



City of University Park

City Hall
3800 University Blvd.
University Park, TX 75205

Meeting Minutes City Council

Tuesday, October 20, 2020

5:00 PM

Council Chamber

PRE-MEETING WORK SESSION(S)

4:00 - 5:00 P.M. The City Council will meet in open work session to receive agenda item briefings from staff. No action will be taken. Council Conference Room, 2nd floor, City Hall.

I. CALL TO ORDER

Rollcall

Present: 3 - Councilmember Randy Biddle, Mayor Pro Tem Gage Prichard and Councilmember Liz Farley

Excused: 2 - Mayor Tommy Stewart and Councilmember Mark Aldredge

- A. INVOCATION: Assistant City Manager Lea Dunn
- B. PLEDGE OF ALLEGIANCE: Assistant City Manager Lea Dunn
- C. INTRODUCTION OF COUNCIL: Mayor Pro Tem Gage Prichard
- D. INTRODUCTION OF STAFF: City Manager Robbie Corder

Staff in attendance included City Attorney Rob Dillard, City Secretary Christine Green, Director of Finance Tom Tvardzik, Assistant Chief of Police Bill Mathes, Chief of Police Greg Spradlin, Director of Information Services Dale Harwell, Fire Chief Randy Howell, Fire Marshal Marty Corn, Firefighters Brayton Godwin, Jacob Herron, and Lewis Harrington, Driver/Engineers Jason Salisbury and Casey Graves, Assistant Fire Chief Scott Green, Assistant City Manager Lea Dunn, and Assistant Director of Human Resources Cheree Bontrager.

II. AWARDS AND RECOGNITION

[20-183](#)

Recognize retirement of Fire Captain Mark McAdams

Fire Chief Randy Howell gave a presentation to recognize retiring Fire Captain Mark McAdams after 20 years of service.

Driver/Engineer Jason Salisbury presented Mark with a ceremonial ax. Councilmember Randy Biddle presented Mark with a plaque and Mayor Pro Tem Prichard presented him with a retirement check.

III. CONSENT AGENDA

[20-179](#)

Consider approval of payment to Tyler Technologies for New World ERP Standard Software Maintenance for FY21.

City Manager Corder said that this is a maintenance agreement with Tyler Technologies for the City's New World Enterprise Resource Planning (ERP) software for financial management, utility billing, and human resources. The City has used this software since 1995. The cost of this agreement for fiscal year 2021 is \$69,006.02.

This payment was approved.

[20-180](#)

Consider approval of an ordinance amending the FY2021 budget to carry forward FY2020 encumbrances.

City Manager Corder said that this is an amendment to the FY2021 budget that rolls over encumbrances from FY20 and incorporates them into the FY21 budget. These encumbrances are in the form of purchase orders for specific goods or services that did not conclude by year-end. Approval of these FY2020 encumbrances (open purchase orders) moves the corresponding budget amount from FY2020 to FY2021, thereby making the funds available for expenditure in the current fiscal year.

The total FY2021 budget amendment is \$658,115 across all four funds, General, Utility, Sanitation, and Storm Water. He said that the largest General Fund item that will transfer from FY2020 to FY2021 is the HVAC improvement project at city facilities in the amount of \$82,000.

This ordinance was adopted.

[20-182](#)

Consider approval of the minutes of the October 6, 2020 City Council meeting, with or without correction.

The minutes were approved.

Approval of the Consent Agenda

A motion was made by Councilmember Farley, seconded by Councilmember Biddle, to approve the Consent Agenda. The motion carried by the following vote:

Aye: 3 - Councilmember Biddle, Mayor Pro Tem Prichard, and Councilmember Farley

IV. MAIN AGENDA

20-181

Consider approval of CIGNA as the City's Stop Loss Vendor for 2021.

Assistant City Manager Lea Dunn gave a presentation. She said that the City reviews its benefits package annually with the help of benefits consultant Holmes Murphy, and, at the recommendation of the Employee Benefits Committee, they solicited bids for the City's stop loss coverage.

This agenda item is to consider approving Cigna as the City's stop loss coverage vendor for 2021. Lea explained that in a self-insurance program, stop loss coverage minimizes the City's exposure to large insurance claims. She said that the City's current individual stop loss coverage is \$110,000 per claimant and is provided by Cigna. This means that once an individual claimant exceeds \$110,000 in claims for the year, all future expenses are paid by the City's stop loss provider. Lea said that the City also has an aggregate stop loss at 125% of expected claims. Each year, the stop loss carrier projects the expected claims for the City. If all of the claims for the year exceed that claims projection by 25%, all future claims over that amount will be paid by the stop loss carrier up to \$1,000,000.

Lea said that staff recommends approving the renewal of the stop loss coverage with Cigna at the current stop loss deductible of \$110,000 with no rate cap for calendar year 2021.

With this proposed recommendation, the City's annual fixed costs for stop loss coverage would be \$768,188. The Employee Benefits Committee approved the proposed recommendation at its meeting on October 1.

Councilmember Farley confirmed that our rates will not go up this year. Lea said that the City will pay slightly higher rates but that the rates for employees will not go up. The City will seek bids again next year for all insurance policies as it has been six years since the last bids.

A motion was made by Councilmember Liz Farley, seconded by Councilmember Randy Biddle, to approve Cigna as the City's stop loss insurance vendor. The motion carried by the following vote:

Aye: 3 - Councilmember Biddle, Mayor Pro Tem Prichard, and Councilmember Farley

V. PUBLIC COMMENTS

Boy Scouts Mitch Dauphinais and Asher Meyer of Troop 82 viewed the livestream of the meeting as part of earning their Citizenship in the Community merit badge.

VI. ADJOURNMENT

As there was no further business, Mayor Pro Tem Prichard adjourned the meeting.

Considered and approved this 3rd day of November:

Tommy Stewart, Mayor

ATTEST:

Christine Green, City Secretary