

**PLANO CITY COUNCIL
SPECIAL CALLED SESSION
May 31, 2011**

COUNCIL MEMBERS

Phil Dyer, Mayor
Pat Miner, Mayor Pro Tem
Lissa Smith, Deputy Mayor Pro Tem
Ben Harris
André Davidson
James Duggan
Jean Callison
Lee Dunlap

STAFF

Bruce Glasscock, City Manager
Frank Turner, Deputy City Manager
LaShon Ross, Deputy City Manager
Diane C. Wetherbee, City Attorney
Diane Zucco, City Secretary

Mayor Dyer called the meeting to order at 6:03 p.m., Tuesday, May 31, 2011, in the Council Chambers of the Municipal Center, 1520 K Avenue. All Council Members were present with the exception of Mayor Pro Tem Miner and Council Member Duggan.

Opening Remarks

City Manager Glasscock spoke to the session as a continuation of departmental updates.

Public Works Department Overview

Public Works Director Cosgrove reviewed the variety of services covered by the department including sewer/water infrastructure, facilities management, intersection infrastructure, drainage channels, school zones, and screening walls. He responded to Council Member Harris regarding maintenance responsibilities of the City for screening walls. Mr. Cosgrove spoke to maintenance of storage tanks (elevated and underground) and buildings, 80 capital improvement projects in various stages, a budget of \$30.3 million, and development of online applications. He spoke to divisions of the department with the Traffic Operations addressing signals and signs; Streets and Drainage addressing roadways, storm sewers, channels, and clearing streets in inclement weather; and Utility Operations addressing water lines, 14,000 hydrants, 45,000 water valves, 80,000 water meters, 19,000 backflow devices and conversion of meters to moto-mesh automatic reading.

Mr. Cosgrove spoke to Pumping Facilities addressing storage tanks, water sampling and pump stations; and Construction Inspection and Administration responsible for development of construction plans and inspection of projects. He advised regarding accreditation by the American Public Works Association, participation in FEMA, and cooperation with other departments and outside agencies. Mr. Cosgrove spoke to services provided to the cities of Plano, The Colony and Parker; increased costs to the North Texas Municipal Water District; and review of operations for cost effectiveness. He spoke to the impact of reductions over the past three years including positions eliminated, increased responsibilities of Staff, delays in projects, reduced mowing at facilities, reductions in street sweeping and to the invaluable contributions of volunteers. Mr. Cosgrove spoke to lowering energy consumption at facilities and creation of digital records in the department. He spoke to future considerations including partnerships, maintaining water quality, aging infrastructure/assets, and support provided for various events in the City. He responded to the Council regarding the positive benefits of maintaining facilities and clarified funding for street repairs versus new construction. Mr. Cosgrove advised that no complaints have been received regarding reduced mowing at facilities thus far and to making the best use of volunteers.

Property Standards Department Overview

Property Standards Director O'Banner spoke to alignment of the City into three districts to facilitate inspections and provide core services. She advised regarding reimbursement from demolition services, collections from judicial remedies and activities over the last year including 18,900 phone calls/inquiries, 47,076 property inspections, 2,448 multi-family inspections, 22,564 violation notices, 114 rental registrations, 88,128 miles logged, 1,185 contract work orders, 593 citations, and 379 liens. Ms. O'Banner spoke to addressing visibility triangles, home occupations, outside storage, sidewalk blockage, excessive debris, alleyway access, high grass, fence maintenance and graffiti. She spoke to a 92% rate of compliance, proactive measures and commended citizens for their efforts. Ms. O'Banner spoke to collections for the rental inspection program and work with other City departments and agencies. She advised that the impact of budget reductions are eliminated and reclassified positions, increased responsibilities, and reduced general operations and maintenance. Ms. O'Banner spoke regarding opportunities including the restructuring of "Saturday Sweeps," compressed work schedules, automated route scheduling, use of document imaging technology, on-site multi-family inspection data entry, advanced in-house training and departmental collaboration. She addressed future needs including proactive re-inspection notification, reducing recurring violations, attaining/retaining a full staff, expansion of zone districts, modifying compliance targets, development of a crisis property assessment team and a feasibility study of a single-family inspection program. She spoke to employees as the most valuable asset of the department. City Manager Glasscock spoke to the rate of inspections to citizens averaging 12,000 as compared to other north Texas cities with 14,000 and the impressive percentage of voluntary compliance. Council Member Dunlap spoke to the complexities of the department.

Emergency Management Department Overview

Emergency Management Director Stovall reviewed the department's history as part of the Fire Department in the mid-1980s to establishment as a stand-alone entity following 9-1-1. He spoke to the differences between homeland security (associated with terrorism or border security) versus emergency management (all-hazards based), reviewed the project management approach and provided information on the organization. Mr. Stovall spoke to mandates, training for all employees on the National Incident Management System and community partners. He spoke to the phases of emergency management advising that in the area of mitigation, goals are to update the action plan and strengthen current Continuity of Operations and Government Plans. Mr. Stovall reviewed preparedness/response accomplishments including cooperation with public/private partners and development of a City Comprehensive Emergency Management Plan. He responded to Mayor Dyer regarding grants received and spoke to goals for a public outreach program, updates to management plans and continued partnerships. In the area of recovery, Mr. Stovall spoke to assistance offered to other entities, updates to the Recovery Elements of the Emergency Plan and finalizing of a Post- Disaster Economic Redevelopment Plan. City Manager Glasscock spoke to the complexity of Emergency Management and the readiness of the community. Mr. Stovall responded to Mayor Dyer regarding regional cooperation and advised that homeland security grant funds may be used for regional response.

Conclusion/Next Steps

Nothing further was discussed. Mayor Dyer adjourned the Session at 8:09 p.m.

Phil Dyer, Mayor

ATTEST:

Diane Zucco, City Secretary