

CITY COUNCIL OF THE CITY OF SACHSE
MEETING MINUTES
SEPTEMBER 8, 2020

The City Council of the City of Sachse held a regular meeting on Tuesday, September 8, 2020, at 6:30 p.m. via virtual teleconference. Those present were Mayor Mike Felix, Mayor Pro Tem Michelle Howarth, Councilmembers Brett Franks, Paul Watkins, Chance Lindsey, Cullen King, and Jeff Bickerstaff; City Manager, Gina Nash; City Secretary, Michelle Lewis Sirianni; Parks and Recreation Director, Lance Whitworth; IT Manager, Danny Wheeler; Strategic Services Manager, Lauren Rose; Finance Director, Teresa Savage; Public Works and CIP Director, Corey Nesbit; Development Services Director, Matt Robinson; Economic Development Corporation CEO, Leslyn Blake; Human Resources Director, Melinda Walter; Fire Chief, Marty Wade, Fire Deputy Chief, Lee Richardson, and Police Chief, Bryan Sylvester.

Mayor Felix opened the workshop meeting at 6:31 p.m.

EXECUTIVE SESSION: The City Council shall convene into Executive Session pursuant to the Texas Government Code, Section §551.074: Personnel - regarding the annual review of the City Secretary.

At 6:31 p.m., the City Council recessed into Executive Session.

At 7:21 p.m., the City Council reconvened back into the workshop session.

ADJOURNMENT:

Mayor Felix adjourned the workshop at 7:21 p.m.

Mayor Felix opened the regular meeting at 7:21 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE TO U.S. AND STATE FLAGS:
Councilman King offered the invocation and Councilman Bickerstaff led the pledges.

MAYOR AND CITY COUNCIL ANNOUNCEMENTS REGARDING SPECIAL EVENTS:

Mayor Felix announced the X-treme Green Event being held Saturday, September 12 from 8:00 a.m. to 1:00 p.m.

CITIZEN INPUT:

No comments were received.

CONSENT AGENDA: All items listed on the Consent Agenda are considered routine and will be acted on by one motion, with no separate discussion of these items unless a City Councilmember or citizen so requests.

- 1. Approve the minutes of the August 17, 2020, combined meeting.**
- 2. Approve the minutes of the August 22, 2020, workshop meeting.**
- 2. Approve an Interlocal Agreement renewing the Food Establishment and Inspection and Environmental Health Services between Dallas County, on behalf of Dallas County Health and Human Services, and the City of Sachse.**
- 3. Accept the monthly revenue and expenditure report for the period ending July 31, 2020.**

Councilman Bickerstaff made a motion to approve the consent agenda items as presented. Councilman King seconded that motion and the motion was unanimously approved.

REGULAR AGENDA ITEMS:

Action as a result of Executive Session.

No action was taken.

Receive an update regarding actions taken by the City as a result of the COVID-19 pandemic and any future measures that may be necessary including city operations and facilities, public safety, financial employee impact, and the CARES Act.

Mrs. Nash stated Dallas County has notified cities that funding request submissions are now due to the County by October 31, 2020. This is to allow the County time to finalize all submissions prior to the November 30, 2020 funding return deadline. Due to the new Dallas County deadline, no new internal funding requests are being taken for City of Sachse projects.

Mrs. Nash also reviewed the assistance programs offered by each county. The Dallas County Emergency Business Assistance Program completed its third round of funding recently, while Collin County's program just launched on September 4.

Mrs. Nash also provided an update of the CARES Act projects in the City including the 5 Loaves community project, the City Hall building modification project, telecommuting enhancements, and public safety items. Staff will continue to work on items and monitor guidance with Dallas County.

Consider authorizing the City Manager to negotiate and execute a contract with Dude Solutions Inc. for land development permitting software (SmartGov) in an amount not to exceed seventy-one thousand, four hundred sixty-one dollars and forty-two cents (\$71,461.42).

Mr. Robinson stated the proposed software has been approved by Dallas County to be used as part of the CARES Act funding. The online permitting software has been evaluated and found to meet the needs of the City. The platform provides online processing, permitting, and payment for building and development projects. Mr. Robinson compared the existing manual system versus the proposed SmartGov software including new features and capabilities, as well as the availability of a mobile app to be downloaded and used. Staff is recommending approval.

The City Council discussed the costs associated with the software including the on-going subscription costs as well as the option to offset some of the costs by potentially increasing permitting fees.

Councilman Watkins made a motion to approve and authorize the City Manager to negotiate and execute a contract with Dude Solutions Inc. for land development permitting software (SmartGov) in an amount not to exceed seventy-one thousand, four hundred sixty-one dollars and forty-two cents (\$71,461.42). Councilman Franks seconded that motion and the motion was unanimously approved.

Consider authorizing the City Manager to negotiate and execute a contract with DataVox for replacement of existing and new additional camera and security badge access doors in an amount not to exceed two hundred and two thousand, four hundred and ninety-four dollars and sixty cents (\$202,494.60).

Mrs. Walter stated that contract tracing measures are an eligible spending category under the CARES Act guidelines. Mrs. Walter explained that cameras and badge readers can be used campus-wide to track the whereabouts of employees or residents who ultimately test positive for COVID-19. This would help staff understand the risk of exposure and know which areas to sanitize as a result of a positive COVID-19 encounter. Mrs. Walter outlined the cameras that would be replaced along with the areas for the badge readers. The project is being prepared for review with Dallas County for approval using CARES Act funds. Any portion not approved by Dallas County will not be completed. Staff is recommending approval.

Councilman Bickerstaff made a motion to approve and authorize the City Manager to negotiate and execute a contract with DataVox for replacement of existing and new additional camera and security badge access doors in an amount not to exceed two hundred and two thousand, four hundred and ninety-four dollars and sixty cents (\$202,494.60). Councilman Franks seconded that motion and the motion was unanimously approved.

Receive an annual update from Community Waste Disposal (CWD), the City's solid waste and recycling services provider.

Greg Roemer (President) and Jason Roemer (Sachse's Municipal Coordinator) with CWD provided an annual update to the City Council regarding services provided. They included a review of current residential services of trash pick-up, bulk and brush services, and recycling services. Data was provided on number of tons recycled, customer service inquiries, and reported driver incidents. CWD also continues to hold a spring and fall X-treme Green event(s) for Sachse residents along with other community partnerships, and there is an upcoming X-treme Green event

on Saturday, September 12, 2020. Other features offered by CWD include a mobile app for all customers to use, sponsorship of City/Chamber events, and collaborations with the City, including the creation of an interactive trash map that allows residents to check their collection schedules based on their addresses.

The City Council expressed their appreciation for their continued responsiveness to the residents regarding their services.

Consider approving and adopting a resolution amending the Master Fee Schedule by amending ambulance services, engineering, development services, fire hydrant meters, refuse services fees and water and wastewater fees and providing an effective date.

Mrs. Savage stated that the City received a rate adjustment from CWD that was not reflected at the last meeting regarding an update to the Master Fee Schedule. The proposed schedule reflects this new rate, which is a minimal increase.

Councilman King made a motion to approve a resolution amending the Master Fee Schedule by amending ambulance services, engineering, development services, fire hydrant meters, refuse services fees and water and wastewater fees and providing an effective date. Councilman Bickerstaff seconded that motion and the motion was unanimously approved.

Consider an ordinance authorizing certain budget amendments pertaining to the fiscal year 2019-2020 budget.

Mrs. Savage outlined the process and items within the General Fund, Impact Fee Fund, utility Fund, Street Maintenance Tax Fund, and Vehicle/Equipment Replacement Fund (VERF) for budget amendments for the 2019-2020 fiscal year. Staff is recommending approval.

Councilman Watkins made a motion to approve an ordinance authorizing certain budget amendments pertaining to the fiscal year 2019-2020 budget. Councilman King seconded that motion and the motion was unanimously approved.

Conduct a public hearing on the proposed 2020-2021 fiscal year budget.

Mrs. Savage stated since the tax rate is less than the no-new-revenue tax rate, only one public hearing is needed on the budget. This would fulfill the requirement prior to consideration of approval.

Mayor Felix opened the public hearing.

No comments were made. No comments were received in the chat feature of the Zoom call.

Mayor Felix closed the public hearing.

Consider an ordinance approving and adopting the budget for the fiscal year beginning October 1, 2020, and ending September 30, 2021.

Mrs. Savage stated the City Council has held the required public hearing and staff has published the required notices needed. This item is to adopt the next fiscal year budget.

Councilman Bickerstaff made a motion to approve an ordinance adopting the budget for the fiscal year beginning October 1, 2020, and ending September 30, 2021. Councilman King seconded that motion and the motion was unanimously approved.

Consider an ordinance levying ad valorem taxes for the year 2020 (Fiscal Year 2020-2021) at a rate of \$0.72 per one hundred dollars (\$100) assessed valuation on all taxable property within the corporate limits of the City of Sachse as of January 1, 2020.

Mrs. Savage stated this item is the final step in the process. The proposed tax rate is less than the no-new-revenue tax rate, therefore, no public hearing is required. Staff has published the required notice(s).

Councilman King made a motion to approve an ordinance levying ad valorem taxes for the year 2020 (Fiscal Year 2020-2021) at a rate of \$0.72 per one hundred dollars (\$100) assessed valuation on all taxable property within the corporate limits of the City of Sachse as of January 1, 2020. Councilman Watkins seconded that motion and the motion was unanimously approved.

Consider approving an amendment to the construction contract for the Southeast Sewer Lift Station project with Red River Construction Company in the amount not to exceed sixty-six thousand, nine hundred and ten dollars and ninety-eight cents (\$66,910.98) and authorizing the City Manager to execute such agreement.

Mr. Nesbit stated that there are several items in which changes were made to address the design and operational efficiency. These change orders corrected miscellaneous items that help to improve operations and monitoring of the new lift station, and are covered within the existing contingency allowance. A portion of these change orders is covered within the existing contingency allowance. The remaining amount is not covered and results in a contract increase as listed. Staff recommends approval.

Councilman Bickerstaff made a motion to approve an amendment to the construction contract for the Southeast Sewer Lift Station project with Red River Construction Company in the amount not to exceed sixty-six thousand, nine hundred and ten dollars and ninety-eight cents (\$66,910.98) and authorizing the City Manager to execute such agreement. Mayor Pro Tem Howarth seconded that motion and the motion was unanimously approved.

Consider the immediate replacement of two (2) LifePak15 cardiac monitors utilizing the Vehicle and Equipment Replacement Fund (VERF) in the amount of sixty-six thousand five hundred ninety-nine dollars and seventy-two cents (\$66,599.72).

Chief Wade stated that Sachse Fire-Rescue received notification that two of its LifePak15 cardiac monitors were on the list of equipment that would no longer be serviced due to specific replacement parts not being available on the market. These units were purchased in 2013. Not being able to receive maintenance or repair renders the units obsolete. While these units are still

operational at this time, there is an opportunity to trade them in. Trade-in value for both of the current units equals \$13,000.00. Staff is requesting the opportunity to trade them in before they are no longer usable and unable to be repaired. The remaining trade-in value of the current LifePaks would be applied toward the purchase of the two new LifePaks.

Councilman Bickerstaff asked what is the typical life expectancy of these monitors. Chief Wade replied eight (8) years.

Councilman Franks made a motion to approve the immediate replacement of two (2) LifePak15 cardiac monitors utilizing the Vehicle and Equipment Replacement Fund (VERF) in the amount of sixty-six thousand five hundred ninety-nine dollars and seventy-two cents (\$66,599.72). Councilman Lindsey seconded that motion and the motion was unanimously approved.

Consider a resolution accepting and approving a preliminary service and assessment plan and preliminary assessment rolls for the Sachse Public Improvement District No. 1 at the Station and call for a public hearing to be held during the Regular City Council Meeting on Monday, October 19, 2020, regarding the levy of assessments against property in such Public Improvement District.

Mrs. Nash stated staff is requesting this item and the following item on the agenda to be tabled to next regularly scheduled meeting on September 21, 2020. The City's bond counsel has requested further review with possible changes.

Councilman Bickerstaff made a motion to postpone to September 21, 2020 a resolution accepting and approving a preliminary service and assessment plan and preliminary assessment rolls for the Sachse Public Improvement District No. 1 at the Station and call for a public hearing to be held during the Regular City Council Meeting on Monday, October 19, 2020, regarding the levy of assessments against property in such Public Improvement District. Councilman Watkins seconded that motion and the motion was unanimously approved.

Consider a resolution accepting and approving a preliminary service and assessment plan and preliminary assessment rolls for the operation and maintenance of the Sachse Public Improvement District No. 1 at the Station and calling for a public hearing to be held during the Regular City Council Meeting on October 19, 2020, regarding the levy of operation and maintenance assessments against property in such Public Improvement District.

Councilman Bickerstaff made a motion to postpone to September 21, 2020 a resolution accepting and approving a preliminary service and assessment plan and preliminary assessment rolls for the operation and maintenance of the Sachse Public Improvement District No. 1 at the Station and calling for a public hearing to be held during the Regular City Council Meeting on October 19, 2020, regarding the levy of operation and maintenance assessments against property in such Public Improvement District. Councilman Watkins seconded that motion and the motion was unanimously approved.

Consider a resolution calling a public hearing for the Regular City Council Meeting on Monday, September 21, 2020, under Section 311.003 of the Texas Tax Code for the

amendment of Tax Increment Reinvestment Zone Number Two, City of Sachse, Texas, containing approximately 120 acres of land generally located north of President George Bush Turnpike and being wholly located within the corporate limits of the City of Sachse; and authorizing the issuance of notice by the City Secretary of the City of Sachse, Texas, regarding the public hearing.

Mrs. Nash stated this item is to authorize issuance of notice to hold a public hearing on September 21, 2020 to amend the boundaries of TIRZ Number Two for the land added (15 acres) to the Public Improvement District (PID). Mrs. Nash added that the addition of this land is contemplated in the Development Agreement between PMB and the City of Sachse.

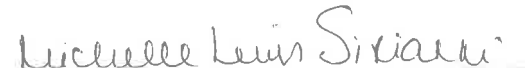
Mayor Pro Tem Howarth made a motion to approve a resolution calling a public hearing for the Regular City Council Meeting on Monday, September 21, 2020, under Section 311.003 of the Texas Tax Code for the amendment of Tax Increment Reinvestment Zone Number Two, City of Sachse, Texas, containing approximately 120 acres of land generally located north of President George Bush Turnpike and being wholly located within the corporate limits of the City of Sachse; and authorizing the issuance of notice by the City Secretary of the City of Sachse, Texas, regarding the public hearing. Councilman King seconded that motion and the motion was unanimously approved.

ADJOURNMENT:

Mayor Felix adjourned the meeting at 9:16 p.m.


MIKE J. FELIX, MAYOR

ATTEST:


Michelle Lewis Sirianni, City Secretary

