

**Special Citizens Bond Advisory Committee Meeting**  
**Thursday, June 6, 2019**  
**Meeting Minutes**

The Special Citizens Bond Advisory Committee of the City of Denton, Texas, convened in a meeting on Thursday, June 6, 2019, in the Public Safety Training Facility, Training Room D, at City Hall East, 719 E., Hickory Street, Denton, Texas.

**PRESENT:** Committee members: Tammy Bradley, Peggy Capps, Jennifer Collins, John Crew, Tim Crouch, Karen Devinney, Pati Haworth, Nanci Kimmey, Diana Leggett, Cody Lewis, Kate Lynass, Queen Janata Montgomery, Susan Parker, Eric Pruett, Randy Robinson, Suzanne Rumohr, Janet Shelton, and Patrick Smith.

**ABSENT:** Committee members: Tammy Bradley and Randy Robinson.

**STAFF PRESENT:** Todd Hileman, City Manager, Mario Canizares, Deputy City Manager, Sara Hensley, Assistant City Manager, Antonio Puente, Jr., Chief Financial Officer, David Gaines, Director of Finance, Kenneth Hedges, Police Chief Frank Dixon, Fire Chief, Pritam Desmukh, Deputy City Engineer, Nick Vincent, Budget Manager, Brian Hogan, Assistant Controller, Ryan Adams, Deputy Director of Public Affairs and IGR, Jenny Wang, Accountant, and Theresa Jaworski, Executive Assistant and Recording Secretary.

Pat Smith, Committee Chair, brought the meeting to order at 6:02 p.m.

**OPEN MEETING**

**1. ITEMS FOR CONSIDERATION**

**A. Conduct a walking tour of the Denton Police Department and Public Safety Dispatch located within City Hall East.**

Frank Dixon, Chief of Police, gave a brief overview of the Committee's Police Department facility tour with some background information.

Tim Crouch asked about the last bond committee's consideration of the facility and if a space that was unallocated for future growth at that time, is currently being used.

Dixon answered that the spaces currently in the facility are not useable.

The Committee began the Police Department facility tour at 6:10 p.m.

The Committee returned from the Police Department facility tour at 7:11 p.m., at which time Pat Smith, Committee Chair, resumed the meeting and introduced the next item on the meeting agenda.

**B. Receive a report and hold a discussion regarding public safety facilities for consideration in the proposed 2019 Bond Program.**

David Gaines, Director of Finance, went over the Public Safety Projects costs under Proposition 1, and responded to a question on the \$4 million difference in funds identified for design and acquisition. Gaines shared a report with the Committee that is given to the 2014 Bond Oversight Committee during the quarterly meetings to highlight the source of funds.

The Committee discussed the land that the City is acquiring for parking and options that are being considered.

Gaines followed with the funding information on the Police Substation, Firing Range and Fire Station 8.

Police Chief Dixon gave some background and history on City Hall East with the renovations of the facility over the years, the current facility issues, and the lack of parking space. The most recent work on the Dispatch and Criminal Investigations was stopped after the City Manager's Office toured the facilities around this time last year, knowing that a plan would be presented to renovate the entire building and the existing funds could be applied to that renovation. Consideration was given to future population growth over the next ten years, factoring in the universities growth and the number of officers required for those projections.

The Committee discussed the population growth projection plans, how staff works with utilities and regional planning groups to be aware of population growth, as well as the current plans to move the Police departments out to other areas, such as the new Substation, to accommodate that growth, the City Hall East areas that have been considered for renovation, and the projections that are being considered, planning for long term needs and building an adequate facility to avoid going back to the voters to request more funds.

Dixon gave the Committee the breakdown on the existing Police Station renovation with the planning level of project costs and total site acquisition of 2.75 acres.

Dixon shared the new Police Substation Site Plan with the Committee including dates for design, construction, and completion to occupancy, square footage, and actions taken to date. The security features being considered in the renovation of the current facility will be built into the substation immediately. The back of the substation will include secured, gated, fenced-in, area allowing only badged officers and police employee's access. The sally port will be a pass thru allowing the ease in dropping off evidence or bringing in prisoners very seamless but also opened in front to allow the public and community the use conference room for community meeting.

Dixon presented the plans and options for the Police Department renovations and Police Substation that was taken to Council on February 14, 2019, Council's authorized funding through the schematic design and their direction that staff conduct solicitation to select an architect, the Request for Qualifications that was issued in February 2019, and the selection of Brandstetter Carroll, Inc., with Council's approval of the contract on May 21.

The Committee discussed the number of officers that will be housed in the space, the option of a parking garage, the hiring of an architect firm for the renovation before funding is approved, the beginning date of the project by reimbursement ordinance in December for available funds in May, the sale of bonds in the summer, the decision to renovate the Police Department versus building a new facility, the issues in police officer's returning to the police station to write reports and drop off evidence, and the option of creating police work stations at fire stations.

Dixon presented information on the existing police gun range location, the gun range accommodations, increasing safety concerns, gun range usage and commercial development encroaching on the facility.

A discussion followed on the disadvantages of working with other entities in sharing a common gun range, the cost of operations, and the advantages of an indoor range currently being considered, the cost of that facility, the use of the \$1 million set aside for land acquisition and hiring architect, and the option of building a new indoor range behind the proposed new substation.

Dixon explained the site layout schematic, with the status, design, and plans for the new substation and the renovations for the Police Department to the Committee.

The Committee discussed the logistical aspects of building the Police Substation first, creating space for use as the renovations to the current Police headquarters begins and then the phasing in of the Police use of modular offices that maybe needed to house staff. There was also a discussion on phasing in the bond sale for the substation, then phase the next bond sale for the renovation of this building and the tentative timeline options staff is considering to issue more bonds, if there are lower interest rates and how that plays into the plans for the initiative in moving projects and issuing bonds for funding.

Kenneth Hedges, Fire Chief, gave an overview of the needs for Fire Station 8 including the high volume of calls received from the southeast Denton area and long response times. The nearest facility is Fire Station 6 behind the North Branch Library on Teasley. The fire industry measures in metrics and the number one thing measured is response times with the overall desired number is around four minutes, whether it's for fire, rescue or EMS. In 2015, the statistical analysis came back showing the southeast part of the City had extended response times of up to ten minutes, due to long distance, traffic, and lack of roadways. In May 2018, a strategic plan for the Fire Department presented to Council and they gave direction to begin planning for Station 8. In February, southeast Denton was identified through the City's Insurance Service Office (ISO) a fire protection rating system, and upgraded the City from a

three to two. This Office specifically identifies fire station locations and southeast Denton was shown as deficient in our service.

Hedges added that work began with Council on a plan and in 2017, a temporary solution for this service area of entering into a partnership with Medical City Denton to lease a building behind the hospital, just large enough for a two-person crew and an ambulance. Staff continued to work with Council and received an okay to begin working on design services for a new Substation, initiated in February of this year with a local architect firm. The location of the new Substation is at the intersection at Colorado and Brinker on approximately two acres. It will only be the second station that has direct access to the I35 corridor.

Hedges went over the site plan with some basic details of the Substation.

Gaines followed with the breakdown on operating costs and the building cost estimates of the new Substations.

The Committee discussed consideration given to fire pumpers with smaller turning radius that can maneuver better on small roads and the Fire Department's constant efforts to monitor what the industry offers, the issue of storage space, the need for a traffic device at Colorado as the street gets busier, the pathway on Colorado for emergency vehicles, the study on the area to determine the best location for the Substation.

### **CONCLUDING ITEMS**

**Under Section 551.042 of the Texas Open Meetings Act, respond to inquiries from the Committee on Persons with Disabilities or the public with specific factual information or recitation of policy, or accept a proposal to place the matter on the agenda for an upcoming meeting AND Under Section 551.0415 of the Texas Open Meetings Act, provide reports about items of community interest regarding which no action will be taken, to include: expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition of public official, public employee, or other citizen; a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; an announcement involving an imminent threat to the public and safety of people in the municipality that has arisen after the posting of the agenda.**

Smith brought questions forward from the Committee on the meeting minutes being published, and the request for a Committee roster.

Gaines stated that the Committee minutes will be published and available next week with the goal to have minutes available each week and making copies of the roster available to the members with the practice to avoid sending out emails of the Committee due to open records issues.

Gaines also informed the Committee that staff is looking at holding the next meeting in the Work Session Room for ease in recording.

The Committee discussed a motion for Committee day tour with City transportation provided on the rights-of-way and sidewalk projects in a closed session with an evening tour with City transportation provided, to look at the areas for lighting.

And alternate suggestion was made, due to the finite amount of time the Committee has in considering all the projects in the bond program that City staff provide a list of sidewalks and road segments for the Committee to examine at their convenience and more efficiently utilize the meeting time.

A motion was made by Diana Leggett to set up two independent site visits, one during the daytime to look at rights-of-way for future roads and sidewalks, and a second to do a night time visit to look at street lighting. Jenny Collins seconded the motion. The motion did not carry.

Pati Haworth made a motion that City staff provide the Committee members a list of the proposed sites for sidewalk and right-of-way candidates and night lighting. A second was made by Peggy Capps. Motion carried.


Eric Pruett asked if staff could provide copies of the study on University Street for the Committee Members.

Hileman answered that the study could be provided and a staff presentation could be provided for the larger areas.


Cody Lewis made a motion to adjourn with a second from Susan Parker.

Meeting adjourned at 8:30 p.m.

The Special Citizens Bond Advisory Committee approved the June 6, 2019, Meeting Minutes on June 20, 2019.



PAT SMITH  
COMMITTEE CHAIR  
CITY OF DENTON, TEXAS



THERESA JAWORSKI  
RECORDING SECRETARY  
CITY OF DENTON, TEXAS