STATE OF TEXAS §

October 1, 2018

COUNTY OF GRAYSON §

BE IT REMEMBERED THAT A Regular Meeting of the City Council of the City of Sherman, Grayson County, Texas was begun and held in the Council Chambers of City Hall on October 1, 2018.

MEMBERS PRESENT: MAYOR DAVID PLYLER; DEPUTY MAYOR PAM HOWETH. COUNCIL MEMBERS HOLLAND, STEELE, STEVENSON, TEAMANN.

MEMBERS ABSENT: COUNCIL MEMBER SOFEY.

CALL TO ORDER

CALL TO ORDER

Mayor Plyler called the meeting to order at 4:00 p.m. The Pledge of Allegiance and Invocation were given by Council Member Daron Holland.

APPROVE MINUTES

APPROVE MINUTES

The Council reviewed the Minutes of the Regular City Council Meeting of September 17, 2018. Deputy Mayor Howeth moved to approve the Minutes, as presented; Second by Council Member Stevenson. All present voted AYE.
MOTION CARRIED.

ANNOUNCEMENT

ANNOUNCEMENT

Robby Hefton, City Manager, announced that, effective today, Stacey Jones, Sherman Economic Development Corporation Executive Vice President, and Ashton Ghaemi, SEDCO Director of Research & Marketing, are the newest members of the City of Sherman employee staff.

The City will continue to work closely with SEDCO, but from an administrative standpoint, it was felt that there were some efficiencies to be gained by making them City employees. He welcomed them to the City as employees.

PROCLAMATION
"NATIONAL DISABILITY EMPLOYMENT AWARENESS MONTH" – OCTOBER 2018

NATIONAL DISABILITY EMPLOYMENT AWARENESS MONTH (OCT. 2018)

Deputy Mayor Howeth presented a proclamation to Janie Bates, Executive Director of Workforce Solutions Texoma, designating October 2018 as "National Disability Employment Awareness Month."

Ms. Bates said she appreciated the Council's support in honor of "National Disability Employment Awareness Month" and said there would be a program on October 22, 2018 featuring speakers to discuss hiring employees with disabilities and the resources available.

INTRODUCTION AND PUBLIC HEARING OF ORDINANCES

ORD 6154 CLOSE & ABANDON PORTION OF ROW

Mayor Plyler introduced Ordinance No. 6154 and called for a public hearing:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, CLOSING AND ABANDONING A PORTION OF THE PLATTED RIGHT-OF-WAY BEING KESSLER BOULEVARD BETWEEN NORTH WOODS STREET AND WEST PECAN STREET, AS SHOWN ON PLAT IN VOLUME 306, PAGE 155 OF THE DEED RECORDS OF GRAYSON COUNTY, TEXAS, MAINTAINING OWNERSHIP OF SAID RIGHT-OF-WAY BY THE CITY OF SHERMAN, BEING MORE PARTICULARLY DESCRIBED ON EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF FOR ALL PURPOSES. **ON KESSLER BLVD**

Clint Philpott, City Engineer, said this was a longstanding project. The houses have been cleared and the sewer line is being rerouted farther up hill. This abandonment is one of the steps necessary to improve the area.

No citizens appeared before the City Council to discuss Ordinance No. 6154.

The Public Hearing was closed.

ADOPTION OF ORDINANCES

Ordinance 6154 **ORD 6154 CLOSE & ABANDON PORTION OF ROW ON KESSLER BLVD**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, CLOSING AND ABANDONING A PORTION OF THE PLATTED RIGHT-OF-WAY BEING KESSLER BOULEVARD BETWEEN NORTH WOODS STREET AND WEST PECAN STREET, AS SHOWN ON PLAT IN VOLUME 306, PAGE 155 OF THE DEED RECORDS OF GRAYSON COUNTY, TEXAS, MAINTAINING OWNERSHIP OF SAID RIGHT-OF-WAY BY THE CITY OF SHERMAN, BEING MORE PARTICULARLY DESCRIBED ON EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF FOR ALL PURPOSES.

Council Member Steele said he was glad to see this project move forward.

ACTION TAKEN.
Motion by Council Member Steele to adopt Ordinance No. 6154, as presented. Second by Council Member Teamann.
VOTING AYE: Holland, Howeth, Steele, Stevenson, Teamann.
VOTING NAY: None.
MOTION CARRIED.

CONSENT AGENDA **CONSENT AGENDA**

The Council reviewed the Consent Agenda. Deputy Mayor Howeth moved to approve the Consent Agenda, as presented. Second by Council Member Steele. All present voted AYE.

RESOLUTIONS

RESOLUTION NO. 6412 – AUTHORIZING EXECUTION OF AN ENCROACHMENT EASEMENT TO JOHN GADDY AND BRENDA GADDY FOR THE ENCROACHMENT OF A SINGLE FAMILY RESIDENTIAL STRUCTURE WITHIN THE PLATTED PUBLIC UTILITY EASEMENT RUNNING ALONG THE EAST SIDE OF LOT 10, BLOCK 1 OF PARKHAVEN ADDITION, **RES 6412 ENCROACHMENT EASEMENT (2501 W. CENTER)**

SECTION SIX, LOCALLY KNOWN AS 2501 WEST CENTER STREET IN THE CITY OF SHERMAN, TEXAS
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING EXECUTION OF AN ENCROACHMENT EASEMENT TO JOHN GADDY AND BRENDA GADDY FOR THE ENCROACHMENT OF A SINGLE FAMILY RESIDENTIAL STRUCTURE WITHIN THE PLATTED PUBLIC UTILITY EASEMENT RUNNING ALONG THE EAST SIDE OF LOT 10, BLOCK 1 OF PARKHAVEN ADDITION, SECTION SIX, LOCALLY KNOWN AS 2501 WEST CENTER STREET IN THE CITY OF SHERMAN, TEXAS.
CONSENT AGENDA.

RESOLUTION NO. 6414 – AUTHORIZING EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH KIMLEY-HORN AND ASSOCIATES, INC. FOR THE ENGINEERING DESIGN OF PHASES 1B AND 2A OF THE WASHINGTON STREET/TAYLOR STREET PROJECT

RES 6414 WASHINGTON & TAYLOR ST PROJECT

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SHERMAN, TEXAS, AUTHORIZING EXECUTION OF A PROFESSIONAL SERVICES AGREEMENT WITH KIMLEY-HORN AND ASSOCIATES, INC. FOR THE ENGINEERING DESIGN OF PHASES 1B AND 2A OF THE WASHINGTON STREET/TAYLOR STREET PROJECT.

Mr. Philpott said the design is complete for the roundabout and the intersection of FM 1417 and this extension. This agreement will be for the engineering design from FM 1417, west through McGee Street and past Little Lane, before Sand Creek.

This has been spurred by a developer that has purchased 45 acres for a residential development. This agreement will assure the alignment of the road.

Council Member Teamann confirmed that the roundabout is on Taylor Street, between the townhomes and FM 1417. He asked if there were any plans to attach an east street to that extension. Mr. Philpott said it depends on the development of that property. He said he was concerned about the sharp curves on McGee Street and worried about making that a "through street."

Council Member Teamann said, as designed now, the roundabout won't be connecting two or three streets, it will reroute Taylor Street south and eventually tie back in with Washington Street. He confirmed that there is the potential for McGee Street to "come through."

Mr. Philpott said the roundabout was designed about two years ago. Council Members discussed the location of the project and the possible design of the streets.

Council Member Teamann asked about the need for a roundabout instead of "flowing" the road into Taylor Street. Mr. Philpott said there's not enough room, based on the speed

limit, for an "s" curve. The roundabout will "ease" traffic off of FM 1417.

Council Member Stevenson asked if the right-of-way had been secured on the east side. Mr. Hefton said the right-of-way has not been secured, but the appraisals have been done.

Deputy Mayor Howeth asked how long regular traffic on FM 1417 would be disrupted. Mr. Philpott did not feel it would be disrupted very much. He said there might be some residents to the south that are effected. Mr. Hefton said this contract is only the engineering piece of the project. Construction will be done as warranted.

ACTION TAKEN.

Motion by Council Member Steele to approve Resolution No. 6414, as presented. Second by Deputy Mayor Howeth.

VOTING AYE: Holland, Howeth, Steele, Stevenson, Teamann.
VOTING NAY: None.
MOTION CARRIED.

REQ TO ADVERTISE MARTIN LUTHER KING, JR. PARK PROJECT

REQUEST TO ADVERTISE
PURCHASE AND INSTALLATION OF PLAYGROUND EQUIPMENT, SHELTERS AND BENCHES AT MARTIN LUTHER KING, JR. PARK PROJECT

The City Council approved the request to advertise for the purchase and installation of playground equipment, shelters, and benches at Martin Luther King Jr. Park.

The Council approved the 2017 Parks Master Plan and the highest priority initiatives from the Plan were identified and included in the approved 2017-2022 Capital Improvement Plan. One of these initiatives was the update to existing park structures at MLK Park.

The project is estimated to cost $110,000, and will qualify for funding through the Community Development Block Grant and will not require matching funds.
CONSENT AGENDA.

CHANGE ORDER SHERMAN STREETSCAPES PHASE II PROJECT

CHANGE ORDER NO. 1
SHERMAN STREETSCAPES PHASE II 2018 PROJECT; HIGHWAY 19 CONSTRUCTION, LLC.; $74,290.00 INCREASE

Mr. Philpott said this change order will extend the sidewalks from downtown, farther to the east. When the project was originally bid it came in under budget.

The City wanted to use as much of the Texas Department of Transportation grant funding as possible. Sherman was awarded about $500,000 in grant money and this will allow use of more of the money for the project.

Council Member Steele confirmed that the $74,290 was the total amount and the City's part would be about 10%.

ACTION TAKEN.

Motion by Council Member Stevenson to approve Change Order No. 1 to Highway 19 Construction, LLC, for a $74,290 increase in the Sherman Streetscapes Phase II 2018 Project, as presented. Second by Council Member Teamann.

VOTING AYE: Holland, Howeth, Steele, Stevenson, Teamann.
VOTING NAY: None.
MOTION CARRIED.

OTHER BUSINESS

RECEIVE PRESENTATION FROM POLICE SERGEANT BRETT MULLEN ON THE POLICE DEPARTMENT'S ANNUAL HALLOWEEN EVENT, "FRIGHT FEST"

FRIGHT FEST

Brett Mullen, Police Sergeant, said the Department's 17Th Annual Halloween Fright Fest will be held on October 31, 2018, from 6:00 p.m. until 8:30 p.m. on the Municipal Building grounds. Midway Mall will be the backup location in case of rain or inclement weather.

The event began after the September 11 attacks and gave parents and children a safe place to trick-or-treat, in a controlled environment. Businesses, churches, and other organizations are invited to participate as vendors and distribute candy to the kids. They are allowed to distribute information about their business, but they are not allowed to sell anything.

The event has been very successful and usually draws between 1,500 and 3,000 people. The band, Willie Kickit will again perform at Fright Fest. The "Cindy Carr Spooky Booth" trophy will be awarded to the group with the best display.

RECEIVE PRESENTATION FROM POLICE CHIEF ZACHARY FLORES AND HIDELL & ASSOCIATES CONSULTANT AARON BABCOCK ON THE SHERMAN POLICE DEPARTMENT'S CURRENT AND PROPOSED FACILITIES

POLICE DEPT. REMODEL

Zach Flores, Police Chief, said working from Council feedback from the Budget Workshop, the staff has put together a few more options for renovation of the Police Department. He introduced Aaron Babcock, Consultant from Hidell & Associates, to present a look at the Police Department's current facility and a proposed new facility.

The Police Department was constructed in 1965 as a cold war era bunker and does not meet the current code standards or the current needs of the department.

The building is three floors and is approximately 17,800 square feet, not including the drive-up area. The original building included the basement and ground floor. The second floor was added in 1988 and some minor renovations were done on the basement and ground floor at that time.

He outlined the current layout of the building and said there are deficiencies in three areas, security, code compliance, and space.

From a security standpoint, Mr. Babcock said the issues are the drive-up, covered drive and the entry way that has access to stairs and an elevator before the secured lobby.

Code compliance issues include abatement or encapsulation of some select materials, ADA access for restrooms, and ADA clearance for existing door configurations. Once a $50,000 threshold for construction costs is passed, the requirement for ADA standards "kicks in."

Mr. Babcock said one of the most obvious issues of space efficiency is the location of evidence storage. Currently evidence is in several different locations on the first floor. It would be better and more efficient if it was secured in one central area.

He was going to present three different options for the expansion of the Police Department. Option A was the one that was previously presented. It renovated the entire building and enclosed the drive-up area in front of the building.

This option included Administration, Communications, C.I., Patrol, Property and Evidence, Records, and Support and Training in the same 19,823 square foot building. The estimate also includes renovation to the exterior of the building. Staff capacity of the building would be 94 sworn officers and cost of the renovation would be $4,631,813. As staffing numbers reached that level, a new facility would be needed.

Mr. Babcock said Option B and Option C both use the current facility, but in different ways. Option B keeps the Dispatch or Communications at the current location. That area is expensive to move and there is needed infrastructure in place in the existing building. All other departmental functions would be relocated to a new facility.

Option C would be to keep Dispatch, Property and Evidence, and Records in the current location. All other departments would be relocated to a new facility.

He outlined the proposed layout for each of the options presented. Option B would include leaving the EOC in the basement and would not include enclosing the drive-up area. Bollards could be installed to keep vehicles from entering the drive-up area.

This option would include renovation of the public lobby and restrooms and expansion of Dispatch. Records and Evidence would remain "as-is." The EOC area would also be expanded in the basement. This remodel would leave additional space that could be used as needed.

Mr. Babcock said the estimated costs for the existing facility renovation portion of Option B, would be $1,390,108. Along with that renovation, a new facility would be constructed that would house Administration, Records, C.I., Property and Evidence, Patrol, and Support and Training.

He estimated that the new site should be on a 5.4 acre site, with 50 public parking spaces, 124 secure parking spaces, and should accommodate future expansion. The facility should be 24,381 square feet and accommodate future staff needs of 128 sworn officers. He also recommended that it include a multi-purpose room for public and staff use.

He felt this plan would accommodate Sherman if the population increased to 70,000 to 80,000 people, but would also allow expansion if the population increased to 100,000.

With Records and Evidence, this facility would be the main police facility and the most visited. There would also be interview rooms if citizens needed to speak with an officer. Mr. Babcock discussed the layout of the building under this proposal.

Estimated cost for this part of the proposal is $12,108,297. Since this option incudes renovating the existing facility and constructing the new facility, the total estimated cost is $13,498,405.

Mr. Babcock discussed Option C, which includes using the existing facility for Communications, Property and Evidence, and Records, and building a new facility to house Administration, C.I., Patrol, and Support and Training.

This option would not cover the drive-up area. He discussed the proposed layout of the current facility using Option C. Since records would still be located at this building, an Assistant Police Chief and an Administrative Assistant would be on-site.

All evidence and evidence processing would be located at the basement level, along with the EOC. Records and communications would be located on the ground floor and administrative offices would be on the second floor. Mr. Babcock said the cost for Option C would be $2,221.950.

He also presented an Option C.1, with the only difference being to enclose the entrance. The enclosed area would be almost 2,000 square feet, and would include the public lobby, an expansion of Dispatch, and a public toilet. This option also addresses changing and updating the exterior façade of the building and some parking lot improvements. The cost of Option C.1 would be $3,602,866.

The new facility part of Option C.1 would still require a 5.4 acre site and have 50 public parking spaces. However it would have 120 secure parking spaces and would be a 21,000 square foot

facility. Which is about 3,400 square feet smaller than the new facility proposed for Option B. This reduction is due to the functions that would remain at the original existing building. He said the layout would be similar, but with a smaller footprint. Total cost for the new facility under Option C.1 is $10,455,910. Cost for both the existing facility and the new facility under Option C.1 is $12,677,860.

Mr. Babcock compared the size, cost, and staff capacity of Option A, renovation only, $4,631,813; Option B, renovation and new facility, $13,498,405; and Option C, renovation and new facility, $12,677,860. He felt these options would serve the City of Sherman through a population increase to 70,000 to 80,000.

Council Member Stevenson asked how having evidence located at the old facility would affect work flow. Chief Flores said it is not unusual to have an off-site location for evidence storage. The administrator would be located at that facility for the change of custody and oversight. He did not feel it would affect the work load by having it off-site.

Council Member Holland confirmed that both Option B and Option C would have the impound and secure parking. Chief Flores said there is already money budgeted for the impound if the Council decides to select Option A.

Deputy Mayor Howeth asked what size population Option A would support. Chief Flores said the standard is 1.8 officers per 1,000 population. The Council has already approved up to 75 officers.

Council Member Teamann confirmed that Option B and Option C would include a new impound lot.

Council Member Steele said these options would have a new police station but not a sub-station. He asked about the sub-station. Chief Flores said with Option A, the City would eventually need a sub-station.

With Option B or Option C, the current facility would operate like a sub-station, and the officers could use it to work out of, when needed. He said all patrol officers would work from the new facility, but if they were closer to the old facility, they could do what was needed at that location too.

Mr. Hefton said since the sub-station was originally discussed, Chief Flores talked with other cities that have facilities separate from their main headquarters, and they seem to operate more as a storefront than a separate station. He felt the use of a sub-station would be a departure from what Sherman normally does and would not function the way individual fire stations function.

Mr. Hefton said he also asked how far into the future the plan needed to look. He said Option A is more of a five to ten year look and a population of about 55,000 to 60,000. At the rate Sherman is growing, it would not be a 20 year solution.

Option B and Option C are longer term plans. However, these construction estimates are at today's dollars. The cost of construction will increase in the future. He said the Council does not need to make a decision tonight and the issue will need additional discussion.

Council Member Stevenson said the options presented include additional office space and he asked if the City would need the additional office space. Mr. Hefton said, as the City grows, the police and fire departments grow too. He said the fire administration offices could also be located in the police administration facility.

Other offices, such as Environmental Code, could grow and be located in the facility. He felt there would be a need for additional space as the City grows.

Council Member Steele confirmed that the land purchase is not included in the cost estimates, only the construction cost. A 5.4 acre site would be needed. This would allow for secured parking and an opportunity for expansion.

Council Member Teamann confirmed that Municipal Court is now located in the Municipal Building.

Mr. Hefton said his plans are to complete the modifications that have already been started at the Police Department, but not to move forward with any more renovations until there is clarity about the direction the City Council wants to take.

CLOSE STREETS ROO RUN (NOV. 10, 2018)

<u>CONSIDER REQUEST OF AUSTIN COLLEGE TO TEMPORARILY CLOSE CERTAIN STREETS FOR THE 2018 ROO RUN ON SATURDAY, NOVEMBER 10, 2018</u>
The City Council approved the request of Austin College to temporarily close certain streets for the 2018 Roo Run on November 10, 2018. City labor and equipment to provide traffic control assistance and implement barricade placement and removal will be required.
CONSENT AGENDA.

CLOSE STREETS RUN RUN RUDOLPH (DEC. 1, 2018)

<u>CONSIDER REQUEST OF ST. MARY'S CATHOLIC SCHOOL TO TEMPORARILY CLOSE CERTAIN STREETS FOR THE "RUN RUN RUDOLPH 5K AND FAMILY FUN RUN/WALK" ON SATURDAY, DECEMBER 1, 2018</u>
The City Council approved the request of St. Mary's Catholic School to temporarily close certain streets for the "Run Run Rudolph 5K and Family Fun Run/Walk" on December 1, 2018. The event will require barricade placement and removal, as well as police officers to maintain safety at certain points along the route.
CONSENT AGENDA.

CITIZENS REQUESTS
There were no citizen's requests.

CITIZENS REQUESTS

MEDIA QUESTIONS
There were no media questions.

MEDIA QUESTIONS

COUNCIL COMMENTS

BLUE SKY SONGTELLERS' GATHERING
Mayor Plyler thanked Scott Shadden, Director of Development Services, for putting together the Blue Sky Songtellers' Gathering, which raised some great money for Sherman's Police and Fire Departments. He said it was a very successful and fun event.

BLUE SKY SONGTELLERS' GATHERING

TEXOMA'S 40 UNDER 40
Mayor Plyler congratulated Council Member Teamann and Sarah McRae, Tourism/Main Street Manager, for being selected for Texoma's 40 Under 40. The designation recognizes young community leaders.

TEXOMA'S 40 UNDER 40

ANNOUNCEMENTS
Mayor Plyler announced the following:

- There are still tickets left for Sherman Downtown Now's Annual Stroll on the Square and Best Bite, which will be held on October 6, 2018.
- The North Texas Young Professionals will host a debate for City Council candidates on October 22, 2018, at Grayson Hall.
- A ribbon cutting will be held to dedicate Fire Station No. 4 on October 16, 2018, in Progress Park.
- A ribbon cutting will be held to open the new Hawn Park Skate Park on October 26, 2018.
- Welcomed the SEDCO staff, Stacey Jones, Ashton Ghaemi, and Dondra Kendall, as new City of Sherman employees.

ANNOUNCEMENTS

EXECUTIVE SESSION – IN ACCORDANCE WITH CHAPTER 551, GOVT. CODE, V.T.C.S., (OPEN MEETINGS LAW)
THE CITY COUNCIL WILL NOW HOLD AN EXECUTIVE SESSION PURSUANT TO THE PROVISIONS OF THE OPEN MEETINGS LAW, CHAPTER 551, GOVERNMENT CODE, VERNONS TEXAS CODES ANNOTATED, IN ACCORDANCE WITH THE AUTHORITY CONTAINED IN THE FOLLOWING SECTIONS.

EXECUTIVE SESSION

SECTION 551.074 -- PERSONNEL MATTERS:
CONSIDER THE QUALIFICATIONS, APPOINTMENT AND REMOVAL OF MEMBERS TO BOARDS AND COMMISSIONS:
SHERMAN ECONOMIC

DEVELOPMENT CORPORATION BOARD OF DIRECTORS (2)

On Motion duly made and carried, the Open Meeting recessed and reconvened in Executive Session at 5:00 p.m.

On Motion duly made and carried, the Executive Session recessed at 5:17 p.m. and reconvened in Open Meeting.

OPEN MEETING

OPEN MEETING

Reconvene into Open Meeting and take action, if any, on items discussed in Executive Session.

APPOINT/REMOVE OR CONSIDER QUALIFICATIONS TO BOARDS AND COMMISSIONS
SHERMAN ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS (2)

SEDCO

ACTION TAKEN.

> **Motion by Council Member Teamann to appoint Gail Utter and Scott Bandemir to the Sherman Economic Development Corporation Board of Directors for a term from October 1, 2018 to October 1, 2020, as presented. Second by Council Member Stevenson.**

VOTING AYE: Holland, Howeth, Steele, Stevenson, Teamann.
VOTING NAY: None.
MOTION CARRIED.

ADJOURNMENT

ADJOURNMENT

On Motion duly made and carried, the meeting adjourned at 5:19 p.m.

____
MAYOR

____
CITY CLERK