

A G E N D A

**LEWISVILLE CITY COUNCIL MEETING
AUGUST 18, 2008**

**LEWISVILLE CITY HALL
151 WEST CHURCH STREET
LEWISVILLE, TEXAS 75057**

**WORKSHOP SESSION - 6:30 P.M.
REGULAR SESSION - 7:00 P.M.**

Call to Order and Announce a Quorum is Present.

WORKSHOP SESSION - 6:30 P.M.

- A. Discussion of Regular Agenda Items and Consent Agenda Items
- B. Items of Interest to the Council

REGULAR SESSION - 7:00 P.M.

- A. **INVOCATION:** Councilman Ueckert
- B. **PLEDGE TO THE FLAG:** Mayor Pro Tem Thornhill
- C. **PUBLIC HEARING:** Consideration of the Advisability of Improvements in the Proposed Castle Hills Public Improvement Districts (PIDs) #5 and #6.

ADMINISTRATIVE COMMENTS:

Chapter 372 of the Local Government Code requires that a public hearing be held to determine the advisability of proposed improvements in public improvement districts. Notice of this hearing was published in a newspaper of general circulation and sent to owners of property in the PIDs. This notice included information on the estimated cost of improvements, boundaries of the proposed district, the proposed method of assessment and the proposed apportionment of cost between the improvement district and the municipality. Detailed information concerning assessment methodology has not been received to date. For this reason, the public hearing should be continued until adequate information needed to reach a decision on the advisability of the PID has been received.

RECOMMENDATION:

That the City Council conduct the public hearing and continue the public hearing to September 8, 2008.

- D. **VISITORS/CITIZENS FORUM:** At this time, any person with business before the Council not scheduled on the agenda may speak to the Council. No formal action can be taken on these items at this meeting.
- E. **CONSENT AGENDA:** All of the following items on the Consent Agenda are considered to be self-explanatory by the Council and will be enacted with one motion. There will be no separate discussion of these items unless a Council Member or citizen so request. For a citizen to request removal of an item, a speaker card must be filled out and submitted to the City Secretary.
1. **APPROVAL OF MINUTES: City Council Minutes of the August 4, 2008, Workshop Session and Regular Session.**
 2. **Approval of Revisions to Administrative Policy 2.7.5 Compensation – Hours Worked.**

ADMINISTRATIVE COMMENTS:

This policy is being revised to reflect an 80 hour work period for all sworn police personnel and to clarify the use of call-back pay. Section 142 of LGC allows police officers to work longer than a 40 hour work week without accruing overtime as long as a majority of police officers sign a waiver. A majority of Lewisville police officers signed this waiver when 12-hour shifts were implemented. The proposed policy change removes the “12 hours shifts” providing the police department with the ability to work a variety of different length days including 10 and 12 hour days without accruing overtime. The call back policy is revised to take into account employees on call that can work from home to repair technical problems.

RECOMMENDATION:

That the City Council approve the revisions to Administrative Policy 2.7.5 Compensation – Hours Worked.

- 3. Approval of the Award of Third Party Administrator Services for the City of Lewisville Workers’ Compensation Program to York Insurance Services Group, Inc., in the Amount of \$160,283 Over a Three Year Period; and Authorization for the City Manager to Execute all Required Contracts.**

ADMINISTRATIVE COMMENTS:

The City’s Third Party Administrator Services agreement for Workers’ Compensation expires September 30, 2008. Staff sent out Request for Proposals in June and received eleven responses. Staff selected York Insurance Services based on their ability to best assist the City of Lewisville in managing the workers’ compensation costs. The cost of the program is \$56,761 for the first year of services and \$51,761 for years two and three. Funding is available in the Insurance Risk Fund.

RECOMMENDATION:

That the City Council award the contract for workers’ compensation third party administrator services to York Insurance Services Group, Inc.; and authorize the City Manager to sign all necessary contracts.

- 4. Approval of Final Acceptance of the Dallas Water Supply Line No. 3 Phase 1; and Authorization to Make Final Payment to Wright Construction Company in the Amount of \$25,531.60.**

ADMINISTRATIVE COMMENTS:

On September 10, 2007, the City Council awarded a contract to Wright Construction Company in the amount of \$1,020,720 for the construction of the Dallas Water Supply Line No. 3 Phase 1 project. The work has been completed in accordance with the contract documents. It is now in order to formally accept the project and make a final payment in the amount of \$25,531.60. Funding is available in the Midway Pump Station Capital Project Accounts. The warranty period is two years from the date of final acceptance by the City Council.

RECOMMENDATION:

That the City Council accept the Dallas Water Supply Line No. 3 Phase 1 project; and authorize final payment in the amount of \$25,531.60 to Wright Construction Company.

- 5. Approval of an Agreement With Promoter Line, Inc., in the Amount of \$49,900 to Provide Consulting Services and Production Support Services for FY 2007-08 Holiday at the Hall and Western Day Festivals.**

ADMINISTRATIVE COMMENTS:

In February, 2007, City Council approved a one-year contract with Promoter Line, Inc., event-planning company, to assist with festival production of Holiday at the Hall 2006 and Western Day 2007 for a total cost of \$30,000. City staff was pleased with the work performed and renegotiated Promoter Line's agreement to expand their services, allowing them to secure and rent festival production items at a lower cost than the city would receive. The proposed contract includes Red, White & Lewisville, Western Day and Holiday at the Hall during FY 2007-2008 for a total cost of \$49,900.

RECOMMENDATION:

That the City Council approve a contract with Promoter Line, Inc., in the amount of \$49,900 to provide logistical and other services related to the FY 2007-2008 Western Day, Red, White & Lewisville Festival and Holiday at the Hall Festival.

- 6. Approval of the Capital Improvements Advisory Committee Semi-Annual Report for the Period of October 1, 2007 Through March 31, 2008.**

ADMINISTRATIVE COMMENTS:

The Semi-Annual Report is to provide information on the progress of the Capital Improvements Plan associated with the Impact Fee Program and the Land Use Assumption Plan. In accordance with the Local Government Code, Section 395, the Capital Improvements Advisory Committee has reviewed the Semi-Annual Report and is recommending Council approval.

RECOMMENDATION:

That the City Council approve the Capital Improvements Advisory Committee Semi-Annual Report for the period of October 1, 2007 through March 31, 2008.

- 7. Adoption of the Tourism Strategic Plan 2008 Update.**

ADMINISTRATIVE COMMENTS:

The City Council appointed an ad hoc committee in January 2008 to assist staff in reviewing and updating the 2005-08 Tourism Strategic Plan. The committee met multiple times during the spring and developed the attached plan update, including proposed action steps for the next three years in the areas of Branding, Website, Destination Development, Corporate and Group Tourism, Retail Tourism, Sports Tourism, Regional Outreach and Visitor Information Center.

RECOMMENDATION:

That the City Council adopt the Tourism Strategic Plan 2008 Update.

F. REGULAR HEARINGS:

- 8. Consideration of a Variance Request to the Lewisville City Code, Section 2-201 Regarding Waiving the Special Event Permit Fees for the Annual Masonic Lodge Race for the Children 5K Run.**

ADMINISTRATIVE COMMENTS:

The Lewisville Masonic Lodge No 201 is requesting City Council to waive permit fees in the amount of \$1,399.75 for the Annual Masonic Lodge Race for The Children 5K Run. The event will be held on Saturday, September 13, 2008. All requested City services are the same as last year's race. The fees were paid in full at the 2005 event and a variance to all special event fees for the event was granted in 2006 and 2007.

RECOMMENDATION:

That the City Council consider waiving the special event permit fees in the amount of \$1,399.75

PRESENTATION: Cleve Joiner, Building Official
Tim Browning, Lewisville Masonic Lodge No. 201

- 9. Consideration of a Variance Request to the Lewisville City Code, Section 11-14(C), Prohibited Signs, Regarding an Off-Premise Sign to be Located at 1600 South Stemmons, Requested by Studio Movie Grill and Represented by Deborah Moltz of Chandler Signs.**

ADMINISTRATIVE COMMENTS:

The Studio Movie Grill is located at 1600 South Stemmons Freeway. This location is the old United Artist theatre building, which was granted a sign variance on October 17, 1994 for an off-premise free standing sign which was 400 sf and 25 feet in height. The Studio Movie Grill was granted a variance on April 16, 2007, to replace the existing off-premise sign with a new sign which is 127 sf and 75 feet in height. The Studio Movie Grill is proposing a 246 sf sign and reducing the height to 72 feet. In order for them to maintain an off-premise sign with the new dimensions, a variance must be granted by City Council. Staff review of the proposal supports approval of this variance request.

RECOMMENDATION:

That the City Council consider the requested variance.

PRESENTATION: Cleve Joiner, Building Official
Deborah Moltz, Chandler Sign LLP

10. Discussion of Policy Related to Translations of City Publications and Communications (Requested by Councilman Watts).

ADMINISTRATIVE COMMENTS:

The City does not currently have a policy that would guide staff regarding which of its many publications and communications should be translated into other languages. Decisions about translations are generally made by the various departments with City Manager review unless they are required by some other law (for example, ballot language, disabled persons, etc.). A formal policy could provide direction to staff on when translations should be performed.

RECOMMENDATION:

That the City Council provide direction to staff.

11. Consideration of Renaming Certain Park and Leisure Services Facilities.

ADMINISTRATIVE COMMENTS:

Staff is recommending that the City Council consider renaming certain park facilities.

RECOMMENDATION:

That the City Council consider renaming certain park facilities.

G. REPORTS:

1. Second Quarter Investment Report Ending June 30, 2008

H. CLOSED SESSION: In Accordance with Texas Government Code, Subchapter D,

1. Section 551.071 (Consultation With Attorney): Pending Litigation: Desoto Wildwood Development, Inc., vs. City of Lewisville – Cause No. 2001-20763-158.
2. Section 551.072 (Real Estate): Property Acquisition

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3. Section 551.074 (Personnel):
 - a. City Manager Claude King
 - b. City Secretary Julie Heinze
 - c. City Attorney Ronald J. Neiman
 - d. Chief Municipal Court Judge Brian Holman
 - e. Alternate Municipal Court Judges
4. Section 551.087 (Economic Development): Deliberation Regarding Economic Development Negotiations
 - I. **RECONVENE** into Regular Session and Consider Action, if Any, on Items Discussed in Closed Session.
 - J. **ADJOURNMENT**

The City Council reserves the right to adjourn into closed session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Section 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.087 (Economic Development).