



AMENDED AGENDA CITY COUNCIL MEETING

July 20, 2023 | 6:15 PM or immediately following the
Lucas Fire Control, Prevention and EMS Board Meeting
Council Chambers
City Hall | 665 Country Club Road, Lucas, Texas

Notice is hereby given that a meeting of the Lucas City Council will be held on Thursday, July 20, 2023, beginning at 6:15 pm or immediately following the Lucas Fire Control, Prevention and EMS Board Meeting at Lucas City Hall, 665 Country Club Road, Lucas, Texas 75002-7651, at which time the following amended 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. Pursuant to Texas Government Code 551.127, one or more members of the governing body may appear via videoconference call. The presiding officer and a quorum of the City Council will be physically present at this meeting.

If you would like to watch the meeting live, you may go to the City's live streaming link at <https://www.lucastexas.us/departments/public-meetings/>.

How to Provide Input at a Meeting:

Speak In Person: Request to Speak forms will be available at the meeting. Please fill out the form and give to the City Secretary prior to the start of the meeting. This form will also allow a place for comments.

Submit Written Comments: If you are unable to attend a meeting and would like to submit written comments regarding a specific agenda item, email Assistant City Manager Kent Souriyasak at kent@lucastexas.us by no later than 3:30 pm the day of the meeting. The email must contain the person's name, address, phone number, and the agenda item(s) for which comments will be made. Any requests received after 3:30 pm will not be included at the meeting.

Call to Order

- Roll Call
- Determination of Quorum
- Reminder to turn off or silence cell phones
- Pledge of Allegiance

Citizen Input

1. Citizen Input.

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.

2. Consent Agenda:

- A. Approval of the minutes of the July 6, 2023 City Council meeting. (Assistant City Manager Kent Souriyasak)

- B. Approval of the City of Lucas Quarterly Investment Report ended December 2022. **(Finance Director Liz Exum)**
- C. Approval of the City of Lucas Quarterly Investment Report ended March 2023. **(Finance Director Liz Exum)**
- D. Approval of setting the date for the public hearing regarding the City of Lucas Fiscal Year 23/24 Budget for August 17, 2023. **(Finance Director Liz Exum)**

Regular Agenda

- 3. Consider authorizing the City Manager to execute a change order with J&L Construction in the amount of \$85,591 utilizing remaining construction contingency funded in account 21-8210-490-129 (Bait Shop Waterline Relocation) for the construction of an 8-inch waterline connection at Cedar Bend Trail as it relates to the Bait Shop Waterline Relocation Project. **(Public Works Director Scott Holden, Public Works Supervisor Jeremy Bogle)**
- 4. Discuss the proposed City of Lucas Budget for Fiscal Year 23/24. **(City Manager Joni Clarke, Assistant City Manager Kent Souriyasak, Finance Director Liz Exum)**

Executive Session

- 5. Executive Session: An Executive Session is not scheduled for this meeting.

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 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.

- 6. Reconvene from Executive Session and take any action necessary as a result of the Executive Session.
- 7. 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 July 14, 2023.

Kent Souriyasak, Assistant City Manager

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 Assistant City Manager Kent Souriyasak at 972.912.1214 or by email at kent@lucastexas.us at least 48 hours prior to the meeting.



City of Lucas City Council Agenda Request July 20, 2023

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

City Council Agenda Request

July 20, 2023

Item No. 02

Requester: Assistant City Manager Kent Souriyasak
Finance Director Liz Exum

Agenda Item Request

Consent Agenda:

- A. Approval of the minutes of the July 6, 2023 City Council meeting.
- B. Approval of the City of Lucas Quarterly Investment Report ended December 2022.
- C. Approval of the City of Lucas Quarterly Investment Report ended March 2023.
- D. Approval of setting the date for the public hearing regarding the City of Lucas Fiscal Year 23/24 budget for August 17, 2023.

Background Information

NA

Attachments/Supporting Documentation

- 1. Minutes of the July 6, 2023 City Council meeting
- 2. Investment Report quarter ended December 2022
- 3. Investment Report quarter ended March 2023

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.



MINUTES

CITY COUNCIL REGULAR MEETING

July 6, 2023 | 6:30 PM

Council Chambers

City Hall | 665 Country Club Road, Lucas, Texas

City Councilmembers Present:

Mayor Jim Olk
Councilmember Tim Johnson
Councilmember Phil Lawrence (*video conference*)
Councilmember Debbie Fisher
Councilmember Dusty Kuykendall

City Staff Present:

City Manager Joni Clarke
Assistant City Manager Kent Souriyasak
City Attorney Courtney Morris
Development Services Director Joe Hilbourn
Public Works Director Scott Holden
Contract Engineer Joe Grajewski
Deputy Nick Noel

City Councilmembers Absent:

Mayor Pro Tem Kathleen Peele
Councilmember David Keer

The regular City Council meeting was called to order at 6:30 pm.

Citizen Input

1. Citizen Input

There was no citizen input at this meeting.

Community Interest

2. Items of Community Interest.

Mayor Olk discussed the upcoming Lucas Farmers Market, Personal Protection and Home Defense Seminar by Councilmember Lawrence, water conservation, and Public Lands Trail Cleanup. City Manager Joni Clarke indicated that Mrs. Lee Ford passed away and the City sends condolences and prayers to the Ford family.

Consent Agenda

3. Consent Agenda:

A. Approval of the minutes of the June 15, 2023 City Council meeting.

MOTION: A motion was made by Councilmember Fisher, seconded by Councilmember Johnson, to approve the Consent Agenda as presented with correction to a typographical error. The motion passed unanimously by a 5 to 0 vote, with Mayor Pro Tem Peele and Councilmember Keer absent.

Regular Agenda

4. Consider the City of Lucas Code Compliance Program.

Development Services Director Joe Hilbourn provided an update on code enforcement efforts and the use of GovQA for tracking.

Mayor Olk asked if GovQA can calculate the time between receiving a complaint or notice of violation and getting compliance. Mr. Hilbourn answered that GovQA does have the capability.

Mayor Olk indicated the GovQA report has raw data but there are no performance measures. Mayor Olk expressed an interest in looking at performance measures to identify how long to get compliance and the stages to get voluntary or forced compliance. Mayor Olk indicated the City Council could set expectations and standards based on performance measures.

Councilmember Fisher asked if there is a follow-up letter to the homeowner or whoever is responsible. Mr. Hilbourn answered that staff will first call to get voluntary compliance quickly; if not, staff will follow up with a letter or legal notice. Mr. Hilbourn indicated if the person is working towards compliance, then staff can provide extensions so they can get compliance.

Councilmember Kuykendall asked if there is a way to see if an extension is given and how long. Mr. Hilbourn answered yes and if there is anything greater than 90 days, it would be a court case.

Mayor Olk suggested the City Council think about what timelines should be and if it should be short or long.

Councilmember Johnson indicated it would be helpful to know if there is an item that they have been working on to keep track of it.

There was no motion needed for this item.

5. Consider adopting Ordinance 2023-07-00985 amending the City of Lucas Code of Ordinances, Chapter 13 titled “Utilities”, Article 13.07 titled “Planning and Design Drainage Criteria”.

Contract Engineer Joe Grajewski introduced the set of revisions to the drainage code.

Mayor Olk had questions and thoughts regarding terms that were not being defined as definitions. Mr. Grajewski indicated engineers are mostly likely to read the drainage criteria.

Councilmember Fisher indicated there are some vagueness to the terms such as “zone of influence”, “engineer”, and “engineer of record”, and we need to determine who is responsible. Mr. Grajewski indicated zone of influence is defined and Councilmember Fisher indicated it falls under the downstream assessment section.

Councilmember Fisher indicated we should define who is responsible such as providing a definition of “engineer” to clarify if the ordinance does not say “city engineer”, then it is the “engineer of record”. Mr. Grajewski indicated he will provide definitions for “engineer”.

Mayor Olk suggested checking for typographical errors and some of the big “T” and sub “t”.

The City Council had no additional feedback and requested staff to bring back the revised ordinance with definitions for “engineer” on the consent agenda.

6. Consider legislative bills that passed during the 88th Texas Legislative Session and provide direction to City Staff and City Council if needed.

City Attorney Courtney Morris discussed the following bills that have passed during the 88th Texas Legislative Session:

- HB 14 – Relating to third-party review of plats and property development plans, permits, and similar documents, and the inspection of an improvement related to such a document.
- SB 929 – Relating to the notice and compensation a municipality must provide before revoking the right to use property for a use that was allowed before the adoption of or change to a zoning regulation or boundary. The City Council indicated this will cause an increase in cost of work, mailings, and time, and suggested the cost of work should be placed back on the fees for a zoning change. City Manager Joni Clarke indicated we will look at this during midyear budget review as we will also need to look at building permit fees.
- SB 2127 – Relating to state preemption of and the effect of certain state or federal law on certain municipal and county regulation. Ms. Morris indicated there is a 90-day period to cure a complaint. Ms. Morris explained this bill can turn some home rule cities into general law cities.
- HB 1750 – Relating to the applicability of certain city requirements to agricultural operations. Ms. Morris indicated we will look at our high grass and weeds ordinance to determine we are still in line with the bill.
- HB 3699 – Relating to municipal regulation of subdivisions and approval of subdivision plans or plats. Ms. Morris indicated every city needs to publish their checklist and we cannot enforce anything if it is not on the checklist. Assistant City Manager Kent Souriyasak clarified that cities can establish separate requirements for studies that are not included with the plat application.
- HB 1381 – Relating to the public hearing requirement for a preliminary zoning report made by a zoning commission.
- HB 1701 – Relating to the applicability of certain laws to open-enrollment charter schools.
- HB 3526 – Relating to the application of a municipal building code to the construction of a solar pergola. Ms. Morris indicated cities cannot apply building codes to solar pergolas.
- SB 2453 – Relating to certain regulations adopted by governmental entities for the building products, materials, or methods used in the construction of residential or commercial buildings. Ms. Morris indicated this bill was vetoed but could come back.
- SB 1145 – Relating to a local option exemption from ad valorem taxation by a county or municipality of all or part of the appraised value of real property used to operate a child-care facility.
- SB 1801 – Relating to a requirement that each appraisal district periodically confirm that recipients of residence homestead exemptions qualify for those exemptions.
- SB 1999 – Relating to the calculation of the unused increment rate of a taxing unit. Ms. Clarke indicated there has been no change in the calculation.
- SB 2350 – Relating to the voter-approval tax rate used to calculate the unused increment rate of a taxing unit for ad valorem tax purposes. Ms. Clarke indicated there has been no change.
- HB 4082 – Relating to the purposes for which a municipality or county may issue an anticipation note or certificate of obligation. Ms. Morris indicated this bill defines “public work” to include streets, sidewalks, landfills, facilities, administrative buildings, animal shelters, and libraries. Ms. Morris indicated the definition does not include new stadiums, arenas, convention centers or hotels.

- SB 2035 – Relating to the issuance of certain anticipation notes and certificates of obligation. Ms. Morris indicated this bill was vetoed but could come back.
- HB 1922 – Relating to periodic reauthorization of municipal building permit fees. Mayor Olk suggested reauthorizing the entire fee schedule with the budget process.
- HB 3492 – Relating to county and municipal authority to impose certain value-based fees and require disclosure of certain information related to subdivision construction. The City Council indicated we need to figure out how we are going to calculate the fees.
- HB 3981 – Relating to the designation of certain fire marshals and related officers, inspectors, and investigators as peace officers.
- HB 1346 – Relating to the prosecution of certain littering offenses.
- HB 1319 – Relating to the reporting of certain overdose information and the mapping of overdoses for public safety purposes. Ms. Clarke indicated Lucas Fire-Rescue will be looking into this reporting along with ambulance billing related to Emergicon.
- HB 1413 – Relating to the authority of a fire department to remove certain personal property from a roadway or right-of-way. Mayor Olk asked if this can be billed to insurance companies and Ms. Clarke indicated we think it could.
- HB 471 – Relating to the entitlement to and claims for benefits for certain first responders and other employees related to illness and injury. The City Council discussed worker's compensation, sick leave, and FMLA (Family Medical Leave Act) as it relates to this bill. Ms. Morris and Ms. Clarke indicated we will be looking further into this bill including liability.
- HB 2468 – Relating to the entitlement of an injured employee to lifetime income benefits under the workers' compensation system. Ms. Morris indicated there will most likely be rate increases by TML IRP (Texas Municipal League Intergovernmental Risk Pool).
- HB 3033 – Relating to the public information law. Ms. Morris indicated staff will be looking into 10 additional business days when responding to public information requests.
- HB 3440 – Relating to the governmental bodies required to post on the Internet agendas for meetings under the open meetings law.
- SB 943 – Relating to publication of notices by a governmental entity on the Internet websites of a newspaper and the Texas Press Association.
- SB 983 – Relating to information maintained by certain municipally owned utilities that provide electricity services and cable, Internet, or broadband services.
- HB 2626 – Relating to the availability on the Internet of certain reports of political contributions and expenditures. Ms. Morris indicated this bill now applies to all cities.
- HB 4 – Relating to the regulation of the collection, use, processing, and treatment of consumers' personal data by certain business entities; imposing a civil penalty. Ms. Morris indicated there is uncertainty on what the bill is trying to do and will look further into this.
- SB 271 – Relating to state agency and local government security incident procedures.
- SB 577 – Relating to regulation of food service establishments, retail food stores, mobile food units, roadside food vendors, temporary food service establishments, and food managers. Ms. Morris indicated this bill has nothing to do with cottage food.
- SB 1893 – Relating to prohibiting the use of certain social media applications and services on devices owned or leased by governmental entities. Ms. Morris indicated this bill bans Tik Tok on any city devices.
- SB 2476 – Relating to consumer protections against certain medical and health care billing by emergency medical services providers. Councilmember Fisher indicated this is related to the ambulance balance billing that will no longer apply.

- HB 2774 – Relating to the treatment of income tax expenses in rate proceedings for water and sewer utilities. Ms. Morris indicated water utilities can most likely include the expenses in their rate base.
- HB 3810 – Relating to certain notices provided to the Texas Commission on Environmental Quality by public water supply systems. Ms. Clarke indicated Public Works Director Scott Holden is looking further into this bill.
- SB 1015 – Relating to periodic rate adjustments by electric utilities. Ms. Morris indicated cities are no longer included in the rate adjustment proceedings.

There was no motion needed for this item.

7. Consider the recruitment process for the position of City Secretary and provide guidance to the City Manager.

City Manager Joni Clarke indicated we received four applications, but only one applicant is qualified. The City Council recommended following the same process as before where staff screened the applications for qualified candidates to be interviewed. Ms. Clarke suggested an exercise for editing and writing such as a coversheet for applicants to complete. The City Council discussed waiting to look at a salary survey until after reviewing qualified candidates and there may be a need to extend the time to get as many applicants as we can.

There was no motion needed for this item.

Executive Agenda

8. Executive Session:

As authorized by Section 551.074 of the Texas Government Code, the City Council may convene into closed Executive Session to discuss the appointment of an Interim City Secretary. This meeting is closed to the public as provided in the Texas Government Code.

The City Council convened into executive session at 8:10 pm.

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

The City Council reconvened from executive session at 8:16 pm.

MOTION: A motion was made by Mayor Olk, seconded by Councilmember Lawrence to appoint Kent Souriyasak as Interim City Secretary. The motion passed unanimously by a 5 to 0 vote, with Mayor Pro Tem Peele and Councilmember Keer absent.

10. Adjournment.

MOTION: A motion was made by Councilmember Johnson, seconded by Councilmember Lawrence to adjourn the meeting at 8:17 pm. The motion passed unanimously by a 5 to 0 vote, with Mayor Pro Tem Peele and Councilmember Keer absent.

APPROVED:

Jim Olk, Mayor

ATTEST:

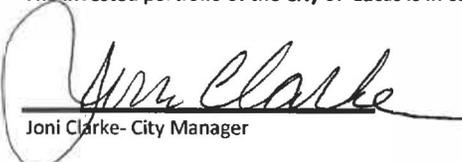
Kent Souriyasak, Assistant City Manager

**CITY OF LUCAS
QUARTERLY INVESTMENT REPORT**

Quarter Ended
December, 2022

Bank Account Name	Rating	September 30, 2022	December 30, 2022	Changes	Total Portfolio
ANB Pooled Cash	AAAm	\$8,497,349.85	\$9,666,580.50	\$1,169,230.65	23.61%
Interest Rate		0.11%	0.11%	0.00%	
ANB - Reserve	AAAm	\$4,000,000.00	\$4,000,000.00	\$0.00	9.77%
General Fund					
ANB - West Lucas Rd	AAAm	\$2,700,850.27	\$2,701,582.90	\$732.63	6.60%
Interest Rate		0.11%	0.11%	0.00%	
ANB American Rescue Plan	AAAm	\$2,124,919.60	\$2,125,496.01	\$576.41	5.19%
Interest Rate		0.11%	0.11%	0.00%	
Total Bank Accounts		\$17,323,119.72	\$18,493,659.41	\$1,170,539.69	45.16%
Weighted Average Life/Days(Balances assumed to have a one day maturity)		1	1	0	
Pools					
Logic - General Fund	AAAm	\$4,280,256.78	\$4,321,291.29	\$41,034.51	10.55%
Logic - Water Fund	AAAm	\$5,278,057.70	\$5,328,658.01	\$50,600.31	13.01%
Logic 2017 CO - Water Fund	AAAm	\$640,665.91	\$646,807.90	\$6,141.99	1.58%
Logic 2019 CO - General Fund	AAAm	\$6,042,377.34	\$6,100,305.10	\$57,927.76	14.90%
Logic 2019 CO - Water Fund	AAAm	\$1,483,267.11	\$1,497,487.08	\$14,219.97	3.66%
Interest Rate		2.4756%	4.3336%	1.858%	
Weighted Average Life/Days(Balances assumed to have a one day maturity)		1	1	0	
Lone Star Invest - General Fund	AAAm	\$2,072,495.61	\$2,091,511.33	\$19,015.72	5.11%
Lone Star Invest- Water Fund	AAAm	\$776,223.13	\$783,345.18	\$7,122.05	1.91%
Interest Rate		2.4842%	4.0784%	1.5942%	
Weighted Average Life/Days(Balances assumed to have a one day maturity)		1	1	0	
Tex Pool - Debt Service Fund	AAAm	\$1,107,408.38	\$1,685,060.96	\$577,652.58	4.12%
Interest Rate		2.4126%	3.9799%	1.5673%	
Weighted Average Life/Days(Balances assumed to have a one day maturity)		1	1	0	
Total Pools		\$21,680,751.96	\$22,454,466.85	\$773,714.89	54.84%
Total Bank Acct. and Pools		\$39,003,871.68	\$40,948,126.26	\$1,944,254.58	100.00%

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


Joni Clarke- City Manager


Liz Exum - Finance Director

**CITY OF LUCAS
QUARTERLY INVESTMENT REPORT**

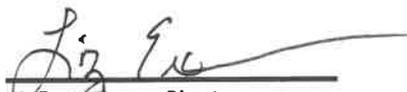
Quarter Ended

March, 2023

Bank Account Name	Rating	December 30, 2022	March 31, 2023	Changes	Total Portfolio
ANB Pooled Cash	AAAm	\$9,666,580.50	\$10,213,020.07	\$546,439.57	24.70%
Interest Rate		0.11%	0.11%	0.00%	
ANB - Reserve	AAAm	\$4,000,000.00	\$4,000,000.00	\$0.00	9.68%
General Fund					
ANB - West Lucas Rd	AAAm	\$2,701,582.90	\$2,700,151.57	-\$1,431.33	6.53%
Interest Rate		0.11%	0.11%	0.00%	
ANB American Rescue Plan	AAAm	\$2,125,496.01	\$2,126,085.37	\$589.36	5.14%
Interest Rate		0.11%	0.11%	0.00%	
Total Bank Accounts		\$18,493,659.41	\$19,039,257.01	\$545,597.60	46.05%
Weighted Average Life/Days(Balances assumed to have a one day maturity)		1	1	0	
Pools					
Logic - General Fund	AAAm	\$4,321,291.29	\$4,371,579.00	\$50,287.71	10.57%
Logic - Water Fund	AAAm	\$5,328,658.01	\$5,431,806.00	\$103,147.99	13.14%
Logic 2017 CO - Water Fund	AAAm	\$646,807.90	\$613,197.64	-\$33,610.26	1.48%
Logic 2019 CO - General Fund	AAAm	\$6,100,305.10	\$6,171,295.58	\$70,990.48	14.93%
Logic 2019 CO - Water Fund	AAAm	\$1,497,487.08	\$1,514,913.65	\$17,426.57	3.66%
Interest Rate		4.3336%	4.8163%	0.4827%	
Weighted Average Life/Days(Balances assumed to have a one day maturity)		1	1	0	
Lone Star Invest - General Fund	AAAm	\$2,091,511.33	\$2,114,773.34	\$23,262.01	5.12%
Lone Star Invest- Water Fund	AAAm	\$783,345.18	\$792,057.62	\$8,712.44	1.92%
Interest Rate		4.0784%	4.6405%	0.5621%	
Weighted Average Life/Days(Balances assumed to have a one day maturity)		1	1	0	
Tex Pool - Debt Service Fund	AAAm	\$1,685,060.96	\$1,293,937.92	-\$391,123.04	3.13%
Interest Rate		3.9799%	4.6108%	0.6309%	
Weighted Average Life/Days(Balances assumed to have a one day maturity)		1	1	0	
Total Pools		\$22,454,466.85	\$22,303,560.75	-\$150,906.10	53.95%
Total Bank Acct. and Pools		\$40,948,126.26	\$41,342,817.76	\$394,691.50	100.00%

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


Joni Clarke- City Manager


Liz Exum- Finance Director



City of Lucas

City Council Agenda Request

July 20, 2023

Item No. 03

Requester: Public Works Director Scott Holden
Public Works Supervisor Jeremy Bogle

Agenda Item Request

Consider authorizing the City Manager to execute a change order with J&L Construction in the amount of \$85,591 utilizing remaining construction contingency funded in account 21-8210-490-129 (Bait Shop Waterline Relocation) for the construction of an 8-inch waterline connection at Cedar Bend Trail as it relates to the Bait Shop Waterline Relocation Project.

Background Information

On March 17, 2023, the City of Lucas entered into an agreement with J&L Construction for the construction of the Bait Shop Waterline Relocation. The Project Description is as follows:

“Waterline relocation of a 12” water line along West/East Lucas Road (FM 1378/FM 3286) and Southview Drive (FM 1378) as a part of the TxDOT FM 1378/FM 3286 Intersection Improvements project. The waterline relocation is along Prado Verde Drive and the east side of Southview Drive (FM 1378) and a short section along the south side of East Lucas Road (FM 3286) east of Southview Drive (FM 1378).”

As the construction is approaching completion, there is a 10% construction contingency that has not been utilized. The Public Works/Engineering Department requested cost estimates from J&L Construction to construct an 8-inch water line to Cedar Bend Trail from the 12-inch waterline on East Lucas Road. Currently, the City has multiple dead-end water lines including one at Cedar Bend Trail and East Lucas Road. Dead-end waterlines require monthly flushing to raise chlorine levels ensuring water quality. Connecting the 8-inch waterline from Cedar Bend Trail to the 12-inch waterline will remove the existing dead-end waterline and increase water quality, pressure, and flow.

J&L Construction has provided three options for the construction of an 8-inch waterline connection on Cedar Bend Trail:

- Option 1: Installation by open cut, 8-inch waterline with 12-inch steel encasement by bore, and 8-inch waterline by bore without encasement on Cedar Bend Trail connecting to the existing waterline. The total estimated cost is \$85,591.
- Option 2: Installation by open cut, 8-inch waterline with 12-inch steel encasement by bore, remove, and replace asphalt pavement on Cedar Bend Trail. The total estimated cost is \$88,125.



City of Lucas

City Council Agenda Request

July 20, 2023

Item No. 03

Option 3: Installation by open cut, 8-inch waterline with 12-inch steel encasement by bore, remove/dispose of trees on Cedar Bend Trail, and replace creek as existing. The total estimated cost is \$109,568.

Attachments/Supporting Documentation

1. Construction Proposal Option 1
2. Construction Proposal Option 2
3. Construction Proposal Option 3
4. Schematic of Proposed Construction Options
5. Change Order
6. Bait Shop Waterline Relocation Project Costs (dated July 12, 2023)

Budget/Financial Impact

The City has unused construction contingency funds in the amount of \$118,432 for the Bait Shop Waterline Relocation. Staff recommends utilizing these remaining funds for the construction of an 8-inch waterline connection at Cedar Bend Trail by J&L Construction. On February 16, 2023, City Council approved funding from Unrestricted Water Fund Reserves to account 21-8201-490-129 (Bait Shop Waterline Relocation) for the design and construction of the Bait Shop Waterline Relocation.

Bait Shop Waterline Relocation Costs

Purpose	Approved Funding	Total Payments (as of 7/12/23)	Remaining/ Encumbered Funds
Actual Construction	\$1,184,318	\$912,152.94	\$272,165
Construction Contingency (10%)	\$118,432	\$0	\$118,432
Design	\$89,875	\$89,875	\$0
Design Contingency (10%)	\$18,000	\$14,900	\$3,100

Recommendation

After careful consideration, the Public Works/Engineering Department recommends Option 1 in the amount of \$85,591 as this option provides the best solution for removing the existing dead-end waterline. The estimated construction timeframe for Option 1 is two to three weeks.

Staff does not recommend the other options as Option 2 would involve removing and replacing asphalt pavement on Cedar Bend Trail and Option 3 would require the removal of trees on Cedar Bend Trail.



Item No. 03

City of Lucas

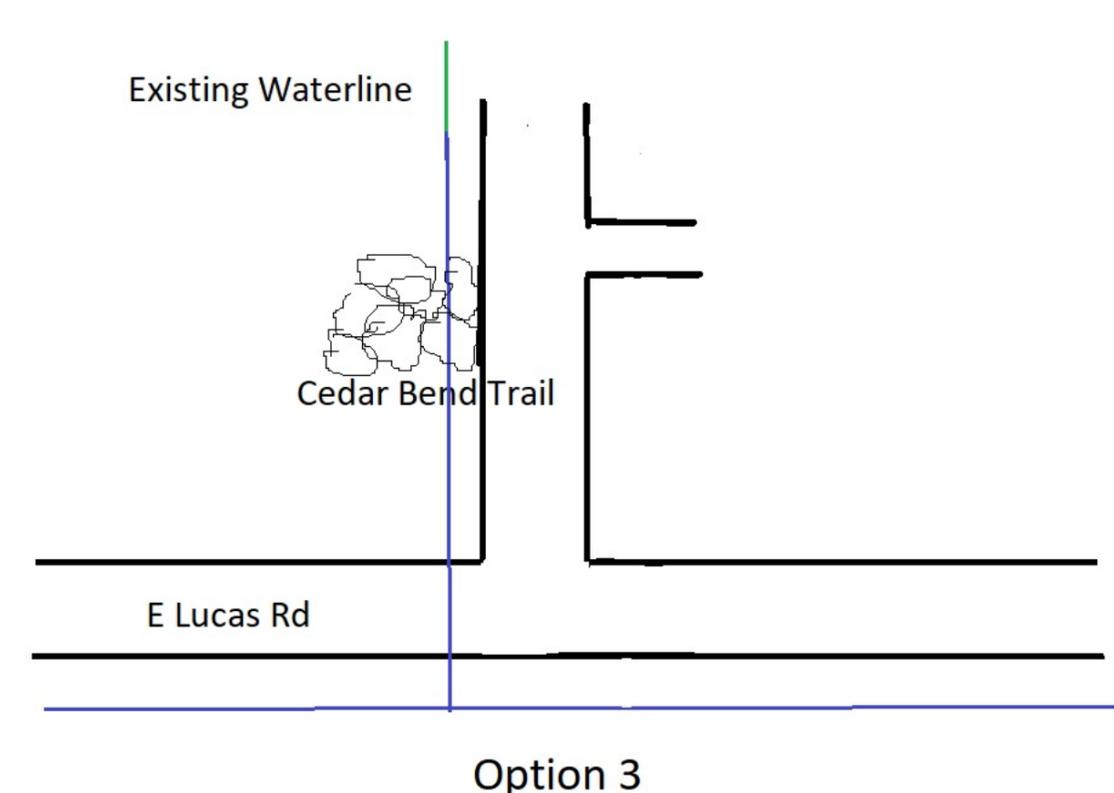
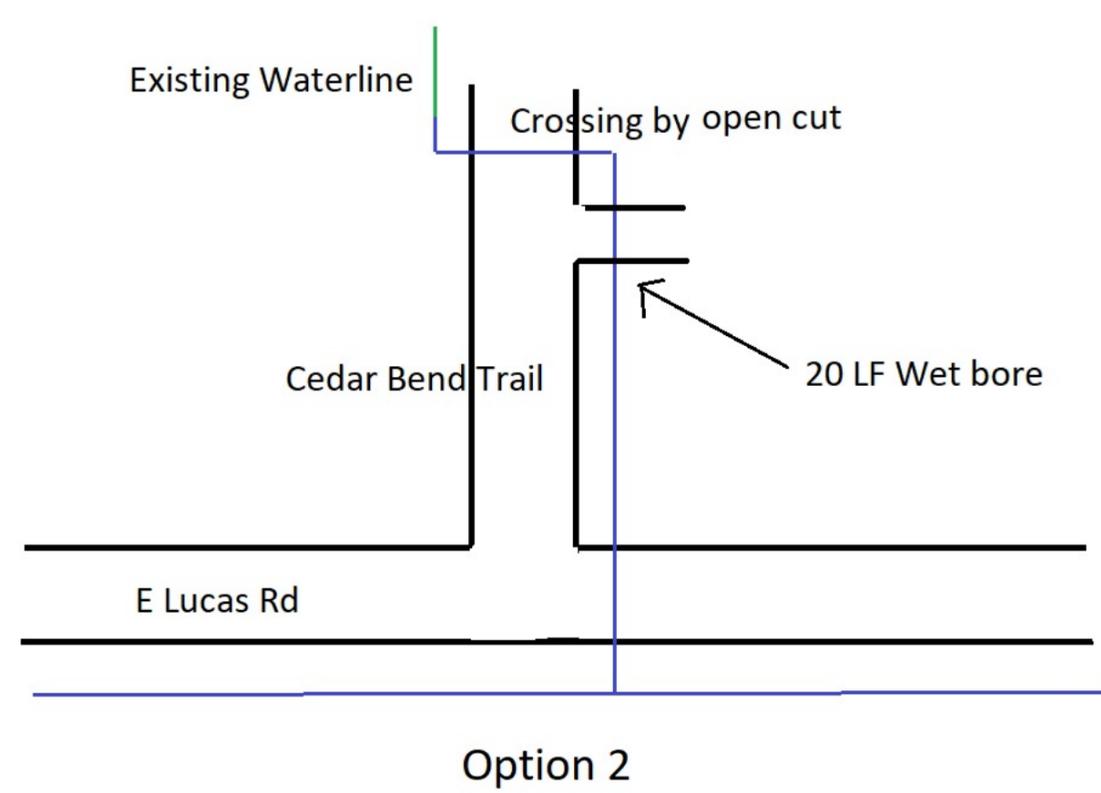
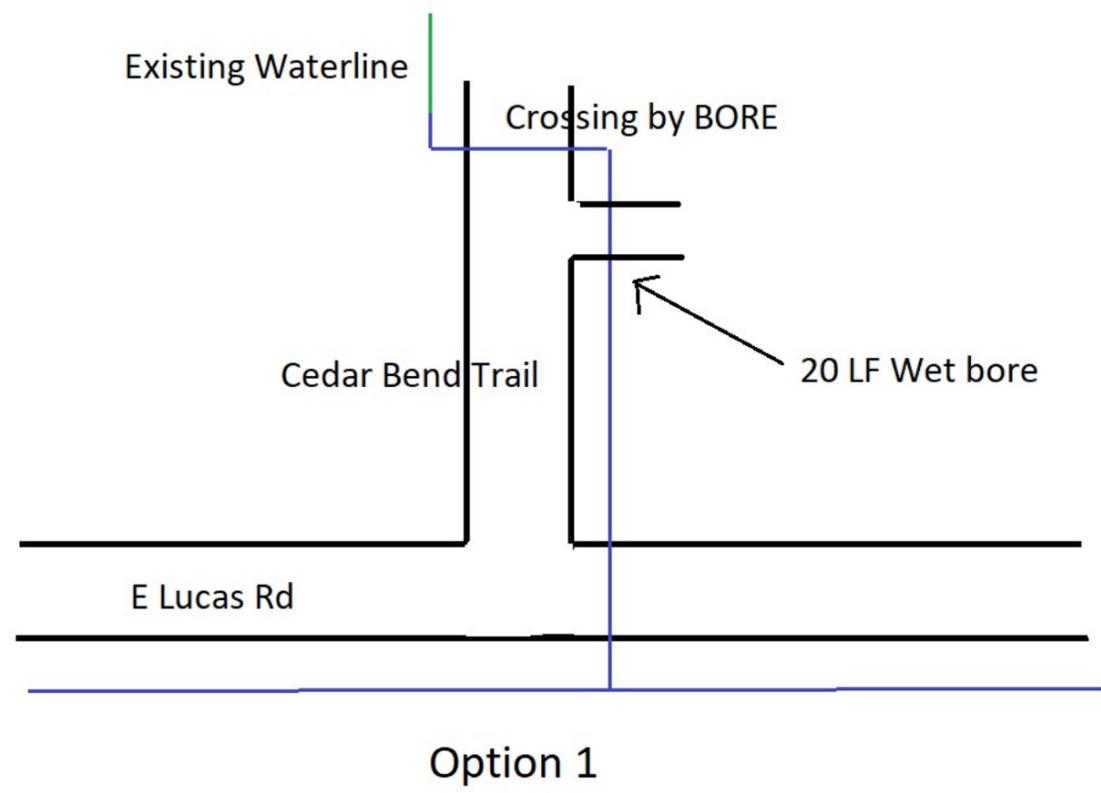
City Council Agenda Request

July 20, 2023

Staff recommends authorizing the City Manager to execute a change order with J&L Construction in the amount of \$85,591 utilizing remaining construction contingency funded in account 21-8210-490-129 (Bait Shop Waterline Relocation) for the construction of an 8-inch waterline connection at Cedar Bend Trail as it relates to the Bait Shop Waterline Relocation. Per the City of Lucas Purchasing Policy and Procedures, all purchases over \$50,000 must be approved by City Council.

Motion

I make a motion to approve/deny authorizing the City Manager to execute a change order with J&L Construction in the amount of \$85,591 utilizing remaining construction contingency funded in account 21-8210-490-129 (Bait Shop Waterline Relocation) for the construction of an 8-inch waterline connection at Cedar Bend Trail as it relates to the Bait Shop Waterline Relocation Project.



CITY OF LUCAS
BAIT SHOP WATER LINE
RELOCATION
RFP-027-22

CHANGE ORDER NO. 1

I. INTENT OF CHANGE

Pursuant to the provisions of the General Conditions of the Contract, the intent of this Change Order is to modify the provisions to the Contract entered by the City of Lucas, Texas and J&L Construction, LLC for the Bait Shop Water Line Relocation project dated March 17, 2023.

This Change Order constitutes full and mutual accord and satisfaction for all time and costs related to this change.

II. DESCRIPTION OF CHANGE ORDER

- A. This modification includes the construction of an 8-inch C-900 DR-18 PVC water line from the constructed 12-inch C-900DR-18 PVC water line to include tees, valves, casing, bores, and connections to the existing 8-inch water line at Cedar Bend Trail.

III. EFFECT OF CHANGE

ITEM	DESCRIPTION	UNIT	QTY CHANGE	UNIT PRICE	COST CHANGE
1	Install 8-inch C-900 DR-18 PVC Water Line (open cut)	LF	350	\$64.00	\$22,400.00
2	Install 8-inch C-900 DR-18 PVC Water Line (12-in casement by bore)	LF	150	\$251.00	\$37,650.00
3	Install 8-inch C-900 DR-18 PVC Water Line (wet bore)	LF	20	\$285.20	\$5,704.00
4	Install 8-inch C-900 DR-18 PVC Water Line (bore Cedar Bend Trail)	LF	36	\$329.36	\$11,857.00
5	8-inch Gate Valve	EA	1	\$3,750.00	\$3,750.00
6	12-inch x 8-inch Tee	EA	1	\$1,380.00	\$1,380.00
7	45-degree Bend	EA	6	\$475.00	\$2,850.00

TOTAL CONTRACT CHANGE: \$85,591.00

IV. AGREEMENT

The Contract is modified as follows:

A. Amount

Original Contract Amount	\$ 1,184,317.86
Net amount changed by Change Order No. 1	<u>\$ 85,591.00</u>
Revised Contract Amount	\$ 1,269,908.86

B. Time

Original Contract Time	180 calendar days
Net time added by this Change Order	<u>15 calendar days</u>
Revised Contract Time	195 calendar days

CONTRACTOR'S OFFER FOR PROPOSED CHANGE
J&L Construction, LLC

By: _____

Date: _____

Title: _____

RECOMMENDATION OF APPROVAL
CITY OF LUCAS

By: _____
Scott A. Holden, P.E.
Public Works Director/City Engineer

Date: _____

APPROVAL BY OWNER
CITY OF LUCAS

By: _____
Joni Clarke, CPM
City Manager

Date: _____

City of Lucas**Capital Project - Bait Shop Water Line Relocation (21-8210-490-129)**

Design (3-18-21 City Council Meeting approved)	\$ 89,875
Design Contingency (3-18-21 City Council Meeting approved)	\$ 18,000
Construction Estimate (6-16-22 City Council Meeting approved)	\$ 1,134,546
Additional Funding approved (2-16-23 City Council Meeting)	\$ 168,204
Total Approved Budget Amount	<u>\$ 1,410,625</u>

Actual J&L Construction (2-16-23 City Council Meeting approved)	\$ 1,184,318
Contingency	\$ 118,432
Design Huitt Zollar	\$ 89,875
Contingency on Design	\$ 18,000
Total Project Budgeted	<u>\$ 1,410,625</u>

Payments:

	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>TOTAL</u>
Huitt Zollar	\$ 76,757.75	\$ 6,061.25	\$ 8,054.00	\$ 90,873.00
Huitt Zollar (Survey/Easements)		\$ 9,000.00		\$ 9,000.00
David Bassler - Easement		\$ 2,400.00		\$ 2,400.00
Construction - J & L			\$ 912,152.94	\$ 912,152.94
Total Payments	<u>\$ 76,757.75</u>	<u>\$ 17,461.25</u>	<u>\$ 920,206.94</u>	<u>\$ 1,014,425.94</u>

Encumbered:

Outstanding Design Huitt Zollar (Bidding/Construction)	\$ 2,502
Outstanding Contingency - Huitt Zollar Survey/Easements	\$ -
Outstanding J&L Construction	\$ 272,165
Total Outstanding Encumbered	<u>\$ 274,667</u>

Total Budget	\$ 1,410,625
Minus Payments	\$ (1,014,426)
Minus Encumbered Balance	\$ (274,667)
Total Remaining	<u>\$ 121,532</u>

Contingencies:

Design	\$ 18,000
Minus Change Order Huitt-Zollars (Survey Easement)	\$ (6,500)
Minus Change Order Huitt-Zollars (Survey Easement)	\$ (2,500)
Minus David Bassler (16 Foot Easement)	\$ (2,400)
Minus Change Order Huitt-Zollars	\$ (3,500)
Remaining Contingency for Design	<u>\$ 3,100</u>

Remaining Construction Contingency	<u>\$ 118,432</u>
Total Remaining	<u>\$ 121,532</u>



City of Lucas

City Council Agenda Request

July 20, 2023

Requester: City Manager Joni Clarke
Assistant City Manager Kent Souriyasak
Finance Director Liz Exum

Agenda Item Request

Discuss the proposed City of Lucas Budget for Fiscal Year 23/24.

Background Information

NA

Attachments/Supporting Documentation

1. Budget workshop binder has been sent under separate attachment.

Budget/Financial Impact

NA

Recommendation

NA

Motion

No motion required; this item is for discussion purposes only.



City of Lucas City Council Agenda Request July 20, 2023

Item No. 05

Requester: Mayor Jim Olk

Agenda Item Request

Executive Session: An Executive Session is not scheduled for this meeting.

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 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.

Background Information

NA

Attachments/Supporting Documentation

NA

Budget/Financial Impact

NA

Recommendation

NA

Motion

NA



City of Lucas
City Council Agenda Request
July 20, 2023

Item No. 06

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