

**PLANO CITY COUNCIL
PRELIMINARY OPEN MEETING
October 26, 2015**

COUNCIL MEMBERS PRESENT

Harry LaRosiliere, Mayor
Lissa Smith, Mayor Pro Tem
Ben Harris, Deputy Mayor Pro Tem
Angela Miner
Rick Grady
Ron Kelley
Tom Harrison
David Downs

STAFF PRESENT

Bruce Glasscock, City Manager
Frank Turner, Deputy City Manager
LaShon Ross, Deputy City Manager
Jim Parrish, Deputy City Manager
Mark Israelson, Assistant City Manager
Jack Carr, Assistant City Manager
Paige Mims, City Attorney
Lisa C. Henderson, City Secretary

Mayor LaRosiliere called the meeting to order at 5:00 p.m., Monday, October 26, 2015, in Training Room A of the Municipal Center, 1520 K Avenue. A quorum was present. Mayor LaRosiliere then stated that the Council would retire into Executive Session in compliance with Chapter 551, Government Code, Vernon's Texas Codes, Annotated in order to consult with an attorney and receive Legal Advice and discuss Litigation, Section 551.071; to receive information regarding Economic Development, Section 551.087; Real Estate, Section 552.072 and discuss Personnel, Section 551.074; for which a certified agenda will be kept in the office of the City Secretary for a period of two years as required.

Mayor LaRosiliere reconvened the meeting back into the Preliminary Open Meeting at 5:46 p.m. in the Senator Florence Shapiro Council Chambers.

**Consideration and action resulting from Executive Session discussion
Personnel – Appointments**

Planning and Zoning Commission

Upon a motion made by Mayor Pro Tem Smith and seconded by Council Member Downs, the Council voted 8-0 to appoint John Muns as Chair. The appointment of an interim member was deferred.

Personnel – Appointments

Senior Citizens Advisory Board

Upon a motion made by Council Member Miner and seconded by Mayor Pro Tem Smith, the Council voted 8-0 to appoint Karen Bellessa as Chair.

Comprehensive Monthly Financial Report – September 2015

Director of Finance Tacke advised that the September 2015 report finds General Fund revenues as a percentage of the budget are up .7 percent compared to last year while Water and Sewer revenues are up 6.9 percent. She stated that actual General Fund revenues are up \$17.7 million, primarily due to an increase in collection of ad valorem taxes of \$10,300,000, sales tax increase of \$2.9 million, positive audit adjustments of \$943,000 and increase of building permit revenue of \$3.2 million. She spoke to the improvement in sales tax is due to business to business sales. She advised that General Fund expenditures as a percent of budget are down slightly from last year's expenditures and Water and Sewer expenditures are down slightly from last year's expenditures. General Fund expenditures are up due to a 3% non-civil and civil service pay increase. She advised that the unemployment rate is at 3.5% and sales tax collections were down \$772,000 for the month due to a softening of business to business sales. Ms. Tacke spoke to the real estate recap stating properties were on the market an average of 15 days and sold at 99 percent of asking price. Ms. Tacke advised the Water and Sewer revenues and hotel/motel taxes were up for the month.

Finance Departmental Report

Director of Finance Tacke stated the seven divisions of the Finance Department include Finance Administration, Accounting, Purchasing/Warehouse, Financial Systems, Treasury, Municipal Court Administration, and Customer and Utility Services. She spoke to the Finance Administration's two employee's responsibility for analysis, reporting, supervision, execution of Tax Abatement and Economic Development agreements, and facilitation of the Tax Increment Financing Districts. Ms. Tacke reported the Accounting Division's 16 employees are responsible for timely and accurate recording of the City's transactions including payments, payroll and journal entries, the Comprehensive Annual Financial Report, and establishing and maintaining internal controls. She acknowledged the division's awards and recognitions.

Ms. Tacke spoke to the Purchasing Division's 22 employees being responsible for ensuring the timely availability of needed goods, garnering competition to produce the highest quality goods at the lowest price, and inventory control and asset disposal. She detailed the division's accolades. Ms. Tacke reported the Financial Systems division's two employees are responsible for installation, support, and maintenance of the City's financial software and servers. She stated the Treasury Division's two employees are responsible for cash management, investments, reporting, Comprehensive Monthly Financial Report, unclaimed property reporting, delinquent taxpayer list, and issuance of GO and Municipal Drainage bonds.

Finance Departmental Report (Cont'd.)

Ms. Tacke spoke to the Municipal Court Administration Division's responsibilities of timely and accurate processing of citations and complaints, customer service, collection of fines and fees, efficient docketing and courtroom support. She provided information on revenues collected, state costs, and that the Plano Municipal Court is a benchmark city due to its progressive processes and policies. Ms. Tacke discussed the Customer and Utilities Services Division's 31 employees are responsible for accurately reading meters, responding to customer calls, and collection of utility payments.

Community Paramedic Program Update

Fire Chief Greif introduced Medical Director Dr. Gamber to report on the Community Paramedicine Program. Dr. Gamber spoke to the community risk assessment process, the City's aging demographic, and increase in low priority transports. He discussed the program drivers, parameters, and the pilot program's high utilizer group. Dr. Gamber stated the department has seen a decrease in transports of the patients in the program and an increase in self rated overall health. He spoke to the findings and demographics of the program. Dr. Gamber advised the distribution of referral hospitals is based on the hospitals with congestive heart failure programs.

Dr. Gamber stated the department's outreach expands to county organizes and serves on hospital committees to improve care. He provided information on a new program with Children's Health to manage asthma and the protocols. In response to Council questions, Dr. Gamber stated unique protocols will be determined for each program the community paramedicine includes. Deputy Mayor Pro Tem Harris stated the programs are excellent and cautioned that the City should not become a health care provider. City Manager Glasscock discussed the bundled fees in the future and the reduction of revenue it may cause.

Consent and Regular Agendas

No items were discussed.

Council Items for Discussion/Action on Future Agendas

No items were discussed.

Nothing further was discussed. Mayor LaRosiliere adjourned the meeting at 6:21 p.m.

Harry LaRosiliere, MAYOR

ATTEST:

Lisa C. Henderson, City Secretary