

**MINUTES
RICHARDSON CITY COUNCIL
WORK SESSIN AND COUNCIL MEETING
JUNE 27, 2016**

• **Call to Order**

Mayor Voelker called the meeting to order at 6:01 p.m. with the following Council members present:

Paul Voelker	Mayor
Mark Solomon	Mayor Pro Tem
Scott Dunn	Councilmember
Mabel Simpson	Councilmember
Marta Gomez Frey	Councilmember
Steve Mitchell	Councilmember

Absent:

Bob Townsend	Councilmember
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The following staff members were also present:

Dan Johnson	City Manager
Don Magner	First Assistant City Manager
Kent Pfeil	Chief Financial Officer
Cliff Miller	Assistant City Manager Development Services
Shanna Sims-Bradish	Assistant City Manager Admin/Leisure Services
Vickie Schmid	Deputy City Secretary
Taylor Lough	Assistant to the City Manager
Samuel Chavez	Assistant Director of Development Services-Planning
Steve Spanos	Director of Engineering
Jim Lockart	Assistant Director of Engineering-Capital Projects
Jim Dulac	Assistant Director of Engineering-Facilities Maintenance
Alan Palomba	Chief – Fire Department
Jimmy Spivey	Chief – Police Department

WORK SESSION– 6:00 PM, COUNCIL CHAMBER

A. REVIEW AND DISCUSS ITEMS LISTED ON THE CITY COUNCIL MEETING AGENDA

Samuel Chavez, Assistant Director of Development Services-Planning, reviewed Zoning File 16-12 and Zoning File 16-15.

B. REVIEW AND DISCUSS THE PUBLIC SAFETY CAMPUS IMPROVEMENTS PROJECT OVERVIEW

Jim Dulac, Assistant Director of Engineering – Facility Maintenance, briefed Council explaining the Public Safety Campus Improvements Project would address the following needs for Police and Fire facilities:

- Site Security
- Locker rooms
- Female fire fighter quarters
- Hardened Space
- Parking
- Space for existing staff
- Costly repairs needed to existing facilities
- Defined entry and accessibility

Mr. Dulac noted that the conceptual design created by the design team (Brown Reynolds Watford Architects and 720 Designs) would avoid costly utility relocation and minimize impacts to the existing operations and neighboring homeowners. He advised that authorization to proceed with selection of the Construction Manager At Risk (CMAR) for this project was on the Consent Agenda for consideration. Mr. Dulac showed the preliminary site design.

Mr. Dulac provided the following timeline for this project:

Schematic Design	June 2016 – October 2016
CMAR Selection	June 2016 – September 2016
Design Documents	October 2016 – January 2017
Construction Documents	January 2017 – June 2017
Contract Bidding and Award	June 2017 – August 2017

Next Steps include:

- Initiate CMAR Selection Process (Request to Authorize on Consent Agenda)
- Return to Council in September to award CMAR Contract
- Present Schematic Design in October 2016
- Provide Council and community updates at key points throughout the project

Jim Spivey, Chief of Police, stated that this project was an excellent example of teamwork and that almost every department had been involved to insure the best end result. He thanked Council and his colleagues for their support.

Alan Palomba, Fire Chief, stated that this was an involved process that would result in better service to the community and that he felt Brown Reynolds Watford was a good choice for this project. He thanked Council, the community and staff for their support.

C. REVIEW AND DISCUSS THE 2017 FACILITIES MAINTENANCE STRATEGY

Jim Dulac, Assistant Director of Engineering-Facilities Maintenance, reviewed this item for Council explaining the need to implement a Facilities Maintenance Master Plan. Mr. Dulac proposed a multi-year strategy that would provide for data driven decisions, normalized expenses, and improved customer service. He noted that Phase I of the Facilities Condition Assessment was complete

With this Master Plan, maintenance needs would be prioritized according to type:

- Life and Safety Related
- Value Added/Corrective
- Preventative Maintenance
- Deferrable Maintenance

Mr. Dulac stated that grouping expenses within five categories (Preventative Maintenance, Annual Regulatory Certifications, Annual Service Contracts, Corrective Maintenance, and System Renewal/Replacement) would allow for more consistent budgeting over time.

Next Steps include:

- Complete Phase 2 Facility Condition Assessments and combine with Phase 1 Data
- Implement new Work Order System
- Implement processes to maximize use of the new Work Order System to improve

E. REPORT ON ITEMS OF COMMUNITY INTEREST

Councilman Dunn reported on the upcoming Richardson's Family 4th Celebration and encouraged everyone to attend.

Mayor Pro Tem Solomon reported the Richardson Community Band concert was well received and noted that the Richardson Community Band would perform at Richardson's Family 4th Celebration and again on July 13.

Mayor Voelker reported on the Miss Texas Pageant preliminaries this week at the Renaissance Hotel.

Mayor Voelker reported on the purchase of the Best of Show painting titled "Midday Mirror" by Heva Brooks which will be displayed at the Richardson Public Library. Shanna Sims-Bradish, Assistant City Manager, displayed the painting for viewing.

RECESS

Mayor Voelker recessed the Work Session at 6:56 p.m. for the Council Meeting. The Council Meeting was adjourned at 7:48 p.m. and Work Session was reconvened at 7:55 p.m.

D. REVIEW AND DISCUSS DRAINAGE UTILITY PROGRAM

Jim Lockart, Assistant Director of Engineering-Capital Projects, briefed Council explaining that the Drainage Utility Program was established in November 2011 and includes many City departments and services.

Public Services

- Maintenance of inlets, pipes, bridges, channels
- Storm preparation and response
- Spill response

Parks Department

- Street sweeping
- Public education
- Park pond maintenance

Development Services/Capital Projects/
Building Inspections

- Plan review
- Inspection/Compliance
- Flood plain management

Fire Department

- Hazardous spill response

Health Department

- Public education and outreach
- Inspection and compliance
- Spill response

Capital Projects/Water Customer Services

- Customer Service
- Program Administration

Mr. Lockart noted that FEMA had completed their Flood Map review of the Duck Creek area and would be removing 85 parcels from the flood plain based on updated data and adding approximately 30 parcels. He advised that education efforts would be undertaken by the City to notify each of the property owners of their new Flood Plain status.

Mr. Lockart stated that contract services for (1) Storm Drain and Inlet Inspection and Cleaning, (2) Street Sweeping, (3) Inlet inserts at three retail sites: Camelot, Richardson heights, Richardson Square, (4) Open Channel Maintenance, (5) Parcel Impervious area update, and (5) Drainage Design Criteria Review would continue as part of the 2016-2017 Utility Program.

Next Steps include:

- Continue work on current year work plan
- Future year work plans will build on studies and assessments
- Drainage Utility will target projects generally less than \$0.5 Million with some larger projects constructed in phases
- Studies will also identify larger capital projects to be considered for a future G.O. bond program
- Work plans will be reviewed and updated annually

COUNCIL MEETING – 7:00 PM, COUNCIL CHAMBERS

1. **INVOCATION – MARTA GÓMEZ FREY**
2. **PLEDGE OF ALLEGIANCE: U.S. AND TEXAS FLAGS – MARTA GÓMEZ FREY**
3. **MINUTES OF THE JUNE 13, 2016 MEETING**

Council Action

Councilmember Mabel Simpson moved to approve the Minutes as presented. Mayor Pro Tem Solomon seconded the motion. A vote was taken and passed, 6-0 with Councilmember Townsend absent.

4. VISITORS

Mr. Norris Pratt, 2718 W. Prairie Creek Drive, Richardson, addressed Council regarding broken drainage pipe and erosion problems near his home.

Ms. Brenda Rankin, 1624 Drake Drive, Richardson, addressed Council regarding erosion in Duck Creek West.

PUBLIC HEARING ITEMS:

5. **PUBLIC HEARING, ZONING FILE 16-12: A REQUEST BY RAY MORGAN AND HEATHER HARRIS MORGAN, REPRESENTING PLAY DATE CO., FOR APPROVAL OF A SPECIAL PERMIT FOR A COMMERCIAL AMUSEMENT CENTER (INDOOR CHILDREN'S PLAY SPACE) TO BE LOCATED AT 2701 CUSTER PARKWAY (NORTHWEST CORNER OF CUSTER PARKWAY AND LOOKOUT DRIVE). THE PROPERTY IS CURRENTLY ZONED PD PLANNED DEVELOPMENT.**

Public Hearing

The applicant, Ray Morgan, representing Play Date Co., 2700 Custer Parkway, Richardson, addressed Council and answered questions regarding membership/admission fees, hours of operation, and parking. Mr. Morgan indicated he would work with the landlord to determine the best day for extended hours.

Mr. Clint Schroff, representing II Creeks Shopping Center, stated that he waited for the right tenant and that he felt Play Date was a good fit with the existing tenants. Mr. Schroff indicated that the existing restaurants would be implementing valet parking service utilizing 20 spaces behind the center to mitigate parking congestion.

With no further public comments, Councilmember Gómez Frey moved to close the Public Hearing, seconded by Mayor Pro Tem Solomon, and approved 6-0 with Councilmember Townsend absent.

Council Action

Councilmember Dunn moved to approve the request as presented. Councilmember Gómez Frey seconded the motion. A vote was taken and passed, 6-0 with Councilmember Townsend absent.

6. **PUBLIC HEARING, ZONING FILE 16-15: A REQUEST BY BRANDON PARRISH, REPRESENTING METRO VAPES, LLC, FOR APPROVAL OF A SPECIAL PERMIT FOR AN ELECTRONIC-CIGARETTE ESTABLISHMENT TO BE LOCATED AT 3601 N. JUPITER ROAD (SOUTHWEST CORNER OF PRESIDENT GEORGE BUSH HIGHWAY AND JUPITER ROAD). THE PROPERTY IS CURRENTLY ZONED LR-M(2) LOCAL RETAIL.**

Public Hearing

Brandon Parrish, representing the applicant, addressed Council and answered questions regarding compliance with Federal regulations, seating, testing area, and location. In addition, Mr. Parrish indicated he would agree to have the Special Use Permit tied to Brandon Parrish/Metro Vapors LLC as the applicant.

In response to a question by Councilmember Mitchell, Mr. Samuel Chavez, Assistant Director of Development Services – Planning, advised that in 2013 when the Special Use Permit requirement for electronic cigarette establishments was put into place there were nine E-cig stores and that currently there are five.

Mr. David Knepper, 101 Shadywood Lane, Richardson, addressed Council with questions regarding whether an E-cig store was the best use for the space and why E-cigs would be allowed where regular cigarettes are not.

With no further public comments, Councilmember Mitchell moved to close the Public Hearing, seconded by Councilmember Dunn, and approved 6-0 with Councilmember Townsend absent.

Council Action

Mayor Pro Tem Solomon moved to approve the request, with the condition that approval of the Special Permit be tied to applicant Brandon Parrish/Metro Vapors LLC. Councilmember Dunn seconded the motion. A vote was taken and passed, 5-1 (Mitchell in opposition) with Councilmember Townsend absent.

7. CONSENT AGENDA:

A. CONSIDER ADOPTION OF ORDINANCE NO. 4171, AMENDING THE COMPREHENSIVE ZONING ORDINANCE AND ZONING MAP TO GRANT A CHANGE IN ZONING TO GRANT A SPECIAL PERMIT FOR A RESTAURANT WITH DRIVE-THROUGH SERVICE ON A 1.83-ACRE TRACT OF LAND ZONED LR-M(2) LOCAL RETAIL LOCATED AT THE SOUTHEAST CORNER OF PLANO ROAD AND RENNER ROAD, RICHARDSON, TEXAS.

B. CONSIDER THE FOLLOWING RESOLUTIONS:

- 1. RESOLUTION NO. 16-15, APPROVING THE TERMS AND CONDITIONS OF THE 2016 BYRNE JUSTICE ASSISTANCE GRANT (JAG) PROGRAM FUNDS SHARING AND FISCAL AGENCY AGREEMENT, AND AUTHORIZING THE CITY MANAGER TO EXECUTE SAID AGREEMENT.**
- 2. RESOLUTION NO. 16-16, AUTHORIZING THE CHIEF OF POLICE TO SUBMIT A GRANT APPLICATION TO THE OFFICE OF THE GOVERNOR'S CRIMINAL JUSTICE DIVISION (CJD) FOR THE BODY-WORN CAMERA GRANT PROGRAM, AUTHORIZING THE ACCEPTANCE OF THE CRIMINAL JUSTICE DIVISION BODY-WORN CAMERA GRANT FOR THE RICHARDSON POLICE DEPARTMENT, AND AUTHORIZING PAYMENT OF THE CITY'S MATCHING FUNDS FOR SUCH GRANT.**

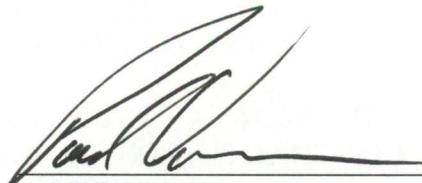
3. **RESOLUTION NO. 16-17, APPROVING THE TERMS AND CONDITIONS OF A PROJECT SPECIFIC AGREEMENT FOR LOOKOUT DRIVE, "TYPE B" PUBLIC ROADWAY - MADE PURSUANT TO MASTER ROAD & BRIDGE INTERLOCAL MAINTENANCE AGREEMENT, BY AND BETWEEN DALLAS COUNTY, TEXAS, AND THE CITY OF RICHARDSON, TEXAS, AND AUTHORIZING ITS EXECUTION BY THE MAYOR.**
- C. AUTHORIZE THE ADVERTISEMENT OF BID #64-16 - LAMP POST LANE STORM SEWER AND WATER IMPROVEMENTS. BIDS TO BE RECEIVED BY TUESDAY, JULY 19, 2016 AT 2:00 P.M.**
- D. AUTHORIZE THE ADVERTISEMENT OF REQUEST FOR QUALIFICATIONS - RFQ #2016-1 - CONSTRUCTION MANAGER AT RISK FOR THE PUBLIC SAFETY CAMPUS IMPROVEMENTS PROJECT. QUALIFICATIONS TO BE RECEIVED BY THURSDAY, JULY 21, 2016 AT 4:00 P.M.**
- E. CONSIDER AWARD OF THE FOLLOWING BIDS:**
1. **BID #62-16 - WE REQUEST AUTHORIZATION TO ISSUE A PURCHASE ORDER TO WORKFLOW STUDIOS FOR THE 2015-16 IBM NOTES LICENSE AND MAINTENANCE RENEWAL PER THE GSA CONTRACT #GS-35F-4984H IN THE AMOUNT OF \$62,528.42.**
 2. **BID #63-16 - WE REQUEST AUTHORIZATION TO ISSUE A PURCHASE ORDER TO EAST TEXAS MACK SALES, LLC FOR THE COOPERATIVE PURCHASE OF A MACK GU532 CAB/CHASSIS WITH SEWER JET/3-YARD VACUUM BODY TRUCK FOR WATER UTILITIES THROUGH THE REGION VIII EDUCATION SERVICE CENTER'S COOPERATIVE PURCHASING PROGRAM, THE INTERLOCAL PURCHASING SYSTEM ("TIPS"), ON CONTRACT #2102314 IN THE AMOUNT OF \$261,212.**
 3. **BID #65-16 - WE REQUEST AUTHORIZATION TO ISSUE A COOPERATIVE ANNUAL REQUIREMENTS CONTRACT TO FRIENDLY CHEVROLET FOR CHEVROLET AUTOMOTIVE & LIGHT TRUCK OEM PARTS THROUGH THE CITY OF PLANO BID #2014-250-C PURSUANT TO THE PERCENTAGE DISCOUNT SPECIFIED.**
 4. **BID #66-16 - WE REQUEST AUTHORIZATION TO ISSUE A CONTRACT TO TASER INTERNATIONAL, INC. FOR THE COOPERATIVE PURCHASE OF LAW ENFORCEMENT BODY WORN CAMERAS, IN-CAR CAMERAS, CONDUCTED ELECTRICAL WEAPONS, AND ASSOCIATED EQUIPMENT AND VIDEO STORAGE THROUGH THE LOCAL GOVERNMENT PURCHASING COOPERATIVE ("BUYBOARD") CONTRACT #500-15 FOR A TOTAL COST OF \$901,057.57 OVER FIVE (5) YEARS.**

Council Action

Councilmember Gómez Frey moved to approve the Consent Agenda as presented. Councilmember Simpson seconded the motion. A vote was taken and passed, 6-0 with Councilmember Townsend absent.

ADJOURNMENT

With no further business, the meeting was adjourned at 8:46 p.m.



MAYOR

ATTEST:



CITY SECRETARY