



**City of Lorena**  
107-A S. Frontage Road  
Lorena, Texas 76655  
(254) 857-4641 Fax (254) 857-4118

**NOTICE OF PUBLIC MEETING  
LORENA CITY COUNCIL  
MONDAY, JULY 16, 2018 – 6:30 P.M.  
LORENA CITY HALL  
107-A S. FRONTAGE ROAD  
LORENA, TEXAS**

**MINUTES**

**1. Call to Order.**

- a. Pledge of Allegiance**
- b. Texas Pledge**
- c. Moment of silence**

Honor the Texas flag; I pledge allegiance to thee, Texas, one state  
under God, one and indivisible.

Mayor Roper called the meeting to order at 6:32 p.m. Council members present were Mayor Chuck Roper, Mayor Protem Bill Coleman, J. Fagner, Jennifer Grimm and Jeff Linnstaedter. Kelly Yarbrough arrived at 6:38 p.m.

City Staff present were Police Chief Tom Dickson, City Secretary Monica Hendrix, Finance Director Linda Klump, Public Works Director Kevin Neal and City Manager Joseph Pace. City Planner Karen Mitchell was also present.

**2. Visitor and Citizens Forum**

*At this time any person with business before the Council not scheduled on the agenda may speak to the Council. Comments are limited to three (3) minutes, and this time is not transferable. No formal action may be taken on any of these items at the meeting. This forum is limited to a total of 30 minutes.* Local resident Christine Turpin requested due to the big hit on the home appraisals that council please not raise taxes. Turpin also thanked the public works employees for helping out with their trash pickup each week while she and her husband have been ill.

**3. Approval of Minutes:**

**June 18, 2018**

A motion was made by Bill Coleman and seconded by J. Fagner to approve the minutes. All in favor, motion carried.

**4. Discussion and possible action on the purchase of new computer server for the police department.**

Chief Tom Dickson informed council of the ransom wear virus on the Police Department computer server. The server is 5 ½ years old and needs to be replaced. Petar McNeil and Patrick Johnson with Extraco Technology were present to answer questions and explain what type of equipment to purchase to help prevent future virus attacks. After discussion, a motion was made by J. Fagner and seconded by Jennifer Grimm to purchase a new server and anti-virus software. All in favor, motion carried.

- 5. Discussion and possible action on a recommendation to the City Council regarding an amendment to the Subdivision Ordinance by reformatting the document for easier usage; eliminating clerical errors; adding a section on Parkland Dedication; amending the fire lane requirements from 20 feet to 24 feet; eliminating Section 5.04 "Waiver Request"; and by adding a new Section 6.09 on Inspections and Acceptance of Public Improvements for land located in the City's extraterritorial jurisdiction tabled from June 18, 2018.**

City Planner Karen Mitchell was present and explained the changes to the subdivision ordinance. There are 12 changes that are clerical, 3 substantive and 1 is legal. (see attached modification report) The Parkland dedication section was added back into the ordinance since it was inadvertently left out of the most recent update to the subdivision ordinance. This section relates directly with the goals of the Comprehensive Plan. After discussion a motion was made by Bill Coleman and seconded by Kelly Yarbrough to approve the Lorena Subdivision Ordinance amendment. All in favor, motion carried.

- 6. Discussion and possible action on a recommendation to the City Council for placing a permanent zoning classification of SF Single Family Residential on a 220.337 acre tract of land that is currently being annexed into the City Limits. The property is located at the northwest corner of FM 2837, also known as Rosenthal Parkway, and Birdie Lane tabled from June 18, 2018.**

City Manager Joseph Pace informed council of the delay on the annexation. Lorena is waiting on the City of Waco to release the CCN and ETJ in an area of the property. Waco is meeting on August 7<sup>th</sup> and is supposed to approve the release and ETJ swap. Pace is requesting that council table the item until that date or afterwards. Jennifer Grimm motioned to table until August 9, 2018 at 6:30 p.m. Bill Coleman seconded the motion. All in favor, motion carried.

- 7. Discussion and possible action on Ordinance 2018-0521-01 annexing a certain tract or parcel of land located in McLennan County, Texas, being 220.377 acres, more or less, out of the Erastus Yeamen Survey, Abstract Number 956 and being all of that certain tract of land described in deed to Cory Don Priest, Trustee of the Mary Robertson Priest Trust, as recorded in M.C.C. number 2008036595 of the Official Public Records of McLennan County, Texas (O.P.R.M.C.T), said property being generally located abutting and to the north of Rosenthal Parkway and abutting and to the west of Birdie Lane. (required second reading)**

City Manager Joseph Pace is recommending to table until the CCN and ETJ issues are completed. Kelly Yarbrough motioned and Jeff Linnstaedter seconded to table until the August 9, 2018 council meeting. All in favor, motion carried.

- 8. Discussion and possible action appointing and reappointing Board of Adjustment members.**

City Secretary Monica Hendrix informed council that Emily McKenzie, Tommy Ross, Christine Turpin and Chuck Virnau have all agreed to serve on the Board of Adjustment.

J. Fagner motioned to appoint Emily McKenzie, Tommy Ross, and Chuck Virnau and to reappoint Christine Turpin to the Board of Adjustment. Jeff Linnstaedter seconded the motion. All in favor, motion carried.

- 9. Discussion and possible action on a budget amendment to the 2017-2018 Fiscal Year Budget for the creation/employment of a School Resource Officer.**

Finance Director Linda Klump explained this is to amend the budget to allow for the School Resource Officer salary for the last two months of the 2017-2018 fiscal year.

J. Fagner motioned to amend the 2017-2018 fiscal year budget. Bill Coleman seconded the motion. All in favor, motion carried.

**10. Police Department Report.**

**a. Activity report**

Chief Tom Dickson reported there were 352 Calls by Type and 437 Citations issued in June 2017.

Dickson also informed council that the radar trailer has been moved to Rosenthal Parkway near the Quarry to slow speeders as they come into the city limits of Lorena. He plans to leave the trailer there

for about a month or until school starts. Dickson also explained the increase in the number of citations that have been issued is because the police department is now fully staffed and working 12 hour shifts.

**11. Public Works Report.**

**a. Update on STAG project**

Public Works Director Kevin Neal reported the sewer line replacement is close to completion. The grass has been seeded in the yards where they had to dig them up to replace the pipe and they are working on a punch list to complete the project.

**b. Westbrook Addition Update**

Developer has started cutting the streets in the subdivision and laying the water lines.

**12. City Manager Report.**

**a. Loera Development Annexation/Update**

There is a ground breaking tomorrow for the sewer line construction (TIRZ)

**b. Update on WMARSS**

City of Waco is still considering taking over the WMARSS administration.

**c. Water Policy Update**

Hope to have for next month meeting along with the CIP and PIP.

**d. Update on TIRZ #1 East: Pre Construction Meetings**

No meeting this month. About 75% complete on the project.

**e. STAG Grant Update**

**f. PUC Update**

City of Waco has held up on the agreement due to language in the agreement.

**g. City Policy Manual Update**

**h. Development in the City of Lorena**

Still meeting with developers and met with one today.

**i. Meetings since Last City Council Meeting/ Future Meetings (Appendix "A")**

**j. ASH + Lime Informational item**

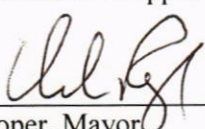
Will be sending you information on this.

**13. Future Agenda Items.**


**14. Adjourn.**

Due to no further business the meeting adjourned at 7:43 p.m.

These minutes were approved on August 20, 2018

  
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Chuck Roper, Mayor

Attest:

  
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Monica Hendrix, City Secretary



## City of Lorena Subdivision Ordinance

### Modification Report May 2018

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- Reformatted the whole document into a stronger outline system which is easier to update and will keep its format when transferred to PDF.
- Removed the reference to City Planner and made these references and all references to City Manager in the document as Administrative Official. The Administrative Official is defined as the City Manager or their representative.
- Removed reference to tree preservation section of the ordinance. Tree preservation is in the Zoning Ordinance.
- Added Parkland Dedication and Fees in Lieu of Parkland Dedication. This relates directly with the goals of the Comprehensive Plan. Land dedication is initially valued at the assessment of fair market value of the land by the County Appraisal District.
- Corrected measurements throughout the document – standardizing written out number (number within parenthesis) and then measurement type.
- Corrected a discrepancy between requirements of a traffic impact analysis to coincide with any use generating 2000 daily trips or greater.
- Increased width of fire lanes from twenty (20) feet to twenty-four (24) feet. This will accommodate the greater turning radii of the quint trucks and the outrigger stabilizers.
- Eliminated Section 5.04 Waiver request of the 30 days consideration of the plat. The City should not certify that an application for a preliminary or final plat (replat, amending, minor) is complete and until it is ready to place on the agenda. By not certifying that the plat is complete, then the 30 day clock doesn't begin.
- Removed a redundancy in the Preliminary Plat requirements regarding a drainage study. The section already requires a preliminary drainage study.
- Made consistent "Design Standards" as the reference and definition for the City's document: Design Criteria & Improvements.
- Added a \$500 penalty to enforcement Section.
- Modified "will" to "shall" in Section 3.01.G.
- Removed clause in Section 3.08 which guaranteed all attorney's fees to the applicant on successful appeal. That should be a decision of the Courts.
- Added section of how to fold large format prints for review.
- 6.09 added Section on Acceptance of Improvements for Land in Extraterritorial Jurisdiction. Where the facilities to be constructed under the development agreement are located within the City's extraterritorial jurisdiction and are to be dedicated to the County in which the land is located, the City Engineer shall inform the county that the public improvements have been constructed in accordance with approved construction plans and are ready for acceptance by the County.
- Renamed wheel chair ramps to Americans with Disabilities (ADA) access ramps.