

City of Killeen
Regular City Council Meeting
Killeen City Hall
July 7, 2020 at 5:00 p.m.

Presiding: Mayor Jose Segarra

Attending: Mayor Pro Tem Jim Kilpatrick (via video conference), Councilmembers Butch Menking, Juan Rivera, Gregory Johnson, Shirley Fleming (via video conference), Debbie Nash-King (via video conference) and Steve Harris.

Also attending were City Manager Kent Cagle, City Attorney Traci Briggs, City Secretary Lucy Aldrich, and Sergeant-at-Arms Cole.

Elder Bernard Ketter with The Sovereign Word gave the invocation; and Councilmember Harris led everyone in the Pledge of Allegiance.

Approval of Agenda

Motion was made by Mayor Pro Tem Kilpatrick to approve the agenda as written. Motion was seconded by Councilmember Fleming. The motion carried unanimously.

Citizen Comments

Ms. Mellisa Brown – spoke on Agenda Item DS-20-049 City Manager Updates (COVID 19 Update).

Discussion Items

- DS-20-049** City Manager Updates (COVID 19 Update)
Staff Comments: Kent Cagle, City Manager
Mr. Cagle gave a current update on COVID 19 and its impact to the city.
- DS-20-050** Discuss Water & Sewer Rate Study
Mr. Jon Locke, Executive Director of Finance introduced Mr. Chris Ekrut from NewGen Strategies and Solutions who gave a water and wastewater rate study update.
- DS-20-051** Discuss Boards and Commissions
Ms. Traci Briggs, City Attorney provided a brief overview of the functions and reporting requirements of boards and commissions appointed by city council. City council requested that Ms. Briggs work with board liaisons to schedule times for board representatives to appear before city council with the reports that are required as outlined in the briefing. It was further decided that at an unidentified future meeting, city council will review adding reporting requirements on boards and commissions that were identified as not having to provide reports to city council.

**THE NEXT AGENDA ITEM WAS MOVED TO FOLLOW THE LAST AGENDA ITEM
(RS-20-064)**

DS-20-052 Receive a briefing from the City Attorney regarding Pending or Contemplated Litigation

Minutes

Motion was made by Councilmember Rivera to approve the minutes of the June 23, 2020 Regular City Council Meeting. Motion was seconded by Councilmember Nash-King. Motion carried unanimously.

Resolutions

RS-20-061 A. Receive and Provide Overview of Fiscal Year 2021 Proposed Annual Budget and Plan of Municipal Services

B. Set the date of August 4, 2020, to hold a public hearing on the Fiscal Year 2021 Annual Budget and Plan of Municipal Services

Staff Comments: Kent Cagle

Mr. Cagle presented the City Council with the FY2021 proposed budget giving a brief overview, identifying strategic issues and highlighting identified priorities.

Mayor Segarra recessed the meeting for a break before moving on to the rest of the agenda.

Motion was made by Councilmember Menking to approve RS-20-061, setting the date of August 4, 2020, to hold a public hearing on the fiscal year 2020-21 proposed budget. Motion was seconded by Councilmember Fleming. Motion carried unanimously.

RS-20-062 Consider a memorandum/resolution approving the selection of Lockton Dunning Benefits as the City's consultant for the transition from fully insured to self-funded employee health care with total expense not to exceed \$13,571 for FY20 and \$81,429 for FY21.

Staff Comments: Kate McDaniel, Assistant Director of Human Resources

The City of Killeen is seeking a consultant who can assist with an effective and successful transition to a self-funded employee health insurance platform. Six (6) entities responded to RFQ 20-13. Staff from Finance and Human Resources evaluated the submitted proposals and after a thorough analysis, city staff recommends that city council approve the selection of Lockton Dunning Benefits as the provider for self-funding consultant services, effective August 1, 2020, with a total expense not to exceed \$13,571 for FY20 and \$81,429 for FY21, and authorize the city manager to execute any and all necessary change orders in accordance with state and local law.

Motion was made by Councilmember Rivera to approve RS-20-062. Motion was seconded by Councilmember Harris. Motion carried unanimously.

- RS-20-063** Consider a memorandum/resolution authorizing Web Benefits Design to provide employee benefits administration in an amount not to exceed a total of \$61,450.
Staff Comments: Eva Bark, Executive Director of Human Resources
In November 2019, the city entered into an agreement with Web Benefit Design to provide Affordable Care Act and Compliance (ACA) services in the amount of \$13,252. The estimated cost of the agreement to provide employee benefits online enrollment and COBRA is \$48,198. Maintaining administration of employee benefits online enrollment, COBRA administration, and ACA reporting with Web Benefit Designs must have city council approval as the cost of the combined services is estimated to be \$61,450. City staff recommends that city council authorize Web Benefits Design to provide employee benefits administration in an amount not to exceed \$61,450, and that the city manager or designee be authorized to execute any change orders as permitted by state and local law.

Motion was made by Councilmember Nash-King to approve RS-20-063. Motion was seconded by Mayor Pro Tem Kilpatrick. Motion carried unanimously.

- RS-20-064** Consider a memorandum/resolution approving Addendum No. 2 to Central Texas College Lease at Skylark Field.
Staff Comments: Pat Hoppaugh, Airport Maintenance Manager
Central Texas College (CTC) leases 60,030 square feet of land on which it has built and owns two large hangars to support its flight operations. The current land lease agreement was approved by city council on July 8, 2014, with an effective date of August 1, 2014, and an expiration date of July 31, 2017. It was amended with Addendum No. 1 dated June 29, 2017, for an additional three-year term with an expiration date of July 31, 2020. City staff recommends that city council approve the attached lease Addendum No. 2 with CTC to be effective August 1, 2020 and authorize the city manager or designee to execute same as well as any and all amendments as allowed per federal, state, and local law.

Motion was made by Councilmember Fleming to approve RS-20-064. Motion was seconded by Councilmember Menking. Motion carried unanimously.

- DS-20-052** City Attorney Briefing on Pending or Anticipated Litigation

DS-20-052 is an Executive Session item and will be discussed in a closed meeting.

At 7:24 p.m., Mayor Segarra called for city council to recess the meeting to Executive Session.

At 9:02 p.m., Mayor Segarra reconvened the City Council meeting.

Adjournment

With no further business, upon motion being made by Councilmember Rivera, seconded by Councilmember Harris, and unanimously approved, the meeting was adjourned at 9:02 p.m.

Jose Segarra, Mayor

Lucy C. Aldrich, City Secretary