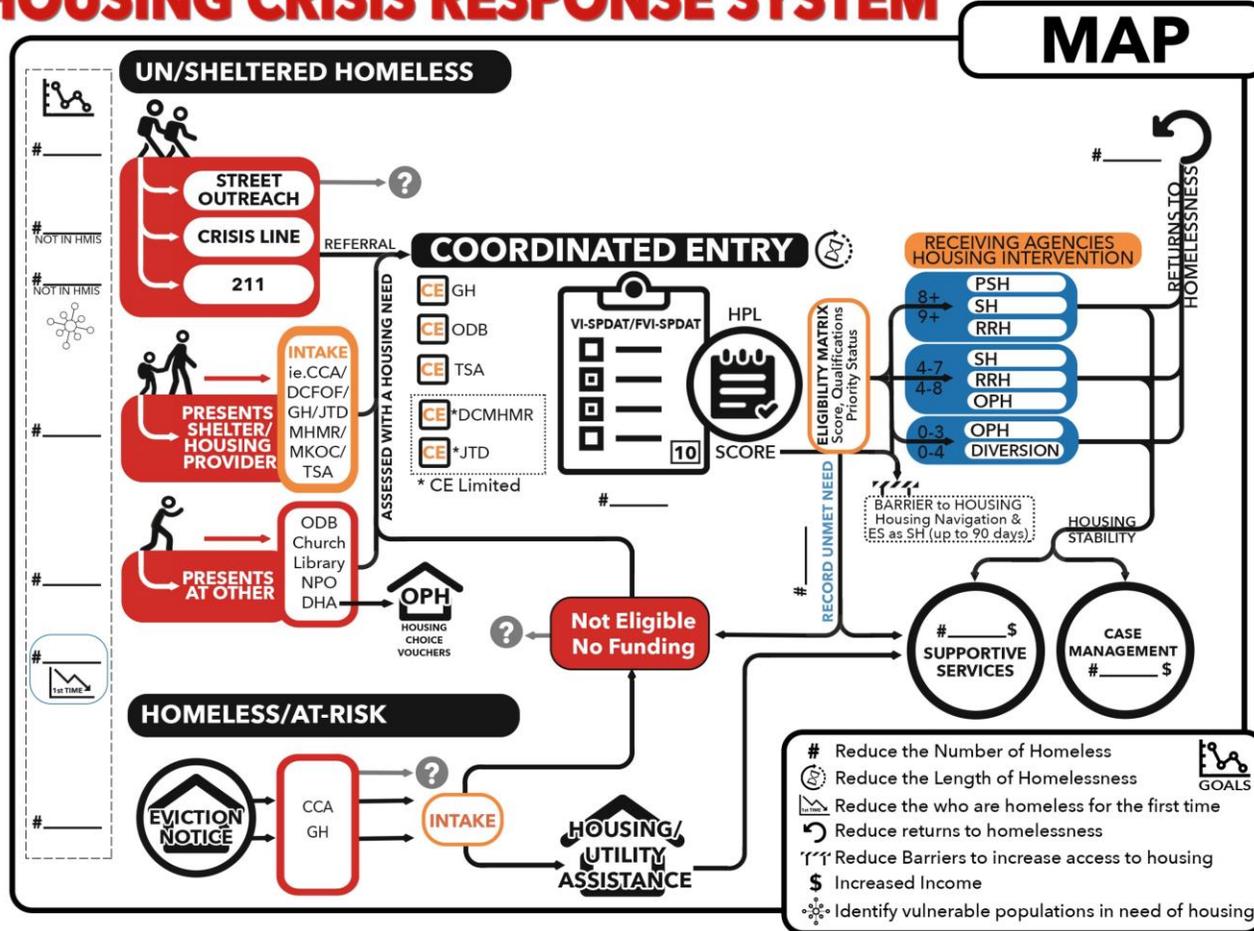
KEEP IN MIND

This process does not guarantee assistance, and does not mean there are new resources available. We are working diligently with many households to end their homelessness, but resources are limited. It is possible and likely that programs you are interested in will not have any current openings, and there is no way to tell when a program may be able to offer assistance. This is not a housing wait list or housing application, but rather an initial assessment to identify the best housing option for you.



DCHLT: Coordinated Entry

HOUSING CRISIS RESPONSE SYSTEM



- Continued Improvement:
 - Increase access throughout Denton County
 - Track success of referrals made in HMIS
 - System Performance Measure Tracking
 - Gap Analysis

Gap Analysis	23%
Rapid Re-Housing	55%
Permanent Supportive Housing	22%

Source: Denton County Homelessness Management Information System

DCHLT: Moving Forward

- Denton County Homelessness Barriers Fund
 - UWDC as fiscal agent for Denton County Homeless Coalition
 - Homelessness education and panhandling awareness campaign
 - Landlord Outreach/Risk Mitigation
 - Denton County Landlord Forum



Denton County Landlord Forum



Wednesday | October 18, 2017

9:00 a.m. to 12:00 p.m.

CoServ - 7701 S. Stemmons, Corinth, TX 76210

Register for Free by October 16, 2017:

www.dentoncountylandlordforum.eventbrite.com

For more information: Courtney@unitedwaydenton.org



United Way
of Denton County, Inc.

Thank You City of Lewisville

- Your Impact:
 - \$160,000 of stopgap Emergency Funding after Emergency Solutions Grant (ESG) loss
 - 141 unduplicated persons served (10/1/16 to present)
 - (71 sheltered; 46 prevented from becoming homeless; 2 rapidly re-housed)
 - \$4,000 to further Coordinated Entry implementation in Lewisville will help us expand to streamline access for households at-risk of becoming homeless

DCHLT Next Steps

- Next Steps:
 - Request for further discussion with staff and council regarding the City of Lewisville's future support of DCHLT Landlord Outreach efforts



DENTON COUNTY
**HOMELESSNESS
LEADERSHIP TEAM**

Making homelessness rare, brief and nonrecurring

Thank You!



United Way
of Denton County, Inc.

VACANT BUILDING PROGRAM



THE GOAL OF THIS PROGRAM

- **THE GOAL OF THE VACANT BUILDING PROGRAM IS TO ENSURE THAT VACANT BUILDINGS ARE MAINTAINED IN GOOD CONDITION TO A MINIMUM STANDARD OF CARE TO MINIMIZE THE NEGATIVE IMPACTS THAT THESE BUILDINGS HAVE ON THE HEALTH, SAFETY, AND WELFARE OF THE PUBLIC**
- **ALLOW FOR TRACKING, INSURANCE, PLAN OF ACTION, YEARLY INSPECTIONS AND IMPROVED ENFORCEMENT**

DEFINITION OF A VACANT BUILDING

- **A VACANT BUILDING IS A BUILDING OR STRUCTURE THAT IS UNOCCUPIED OR IS OCCUPIED BY A PERSON WITHOUT A LEGAL RIGHT OF OCCUPANCY.**
- **MULTI-TENANT BUILDINGS ARE VACANT IF 75% OR MORE OF THE TOTAL FLOOR AREA OF BUILDINGS ARE UNOCCUPIED OR OCCUPIED BY A PERSON WITHOUT A LEGAL RIGHT OF OCCUPANCY.**
- **PRESUMPTION OF VACANCY IF ALL USES CEASED FOR MORE THAN 90 DAYS**

EXCEPTIONS

- **VACANT STRUCTURE THAT HAS A VALID OPEN BUILDING PERMIT FOR CONSTRUCTION, REMODELING, OR REPAIR**
- **VACANT STRUCTURE THAT IS ACTIVELY MARKETED FOR SALE OR LEASE FOR LESS THAN 6 MONTHS**
- **VACANT STRUCTURE THAT IS UNDER CONTRACT FOR SALE OR LEASE FOR LESS THAN 6 MONTHS**

GENERAL REQUIREMENTS

1. YEARLY REGISTRATION

2. YEARLY INSPECTION

3. MAINTAIN REQUIRED INSURANCE

4. DESIGNATE A LOCAL AGENT

5. SIGN A CRIMINAL TRESPASS AFFIDAVIT, WITH OPT OUT PROVISION

6. PROVIDE A PLAN OF ACTION & MAINTENANCE PLAN FOR PROPERTY

7. MAINTAIN FIRE SAFETY SYSTEMS IN WORKING ORDER

VIOLATIONS

- **CITATIONS FOR FAILURE TO REGISTER; \$2,000 PER DAY PER VIOLATION**
- **WARRANTS TO COMPLETE INSPECTIONS**

NOTIFY PROPERTY OWNERS OF NEW ORDINANCE & REQUEST REGISTRATION WITHIN 30 DAYS

PROPOSED FEES

- **FEES FOR REGISTRATION: \$75.00**
- **YEARLY INSPECTION (RESIDENTIAL): \$25.00**
- **YEARLY REINSPECTION (RESIDENTIAL): \$25.00**
- **INSPECTIONS/REINSPECTION FEES (COMMERCIAL) – NORMAL FIRE INSPECTION FEES**

VIOLATIONS PENALTY FOR FAILURE TO REGISTER

- **ANY PERSON IN VIOLATION, UPON CONVICTION IN MUNICIPAL COURT, SHALL BE SUBJECT TO A FINE NOT TO EXCEED \$2,000.00 FOR EACH OFFENSE, AND EACH AND EVERY DAY SUCH VIOLATION CONTINUES, SHALL CONSTITUTE A SEPARATE OFFENSE.**