

AGENDA
NOTICE OF MEETING OF THE CITY COUNCIL OF
SHAVANO PARK, TEXAS

This notice is posted pursuant to the Texas Open Meetings Act. Notice hereby given that the City Council of the City of Shavano Park, Texas will conduct a Budget Workshop on Monday, July 24, 2023 at 5:00 p.m. at 900 Saddletree Court, Shavano Park City Council Chambers for the purpose of considering the following agenda:

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. CITIZENS TO BE HEARD

The City Council welcomes “Citizens to be Heard.” If you wish to speak, you must follow these guidelines. **As a courtesy to your fellow citizens and out of respect to our fellow citizens, we request that if you wish to speak that you follow these guidelines.**

- Pursuant to Resolution No. 04-11 citizens are given three minutes (3:00) to speak during “Citizens to be Heard.”
- Only citizens may speak.
- Each citizen may only speak once, and no citizen may pass his/her time allotment to another person.
- Direct your comments to the entire Council, not to an individual member.
- Show the Council members the same respect and courtesy that you expect to be shown to you.

The Mayor will rule any disruptive behavior, including shouting or derogatory statements or comments, out of order. Continuation of this type of behavior could result in a request by the Mayor that the individual leave the meeting, and if refused, an order of removal. In compliance with the Texas Open Meetings Act, no member of City Council may deliberate on citizen comments. (Attorney General Opinion – JC 0169)

4. CITY COUNCIL COMMENTS

Pursuant to TEX. GOV’T CODE §551.0415(b), the Mayor and each City Council member may announce city events/community interests and request that items be placed on future City Council agendas. “Items of Community Interest” include:

- expressions of thanks, congratulations, or condolences;
- information regarding holiday schedules;
- an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in status of a person’s public office or public employment is not honorary or salutary recognition for purposes of this subdivision;
- 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 or county; and
- announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after posting of the agenda

5. REGULAR AGENDA ITEMS

- 5.1. Presentation/discussion - Budget Revenue Considerations - City Manager / Finance Director**
- 5.2. Presentation/discussion - Employee Group Medical, Dental, Vision, and Life Insurance for Benefit Year 2024 Bid Results - City Secretary**
- 5.3. Presentation/discussion - Compensation Study Funding - City Manager / Finance Director**
- 5.4. Presentation / discussion - City Council Goals and Objectives - City Council**
- 5.5. Presentation / discussion - Budget Expense Considerations**
- 5.6. Presentation/discussion - Review of Budget Calendar - Finance Director**

6. ADJOURNMENT

Executive Sessions Authorized: This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of TEX. GOV'T CODE CHAPTER 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy TEX. GOV'T CODE §551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance by Other Elected or Appointed Officials:

It is anticipated that members of City Council or other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

Accessibility:

The facility is wheelchair accessible and accessible parking spaces are also available in the front and sides of the building. The entry ramp is located in the front of the building. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the City Secretary at 210-581-1116 or TDD 1-800-735-2989.

CERTIFICATION:

I, the undersigned authority, do hereby certify that the above Notice of Meeting was posted at Shavano Park City Hall, 900 Saddletree Court, at a place convenient and readily accessible to the general public at all times, and said Notice was posted on the 18th day of July 2023 at XXXX a.m.

Kristen M. Hetzel
City Secretary

5.1 FY24 REVENUES

Together We Can!



- Ad Valorem Taxes - 1¢ increase in overall rate will be applied to the I&S component
 - Initial calculations based on BCAD estimates indicate FY24 budget projections of \$4,344,000 (an increase of \$322,000 from FY23) for the General Fund and \$383,600 (an increase of \$132,000 for the Debt Service Fund)
- Sales Taxes – planned 6% (-2% from last year's projection) increase, for General, Crime Control District and Street Maintenance Funds, total of \$1,116,000
- Franchise Fees – minimal increase planned (3%), largest component heavily weather impacted (CPS electricity)
- Permits and Licenses – FY23 revenues have underperformed to date, flat projections
- Court fees & fines – FY23 revenues have underperformed to date, flat projections

5.1 FY24 REVENUES

Together We Can!



- EMS Fees – almost at 100% of this budget line before end of July, planning 13% increase
- Grants - no significant grant applications planned for General Fund impact, approximately \$250,000 of City ARPA money as well as Bexar County ARPA money in Water Utility, HUD grant for DeZavala Project - \$ unknown at this time
- Interest Income – extremely conservative FY23 budget lead to windfall for this line item, some of which utilized with budget amendment #1. Planning increase of approx. \$100,000
- Water User fees – have been presented to Water Advisory Committee at their May and July meetings. WAC approved recommending FY24 budget to Council for their consideration (more to follow).

Possible Revenue Increases

Together We Can!



- Ad Valorem Taxes + \$ 322,000
- Sales Taxes + \$ 42,120
- Franchise Fees + \$ 15,270
- EMS Fees + \$ 21,450
- Interest Income + \$ 100,000

Approx Increase + \$ 500,840

FY24 EMPLOYEE BENEFITS

Kristen Hetzel



AGENDA

Background

Bid Results

Recommendation

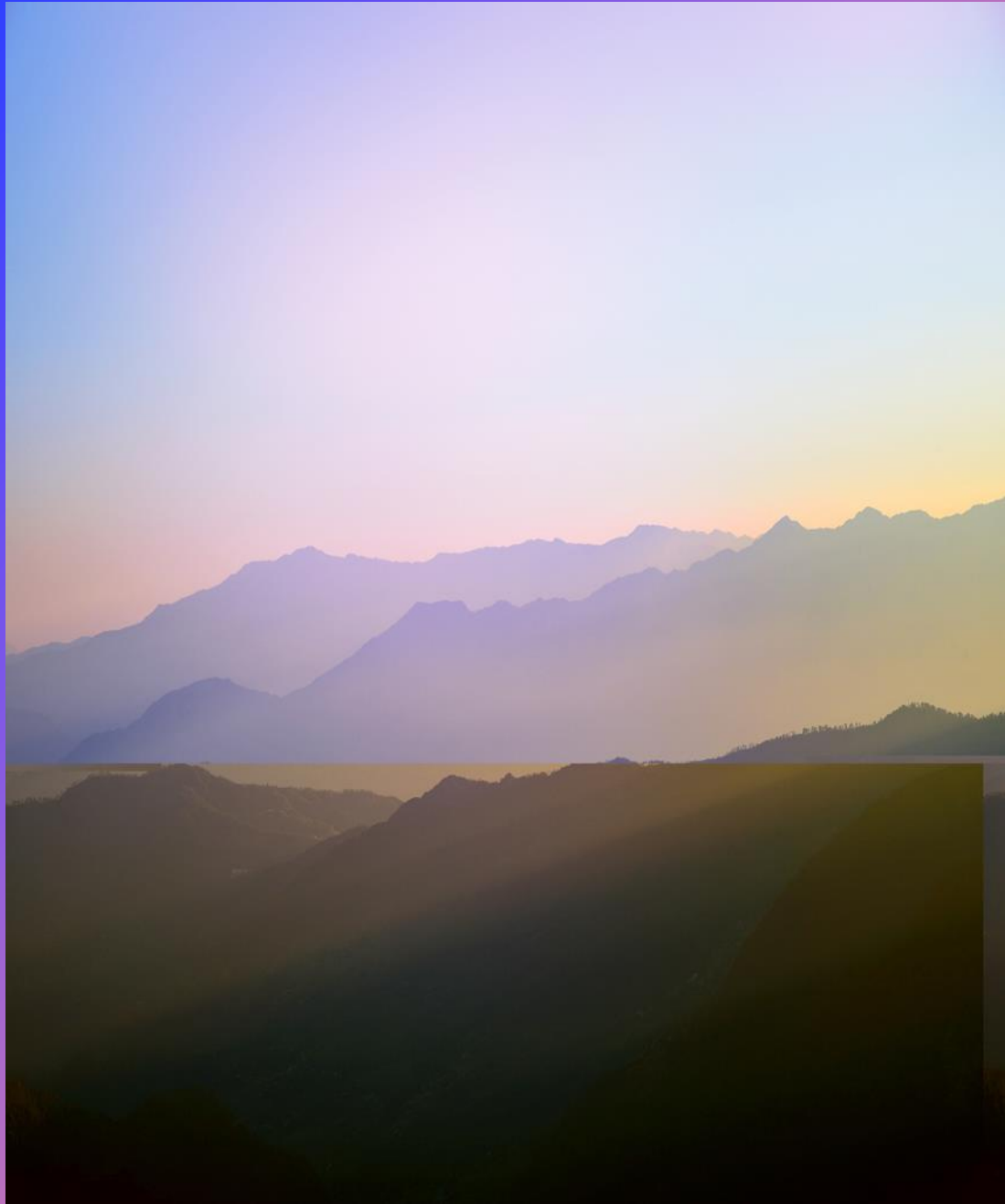
Employee Benefits

The City of Shavano Park provides group medical, dental, vision, and life insurance for full-time, eligible employees that enroll in the program. Currently, City Council has approved 100% payment for employee-only coverage and an additional 25% payment for the dependent coverage of dental and vision plans.



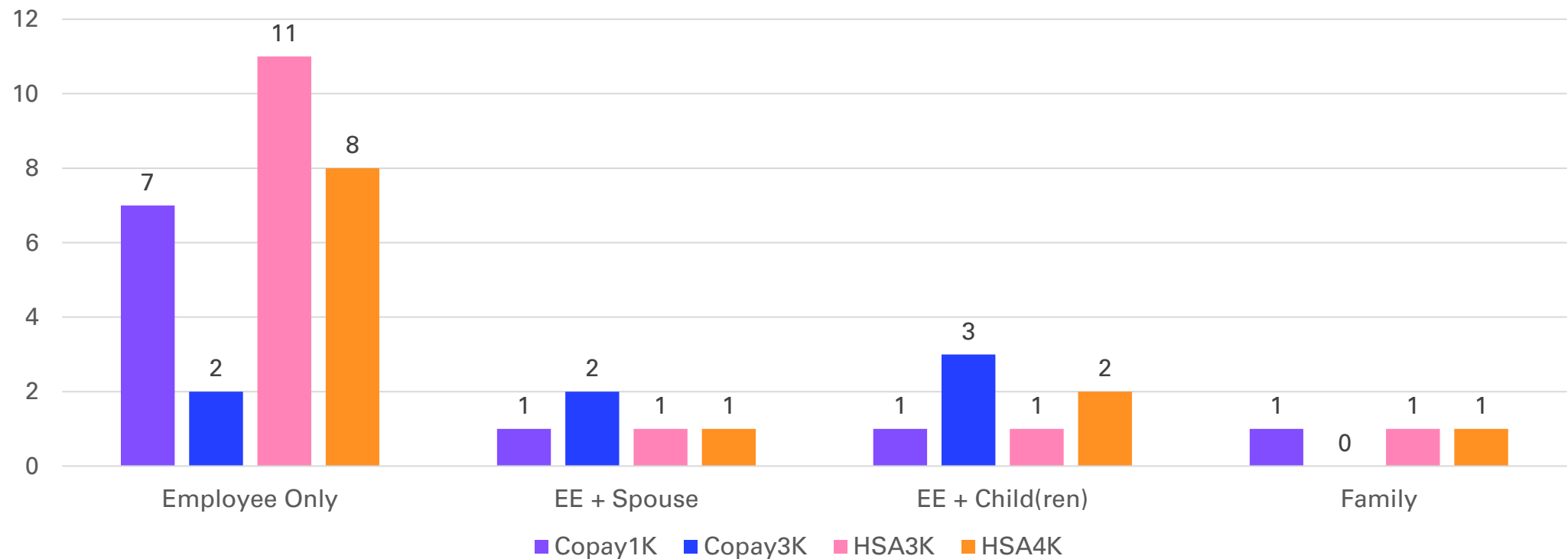
BACKGROUND





For FY23, Council approved a \$675/month benefit. Currently, 43 employees are enrolled in coverage costing an estimated \$348k per year. Benefits are provided by TML (BCBS). (Budgeted \$397k)

Current Enrollment (July 2023)



Current Monthly Premiums (Total)

	Copay1K	Copay3K	HSA3K	HSA4K
Employee Only	\$537.38	\$420.92	\$455.70	\$370.92
EE + Spouse	\$1,090.86	\$854.44	\$925.06	\$752.96
EE + Child(ren)	\$945.78	\$740.80	\$802.04	\$652.82
Family	\$1,585.20	\$1,241.64	\$1,344.26	\$1,094.22

Renewal

TML

- TML provided renewal rates at the beginning on June 2023.
- Rates were higher than expected due to covid and claims data.

Bid

- Staff went to a public bid from June 9 – July 5, 2023. Requesting same or similar plan design.
- Council was briefed during the June 26 workshop
- Two (2) medical responses were received: Cigna & TML.
- Council subcommittee met on July 13 & July 19.



BID RESPONSES

Medical

Cigna

- Responded with a level-funded option.
- Provides 4 medical plans and 5-Tier medical plan.

TML

- Same fully-funded plan from BCBSTX.
- Provides 4 medical plans and 5-Tier medical plan.

Dental

Responses from Ameritas, Cigna, MetLife, TML, and The Standard.

- Most responses matched the design with variations to the annual max per member (proposed \$1,000 - \$2,000 vs current \$2,000).
- Some respondents provided rate guarantees (12-24 months) or rate caps (6% at year 2).

Vision

Responses from Ameritas, Cigna, MetLife, TML, and The Standard.

- Most responses matched the design with variations to the frame allowance (proposed \$130 - \$225 vs current \$175).
- Some respondents provided rate guarantees (24 months).

Group Life Insurance

Responses from MetLife, TML, and The Standard.

- Responses matched or improved our current rates.
- Some respondents provided rate guarantees (24 months).

The background is a smooth gradient from blue on the left to orange on the right. On the left side, there is a cluster of three white symbols: a plus sign at the top, a solid dot in the middle, and an open circle at the bottom. On the right side, there is a similar cluster: a plus sign at the top, a solid dot in the middle, and an open circle at the bottom. The word "RECOMMENDATION" is centered in a bold, white, sans-serif font.

RECOMMENDATION



Recommend

After discussing the impact to the employees and the City's budget, the committee is recommending the following selections:

- Medical – Cigna
 - Contributing \$745/mo and 50% dependent coverage
- Dental – Ameritas
- Vision – Ameritas
- Group Life - Standard

Medical

Cigna

- Level-funded plan
- 4 PPO plans
- Cigna 5-tier prescription plan

Monthly Contribution

- The City would contribute \$745/mo to the employee's insurance plan, HAS/HRA contribution, or buydown at an additional \$36k/yr. (43 Employees)

Dependent Contribution

- The City would contribute 50% of the dependent cost of coverage for medical, dental, and vision for eligible employees for an estimated additional \$36k/yr (15 Plans)

Impact to Employee

Employee Only Copay1K

- Decrease of \$30.12/year (\$1.16/pp) to HRA contribution

Family on HSA4K

- Saves \$924.24/year (\$35.55/pp) on insurance premiums

Most Popular – Employee Only HSA3K

- Add \$114/year (\$4.38/pp) to HSA

Deductible Credit will Apply for Oct-Dec 2023 Claims

Example – PW Serviceman & CH in HSA 3K Plan

Currently:

- Deduction \$63.52 per pay check
- \$127.04 per month
- \$1,524.48 per year

\$745 only:

- Deduction \$102.90 per pay check
- \$241.80 per month
- \$2,901.60 per year
- **\$1,377.12 annual increase from current**

\$745 plus 50%:

- Deduction \$51.45 per pay check
- \$102.90 per month
- \$1,234.80 per year
- **\$289.68 annual decrease from current**

Dental

Ameritas

- No increase to monthly premiums
- Decrease of annual max (\$2,000 to \$1,500)
 - Rollover option
- Decrease of orthodontia lifetime max (\$3,000 to \$1,500)
- Rate Guarantee – 24 months

Dependent Contribution

- Increase dependent contribution from 25% to 50%

Impact to Employee

Employee Only

- Loses \$500 in max cap

Family

- Loses \$500 in max cap per
- Saves \$184/year (\$7.10/pp) on insurance premiums

Employee + Spouse

- Loses \$500 in max cap
- Saves \$115/year (\$4.81/pp) on insurance premiums

✓ **Rollover of Unused Annual Max Applies**



Vision

Ameritas

- No increase to monthly premiums
- Increase to Frame Allowance (\$175 to \$180)
- Rate Guarantee - 24 months

Dependent Contribution

- Increase dependent contribution from 25% to 50%

Impact to Employee

Employee Only

- No change

Family

- Saves \$30/year (\$1.19/pp) on insurance premiums

Employee + Spouse

- Saves \$18/year (\$0.69/pp) on insurance premiums

Life Insurance

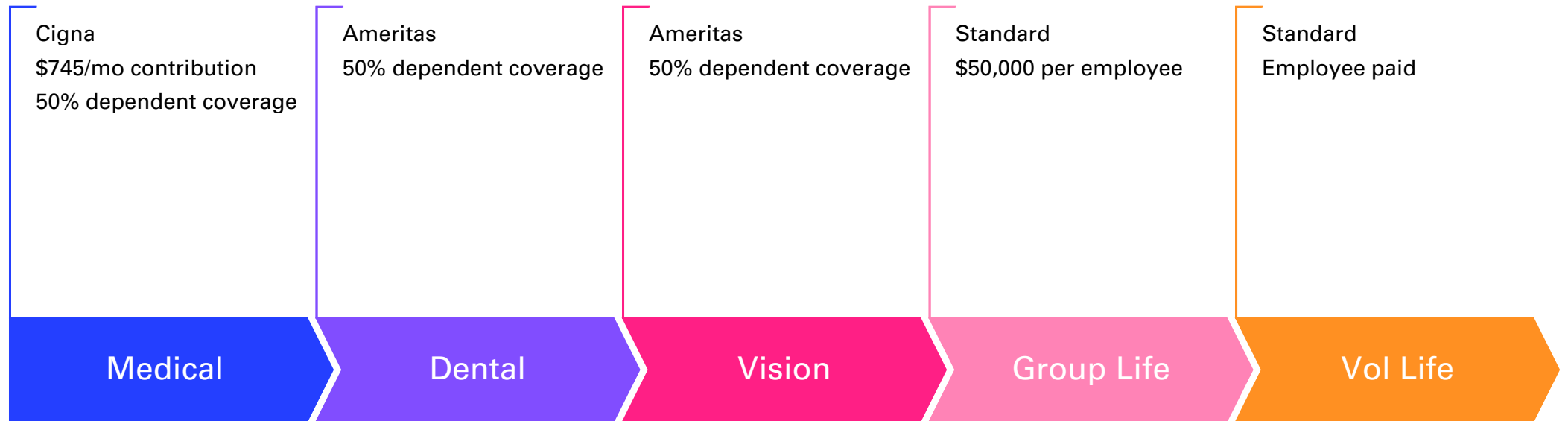
Group Life - Standard

- No change to benefit - \$50,000 per employee
- Decrease in monthly premium (\$0.234 to \$0.180)
- Savings of \$1,328/yr
- Includes EAP

Vol Life - Standard

- Entirely paid by employee
- Increase to premiums (varies by age bracket)
- Increased guaranteed issue (??? to \$150k)
- Rate guarantee – 3 years

Summary



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THANK YOU

YOUR NEW GROWTH PLAN

Turn your health plan into a growth plan

Client/Prospect Name

Date



Offered by Cigna Health and Life Insurance Company, or its affiliates.



Agenda

Cigna Contacts

Cigna Funding Solutions and Network

One Guide and MDLive

Behavioral Health Solutions

Health Engagement and Wellness

Pharmacy Solutions

Pathwell Solutions

Cigna Contacts

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Client Manager

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The future U.S. economic outlook is uncertain

Inflation, labor challenges, and supply chain disruption ebbs and flows are indicative of the on-going uncertainty for small to medium sized businesses

Yet, the link between workforce health and business performance continues to be undeniable

Healthy employees are healthier for your business

45%

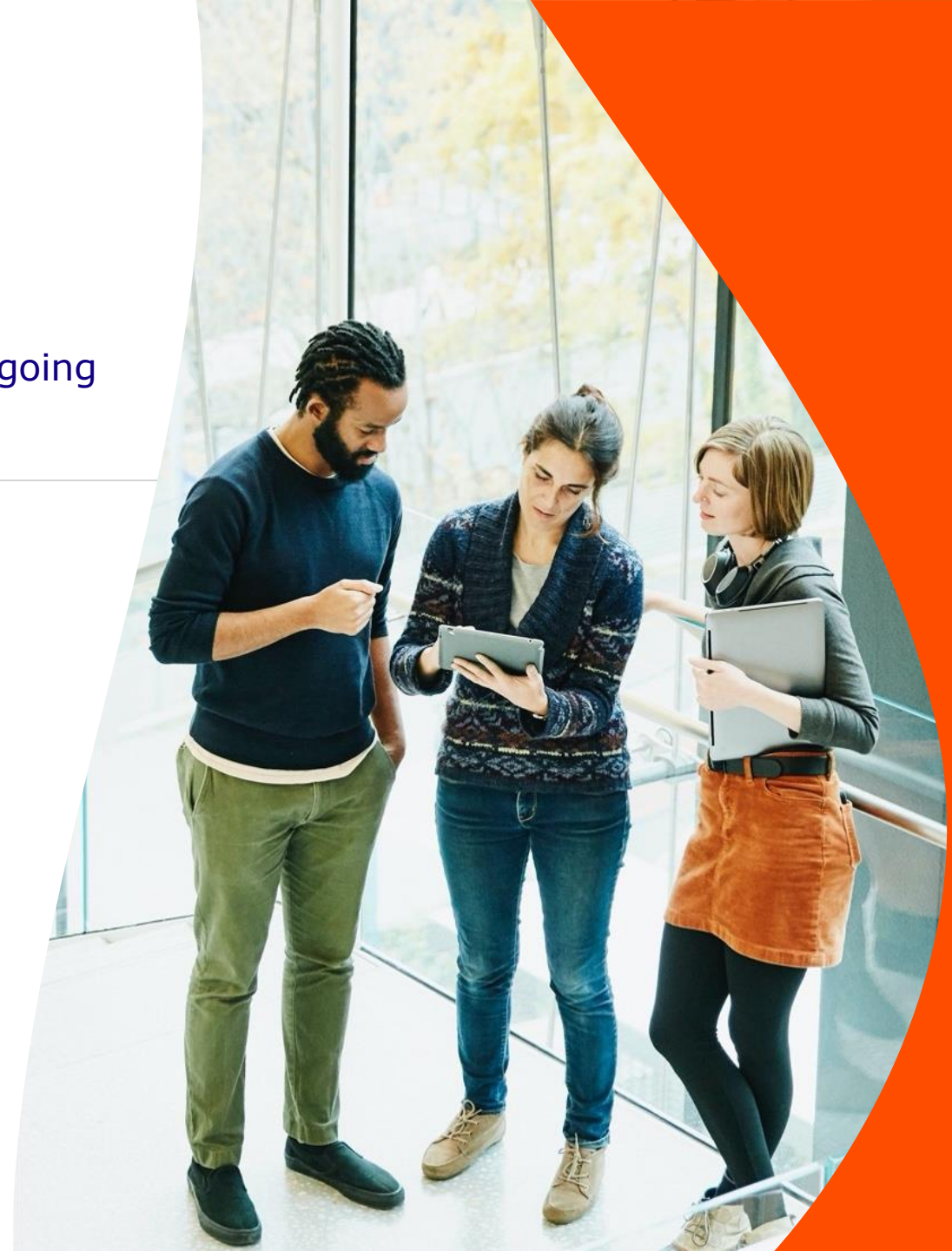
Greater productivity¹

37%

Greater retention and loyalty¹

1. "The Employer Imperative: Driving US Economic Vitality Through a Healthy, Productive Workforce" is an Economist Intelligence Unit report, commissioned by Cigna, that explores the role of employers in driving links between employee well-being and productivity, business success, and overall economic vitality in the US, particularly when considering the impacts of COVID-19, 2022.

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Your New Growth Plan

Future proof your business by investing in the health and well-being of your employees

Engage Your Employees

Improve productivity and outcomes by guiding employees to the most effective, convenient and cost-appropriate care at the right time.

Nurture a Healthy Work Culture

Establish and maintain healthy practices across your workforce to reduce stress and burnout and while boosting productivity, engagement and retention.

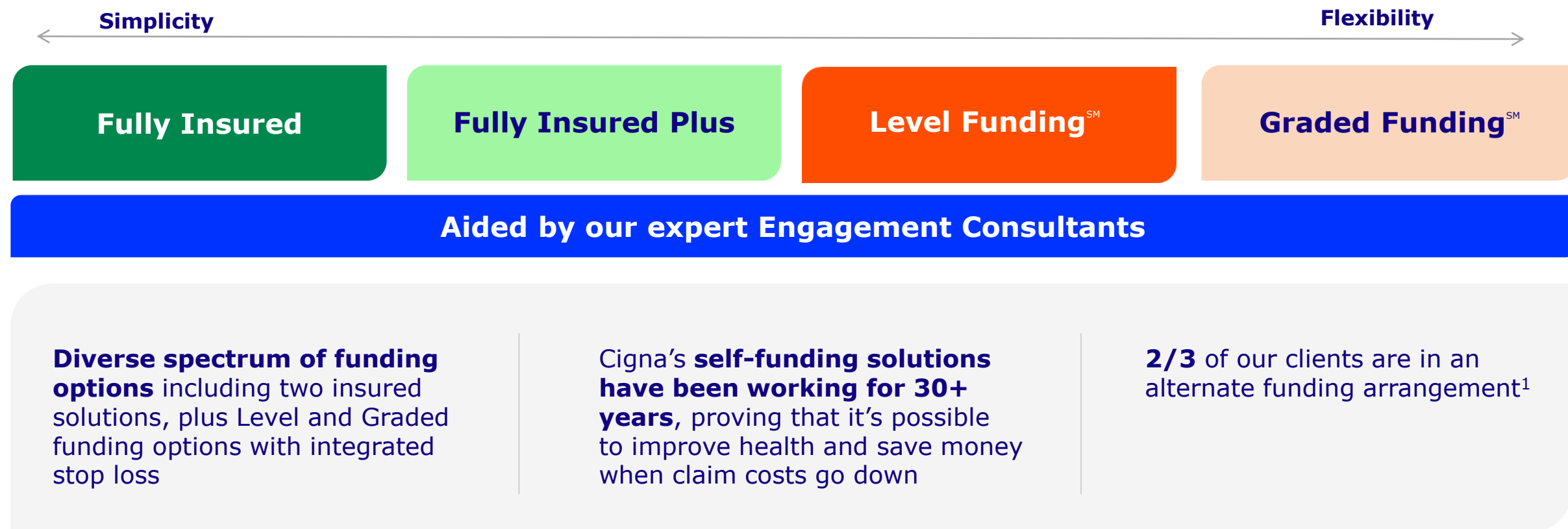
Ensure Financial Health

Predict and manage your company's financial risk by optimizing cash flow and profitability while also helping employees manage out-of-pocket costs.

Prepare for the Future

Predict and solve the health challenges of today and tomorrow by identifying trends and opportunities to improve outcomes and reduce costs.

Funding solutions designed to protect and reward.



A diverse spectrum of Funding Solutions.

Providing multiple choices across insured and self-funded options, **addressing your unique needs** for protection, a specific payment experience and cash flow preferences.

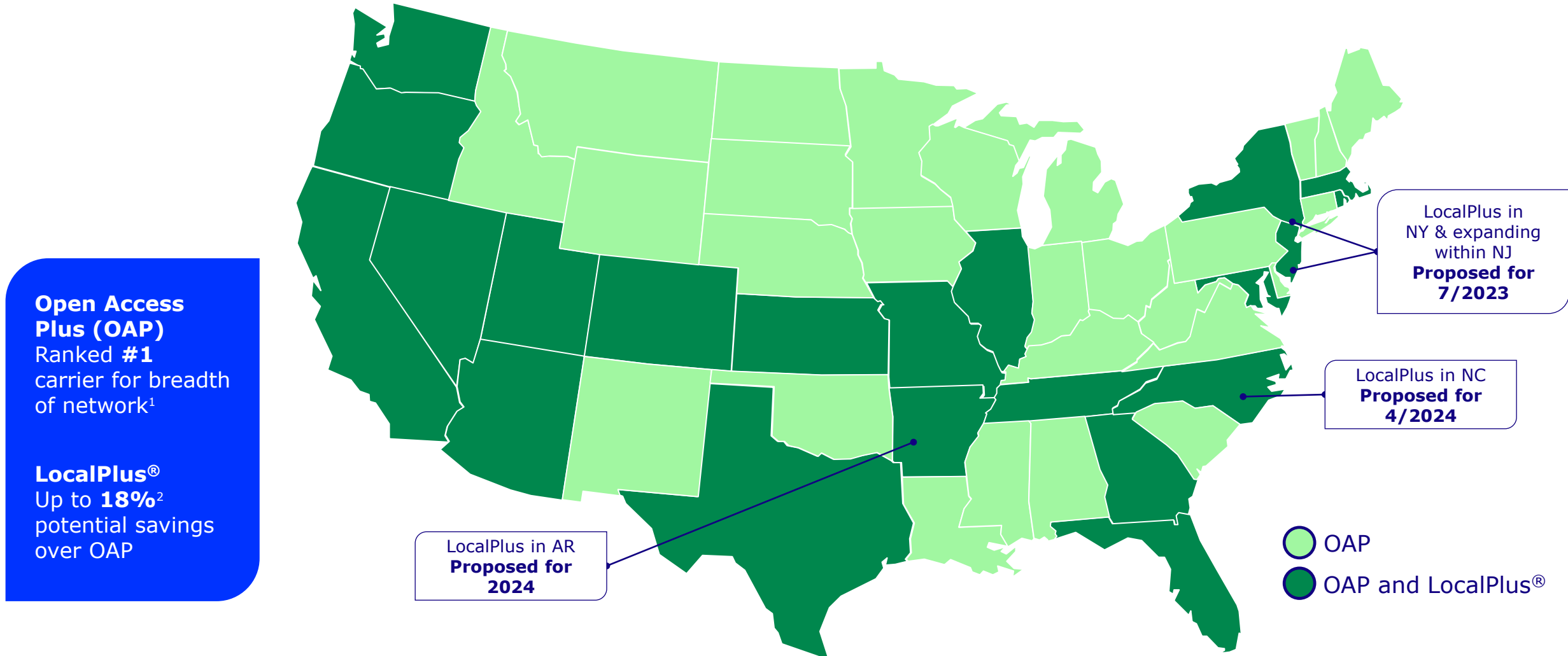
1. In most states, Cigna offers group insurance coverage to employers with more than 50 full-time employees, as well as administrative services for self-funded plans with as few as 25 full-time employees. Product availability may vary by plan type, group size and location, and is subject to change. For more information, contact your Cigna sales representative.



Options for small to medium-sized companies

	Fully Insured	Fully Insured Plus	Level Funding SM	Graded Funding SM
Eligible employee Information ¹	51+	51+	25 – 999	25 – 499
Participation in claim savings	0%	50% with renewal	50% or 67% with renewal	Real time
Level of protection	Full insurance protection	Full insurance protection	ISL and ASL (Self-funded with stop loss)	ISL and ASL (Self-funded with stop loss)
Monthly payment	Predictable monthly premium payment	Predictable monthly premium payment	Predictable monthly payment includes stop loss premium, administrative fees and claims funding	Predictable monthly stop loss premium and administrative fees; employer funds claims up to stop loss levels
Participation in claim savings	No	Surplus share (50%) with renewal	Surplus share with renewal	Real time surplus share
Who holds reserves	Cigna	Cigna	Cigna	Client holds reserves/pays run-out claims up to stop loss
Client-specific reporting	Varies by size	Detailed	Detailed	Detailed
Contract	Insured	Insured	Self-funded	Self-funded

Our seamless national network



Cigna One Guide®

Personalized health advocacy and navigation

- Integrated, whole health view across medical, behavioral, pharmacy and clinical
- Guidance to high performing providers and more efficient care settings as well as Cigna, client and health improvement programs
- Support 24/7 live interactions through multiple modalities (online, telephone, mobile, chat and email)
- Ability to reach customers proactively at key journey moments
- Next best action guidance focused on condition-specific care

1. Customers who had at least one visit with a Cigna Care Designated (CCD) provider in FY 2021 within the top 40 markets by allowable spend. Client results may vary. 2. 2022 matched case-control study of 2021 medical claims for One Guide high engaged clients/customers with 24-month coverage compared to One Guide low engaged population with 24-month coverage. Client results may vary. 3. 2022 matched case-control study of 2021 medical claims for One Guide high engaged clients/customers with 24-month coverage and access to HealthEView products and engaged or completed a coaching activity compared to One Guide low engaged population with 24-month coverage and access to HealthEView products. Confidential, unpublished property of Cigna Healthcare. Do not duplicate or distribute. Use and distribution limited solely to authorized personnel. © 2023 Cigna Healthcare.

46%

using
high-performing
providers¹

23%

fewer avoidable
ER visits²

52%

higher medical
case management
engagement²

3.5X

more likely
to engage in
coaching³

MDLIVE[®] Suite of virtual¹ services

Primary Care

- Preventive care wellness screenings at no additional cost²
- Routine care visits allow employees to establish relationship with same PCP
- Prescriptions available through home delivery or local pharmacies, if appropriate

Urgent Care

- Available 24/7, including after hours, holidays
- Care for 80+ minor medical conditions
- Less expensive than urgent care and ER

Dermatology

- Access to board-certified dermatologists (no appointment required)
- Treatment plans and, if necessary, prescriptions, within 24 hours
- Care for the most common hair, skin and nail conditions

Behavioral Care

- Access to psychiatrists and therapists
- Flexible video and phone options
- Ability to select same provider each session

NEW to MDLIVE

Chronic care management for hypertension

1. Cigna provides access to virtual care through participating in-network providers. Not all providers have virtual capabilities. Cigna also provides access to virtual care through national telehealth providers as part of your plan. This service is separate from your health plan's network and may not be available in all areas. 2. For legacy clients that have a non-zero preventive care benefit, customers' preventive benefit will be applied when receiving a virtual wellness screening. https://www.mdliveforcigna.com/mdliveforcigna/landing_home. 3. Cigna 2019–2020 analysis of total medical costs for medical customers with Cigna Virtual Care. Client results may vary. 4. Cigna "Episodes of Care study comparing virtual vs. brick and mortar visits." 2020 book of business. [Pricing study]. Client results may vary. Confidential, unpublished property of Cigna Healthcare. Do not duplicate or distribute. Use and distribution limited solely to authorized personnel. © 2023 Cigna Healthcare.

Virtual Urgent Care
from MDLIVE[®]

\$121

weighted average
savings per visit
compared to more
costly channels³

In low-acuity urgent
care episodes, MDLIVE[®]
visits generated

11%

fewer-than-expected
follow-up visits for the
same condition than
brick-and-mortar
providers⁴

16% less

duplication of care
in urgent care visits
vs. other virtual PCPs
and specialists⁴

Meaningful behavioral network and solutions that matter

Designed to address the stress, burnout and mental health challenges employees are facing

Extensive network

Doubled network size in the last five years¹

115K+ virtual providers, the largest virtual network in the country¹

258K+ mental health and substance use providers¹

Specialization and Quality

Providers that meet the diverse needs of your employees

- 34.5% network increase in African American providers since 2020²
- 44% growth of providers specializing in the LGBTQ community²

Care and support – for immediate and ongoing needs

- First-time appointment in two days or less³
- 24/7/365 crisis support
- 100% of our EAP providers are in network, allowing for continuity of care
- Centers of Excellence for substance use, mental health, eating disorders and child/adolescent mental health*

Virtual and Digital Access

Convenient access to digital resources through myCigna⁴

MDLIVE for Cigna®

talkspace

alma

ginger

iPrevail

happify™

meru health

* The Cigna Center of Excellence designation is a partial assessment of quality and cost-efficiency and should not be the only basis for decision-making (as such measures have a risk of error). Individuals are encouraged to consider all relevant factors and talk with their physician about selecting a health care facility. Quality designations and ratings found in Cigna's online provider directories are not a guarantee of the quality of care that will be provided to individual patients. Providers are solely responsible for any treatment provided and are not agents of Cigna. 1. Internal unique provider data as of January 2023. Subject to change. 2. Internal unique provider data as of October 2022. Subject to change.

3. 2-day appointments available through provider partners: Alma, Bicycle Health, Brightside, Meru Health, and Path. 4. Cigna provides access to virtual care through national telehealth providers as part of your plan. This service is separate from your health plan's network and may not be available in all areas. Behavioral Program services are provided by independent companies/entities and not by Cigna. Programs and services are subject to all applicable program terms and conditions. Program availability is subject to change.

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Health Engagement.

Nurturing a healthy work culture to improve productivity and retention.

Health engagement consultants with expertise to guide your health engagement strategy and execution.

Our team of live consultants help:

- **Create a tailored plan** based on your company's unique needs – with execution of that plan by our health engagement team
- Identify, understand and support your employee's critical areas for **health improvement**
- **Connect employees**, guiding on how to best utilize and access their health plan



1. Based on a Nov. 2020 Cigna survey of existing clients with 101-499 eligible employees. 2. 2020-2021 Aflac WorkForces Report. Aflac, 2020. Confidential, unpublished property of Cigna Healthcare. Do not duplicate or distribute. Use and distribution limited solely to authorized personnel. © 2023 Cigna Healthcare.

90%

of Cigna clients feel their health engagement consultant is a valuable resource¹

70%

of employees enrolled in wellness programs have reported higher job satisfaction than who are not²

NEW!



Virgin Pulse offered through Cigna.

Changing behaviors and enhancing health for your employees through the digital health platform

- **Data-driven activities and outcomes** – health assessment and digital coaching journeys
- **Rewards and incentives** promote daily engagement and lasting health outcomes
- **Social Connections** – healthy habit tracking and well-being challenges
- **Daily content cards** around multiple wellness topics
- **Device and app integration** (e.g. Fitbit®, Apple Health®, Google Fit®, Sleepio®)
- **Shared access** for 10 friends/family members per employee – no additional cost
- Available in 21 languages – NCQA-certified – Client reporting available

All results are reported by Virgin Pulse and all results may vary. 1. Points and Levels Game, 2021. Average monthly engagement across entire book of business. 2. Comparing 2020 self-reported Health Risk Assessment (HRA) results to 2021. 3. Book of Business HRA Trend Analysis 2019-2021. n = 1,104,000 members. 4. Based on multiple client case studies based on topic area (indicate a time period. NOTE: Apple Health is a registered trademark of Apple, Inc., FitBit is a registered trademark of FitBit, Inc., Google Fit is a registered trademark of Google, LLC. Sleepio is a registered trademark of Big Health Limited Private Limited Company., and Virgin Pulse is a registered trademark of Virgin Enterprises Limited. Confidential, unpublished property of Cigna Healthcare. Do not duplicate or distribute. Use and distribution limited solely to authorized personnel. © 2023 Cigna Healthcare.



Virgin Pulse leads to better clinical outcomes, increased productivity and lower total medical costs for a stronger culture of wellness throughout your organization.



50%

of members on average engage monthly¹



52%

of members report decreased stress levels²



68%

of members improve clinical health metrics across BMI, blood sugar levels and blood pressure³



16%

of organizations reported productivity gain, with 18% reduction in absenteeism⁴

Integrated approach to controlling drug costs

Clinical expertise and scale

- Strengthened leverage with pharma
- Access to limited distribution drugs
- Extensive home delivery pharmacy
- Network flexibility with low net cost and rebate-driven formularies
- Superior gaps in care management
- Clinical team collaboration
- Performance guarantees tied to real clinical outcomes

1. Patient Assurance Program results as of August 2022 - caps contingent on adoption/availability of Program including, without limitation, availability of manufacturer value. Health benefit plans vary. 2. National book of business Express Scripts study 2019. Client results may vary. 3. Shared Savings Program results, 2021. Results may vary.

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Lowering costs to improve affordability and adherence

- Patient Assurance Program
- Price Assure with GoodRx®
- Enhanced Rx Savings Messenger
- Drug Adherence Program
- SafeGuardRx for Cigna
- Shared Savings Program

\$250 savings
per year for customer
using the Patient
Assurance Program¹

74%
of customers
converted to a
biosimilar with
Shared Savings
Program³

30%
higher conversion rate²
to lower-cost drugs with
Rx Savings Messenger

What are Cigna Pathwell Solutions?

A Cigna Pathwell Solution must include the following components*:

1. Designed to address **high cost claimants or key priority conditions**
2. Includes a benefit design encouraging optimal choices such as **site of care and/or therapy steerage**
3. Includes a **high performing network**
4. Includes a **concierge/navigation** customer experience (human based and/or digital)

These four features provide a controlled “**path**” to treatment to reduce overall costs and improve health outcomes.

The Cigna Pathwell suite of solutions is available to select U.S. commercial clients and its availability will be expanded throughout 2023.


Today's Pathwell Solutions include:

Cigna Pathwell Bone & JointSM

Cigna Pathwell SpecialtySM





**Don't pay for a health plan.
Invest in a growth plan.**

Thank you

Product availability may vary by location and plan type and is subject to change. All group health insurance policies and health benefit plans contain exclusions and limitations. For costs and details of coverage, contact a Cigna Healthcare representative.

Cigna Healthcare products and services are provided exclusively by or through operating subsidiaries of The Cigna Group, including Cigna Health and Life Insurance Company, Evernorth Care Solutions, Inc., Evernorth Behavioral Health, Inc., Express Scripts, Inc., or their affiliates.
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Compensation Options

Together We Can!



- Dr. Werling's compensation plan update recommended market adjustments in Police (2.1%), Fire (3.6%) and Public Works as well as a 5% ECI adjustment and a 2.5% step increase.

OPTION 1: CM / Secretary / PW 3 to 2

\$ 399,000

Fire + 3.6% / Police + 2.1%

OPTION 2: Grade + ACM / PW S / Water Crew / ACM

\$ 344,400

Fire + 3% / Police + 1.5%

OPTION 3: Option 3 with 4% COLA (vs 5% ECI)

\$ 305,000

Recommended

Strategic Goals and Objectives

Strategic Vision

Shavano Park strives to be the premier community in Bexar County, preserving and celebrating its natural setting and small town traditions amid the surrounding area's urban growth.

Mission

The City of Shavano Park provides exceptional leadership and delivers exemplary municipal services in a professional, cost-effective and efficient manner to citizens, business owners and visitors to facilitate economic growth and enable an exceptional quality of life and workplace consistent with our small town values and character.

Values

- Honesty
- Integrity
- Accountability
- Excellence
- Professionalism
- Innovation
- Inclusiveness
- Open, clear, proactive and transparent communications and Government
- Responsiveness and Customer Service

Essential Task List

- Provide, Efficiently Use, and Protect Fiscal Resources
- Maintain Effective Staffing Resources
- Provide and Maintain Infrastructure
- Maintain a Superior Water System
- Provide Police Services
- Provide Fire / EMS Services
- Conduct Municipal Planning
- Enforce Ordinances / Standards consistently
- Provide Outstanding Customer Service to citizens and visitors
- Identify and Manage Risk

Strategic Goals

1. Provide excellent municipal services while anticipating future requirements
2. Protect and provide a city-wide safe and secure environment
3. Preserve City property values, protect fiscal resources and maintain financial discipline
4. Maintain overall excellent infrastructure (buildings, streets and utilities)
5. Enhance and support commercial business activities and opportunities
6. Enhance the City image and maintain a rural atmosphere
7. Promote effective communications and outreach with citizens
8. Mitigate storm water runoff

Objectives

1. Provide excellent municipal services while anticipating future requirements

- Provide exceptional customer service to citizens and visitors
- Consistently enforce ordinances / policies
- Engage residents to participate in municipal planning
- Review Contracts / Professional Services and request RFQs as appropriate
- Fully fund Capital Replacement requirements as scheduled
- Resource compensation study recommendations adopted by City Council to ensure City pay scale is within current market range

2. Protect and provide a city-wide safe and secure environment

- During major road construction, ensure traffic control plan is implemented safely
- Effectively conduct “Community Policing” to keep Shavano Park citizens safe
- Actively respond to citizen concerns
- Proactively pursue reduction of neighborhood crime across the city
- Consistently maintain average police and fire response times to 3-4 minutes
- Routinely emphasize friendly “customer service” and image of City while patrolling
- Proactively enforce city ordinances, criminal statutes and Texas Transportation Code provisions
- Proactively identify visible Code of Ordinance violations, improve internal staff reporting, and effectively engage residents in order to achieve compliance of the Code of Ordinance
- Assess security implications of the Huntington path / gate to the San Antonio linear park
- Effectively communicate to citizens police security efforts in crime control measures and trends
- Continue fire safety measures / improvements by reducing the risk of a forest fire for all

municipal areas in coordination with the Texas A&M Forest Service

- Continue participating in the Bexar County Hazard Mitigation Plan. Consider joining the Bexar County inter-jurisdictional emergency management program allowing shared emergency management duties in a catastrophic event
- Annually reevaluate risk assessments for all departments

3. Preserve City property values, protect fiscal resources and maintain financial discipline

- Investigate revenue enhancement options
- Continue growth of the Tree Preservation & Beautification Fund
- Maintain the City's online financial transparency webpage (<https://shavano.org/finances>)
- Earn Government Finance Officers Association Budget Award
- Maintain Reserves in accordance with our Fund Balance Policy
- Ensure detailed accounting and records for both ARPA and Street Bond funds
- Complete water projects supported by the Bexar County ARPA ILA / Funds
- Revise City's current ladder investment strategy to react to market movement in order to capture available income, for both City's general investments and invested bond proceeds.

4. Maintain excellent infrastructure (buildings, streets and utilities)

- Implement 2023 Town Plan initiatives as appropriate
- Continue reconstruction of streets identified in Phase IA; identify and initiate repaving of additional Phase IA streets using 2022 Bond Funds
- Finalize Federal Funding agreements for DeZavala Road improvements; compete contract; and initiate construction
- Ensure the City IT infrastructure facilitates efficient work and communications and is hardened to cyber threats
- Pursue high speed internet opportunities for residential neighborhoods
- Consider options for using the remaining American Rescue Plan Act Funds
- Consider options for all Phases of the 25-30 year street restoration program, including analysis of core samples, pavement condition indices, etc., to develop typical pavement sections for a 'spec-based bid'
- Continue to implement asphalt preservation applications within Shavano Creek and major arterials; applications include crack seal to assist in maintaining pavement conditions
- Protect existing trees, landscaping, and grounds of the overflow City Hall Parking area, while streets and road construction crews use the area
- Maintain essential public water infrastructure to include a capital replacement program.
 - Continue to evaluate water system isolation valves and develop recommendations
 - Extend and reroute water mains and services in cul-de-sacs to prepare for street bond program

- Continue coordination with TxDOT city requirements for NW Military Hwy improvement project scheduled for 2021-23
- Complete a comprehensive water model to anticipate future water system capital requirements. Funding authorized under Bexar County Interlocal Agreement.
- Consider options for private office space for the Assistant City Manager
- Consider replacing existing window treatments with plantation shutters in Council Chambers conference room.

5. Enhance and support commercial business activities and opportunities

- Actively participate with City developers to shape and influence commercial activities that posture the City of Shavano Park for future success
- Continue to survey Shavano Park businesses concerning city support
- Continue to maintain an updated business directory supplement and include in the Shavano Park resident directory

6. Enhance the City Image while maintaining a rural atmosphere

- Emphasize friendly customer service and make opportunities to engage with public
- Continue Tree City USA recognition
- Continue and promote Firewise recognition; investigate additional muni-tract Firewise projects
- Maintain and promote National Wildlife Federation recognition as a Community Wildlife Habitat
- Continue to support the landscaping plan for the City Monument at City Hall and other city properties. Include City Hall marquee visibility assessment after completion of Northwest Military Highway expansion project.
- Northwest Military Highway Landscaping Committee to continue development of recommendations to improve natural aesthetics after reconstruction completion commensurate with the City's status as a 'Scenic City' and the related funding requirements for foliage replacement on NWM Highway
- Maintain the Lockhill Selma median
- Consider ~~building a splash pad play area~~ municipal tract enhancements to improve usability and resident enjoyment
- Continue to coordinate with Bitterblue, Inc. and TxDOT for completion of sidewalk / trail from NW Military Highway to link up with the Salado Creek Greenway Trail
- Support the City of San Antonio completion of sidewalks on the east side of Lockhill-Selma between DeZavala and Huebner
- Incremental improvements to the Cliffside trail accessibility and safety for pedestrians and cyclists; reduce rock obstacles at vicinity of the north-west trail turn

7. Promote effective communications and outreach with citizens

- Maintain and continue to improve the City Communications Plan
- Ensure timely communication to citizens and businesses on the progress of NW Military Highway / Phase IA and IB Street program construction and traffic control
- Conduct up to six City sponsored events (City-wide Garage Sale, Arbor / Earth Day, Independence Day, National Night Out, Trunk or Treat, Holiday Event)
- Support the City of Shavano Park celebration of Fiesta in coordination with Arbor / Earth Day with Fiesta Medals
- Maintain City website and evaluate additional website applications
- Conduct written engagements with Citizens (Water System, Town Plan, RR Stickers, Key Numbers, i-INFO)
- Continue to conduct website surveys
- Consider further implementation options for the 2023 Comprehensive Town Plan
- Improve outreach in order to grow the Neighborhood Watch Program

8. Mitigate storm water runoff

- Finalize federal funding, initiate construction on the DeZavala culvert and storm water drainage project
- Support the mitigation of stormwater problems throughout the City
- Continue to assess the previously approved Drainage Study for implementation opportunities
- Provide maintenance of our storm water system, including inlets and channels, ensuring proper drainage into our watersheds to include brush clearing projects
- Finalize the collaboration with TxDOT regarding Northwest Military Highway drainage improvements
- Continue engagement as an active participant with the Texas Water Development Board (TWDB) Region 12 San Antonio Regional Flood Planning Group
- Track the City's two remaining drainage projects for inclusion in the Region 12 Regional Flood Plan.
- Consider obtaining easements from current property owners for possible future drainage projects.

5.5 FY24 EXPENSES

Together We Can!



- Personnel – Dr. Werling’s compensation plan update recommended market adjustments in Police, Fire and Public Works as well as a 5% ECI adjustment and a 2.5% step increase.
- Employee Benefits – health insurance planned increase in City’s monthly contribution to \$745 from \$675 plus 50% of remaining dependent premium, small decrease in CY2024 TMRS rate, no change in worker’s compensation insurance rate
- Debt Service – total \$1,177,000 payments due on the four issues. City share of \$960,300; Water Utility share of \$216,700
- Street Bond Project – TBD’ed frpm Bond Proceeds
- Capital items – TBD’ed

Possible Expense Options

Together We Can!



• Health Insurance (\$675 to \$745 = \$70)	+ \$ 41,160	
• Vision / Dental (25% to 50%)	+ \$ 2,682	
• Health Insurance (25% Dependent)		+ \$ 17,267
• Health Insurance (50% Dependent)		+ \$ 17,267
		+ \$34,535
• Compensation #2	+ \$ 399,000	
• Compensation #3		+ \$ 341,000
• Compensation #4		+ \$ 305,000

Approx Increase #2	+ \$ 442,842
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Compensation #2A (w/50%)	RECOMMENDED	+ \$ 477,377
Compensation #3		+ \$ 384,842
Compensation #3A (w/50%)		+ \$ 419,377
Compensation #4		+ \$ 348,842
Compensation #4A (w/50%)		+ \$ 383,377

CITY COUNCIL STAFF SUMMARY

Meeting Date: July 24, 2023

Agenda item: 5.6

Prepared by: Brenda Morey

Reviewed by: Bill Hill

AGENDA ITEM DESCRIPTION:

Discussion / action - FY 2023-24 Budget Calendar – City Manager/ Finance Director

X

Attachments for Reference:

a) Proposed FY 2023-24 Budget Calendar

BACKGROUND / HISTORY: Staff drafted the FY 2023-24 Budget Calendar to allow Council and Staff to arrange their schedules for the required meetings over the next several months. Updates from prior staff summary are highlighted in **yellow**.

DISCUSSION: Attached is the Proposed FY 2023-24 Budget Calendar.

Council should consider the proposed budget calendar meeting schedule and provide guidance as necessary. Council has approved the dates for the first two budget workshops (June 6th at 12:00 pm and Monday, June 26th at 5:00 pm, prior to the regular June meeting).

At the June 6 budget workshop, Council provided consensus for a budget workshop to be held on Tuesday, July 11, 2023, at 5:30pm and for a Special Council meeting to be held on Thursday, August 3, 2023 at 5:30pm, where the City Manager will present his proposed FY2023-24 budget, with no Council action planned.

At the June 26th regular City Council meeting, Council approved the budget workshops scheduled for Tuesday, July 11, 2023 at 5:30pm and on Monday July 24, 2023 at 5:00pm (before the regular July City Council meeting). Council also advised staff that the meeting originally scheduled for Thursday, August 3, 2023 at 5:30pm was no longer feasible and that presenting the City Manager's proposed FY24 budget should be planned for either Tuesday, August 1 or Tuesday, August 8 at 5:30pm. After discussion between the City Manager and staff, and considering the tax rate calculation may not be received by August 1, staff is proposing the August 8, 2023 date for this meeting.

At the July 11 budget workshop, Council provided consensus for the August 8 Special Council meeting where the City Manager will present his proposed FY24 budget with no anticipated Council action. Council also provided guidance to move the regular August Council meeting from the 28th to the 15th to include discussing and taking a record vote on the tax rate ceiling. A budget

workshop will also be held that evening. With the regular August meeting moved to August 15, a budget workshop was tentatively planned for August 28th (If needed).

Prior to the first workshop, Staff will present to Council each Directorate's / Department's draft goals and objectives for the upcoming fiscal year. Some of these will be service related and some will be resources related. Critical objectives will be planned by staff to be fully funded in the budget. In a number of cases, the funding of other objectives (requirements) in the budget will be based upon the staff's ability to operate within the projected revenues. Thus, planned objectives may be deferred to future years.

This calendar provides for the City Council establishing overarching Goals and Objectives as you have in the past. Typically, the eight goals established in previous years do not vary significantly, but the objectives do change as priorities and requirements evolve and other objectives are accomplished. This is an important element of guidance provided to staff for the entire year, but also those objectives that require fiscal funding must be included in the budget.

Council assumptions developed early on assist staff in prioritizing and developing the budget. For example, an assumption may be that employee compensation wages may rise by 5% or that medical insurance costs may rise by 10%. The actual rates may not be determined until after the City Manager proposes the initial budget. Should Council want to lower the tax rate, the development of an assumed amount (target) would be helpful. The ability to do this ultimately comes down to balancing services and resource requirements with projected revenues.

Note: Staff intends to present the budget as early as possible. Considering the certified tax rolls are not provided to the City until approximately July 25th (last year the certified rolls were provided on July 25th) and the No-New-Revenue, Voter-Approval and Deminimis tax rates are not provided until after that date (City received calculations on July 29th) – presenting the record City Manager budget is scheduled for August 3rd.

Staff anticipates the requirement to approve the budget and tax rate at the normally scheduled City Council meeting on September 18th will meet the timetable from the Bexar County Tax Assessor's Office for timely preparation and mailing of the tax bills on October 1. This schedule anticipates scheduling a special City Council meeting on September 11th for the first reading of the budget/public hearing.

COURSES OF ACTION: 1.) Confirm the Special City Council meeting on Tuesday, August 8, 2023 at 5:30pm, where the City Manager will present his proposed FY24 budget, and the budget workshop/rescheduled Regular Council meeting on Tuesday, August 15, 2023 at 5:30pm which will include setting the tax rate ceiling for FY24.

- 2.) Look ahead to the budget workshop scheduled for August 28, 2023 at 5:00pm and to the Special City Council meeting scheduled for Monday, September 11, 2023 at 6:30 pm for the first reading of the budget/public hearing for possible schedule conflicts.
- 3.) Provide alternate dates/times.

FINANCIAL IMPACT: N/A

MOTION REQUESTED: N/A

CITY OF SHAVANO PARK

PROPOSED BUDGET CALENDAR FOR FY 2023-24

2023

*****Planning*****

20 - 28 April	Receive Preliminary Property Tax Report; pass to Council
1 – 12 May	Department Budget Meetings with General Fund Departments - FY 2023 -24 Goals, Objectives, Unfunded Requirements
Monday 8 May	Water Advisory Committee FY 2023-24 Goals and Objectives, Revenues

*****Preparation*****

Tuesday 6 June	Council Workshop 12:00 noon – Set Initial Goals, Objectives and Budget Guidance, review annual risk assessment – all departments
Monday 19 June	Water Advisory Committee Meeting / Budget Workshop (Expenses, G&O)
19-30 June	Prepare Revenues for Preliminary Budget
Monday 26 June	Council Workshop – Budget Basics, Staff Analysis of Council Objectives, Benefits Update, Long Term Financing Considerations (before regular City Council meeting – 5:00pm)
Monday 10 July	Water Advisory Committee Meeting - Recommendation of initial Water Utility Fund Budget
Tuesday 11 July	Budget Workshop 5:30pm – Capital Replacement, Compensation, Expense Estimates
Monday 24 July	Budget Workshop 5:00pm – Compensation and Benefits (before regular City Council meeting – 5:00pm)
25 July	Bexar County Appraisal District Provides Certified Tax Roll; pass to Council
~ July 25 - August 5	Bexar County Tax Assessor Collector Calculates & Provides No-New-Revenue, Voter-Approval and Deminimis Tax Rates
Tuesday 8 August	Special Council Meeting 5:30pm - <ul style="list-style-type: none"> - City Manager Submits Proposed FY 2023-24 Budget (No anticipated Council action) - Receive No-New-Revenue, Voter-Approval and Deminimis Tax Rate Calculations
Tuesday 15 August	Budget Workshop & Regular Special Council Meeting 5:30pm - <ul style="list-style-type: none"> - Discuss tax rate; if proposed tax rate will exceed the No-New-Revenue Rate, take record vote and schedule Public Hearing. (sets the tax rate ceiling)

*****Review*****

Monday 28 August	Budget Work Shop 5:00pm (if needed) / Regular Council Meeting
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Wednesday 23 August or
30 August

Publication - Notice of Budget Hearings

Wednesday, 30 August or
6 September

Publication - Notice of 2023 Tax Year Proposed Tax Rate (No-New-Revenue, Voter-Approval, Deminimis)

*******Public Adoption*******

Monday 11 September

Special Council Meeting 6:30pm –

- 1st Reading of Budget/Public Hearing
- Announce meeting to adopt tax rate.

Monday 18 September

Regular Council Meeting –

- 2nd Reading of Budget/Public Hearing
- Adopt Budget by Ordinance
- Levy Tax Rate by Resolution and take record vote