



**NOTICE OF SPECIAL MEETING AND WORK SESSION
AGENDA
LANCASTER CITY COUNCIL
MUNICIPAL CENTER CITY COUNCIL CHAMBERS
211 N. HENRY STREET, LANCASTER, TEXAS**

August 17, 2015 - 7:00 PM

(7:00 P.M.) SPECIAL MEETING:

CALL TO ORDER

ACTION:

1. Consider a resolution authorizing the purchase of (5) conversion kits from Priority Public Safety through an Interlocal Agreement with City of Dallas in an amount not to exceed \$127,722.10.

Adjourn Special Meeting

(7:15 P.M.) WORK SESSION:

1. Receive a presentation of the body camera technology utilized within the Lancaster Police Department.
2. Receive a presentation regarding the City of Lancaster Fiscal Year 2015/2016 employee insurance program.
3. Receive a presentation and discuss Tax Increment Financing Districts.
4. Receive a presentation and discuss the Fiscal Year 2015-2016 proposed budget.

ADJOURNMENT

EXECUTIVE SESSION: The Council reserves the right to convene into executive session on any posted agenda item pursuant to Section 551.071(2) of the TEXAS GOVERNMENT CODE to seek legal advice concerning such subject.

ACCESSIBILITY STATEMENT: The Municipal Center is wheelchair-accessible. For sign interpretive services, call the City Secretary's office, 972-218-1311, or TDD 1-800-735-2989, at least 72 hours prior to the meeting. Reasonable accommodation will be made to assist your needs.

Certificate

I hereby certify the above Notice of Meeting was posted at the Lancaster City Hall on August 13, 2015 @ 4:45 p.m. and copies thereof were provided to the Mayor, Mayor Pro-Tempore, Deputy Mayor Pro-Tempore and Council members.

Sorangel O. Arenas
City Secretary

LANCASTER CITY COUNCIL

Agenda Communication

August 17, 2015

Consider a resolution authorizing the purchase of (5) conversion kits from Priority Public Safety through an Interlocal Agreement with the City of Dallas in an amount not to exceed \$127,722.10.

This request supports the City Council 2015-2016 Policy Agenda.

Goal: Sound Infrastructure

Background

At the July 27, 2015 regular meeting, Council approved a resolution authorizing purchase of 5 conversion kits for the new patrol vehicles through an interlocal agreement with Pursuit Safety, Inc. In fulfilling the purchase, staff became aware of newer technology and faster turnaround and a savings to the city on the equipment. The conversion kits will be placed in the new patrol vehicles to complete the up fit (light kit, radios, docking stations, etc.)

Considerations

- **Operational** – Approval of this purchase will provide staff with working equipment that will in turn increase productivity for the patrol officers in the Police Department. The newer technology provides additional operational and safety features.
- **Legal** – The City maintains an executed Interlocal Agreement with the City of Dallas, a cooperative agency. Texas law authorizes cooperative agreements to help save time in developing specifications and duplication during the bid process.
- **Financial** – Funding is available in the Equipment Replacement Fund. This service creates a savings of \$11,915.65.
- **Public Information** – This item is being considered at a meeting of the City Council noticed in accordance with Texas Open Meetings Act.

Options/Alternatives

1. Council may approve this resolution.
2. Council may deny this resolution.

Recommendation

Staff recommends approval of the resolution as presented.

Attachments

- Resolution
- Priority Public Safety

Submitted by:

Jermaine Sapp, Director of Equipment and Facilities

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LANCASTER, TEXAS, AUTHORIZING THE PURCHASE OF FIVE (5) CONVERSION KITS FROM PRIORITY PUBLIC SAFETY THROUGH AN INTERLOCAL AGREEMENT WITH THE CITY OF DALLAS IN AN AMOUNT NOT TO EXCEED \$127,722.10; REPEALING ALL RESOLUTIONS IN CONFLICT; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council desires to purchase the conversion kits and utilize the Interlocal Agreement with the City of Dallas to up fit the vehicles through Priority Public Safety.

WHEREAS, the purchase of these conversion kits will improve productivity; and

WHEREAS, the City of Lancaster maintains an executed Interlocal Agreement with the City of Dallas, Texas. Local Government Code authorizes cooperative agreements to help save time in developing specifications and duplication during the bid process.

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

SECTION 1. The City Council approves the purchase of five (5) conversion kits to up fit from Priority Public Safety through an interlocal agreement with the City of Dallas in an amount not to exceed one hundred twenty seven thousand seven hundred twenty-two dollars and ten cents (\$127,722.10) a copy of which is attached hereto and incorporated herein as Exhibit A.

SECTION 2. That the City Manager or her designee of the City of Lancaster, Texas is hereby authorized to issue appropriate purchase orders in conformity herewith.

SECTION 3. Any prior Resolution of the Lancaster City Council in conflict with the provisions contained in this Resolution are hereby repealed and revoked.

SECTION 4. Should any part of this Resolution be held to be invalid for any reason, the remainder shall not be affected thereby, and such remaining portions are hereby declared to be severable.

SECTION 5. This Resolution shall become effective immediately from and after its passage, and it is duly resolved.

DULY PASSED and approved by the City Council of the City of Lancaster, Texas, on this the 17th day of August 2015.

ATTEST:

APPROVED:

Sorangel O. Arenas, City Secretary

Marcus E. Knight, Mayor

APPROVED AS TO FORM:

Robert E. Hager, City Attorney

659 Martin Duke Road
 Van Alstyne, TX 75495
 (903)482-9357
 hkirby@prioritypublicsafety.net



ESTIMATE

ADDRESS
 Freedom Auto Group

SHIP TO
 Freedom Auto Group

ESTIMATE # 2015
 DATE 08/06/2015
 EXPIRATION DATE 09/06/2015

REP
 HK

ACTIVITY	QTY	RATE	AMOUNT
MISC	1	4,948.90	4,948.90
Federal Signal Vision SLR Lightbar package			
FS-SSP3000	1	0.00	0.00
Federal Signal Smart Siren Platinum			
FS-AS124	1	0.00	0.00
AS124 Speaker mounted on push bumper			
MISC	1	0.00	0.00
Federal Signal Message Board mounted to rear of lightbar with bracket kit			
LABOR	7	65.00	455.00
Labor to install lightbar package with message board and brackets			
JD-475-0865	1	555.00	555.00
Jotto Desk Prisoner Partition with Sliding Center Polycarbonate opening, Recessed Panel			
LABOR	1.50	65.00	97.50
Labor to install prisoner partition			
MISC	1	924.10	924.10
ADEC Prisoner Transport Seat with Rear Cargo Partition			
LABOR	2.50	65.00	162.50
Labor to install transport seat with cargo screen			
SO-ENFDGS4BRW	2	222.00	444.00
Sound Off nForce Dual Side-by-Side Deck/Grille Mount Light with Black Housing 18LED Blue/Red/White			
LABOR	1.50	65.00	97.50
Labor to install rear cargo window side lighting			

Unused item refund or exchange within 14 days. Receipt and original packaging required.

ACTIVITY	QTY	RATE	AMOUNT
SO-ENT3B3R Sound Off Intersector Surface Mount (Red) mounted to rear license plate and front push bumper	3	122.26	366.78
SO-ENT3B3B Sound Off Intersector Surface Mount (Blue) mounted to rear license plate and front push bumper	3	122.26	366.78
MISC Rear License plate bracket	1	35.00	35.00
SO-PNT3DGBB SoundOff Signal Intersector Deck/Grille Bracket	2	10.00	20.00
LABOR Labor to install rear license plate lights and push bumper lighting (3 sets per vehicle, 1.5 hours per set)	4.50	65.00	292.50
GI-38737 Go Industries Center Section Push Bumper for 2015+ Tahoe	1	248.91	248.91
LABOR Labor to install push bumper	1.50	65.00	97.50
WE-LINZ6J Whelen Surface Mount Red/Blue Split (2) per side on running boards (4 per vehicle)	4	77.00	308.00
LABOR Labor to install running board lights (1.5 per set, 2 sets per vehicle)	3	65.00	195.00
Antenna Antenna, coax, connector for police radio	1	75.00	75.00
LABOR Labor to install radio components	2	65.00	130.00
GJ-14330 Brother PocketJet 6 Plus Printer - attaches to any Gamber-Johnson Brother PocketJet Printer Mount. Bluetooth Interface 300x300 dpi. Brother part #PJ663.	1	450.00	450.00
GJ-14331 Car Adapter - wired 14 foot for use with PocketJet 3, 3 Plus, 6, 6 Plus Printers	1	35.00	35.00
GJ-7160-0126 Gamber Johnson Brother Pocket Jet Printer Mount	1	103.60	103.60
MISC Magtek 21073145 Dynamag Card Reader	1	105.00	105.00
LABOR Labor to install Brother printer with mount and Magtek Card Reader	2	65.00	130.00
GI-38737 Go Industries Center Section Push Bumper for 2015+ Tahoe	1	248.91	248.91

ACTIVITY	QTY	RATE	AMOUNT
LABOR Labor to install Push bumper	1.50	65.00	97.50
GJ-7160-0285 Gamber Johnson Quad-Motion TS5 with Clevis attachment	1	108.83	108.83
GJ-7160-0318-06 Gamber Johnson Panasonic Toughbook CF-31 vehicle docking station with Dual RF/Standard Lock with LIND INTEGRATED power supply	1	923.23	923.23
LABOR Labor to install computer mount with docking station	2	65.00	130.00
GJ-7160-0464 Gamber Johnson Side Mount Document Holder for Tahoe	1	33.75	33.75
GJ-7160-0548-03 Gamber Johnson Chevy Tahoe PPV 2015+ Console with Internal Cupholders, Armrest, and Wiring Chase: Includes mic clips and two power outlets	1	420.95	420.95
LABOR Labor to install console package and side document holder	2	65.00	130.00
MISC Pro-Laser 4 Lidar with rechargeable batteries, spare batteries, USB to PC interface cable, 12V to use with adapter, carry case, and 3 year warranty	1	2,602.50	2,602.50
SO-ECVDMLT00 Sound Off Dome Light Red/White	1	35.72	35.72
LABOR Labor to install dome light	1	65.00	65.00
MISC Decatur Genesis II Dual KA Band Radar with 5 year warranty	1	2,190.00	2,190.00
LABOR Labor to install Radar	2	65.00	130.00
L3-MVD-FB3DVS L-3 Flashback 3 Digital Video System with rear camera	1	5,634.10	5,634.10
LABOR Labor to install Camera system	3	65.00	195.00
WE-RP45 Whelen Rear Pillar Outer Edge for 2015+ Chevy Tahoe PPV (Customer Will Select LED Colors for Outer Edge)	1	700.74	700.74
LABOR Labor to install rear outer edge	2	65.00	130.00
WE-P46SLC Whelen Par-46 Super LED Spot Light 12v	1	175.64	175.64

ACTIVITY	QTY	RATE	AMOUNT
LABOR	0.50	65.00	32.50
Labor to install Spot Light replacement			
GI-40311	1	141.14	141.14
Go Industries Dual Gun Rack			
SC-SC-5XL	2	83.60	167.20
Universal Gun Lock			
LABOR	1	65.00	65.00
Labor to install dual gunlock			
WE-SSFPOSI6	1	75.64	75.64
Whelen SSFPOSI6 Headlight Flasher Plug & Play for Chevy Tahoe			
LABOR	1	65.00	65.00
Labor to install headlight flasher			
JD-425-3816	2	35.00	70.00
Jotto Desk Magnetic Mic Clips			
PG-WB57NPT15	1	167.50	167.50
Pro-Gard Steel Window Barriers to be used with O.E.M. Door Panels			
LABOR	1	65.00	65.00
Labor to install window barriers			
SHOP SUPPLIES	1	100.00	100.00
Misc. Connectors, Tape, Lume, Nuts, Bolts			

Thank you for doing business with us.

TOTAL

\$25,544.42

Accepted By

Accepted Date

LANCASTER CITY COUNCIL
Work Session Agenda Communication
August 17, 2015

Receive a presentation and demonstration of body camera technology utilized within the Lancaster Police Department.

This request supports the City Council 2015-2016 Policy Agenda.

Goal: Healthy Safety and Vibrant Community

Background

As prescribed in the City Council Rules and Procedures as amended July 2013, Section 1 D. City Council Agenda Process, Deputy Mayor Pro Tem Stanley Jaglowski requested an item be included on the agenda for the purpose of receiving a presentation regarding body camera technology that is deployed and operational in the Lancaster Police Department.

Chief Cheryl Wilson will have staff present to discuss and demonstrate the technology.

Submitted by:

Opal Mauldin-Robertson, City Manager
Cheryl Wilson, Chief of Police

LANCASTER CITY COUNCIL

Work Session Agenda Communication

August 17, 2015

Receive a presentation regarding the City of Lancaster Fiscal Year 2015/2016 employee insurance program.

This request supports the City Council 2015-2016 Policy Agenda.

**Goal: Financially Sound City Government
Professional & Committed Workforce**

Background

Prior to the 2014/2015 plan year renewal, the City of Lancaster experienced substantial improvements to loss ratios which dipped close to 60%. These results assisted the City in receiving a quote from Blue Cross Blue Shield (BCBS) at a -12.7% or \$256k savings to premium costs. The City elected to terminate its contract with Aetna and move to BCBS for the 2014/2015 plan year

Over the past 12 months, the City has experienced an increase in its loss ratio to 86.3% which is above projected insurance carrier target loss ratios of 83%. These results contributed to an initial first year renewal increase of 22.3% from BCBS. IPS Advisors, our insurance consultant, was able to re-negotiate the increase to 15.6% and is recommending accepting the renewal due to competitiveness of the offer vs actuarial projections and to preserve the City's long term carrier history.

The City currently offers a High Deductible Health Plan (HDHP) and Health Savings Account (HSA) plan option to assist in controlling future health care costs. The City also continued premium incentives for employees who received an annual physical and who didn't use tobacco.

Health Insurance

The best and final renewal offer from BCBS represents a +15.6% or +\$293,294 increase to the City.

Recommendations for the health plan for 2015/2016 plan year include:

- It is recommended to alter the current employer premium subsidy strategy for the 2015/2016 plan year. The City currently subsidizes 100% of the employee only cost for the HDHP and 46.9% for dependents across all plans. It is proposed to increase dependent subsidies to 50.0%. Employees would see rates increase by +3% from current across all plans and tiers (except \$0 employee only HDHP). It is recommended to alter the current employer funding of \$1,500 for employee and \$3,000 for dependents to \$1,210 for employee and \$2,420 for dependents for the 2015/2016 plan year.

- It is recommended for the City to renew with Methodist Health Systems for the City's wellness program. This program includes Health Risk Assessments, Fitness and Nutrition Tools, Wellness Workshops, Incentive Management and Employer and Employee Risk Factor reporting.
- For the 2015/2016 plan year, it is recommended to increase the physician surcharge from \$25 to \$50 a month to employees who do not have an annual physical by December 31, 2015. Wellness visits are covered 100% and there is no cost to the employee.
- It is recommended to increase the tobacco user surcharge from \$25 to \$50 a month for employees who elect to use tobacco products. Human Resources assists employees on tobacco cessation options on a voluntary basis. Tobacco cessation is provided at no cost to the employee through the employee assistance program (EAP).
- It is also recommended to continue Compass Professional Health Services for those who are enrolled in the High Deductible Health Plan. This service provides employees pricing and quality information for hospitals, physician, pharmacy and dental services.

Dental Insurance

The City is currently contracted with United Concordia to provide Dental insurance. The City has completed the first year of a two year rate guarantee with United Concordia and renewal is recommended for the 2015/2016 plan year. It is recommended to continue the current funding strategy of 100% contribution for employee and 50% contribution for dependents.

Flexible Spending Account (FSA)

A Flexible Spending Account (FSA) allows an employee to set aside a portion of his or her earnings to pay for qualified expenses as established in the cafeteria plan, most commonly for medical expenses, but often for dependent care or other expenses. Money deducted from an employee's pay into an FSA is not subject to payroll taxes, resulting in a substantial payroll tax savings. The City completed its first year of a three year rate guarantee with Discovery Benefits. Renewal with Discovery Benefits for management of the FSA is recommended for the 2015 /2016 plan year.

Ancillary Insurance

The City is currently contracted with Dearborn National to provide Basic Life, Optional Life and Long Term Disability insurance to employees. The City completed its first year of a two year rate guarantee with Dearborn National. Renewal with Dearborn National for Basic Life, Optional Life and Long Term Disability insurance is recommended for the 2015/2016 plan year.

Employee Assistance Program

Employee Assistance Programs (EAPs) are employee benefit programs offered by many employers, typically in conjunction with a health insurance plan. EAPs are intended to help employees deal with problems that might adversely impact their work performance, health, and well-being. The City completed its first year of a three year rate guarantee with Alliance Work Partners. Renewal with Alliance Work Partners is recommended for the 2015/2016 plan year.

Insurance Committee

The insurance committee met with IPS Advisors July 17th and discussed the recommendations provided by IPS and staff. The committee was receptive to implementing the increased wellness incentive for an annual physical and tobacco use to \$50 per month as recommended by IPS Advisors.

Considerations

- **Operational** – The High Deductible Health Plan and Health Savings Account will continue to require additional communication and administration efforts for employee education.
- **Legal** – Current contracts will be amended to comply with provisions of the Patient Protection and Affordability Care Act of 2010. These contracts must be reviewed by IPS Advisors, the City Attorney and Human Resources. If authorized by the City Council, the City Manager will execute appropriate contracts following legal review.
- **Financial** – The **employer cost** after implementing the recommended changes equates to +\$242,529.

Options/Alternatives

1. Remain with current vendors for all renewing policies and plans, no plan design changes, no changes to the employer premium subsidy percentages, no changes to employer HSA funding. The total health care cost increase of option 1 to the City of Lancaster is approximately \$293,295 and the City would fund approximately 81.6% of total healthcare costs. Employees would see rates increase by +14.4% from current across all plans and tiers (except \$0 employee only HDHP).

2. Renew with current vendors for all renewing policies and plans, no plan design changes; adjust medical employer premium subsidy percentages for dependents to 50.0% from 46.9%; HSA account contributions from \$1,500 for employee and \$3,000 for dependents to \$1,210 for employee and \$2,420 for dependents. The total health care cost increase of option 2 to the City of Lancaster is approximately \$253,854 and the City would fund approximately 83.4% of total healthcare costs. Employees would see rates increase by +3% from current across all plans and tiers (except \$0 employee only HDHP).

Recommendations

Staff recommends implementation of Option 2 for the 2015/2016 plan year.

Submitted by:

Dori Lee, Director of Human Resources

LANCASTER CITY COUNCIL

Work Session Agenda Communication

August 17, 2015

Receive a presentation and discuss Tax Increment Financing Districts.

This request supports the City Council 2015-2016 Policy Agenda.

Quality Development

Background

During the strategic planning session, Council identified utilizing tax increment financing districts for downtown development and other strategic areas as a mechanism for continued growth.

In December 2009, the City Council received a presentation from a team of students from the University of Texas at Arlington charged with the task to evaluate research and analyze the feasibility of creating a tax increment financing district for Lancaster's Historic Downtown. No further action was taken at that time.

In March 2012, City Council received a presentation on the feasibility of a joint TIF District with the City of DeSoto. This discussion item was directed by City Council during the June 2011 Strategic Planning session. Interstate 35E is a major corridor between the cities of Lancaster and DeSoto. This corridor produces thousands of trips daily by residents, visitors, and people passing through both cities. The properties along this corridor serve as an indicator of the quality of developments within the cities. Many of these properties have deteriorated over the years and leave a less-than-desirable impression of the cities as a whole. Several approaches have been utilized in attempting to improve the appearance of this corridor. Zoning changes, the requirements of Specific Use Permits (SUP), and enhanced landscaping requirements have all been put into place to upgrade the area. The suggestion at the time was to create a Tax Increment Finance/Tax Increment Reinvestment Zone (TIF/TIRZ) district along the corridor for both cities.

At the October 13, 2014 City Council regular meeting, Council approved Reinvestment Zone Number One, a Tax Increment Financing District (TIF) to reimburse Dallas County for the cost of design and construction of a 16" water line to provide water to the City of Wilmer.

Considerations

TIF/TIRZs primarily serve as an Economic Development tool. The first process for initiation is by the City Council voting to begin a TIF for a designated area. This area must meet one of three criteria, a) the condition of the area must substantially impair the city's growth, retard the provision of housing, or constitute an economic or social liability, b) the area's growth

suffers from obsolete platting, deteriorating structures, or other factors or c) the area is adjacent to a “federally assisted new community”.

The second process of initiation is for a petition to be submitted by property owners that comprise at least 50% of an affected area, who wish to become part of a TIF/TIRZ.

These districts invest the increased tax revenue generated by the improvements in the area back into the designated TIF/TIRZ district to further improve the infrastructure that will in turn attract more development to the area. Because of the need to determine the amount of the increased revenue, it is necessary to determine the property values of each property within a TIF/TIRZ district, the base revenues received from each property, and the increased revenue generated by each property.

It is important to note that only the increased municipal taxes are typically reinvested into the district and not other taxes generated by the properties such as school district, county or other special district taxes unless they consent to participate. Since many of these districts do not include schools, most school districts decline to participate. This lessens the potential revenue that a TIF/TIRZ district could generate.

Other factors that must be considered include how to initially fund the infrastructure improvements for a TIF/TIRZ district (bonds vs. pay-as-you-go), the ability of developments to be successful in the area which will increase property values and attract other developers to the area, and the realization that if an economic downturn occurs the reverse effect can happen where property values decrease as oppose to increase. All of these factors along with detailed analysis must be considered prior to the creation of a TIF/TIRZ district.

Council will receive a presentation on the possibility of creating Tax Increment Financing Districts in the Historic Downtown area as well as other areas.

Submitted by:

Mike Grace, Director of Development Services

Rona Stringfellow, Assistant City Manager

LANCASTER CITY COUNCIL

Work Session Agenda Communication

August 17, 2015

Receive a presentation and discuss the Fiscal Year 2015-2016 proposed budget.

This request supports the City Council 2015-2016 Policy Agenda.

Goal: Financially Sound City Government

Background

An overview of the proposed fiscal year 2015/2016 municipal budget for all funds was presented by the City Manager to City Council at the Monday, August 3, 2015 Lancaster City Council Work Session.

An additional work session was held on August 10th. This item was placed on the work session agenda to provide an opportunity for Council to continue discussions regarding the proposed budget.

A Budget Town Hall Meeting is scheduled for Thursday, August 20, 2015 at 6:30 p.m. The next Town Hall Meeting is Saturday, August 29, 2015 at 9:00 a.m. to provide information and receive input from the public regarding the proposed budget.

The following is the remaining budget and tax rate meeting schedule:

- August 17, 2015: Special Meeting and Work Session
- August 20, 2015: Budget Town Hall Meeting, 6:30 p.m. at the Recreation Center
- August 24, 2015: Work Session (if needed) and Regular Meeting (1st Public Hearing)
– Tax Rate, Budget, PIDs
- August 29, 2015: Budget Town Hall Meeting, 9:00 a.m. at the Recreation Center
- August 31, 2015: Special Meeting (2nd Public Hearing) –Tax Rate, Budget
- September 14, 2015: Regular Meeting – Budget Adoption, Tax Rate Adoption

Please be sure to bring your budget book to the work session.

Submitted by:

Rona Stringfellow, Assistant City Manager