

MINUTES OF A STUDY SESSION OF THE TOWN COUNCIL OF THE TOWN OF HIGHLAND PARK, TEXAS, HELD AT TOWN HALL, 4700 DREXEL DRIVE, HIGHLAND PARK, TX, 75205 AT 8:18 A.M. ON TUESDAY, AUGUST 16, 2022.

Present at the meeting were Mayor Will C. Beecherl, Mayor Pro Tem Craig Penfold, and Town Council Members Don Snell, Lydia Novakov, Marc Myers and Leland White.

UPCOMING AGENDA DISCUSSION

Future Agenda Discussion

Review and discuss awarding the Town's employee health insurance plan for Fiscal Year 2022-23 to medical, dental, and vision insurance plans to Cigna. Steven Alexander, Director of Administrative Services and Chief Financial Officer, explained that Town staff worked with Lockton-Dunning Benefits to complete negotiations with Cigna for FY 2023 rates. Through those negotiations, Cigna's rates to the Town for health, dental, and vision benefits are remaining the same for FY 2023 as those rates charged for FY 2022. The Town's loss ratio is relatively low and is facilitating the rate pass for FY 2023. Staff, along with Lockton-Dunning Benefits, recommends awarding the Town's employee health insurance plans for medical, dental, and vision to Cigna. In response to questions from the Council, Mr. Alexander confirmed that deductibles would also remain the same and explained the levels of coverage Town offers from Cigna; how much the Town provides for employees and their family; and explained the amount provided for Health Savings Account (HSA) deductibles. He also confirmed for Council Member Novakov that staff seemed to be pleased with the services provided by Cigna, as they have received little to no complaints from employees. Mayor Beecherl asked if there were any further questions, and there were none.

Review and discuss a contract with Iron T Construction, Inc. for the 2022 Drainage Easement Improvements project. Lori Chapin, P.E., Director of Engineering Services, provided information for discussion of a contract with Iron T Construction to provide improvements for addressing stormwater conveyance within unimproved utility easements. The Town's easements predominately contain water, sewer, and natural gas services. In addition, easements are utilized for surface drainage conveyance to the street stormwater drainage system. Natural degradation of the easements' grass and soil surfaces, as well as silt build-up from rain events and adjacent construction in various areas has caused the need for improvements. On January 4, 2022, the Town Council approved a design contract with Kimley-Horn Associates, Inc. to evaluate these easements and design improvements to address the drainage concerns. The project was initially bid on July 12, 2022. Three bids were received and were rejected due to being above cost projections, and the project was rebid in an effort to obtain lower pricing. The project was rebid on August 4, 2022. Two bids were received and the low bid of \$1,061,622 was submitted by Iron T Construction, Inc., which is \$49,368.72 lower than their original bid in July. Staff recommends awarding the contract to Iron T Construction, Inc. in the amount of \$1,061,622. Iron T Construction, Inc. has worked on past Town projects including the 2020 Drainage Improvements project and the Douglas Park Drainage and Landscape project. Construction is anticipated to begin mid-September with an estimated construction time of six months, pending supply chain challenges and inclement weather delays. In response to a question by Mayor Pro Tem Penfold, Ms. Chapin explained that seven blocks have been completed, six blocks are included in this

contract, and the 35 remaining blocks will be scheduled over the next few years. Furthermore, all blocks are being evaluated for improvement needs. Ms. Chapin confirmed for Mayor Beecherl that utility improvements have already been completed and are not included in this project. She also clarified that resurfacing is a separate project. Mayor Beecherl asked if there were any further questions, to which there was none.

Reports

Review and discuss the proposed Fiscal Year 2022-23 Combined Operating and Capital Budget. Steven Alexander, Director of Administrative Services and Chief Financial Officer, explained that each year the staff develops a proposed budget to submit to the Town Council for the next fiscal year. The budget ultimately adopted by the Town Council is the result of a process that receives input from the Town's citizens, departments, management, and the Town Council. Mr. Alexander presented an overview of four focal points to the Proposed Budget: Compensation proposal, Cost of Living Adjustment ("COLA") for Retirees, Staffing Modifications, and Changes to the Capital Program. Town Council asked many detailed questions about each of the topics, to which Mr. Alexander and Bill Lindley, Town Administrator, were able to provide detailed information for each question.

Mayor Beecherl adjourned the study session meeting at 9:22 a.m.

APPROVED on this 6th day of September 2022.

APPROVED:



Will C. Beecherl
Mayor

ATTEST:



Holly Russell
Interim Town Secretary