



**Monday, August 3, 2020
City Council Combined Meeting**

This meeting will begin at 6:00 p.m.

This meeting will be closed to in person attendance by the public.

A temporary suspension of the Open Meetings Act to allow telephone or videoconference public meetings has been granted by Governor Greg Abbott. These actions are being taken to mitigate the spread of COVID-19 by avoiding meetings that bring people into a group setting and in accordance with Section 418.016 of the Texas Government Code.

**Citizens may join the Zoom Meeting by logging on at: <https://us02web.zoom.us/j/84527490256>
Or Telephone: (Toll Free) 877-853-5247
Webinar ID: 845 2749 0256**

Members of the public who wish to submit their written comments on a listed agenda item must submit their comments by filling out the public meeting speaker form at: <http://www.cityofsachse.com/328/Agendas-Minutes-Videos> or by visiting the Agendas & Minutes button on the homepage of the City's website.

Comments must be received before 4:00 p.m. on Monday, August 3, 2020.

The City of Sachse reserves the right to reconvene, recess or realign the workshop meeting, regular meeting, called Executive Session or order of business at any time prior to adjournment.

As authorized by Section 551.071(2) of the Texas Government Code, these meetings may be convened into closed Executive Session at any time during the City Council workshop or regular meeting for the purpose of seeking confidential legal advice from the City Attorney on any workshop or regular meeting agenda item listed herein.

A. 6:00 PM WORKSHOP MEETING

1. Call to Order: The City Council of the City of Sachse will hold a Workshop Meeting on Monday, August 3, 2020 at 6:00 p.m. to consider the following items of business:
2. Discuss the preliminary 2020-2021 Fiscal Year Budget.
3. Discussion of City Council meeting agenda items.
4. Adjournment.

B. 6:30 PM REGULAR MEETING

1. Call to Order: The City Council of the City of Sachse will hold a Regular Meeting on Monday, August 3, 2020 at 6:30 p.m. to consider the following items of business:
2. Invocation and Pledges of Allegiance.

C. Special Announcements

1. Mayor and City Council announcements regarding special events, current activities, and local achievements.

D. Citizen Input

1. Citizen Input: We request citizens wishing to use the chat function state their name, address, and question for the record. However, if your remarks pertain to a specific agenda item, please hold them until that item, at which time the Mayor may solicit your comments using the chat function. Time limit is 3 minutes per speaker. The City Council is prohibited by state law from discussing any item not posted on the agenda according to the Texas Open Meetings Act, but may take them under advisement. Issues raised may be referred to City Staff for research and possible future action.

E. Consent Agenda - All items listed on the consent agenda will be considered by the City Council and will be enacted on by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests.

1. Approve the minutes of the July 20, 2020, combined meeting.
2. Approve the minutes of the July 27, 2020, workshop meeting.
3. Approve an ordinance ordering a General Election to be held on the 3rd day of November, 2020, in the City of Sachse for the purpose of electing a Councilmember Place 3 and Councilmember Place 4; Designating location of polling place; Ordering notice of election to be given as prescribed by law; and, authorizing joint agreements with Dallas County and Collin County.
4. Accept the monthly revenue and expenditure report for the period ending June 30, 2020.
5. Approve the Consent Agenda Items as presented.

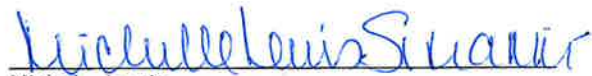
F. Regular Agenda Items

1. Receive an update from HUB International, the City's benefits consultant, regarding the City's current claims status.
2. Consider appointments to the City's boards and commissions including the Planning and Zoning Commission, the Sachse Economic Development Corporation, the Board of Adjustments, the Municipal Development District, the Library Board, the Parks and Recreation Board, the Animal Shelter Board, and the Tax Increment Financing Board #1.
3. Consider authorizing the City Manager to negotiate and enter into a contract in the amount not to exceed one-hundred fifty thousand dollars and zero cents (\$150,000.00) with McMahon Contracting L.P. for concrete improvement projects.
4. 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.
5. Receive an update on the use of CARES Act funds to complete building modifications to City Hall to help mitigate the spread of COVID-19.

G. Regular Meeting Closing

1. Adjournment.

I, the undersigned authority, do hereby certify that this notice of meeting was posted in accordance with the regulations of the Texas Open Meetings Act and was posted on the bulletin board, an accessible location at Sachse City Hall.



Michelle Lewis Sirianni, City Secretary

Accommodation requests for persons with disabilities should be made at least 48 hours prior to the meeting by contacting Lauren Rose, ADA Coordinator, via phone at 972.429.4770, via email at lrose@cityofsachse.com, or by appointment at 3815 Sachse Road, Building B, Sachse, Texas 75048.

**Agenda Item Details**

Meeting	Aug 03, 2020 - City Council Combined Meeting
Category	A. 6:00 PM WORKSHOP MEETING
Subject	2. Discuss the preliminary 2020-2021 Fiscal Year Budget.
Access	Public
Type	Discussion, Information
Goals	Be a model of financial stewardship through growth management, responsible investment, and financial transparency.

Public Content

Note: The budget for the upcoming fiscal year is in draft form and is considered a working document.

Presentation Budget Workshop.pdf (343 KB)

CITY OF SACHSE 2020-2021 BUDGET

CITY COUNCIL WORKSHOP

AUGUST 3, 2020



WORKSHOP AGENDA

- BUDGET CALENDAR
- FUNDS
 - General
 - Utility
 - Debt Service
 - SEDC
 - Vehicle/Equipment Replacement
- BASE BUDGET
OVERVIEW/SUMMARIES
- COMPENSATION
- STRATEGIC PLANNING
- SUPPLEMENTAL REQUESTS
- SUMMARY

Budget Calendar thru 9/8/2020

August 3	Dallas County submits completed No-New-Revenue and Voter-Approval Tax Rate worksheets to entities
August 3	City Council Meeting—Budget workshop
August 17	City Council Meeting— City Manager presents budget to Council; schedule public hearings on tax rate and budget (only one required); record vote; discuss budget, capital budget and tax rate
August 20	SEDC Board Meeting—approve final budget
August 22	City Council Retreat
August 24	Post the “Notice of Public Hearing” and “Explanation of Tax Rates” on City website
August 27	Publish the “Notice of Public Hearing”
September 8	Special City Council meeting; hold public hearings on budget and tax rate; adopt budget; ratify tax rate in the budget; adopt tax rate

BASE BUDGETS



GENERAL FUND ASSUMPTIONS

- Estimated certified value \$2.59 billion
- Tax rate - ???
- Property Tax Revenue- 3.4% over FY 2020
- 99% collection rate
- Health insurance contribution rate level
- Conservative revenue projections-sales tax, franchise, permit revenues

GENERAL FUND REVENUE

CATEGORY	2019-2020 ADOPTED BUDGET	2020-2021 PRELIMINARY BUDGET	CHANGE
Property Taxes	\$12,586,210	\$13,170,000	\$583,790
Sales Tax	\$1,633,000	1,700,000	67,000
Franchise	1,809,027	1,847,825	38,798
Licenses/Permits	579,500	621,000	41,500
Fees	833,000	916,500	83,500
Court Fines	250,000	250,000	-
Interest	100,000	50,000	-50,000
Allocated Overhead	1,363,897	1,443,819	79,922
Other Revenue	432,853	402,218	-30,635
TOTAL	\$19,587,487	\$20,401,362	\$813,875

DEPARTMENTAL SUMMARY

DEPARTMENT	2019-2020 ADOPTED BUDGET	2020-2021 PRELIMINARY BUDGET	CHANGE
City Manager	\$752,099	\$751,652	\$-447
City Secretary	192,702	206,589	13,887
Human Resources	393,974	385,002	-8,972
Finance	684,177	693,632	9,455
Municipal Court	242,307	239,788	-2,519
Parks	889,139	1,003,642	114,503
Senior Center	175,778	145,929	-29,849
Library	520,532	511,078	-9,454
Development Services	721,743	742,297	20,554

DEPARTMENTAL SUMMARY

DEPARTMENT	2019-2020 ADOPTED BUDGET	2020-2021 PRELIMINARY BUDGET	CHANGE
Streets	\$2,279,892	\$1,385,972	\$-893,920
Facilities Maintenance	568,276	524,941	-43,335
Police	5,436,091	5,452,585	16,494
Animal Services	236,067	238,376	2,309
Fire/EMS	4,541,005	4,431,275	-109,730
Combined Services	407,310	422,652	15,342
Recreation	433,578	383,458	-50,120
Engineering	347,000	364,056	17,056
Information Technology	741,473	742,782	1,309
TOTAL	\$19,563,143	\$18,625,706	\$-937,437

GENERAL FUND SUMMARY

CATEGORY	2019-2020 ADOPTED BUDGET	2020-2021 PRELIMINARY BUDGET	CHANGE
Revenue	\$19,587,487	\$20,401,362	\$813,875
Operating Expenses	19,563,143	18,625,706	-937,437
Surplus	\$24,344	\$1,775,656	\$1,751,312

UTILITY FUND ASSUMPTIONS

- Water rates effective 4/1/2019—no change
- Sewer rates—5% increase effective October 1
- North Texas wholesale rates increase by 3%
- Garland sewer treatment rates increase by 0%

UTILITY FUND REVENUE

CATEGORY	2019-2020 ADOPTED BUDGET	2020-2021 PRELIMINARY BUDGET	CHANGE
Water Revenue	\$6,945,622	\$7,460,000	\$514,378
Sewer Revenue	4,790,920	5,197,500	406,580
Drainage Revenue	210,000	210,000	0
Fees	164,500	165,700	1,200
Interest	150,000	60,000	-90,000
TOTAL	\$12,261,042	\$13,093,200	\$832,158

DEPARTMENTAL SUMMARY

DEPARTMENT	2019-2020 ADOPTED BUDGET	2020-2021 PRELIMINARY BUDGET	CHANGE
Utility Administration	\$430,387	\$439,979	\$9,592
Water Operations	6,206,956	6,468,108	261,152
Sewer Operations	4,105,115	4,209,382	104,267
Drainage	100,000	250,000	150,000
TOTAL	\$10,842,458	\$11,367,469	\$525,011

UTILITY FUND SUMMARY

CATEGORY	2019-2020 ADOPTED BUDGET	2020-2021 PRELIMINARY BUDGET	CHANGE
Revenue	\$12,261,042	\$13,093,200	\$832,158
Operating Expenses	10,842,458	11,367,469	525,011
Available	\$1,418,584	\$1,725,731	\$307,147

DEBT SERVICE ASSUMPTIONS

- No change in tax rate—0.194207
- Issuance of \$3 million in tax notes with accelerated amortization
- Estimated certified values of \$2.59 billion

DEBT SERVICE SUMMARY

CATEGORY	2019-2020 ADOPTED BUDGET	2020-2021 PRELIMINARY BUDGET	CHANGE
Revenue	\$4,721,027	\$5,068,257	\$347,230
Debt Service Payments	4,816,070	5,042,217	226,147
Available	\$-95,043	\$26,040	\$121,083

SACHSE ECONOMIC DEVELOPMENT CORPORATION SUMMARY

CATEGORY	2019-2020 ADOPTED BUDGET	2020-2021 PRELIMINARY BUDGET	CHANGE
Revenue	\$791,500	\$855,000	\$63,500
Operating Expenses	808,349	824,909	16,560
Surplus	\$-16,849	\$30,091	\$46,940

VERF ASSUMPTIONS

- 4-Year “catch-up” period was completed in FY 2020
- Most departments have a decrease in calculated contribution for FY 2021
- New equipment has been added to some departments that was not in initial calculations
 - Facilities Maintenance—generators
- IT was added to VERF in FY 2020, so they are still in “catch-up” period
- Fire Department—savings from end of “catch-up” period partially added back to begin calculating for future replacement of large apparatus

VERF ALLOCATIONS

DEPARTMENT	2019-2020 ADOPTED BUDGET	2020-2021 PRELIMINARY BUDGET	CHANGE
City Manager (Code)	\$12,700	\$5,610	\$-7,090
Park	71,236	36,783	-34,453
Senior Center	28,080	8,800	-19,280
Development Services	25,425	11,200	-14,225
Streets	108,823	39,800	-69,023
Facilities Maintenance	61,944	38,208	-23,736
Police	159,342	126,000	-33,342
Animal Services	8,150	5,900	-2,250
Fire/EMS	203,985	189,100	-14,885

VERF ALLOCATIONS

DEPARTMENT	2019-2020 ADOPTED BUDGET	2020-2021 PRELIMINARY BUDGET	CHANGE
Recreation	\$0	\$6,167	\$6,167
Engineering	3,375	7,465	4,090
Information Technology	75,000	80,000	5,000
TOTAL	\$758,060	\$555,033	\$-203,027

VERF EXPENDITURES

DEPARTMENT	2019-2020 ADOPTED BUDGET	2019-2020 PRELIMINARY BUDGET	CHANGE
Park	27,000	\$120,000	\$93,000
Police	146,342	83,390	-62,952
Fire/EMS	211,722	0	-211,722
Information Technology	35,000	57,956	22,956
TOTAL	\$424,054	\$261,346	\$-158,718

VERF SUMMARY

Fund Balance 9/30/2019	\$788,339
2020 Income	816,451
2020 Estimated Expenditures	-819,282
Estimated Balance 9/30/2020	785,508
FY 2020-2021 Departmental Allocations	555,033
FY 2020-2021 Budget Requests	\$-261,346
Projected Ending Balance	\$1,079,195

COMPENSATION UPDATE



Compensation

- FY 17-18 Philosophy was adopted to conduct bi-annual market reviews with public safety and general employee job groups alternating years. Public safety market data calculated and partially implemented
 - Sworn public safety employees received a market adjustment. COLA increases awarded to employees
- FY 18-19 General employee job groups market data evaluated. No market adjustments implemented. COLA increases awarded to employees
- FY 19-20 Sworn public safety and maintenance techs received market adjustments. COLA increases awarded to employees
- FY 20-21 Dispatch market data was evaluated due to recruitment challenges
- Turnover is monitored and has been consistently within recommended standards for the past four years

Compensation-Market Cities

- Reminder: The City Council approved the reduction and recalibration of the market comparator cities in 2019
- The updated list of market cities include:
 - Allen Richardson
 - Colleyville Rockwall
 - Coppell Rowlett
 - Garland Wylie
 - Little Elm
 - Murphy
 - Prosper

Compensation



Dispatch Strategy

- Dispatch currently has three vacancies and experiences significant issues with recruitment and attracting qualified candidates
- Staff has found that these vacancies are difficult to fill due to the increasingly competitive compensation market throughout the Metroplex

Sachse Fire-Rescue Strategy

- Sachse Fire-Rescue is requesting to reclassify three firefighter positions into three fire driver/engineer (FDE) positions
 - This allows for more depth to a future candidate pool to later reclassify three FDE positions into lieutenant positions at Station 2
- Currently there is one Fire Lieutenant per shift assigned to fire station 1 that is responsible for both fire stations

Before and After Market Implementation for Dispatch

Current Market Ranking

City	Position Match	Ranking
Richardson	Public Safety Tel-911	1
Wylie	Communications	2
Allen	Police, Fire, EMS	3
Prosper	Dispatcher	4
Rowlett	Communications	5
Murphy	Communications	6
Rockwall	Communications	7
Sachse	Police Dispatcher	8
Colleyville	No match - Call	
Coppell	No match - Call	
Garland	No match - Multilevel	
Little Elm	No match - County	

Anticipated Ranking after Implementation

City	Position Match	Ranking
Richardson	Public Safety Tel-911	1
Wylie	Communications	2
Allen	Police, Fire, EMS	3
Prosper	Dispatcher	5
Sachse	Police Dispatcher	5
Rowlett	Communications	6
Murphy	Communications	7
Rockwall	Communications	8
Colleyville	No match - Call	
Coppell	No match - Call	
Garland	No match - Multilevel	
Little Elm	No match - County	

Compensation Recommendations

- Dispatcher: 12.5% market increase effective October 2020 + 3% COLA increase effective April 2021
- Sworn Public Safety: 1 step increase effective April 2021
- General Employees: 3% COLA increase effective April 2021
- Sworn Public Safety/General Employees (topped out of pay range): 1% of annual pay - lump sum effective April 2021

STRATEGIC PLAN SUPPLEMENTAL REQUESTS



STRATEGIC PLAN

1. Public Safety

- Extend contract cleaning of facilities in response to COVID-19
- Mid-year reclassification of Firefighter/Paramedics to Driver/Engineer
- Upgrade outdoor warning sirens
- Dispatch salary market adjustments

2. Infrastructure

- Supplemental street and alley repair options
- Institute mud-jacking program for street repairs
- Generator maintenance upgrade

STRATEGIC PLAN

- 3. Financial Stewardship
 - Budget automation software
- 4. Quality of Life
 - Outdoor warning sirens
- 5. Governmental Services
 - Compensation

GENERAL FUND SUPPLEMENTAL

DEPARTMENT	DESCRIPTION	REQUESTED	RECOMMENDED
Combined	Compensation proposal (effective mid-year)	\$172,175	\$172,175
Finance	Budget automation software	17,000	17,000
Senior Center	Part-time Recreation Aide	15,442	-
Streets	Mud-jacking program	50,000	50,000
Facilities Maintenance	Contact cleaning services	22,807	22,807
Facilities Maintenance	Enhanced generator maintenance	11,150	11,150
Police	Market adjustment for dispatch salaries	71,244	71,244
Fire	Medical CE replacement	8,066	8,066
Fire	Reclassify FF/PM to Driver/Engineer	24,957	24,957
Fire	Enhanced EMS education	10,000	0
Fire	Fire prevention education	3,000	0

GENERAL FUND SUPPLEMENTAL

DEPARTMENT	DESCRIPTION	REQUESTED	RECOMMENDED
Fire	Safe community program	\$119,700	0
Fire	Outdoor warning sirens	94,054	94,054
	TOTAL	\$619,595	\$471,463
	Available for Funding-Base Budget	\$1,775,656	\$1,775,656
	Available for Capital Projects	\$1,156,061	\$1,304,193

SUPPLEMENTAL STREET PROJECTS

Salmon Estates Package-Option #1

•William Street from Bryan to Jewel	\$420,000
•West Jewel Street from Salmon to Seventh	\$450,000
•Seventh from Boone to Salmon	\$420,000
•Missouri and William Street Alleys	\$140,000
TOTAL	\$1,430,000

***Complete Reconstruction with sidewalks**



SUPPLEMENTAL STREET PROJECTS

Overlay Package-Option #2

•Anthony Lane	\$230,000
•West Creek Lane from Sachse Road to transition	\$120,000
•Coral Lane from Sable to Williford	\$80,000
TOTAL	\$430,000

***Future funding for Sachse Road Overlay project will be addressed with Dallas County participation, possible Fund Balance transfers or Street Maintenance Tax funds**



SUPPLEMENTAL STREET PROJECTS

Alley Package-Option #3

•Gatewood Court	\$145,000
•Hunters Ridge Drive/Maple Shade Avenue	\$94,000
•Tina Street	\$100,000
•Missouri/William Street	\$140,000
•Jewel Street	\$193,000
TOTAL	\$672,000

SUPPLEMENTAL STREET PROJECTS

Signal Package-Option #4

•Woodbridge/Cody	\$400,000
•Dewitt/Ranch	\$400,000
•Ingram/Dewitt	\$400,000
Estimated Cost (Design and Construction)	\$1,300,000
Additional Collin County Funding	\$154,605
Current Funding Available	\$450,000
NET TOTAL	\$695,395

Staff Recommendations

- Staff's recommended projects are shown based upon a review of the current Capital Improvement Plan list, review of available funding sources, and assessments of paving conditions
- Staff recommends selecting the alley and signal packages to be included in the funding from the General Fund Supplemental, with remaining funding to be transferred from Fund Balance if necessary
 - \$672,000 Alleys
 - \$695,395 Signals
 - Total: \$1,367,395
 - Available: \$1,304,193
- Other funding for projects may be done in combination of Street Maintenance Tax, Fund Balance and Roadway Impact Fees, as appropriate. The 2021 Capital Projects list will be discussed with the Proposed Budget on August 17

UTILITY FUND SUPPLEMENTAL

DEPARTMENT	DESCRIPTION	REQUESTED	RECOMMENDED
Combined	Compensation proposal (mid-year)	\$13,029	\$13,029
Water Operations	2021 Ford F250 Super Cab	35,115	35,115
Water Operations	2021 Ford F250 Super Cab	35,115	35,115
Sewer Operations	2020 John Deere 310L Backhoe	85,085	85,085
	TOTAL	\$168,344	\$168,344
	Available for Funding-Base Budget	\$1,725,731	\$1,725,731
	Available for Capital/Maintenance Projects	\$1,557,387	\$1,557,387

VERF REQUESTS

DEPARTMENT	DESCRIPTION	REQUESTED	RECOMMENDED
Park	Replace New Holland Tractor	43,000	43,000
Park	Replace Irrigation Truck	47,000	47,000
Park	Replace 2010 Mule	10,000	10,000
Park	Replace Toro Z Mower	10,000	10,000
Park	Replace 2011 Mule	10,000	10,000
Police	2021 Ford Police Interceptor Units-2	79,400	79,400
Police	Taser Annual Payment	3,990	3,990
IT	Lease Payment Phase 1 Replacement Program	37,956	37,956
IT	Est. Additional Payment Phase 2 Replacements	20,000	20,000
TOTAL		\$261,346	\$261,346

SUMMARY



GENERAL FUND BALANCE

FISCAL YEAR	UNRESERVED FUND BALANCE	PERCENT OF OPERATING EXPENSE
2011	3,194,885	30%
2012	3,490,845	34%
2013	4,631,243	41%
2014	5,568,904	54%
2015	6,546,528	53%
2016	7,723,757	51%
2017	8,829,452	59%
2018	8,663,617	55%
2019	10,355,357	63%
2020-estimated	10,379,701	53%
2021-estimated	10,379,701	56%

GENERAL FUND SUMMARY

CATEGORY	2020-2021 PRELIMINARY BUDGET
Revenue	\$20,401,362
Operating Expenses-Base Budget	18,625,706
Surplus	1,775,656
Recommended Supplemental Requests	471,463
Available for Capital Projects	\$1,304,193

UTILITY FUND SUMMARY

CATEGORY	2020-2021 PRELIMINARY BUDGET
Revenue	\$13,093,200
Operating Expenses-Base Budget	11,367,469
Surplus	1,725,731
Recommended Supplemental Requests	168,344
Available for Capital/Maintenance Projects	\$1,557,387

**Agenda Item Details**

Meeting	Aug 03, 2020 - City Council Combined Meeting
Category	E. Consent Agenda - All items listed on the consent agenda will be considered by the City Council and will be enacted on by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests.
Subject	1. Approve the minutes of the July 20, 2020, combined meeting.
Access	Public
Type	Action (Consent), Minutes
Recommended Action	Approve as presented.
Minutes	View Minutes for Jul 20, 2020 - City Council Combined Meeting

Public Content**BACKGROUND**

Minutes of the July 20, 2020, combined meeting.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Approve the minutes of the July 20, 2020, combined meeting.

[07.20.20 Minutes.pdf \(55 KB\)](#)

All items listed on the consent agenda will be considered by the City Council and will be enacted on by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests.

CITY COUNCIL OF THE CITY OF SACHSE

MEETING MINUTES

JULY 20, 2020

The City Council of the City of Sachse held a regular meeting on Monday, July 20, 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.

LONG-RANGE FINANCIAL UPDATE: Receive an update on the City's long-range financial condition.

Mrs. Savage presented an update of the long-range financials that included updates for the General and Utility Fund (year-to-date), projections, balance analysis, assessed property values, sales tax receipts and history, debt capacity and service payments, and capital funding sources.

No questions or comments were made by the City Council.

ADJOURNMENT:

Mayor Felix adjourned the workshop at 6:54 p.m.

Mayor Felix opened the regular meeting at 7:01 p.m.

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

MAYOR AND CITY COUNCIL ANNOUNCEMENTS REGARDING SPECIAL EVENTS:

Councilman King stated the Animal Shelter is closed to the public, but residents may schedule an appointment to visit the shelter.

CITIZEN INPUT:

Mayor Felix read the following comments that were accompanied by photos received for Citizen Input into the record:

Matthew Holboke, 511 Oakridge Circle, asked

“If this is the State of Texas, then this must be Rhode Island. This one must be Crater Lake. (Does the City need some marking paint because y’all do not seem to have enough.) And keeping with the geographical theme y’all seem to be ignoring. I call these the Palo Duro Canyon and the Grand Canyon. For a City that likes to use Prosper, Murphy, Allen, Colleyville, and Wylie as examples (Bulk Trask Policy), when it comes to road maintenance, you act like Escobares, Texas (Google it, I did). It is beyond the capabilities of City Hall to get a backhoe (I know you have one) and order some hot mix (You have a dump truck seen it too) and start fixing these spots? I have been told that I need to have some patience that these things take time. This portion of Sachse Road has been falling apart for at least two years. Why things must get this bad on a semi major east west arterial roadway is a discussion for another day. I am requesting that someone from City Hall stand up and say when meaningful rehab work on this road will occur. By this I mean a date. Thank you.”

Mrs. Nash replied that the City has been working with Dallas County, but the funds are not available until October 2020, and the City will be trying to get the project set up with the county at the beginning of the new fiscal year.

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 June 15, 2020, combined meeting.**
- 2. Approve an ordinance abandoning two portions of the street rights-of-way of Pleasant Valley Road with the first portion consisting of ± 0.052 of an acre of land and the second portion consisting of ± 0.232 of an acre of land, generally located west of Merritt Road and between President George Bush Turnpike frontage road and future The Station Boulevard.**
- 3. Accept the monthly revenue and expenditure report for the period ending May 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:

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 presented an update that included how the CARES Act is being funded by the counties and how the money may be used by the City. The City currently has a team that meets

to review the schedule and guidance received by the counties. The City received a detailed request from 5 Loaves, which is currently being reviewed and prepared for a formal funding request from Dallas County. Once staff receives input from the County on what can and cannot be done, staff will bring the item back to Council for final review. Staff proposed a building modification plan that uses CARES Act funds to convert the bank of cubicles on the second floor of City Hall into offices and make modifications on the first floor under the COVID-19 mitigation eligible expense category. This request was reviewed and approved by Dallas County. The City is currently soliciting bids and will bring back to award the project in August.

Shifting towards a discussion of COVID-19 operations, Mrs. Nash outlined measures put in place citywide and explained the robust cleaning and sanitizing taking place. Mrs. Nash stated they continue to monitor the status of cases and evaluate options relative to City operations. In particular, Mrs. Nash requested feedback from the Council regarding their expectations of City operations in the midst of the COVID-19 situation.

The City Council discussed their concerns about staying open versus closing facilities including staff health, being able to provide services to citizens who do not have online capabilities, and how the day care facilities and opening of schools will impact staff. The City Council indicated they trust the City Manager to make these decisions.

Consider authorizing the City Manager to execute a Letter of Intent with Dallas County to participate in its Emergency Business Assistance Program (EBAP).

Mrs. Rose provided background information for this lottery-based system open to businesses in Dallas County. The County recently authorized an additional \$30 million of its own CARES Act funds to go into the second round of funds and has released a final opportunity for cities to participate in the process. In this final round, cities can invest a portion of the CARES Act funding they received to businesses within their communities that applied for assistance but were not selected to receive funding through the lottery-based system. The opt-in cities must also contribute a 7% administrative fee for this program. Mrs. Rose outlined the program and eligibility requirements and explained that it will be facilitated by a third-party company hired by Dallas County. Staff are seeking feedback on whether the City Council would like to opt-in to this round of funding for those not selected in the first round. Staff recommended funding of no more than \$100,000.00 for the program because of the amount of businesses that applied and because of the presence of the EDC small business assistance program.

The City Council discussed the distribution of the CARES Act funds, the number of businesses in the first round that applied versus selected, and the recent Sachse EDC grant that awarded funds to Sachse businesses and its guidelines along with possibly revisiting the program. Concerns were expressed in regards to not knowing how many businesses will be helped or having enough data to know end results.

Councilman King made a motion to approve authorizing the City Manager to execute a Letter of Intent with Dallas County to participate in its Emergency Business Assistance Program (EBAP) in the amount of \$100,000.00. Councilman Watkins seconded that motion. The motion passed with a vote of 5-2 with Councilman Bickerstaff and Councilman Franks voting 'no'.

Consider authorizing the City Manager to execute a Second Amendment to the Development Agreement by and between PMB Station Developer, LLC and the City of Sachse for The Station.

Mrs. Nash stated this amendment authorizes a specific use (Extreme Sandbox) as part of the development of The Station. The agreement acknowledges that certain requirements within the First Amendment to the Development Agreement have been met relative to the acquisition of Bunker Hill Central right-of-way. Staff recommended approval.

Councilman King made a motion to approve authorizing the City Manager to execute a Second Amendment to the Development Agreement by and between PMB Station Developer, LLC and the City of Sachse for The Station. Councilman Lindsey seconded that motion and the motion was unanimously approved.

Consider authorizing the City Manager to execute a Purchase and Sale Agreement with Batsu Enterprises to purchase right-of-way for a segment of the future Bunker Hill Road.

Mrs. Nash stated this item would acquire the necessary right-of-way needed to develop future segments of Bunker Hill Road.

Councilman Watkins made a motion to approve authorizing the City Manager to execute a Purchase and Sale Agreement with Batsu Enterprises to purchase right-of-way for a segment of the future Bunker Hill Road. Councilman King seconded that motion and the motion was unanimously approved.

Consider authorizing the City Manager to negotiate and execute a Public Improvement District Reimbursement Agreement with PMB Station Developers related to The Station project.

Mrs. Nash stated the proposed agreement sets out the terms by which PMB will be reimbursed its costs for the design and construction of certain Public Improvement District projects.

Councilman Bickerstaff made a motion to approve authorizing the City Manager to negotiate and execute a Public Improvement District Reimbursement Agreement with PMB Station Developers related to The Station project. Mayor Pro Tem Howarth seconded that motion and the motion was unanimously approved.

Consider, discuss and act on a proposed boundary adjustment agreement made by and between the City of Sachse, Texas and the City of Murphy, Texas for the common boundary along the Maxwell Creek Road / McCreary Road right-of-way.

Mr. Robinson stated currently the City of Sachse lift station is located within the City of Murphy's City limits along a common shared boundary. The boundary line along Maxwell Creek Road/McCreary Road also creates maintenance and enforcement issues as the boundary does not follow the right-of-way. Mr. Robinson indicated that the City of Murphy will be acting on this item within the next day. Both cities have met and agreed on the boundary to re-align with city limits.

Councilman Lindsey made a motion to approve a boundary adjustment agreement made by and between the City of Sachse, Texas and the City of Murphy, Texas for the common boundary along the Maxwell Creek Road / McCreary Road right-of-way. Councilman Watkins seconded the motion and the motion was unanimously approved.

ADJOURNMENT:

Mayor Felix adjourned the meeting at 8:29 p.m.

MIKE J. FELIX, MAYOR

ATTEST:

Michelle Lewis Sirianni, City Secretary

**Agenda Item Details**

Meeting	Aug 03, 2020 - City Council Combined Meeting
Category	E. Consent Agenda - All items listed on the consent agenda will be considered by the City Council and will be enacted on by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests.
Subject	2. Approve the minutes of the July 27, 2020, workshop meeting.
Access	Public
Type	Action (Consent)
Recommended Action	Approve as presented.

Public Content**BACKGROUND**

Minutes of the July 27, 2020, workshop meeting.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Approve the minutes of the July 27, 2020, workshop meeting.

07.27.20 Minutes Workshop.pdf (31 KB)

All items listed on the consent agenda will be considered by the City Council and will be enacted on by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests.

CITY COUNCIL OF THE CITY OF SACHSE
WORKSHOP MEETING MINUTES
JULY 27, 2020

The City Council of the City of Sachse held a workshop meeting on Monday, July 27, 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, and City Secretary, Michelle Lewis Sirianni.

Mayor Felix opened the workshop meeting at 6:30 p.m.

BOARD/COMMISSION INTERVIEWS: Conduct interviews for the Sachse Boards and Commissions including the Animal Shelter Board, Board of Adjustments, Economic Development Corporation, Library Board, Parks and Recreation Board, Planning and Zoning Commission, and the Tax Increment Financing (TIF) Board #1.

The City Council interviewed candidates wishing to serve on a City board or commission.

The City Council discussed the number of individuals needed to fill the vacancies on each board or commission with appointments to be made at the next regular meeting on August 3.

ADJOURNMENT:

Mayor Felix adjourned the workshop at 8:36 p.m.

MIKE J. FELIX, MAYOR

ATTEST:

Michelle Lewis Sirianni, City Secretary



Agenda Item Details

Meeting	Aug 03, 2020 - City Council Combined Meeting
Category	E. Consent Agenda - All items listed on the consent agenda will be considered by the City Council and will be enacted on by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests.
Subject	3. Approve an ordinance ordering a General Election to be held on the 3rd day of November, 2020, in the City of Sachse for the purpose of electing a Councilmember Place 3 and Councilmember Place 4; Designating location of polling place; Ordering notice of election to be given as prescribed by law; and, authorizing joint agreements with Dallas County and Collin County.
Access	Public
Type	Action (Consent)
Budgeted	Yes
Budget Source	Elections
Recommended Action	Approve as presented.

Public Content

BACKGROUND

On March 13, 2020, the Governor of Texas certified that the novel coronavirus (COVID-19) posed an imminent threat of disaster and declared a state of disaster for all counties in Texas. On March 18, 2020, the Governor issued a proclamation authorizing all political subdivisions holding a general or special election(s) on May 2, 2020, to postpone their elections to the November 3, 2020, uniform election date. On April 6, 2020, the City Council approved an ordinance postponing the election.

OVERVIEW

As required by the Secretary of State, each entity postponing their election was asked to revise their original order of election to reflect any changes regarding dates and locations. Therefore, the proposed ordinance is ordering the General Election to be held on November 3, 2020 for the purpose of electing Councilmember(s) Place 3 and Place 4, designating polling location(s), authorizing joint agreements with Dallas County and Collin County, and establishing guidelines set forth within the Texas Election Code.

Exhibits to this ordinance are currently in draft form as they are being revised by the county's. They will be attached as soon as they are finalized, as well as posted to the City's website. (Draft versions are attached.)

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Approve ordinance as presented.

Ordinance Ordering General Election for November 3 2020.pdf (78 KB)

Draft Exhibit A - Election Ordinance.pdf (395 KB)

Draft Exhibit B - Election Ordinance.pdf (384 KB)

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS, ORDERING A GENERAL ELECTION TO BE HELD ON THE 3RD DAY OF NOVEMBER, 2020, IN THE CITY OF SACHSE FOR THE PURPOSE OF ELECTING A COUNCILMEMBER PLACE 3 AND COUNCILMEMBER PLACE 4; DESIGNATING LOCATION OF POLLING PLACE; ORDERING NOTICE OF ELECTION TO BE GIVEN AS PRESCRIBED BY LAW IN CONNECTION WITH SUCH ELECTION; AUTHORIZING JOINT AGREEMENTS WITH DALLAS COUNTY AND COLLIN COUNTY; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in accordance with the general laws and Constitution of the State of Texas and the Charter of the City of Sachse, Texas, and pursuant to Ordinance No. 3969, a General Election was ordered to be held on May 2, 2020, for the purpose of electing two (2) Councilmembers for Place 3 and Place 4, with each Councilmember's term being for a period of three (3) years. In accordance with State law, the filing period for this General Election began on January 15, 2020, and ended on February 14, 2020, at 5:00 p.m.; and

WHEREAS, pursuant to Section 418.016 of the Texas Government Code, and in response to the COVID-19 pandemic, on March 18, 2020, the Governor of the State of Texas signed a proclamation suspending certain provisions of the Texas Election Code to allow all local political subdivisions utilizing the May 2, 2020 uniform election date to postpone their elections to the November 3, 2020 uniform election date; and

WHEREAS, in response to the Governor's proclamation, the City passed Ordinance 3974, postponing the May 2, 2020 General Election; and

WHEREAS, the City Council is now ordering the General Election to be held on the November 3, 2020 uniform election date;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS:

SECTION 1. **IT IS ORDERED THAT** a general election be held for City Officers (City Council) in the City of Sachse, Texas on the 3rd day of November, 2020, for the purpose of electing a Councilmember Place 3 and a Councilmember Place 4. The candidate for each such office, receiving a majority of all votes cast for all the candidates for an office, shall be elected to serve such term.

SECTION 2. That the polling place for both early voting and Election Day for all Dallas County legally qualified voters residing in the City of Sachse for said election shall be the Sachse Senior Center, 3815-A Sachse Road, Sachse, Texas. The polling place locations and hours for both early voting and Election Day shall be any vote center location as shown on the attached "Exhibit A". The polling place locations and hours for both early voting and Election Day for all Collin

County legally qualified voters residing in the City of Sachse shall be any vote center location as shown on the attached "Exhibit B".

SECTION 3. That none but legally qualified voters shall be entitled to vote at said election. Legally qualified voters shall be those persons having a current voter registration and shall be residents of the City of Sachse according to the Texas Election Code for said municipal election.

SECTION 4. That notice of said election shall be posted in three public places within the limits of the city according to the Texas Election Code. A return of such posting shall be documented by the City Secretary. Said notice to prescribe early voting by mail, early voting places and hours of operation, and Election Day hours of operation. Publication of said notice of the election shall be in accordance with the Texas Election Code.

SECTION 5. That the City Manager and City Secretary are authorized to execute an agreement for an Election with the Dallas County Election Department, the Collin County Election Department, and other entities that will provide for all election appointments, early voting by mail, the voting location as Sachse City Hall and hours of operation, payments for election officials, necessary election arrangements and a runoff election (if applicable).

SECTION 6. That the City Secretary shall have the authority to approve any minor modifications as may be necessary in the best interest of the City and within the regulations of the Texas Election Code. The early voting mail clerk for Dallas County is: Toni Pippins-Poole, Early Voting Clerk, Dallas County Elections Department, 1520 Roundtable Drive, Dallas, Texas 75247, and the early voting mail clerk for Collin County is: Bruce Sherbet, Early Voting Clerk, Collin County Election Department, 2010 Redbud Blvd, Suite 102, McKinney, Texas 75069.

SECTION 7. All provisions of the Ordinances of the City of Sachse, Texas, in conflict with the provisions of this ordinance be, and the same are hereby, repealed, and all other provisions of the Ordinances of the City not in conflict with the provisions of this ordinance shall remain in full force and effect.

SECTION 8. Should any word, sentence, paragraph, subdivision, clause, phrase or section of this ordinance, be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said ordinance, which shall remain in full force and effect.

SECTION 9. This ordinance shall take effect immediately from and after its passage and the publication of the caption, as the law and charter in such cases provides.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS, ON THIS THE 3RD DAY OF AUGUST, 2020.

APPROVED:

Mike J. Felix
Mayor

DULY ENROLLED:

Michelle Lewis Sirianni
City Secretary

APPROVED AS TO FORM:

Joseph J. Gorfida, Jr.
City Attorney
(07-13-2020:TM 116702)

EARLY VOTING DATES AND TIMES FOR THE GENERAL AND JOINT ELECTION
(Fechas y Horarios de Votación Adelantada para la Elección General y Conjunta)
TO BE HELD ON NOVEMBER 3, 2020
(que se llevará a cabo 3 de noviembre del 2020)

DRAFT — **SUBJECT TO CHANGE 07-28-2020**

October (octubre) 13 – 16	Tuesday-Friday (<i>martes a viernes</i>)	7am to 7pm
October (octubre) 17	Saturday (<i>sábado</i>)	7am to 7pm
October (octubre) 18	Sunday (<i>domingo</i>)	1pm to 6pm
October (octubre) 19 – 23	Monday-Friday (<i>lunes a viernes</i>)	7am to 7pm
October (octubre) 24	Saturday (<i>sábado</i>)	7am to 7pm
October (octubre) 25	Sunday (<i>domingo</i>)	1pm to 6pm
October (octubre) 26-30	Monday – Friday (<i>lunes y viernes</i>)	7am to 7pm

	Location <i>(ubicación)</i>	Address <i>(dirección)</i>	City <i>(ciudad)</i>	Zip <i>(código postal)</i>
01	ADDISON Location TBD	TBD	ADDISON	
02	ALAN E SIMS CEDAR HILL RECREATION CENTER – TEXAS ROOM	310 E PARKERVILLE ROAD	CEDAR HILL	75104
03	AUDELIA ROAD BRANCH LIBRARY- AUDITORIUM	10045 AUDELIA RD	DALLAS	75238
03	BALCH SPRINGS CIVIC CENTER – MEETING ROOM	12400 ELAM ROAD	BALCH SPRINGS	75180
04	BEAR CREEK COMMUNITY CHURCH - BREEZEWAY	2700 FINLEY RD	IRVING	75062
06	BETTY WARMACK LIBRARY – EMPOWER ROOM	760 BARDIN ROAD	GRAND PRAIRIE	75052
07	BROOKHAVEN COLLEGE -“W” BUILDING – ROOM W105	3939 VALLEY VIEW LN	FARMERS BRANCH	75244
08	CARROLLTON FARMERS BRANCH ISD SERVICE BUILDING “C”	1820 PEARL ST	CARROLLTON	75006
09	CEDAR HILL GOVERNMENT CENTER - MAIN LOBBY	285 UPTOWN BLVD	CEDAR HILL	75104
10	CEDAR VALLEY COLLEGE - “M” BUILDING – M105	3030 NORTH DALLAS AVE	LANCASTER	75134
11	COPPELL ARTS CENTER- RECEPTION HALL	505 TRAVIS ST	COPPELL	75019
12	COPPELL TOWN CENTER – MAIN LOBBY	255 E PARKWAY BLVD	COPPELL	75019
13	CROSSWINDS HIGH SCHOOL – ROOM 104	1100 N CARRIER PKWY	GRAND PRAIRIE	75050
14	DISCIPLE CENTRAL COMMUNITY CHURCH - YOUTH ROOM	901 N POLK ST	DESOTO	75115
15	DUNCANVILLE LIBRARY – ROOMS 1, 2 & 3	201 JAMES COLLINS BLVD	DUNCANVILLE	75116
16	EASTFIELD COLLEGE MAIN CAMPUS “C” BLDG - TBD	3737 MOTLEY DR	MESQUITE	75150
17	EASTFIELD COLLEGE PLEASANT GROVE CAMPUS – COMMUNITY ROOM 108/109	802 S BUCKNER BLVD	DALLAS	75217

EARLY VOTING DATES AND TIMES FOR THE GENERAL AND JOINT ELECTION
(Fechas y Horarios de Votación Adelantada para la Elección General y Conjunta)
TO BE HELD ON NOVEMBER 3, 2020
(que se llevará a cabo 3 de noviembre del 2020)

DRAFT — SUBJECT TO CHANGE 07-28-2020

40	NORTH LAKE COLLEGE - "L" BUILDING (COMMUNITY LIBRARY)	5001 N MACARTHUR BLVD	IRVING	75038
41	OAK CLIFF SUB-COURTHOUSE – THE MAIN LOBBY	410 S BECKLEY AVE	DALLAS	75203
42	OUR REDEEMER LUTHERAN CHURCH – THE PARLOR ROOM	7611 PARK LN	DALLAS	75225
43	OUR REDEEMER LUTHERAN CHURCH – GRAND PRAIRIE – FELLOWSHIP HALL	4729 S CARRIER PKWY	GRAND PRAIRIE	75052
44	PARK IN THE WOODS RECREATION CENTER – VOTING ROOM TBD	6801 MOUNTAIN CREEK PKWY	DALLAS	75249
45	PAUL L DUNBAR LANCASTER-KIEST LIBRARY CLASS ROOM A & B	2008 E Kiest BLVD	DALLAS	75216
46	RICHARDSON CIVIC CENTER - WEST ALCOVE	411 W ARAPAHO RD	RICHARDSON	75080
47	RICHLAND COLLEGE - GARLAND CAMPUS – MAIN LOBBY	675 W WALNUT ST	GARLAND	75040
48	RICHLAND COLLEGE – MAIN CAMPUS GUADALUPE "G" BUILDING – FOYER AREA	12800 ABRAMS RD	DALLAS	75243
49	ROWLETT CITY HALL ANNEX – CONFERENCE ROOM	4004 MAIN ST	ROWLETT	75088
50	ROWLET – ADDITIONAL LOCATION TBD	TBD	TBD	TBD
51	SACHSE SENIOR CENTER – MULTI-PURPOSE ROOM	3815 SACHSE RD., BLDG A	SACHSE	75048
52	SAMUELL GRAND RECREATION CTR – GENERAL PURPOSE ROOM	6200 E GRAND AVE	DALLAS	75223
53	SKYLINE BRANCH LIBRARY – AUDITORIUM	6006 EVERGLADE RD	DALLAS	75227
54	SOUTH GARLAND BRANCH LIBRARY – THE PROGRAM ROOM	4845 BROADWAY BLVD	GARLAND	75043
55	UNIVERSITY PARK UNITED METHODIST CHURCH – CALDWELL ROOM 120	4024 CARUTH BLVD	DALLAS	75225
56	VALLEY RANCH LIBRARY – PROGRAM RM	401 CIMARRON TRAIL	IRVING	75063
57	WILMER COMMUNITY CENTER	101 DAVIDSON PLAZA	WILMER	75172

**** Main Location/Ubicación principal -**

Subject to change 07-28-2020

**November 3, 2020 General Special Elections
Potential Early Voting Locations, Dates and Hours**

Exhibit "A"

Note: The below list contains **potential** Early Voting Polling Locations for the November 3, 2020 General and Special Elections. The list of Polling Locations will be revised as locations are confirmed.

Polling Place	Address	City
Allen Event Center	200 E Stacy Road	Allen
Allen ISD Service Center	1451 North Watters	Allen
Anna ISD Board Conference Room	501 S Sherley Ave	Anna
Carpenter Park Recreation Center	6701 Coit Road	Plano
Celina ISD Administration Building	205 S. Colorado	Celina
Christ Fellowship	2801 Orchid Dr.	McKinney
Christ United Methodist Church	3101 Coit Road	Plano
Collin College Frisco Campus	9700 Wade Blvd.	Frisco
Collin College Higher Education Center	3452 Spur 399	McKinney
Collin College McKinney Campus	2200 University	McKinney
Collin College Plano Campus	2800 Spring Creek Parkway	Plano
Collin College Wylie Campus	391 Country Club Road	Wylie
Collin County Elections Office	2010 Redbud Blvd, Ste. 102	McKinney
Davis Library	7501 Independence Parkway	Plano
Eldorado Country Club	2604 Country Club Drive	McKinney
First Baptist Church Princeton	511 Jefferson St.	Princeton
Frisco Fire Station #8	14300 Eldorado Pkwy.	Frisco
Frisco Senior Center	6670 Moore Street	Frisco
Gay Library	6861 W. Eldorado Parkway	McKinney
Haggard Library	2501 Coit Rd	Plano
Harrington Library	1501 18th Street	Plano
Josephine City Hall	201 Main Street	Josephine
Lavon City Hall	120 School Road	Lavon
Lovejoy ISD Administration Bldg.	259 Country Club	Allen
Lucas Community Center	665 Country Club Road	Lucas
McKinney Fire Station #7	861 Independence Pkwy.	McKinney
Melissa City Hall	3411 Barker Ave.	Melissa
Methodist Richardson Medical Center	2831 E President George Bush Hwy	Richardson
Murphy Community Center	205 N. Murphy Road	Murphy
New Hope Town Hall	121 Rockcrest Road	New Hope
Old Settlers Recreation Center	1201 E. Louisiana	McKinney
Parker City Hall	5700 E. Parker Road	Parker
Parr Library	6200 Windhaven Pkwy.	Plano
Plano ISD Administration Center	2700 W. 15th Street	Plano
Prosper ISD Administration Bldg.	605 E. Seventh Street	Prosper
Renner-Frankford Library	6400 Frankford Road	Dallas
Smith Library	300 Country Club	Wylie
The Star in Frisco	1 Cowboy Way	Frisco
UTD Campus-Callier Clinical Research Center	811 Synergy Park Blvd	Richardson

November 3, 2020 General Special Elections
Potential Early Voting Locations, Dates and Hours

Exhibit "A"

Important Note: Eligible Collin County registered voters (with an effective date of registration on or before October 5, 202) may vote at any early voting location.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
October 11	October 12	October 13 Early Voting 8am -5pm	October 14 Early Voting 8am -5pm	October 15 Early Voting 8am -5pm	October 16 Early Voting 8am -5pm	October 17 Early Voting 7am -7pm
October 18 Early Voting 1pm - 6pm	October 19 Early Voting 7am -7pm	October 20 Early Voting 7am -7pm	October 21 Early Voting 7am -7pm	October 22 Early Voting 7am -7pm	October 23 Early Voting 7am -7pm	October 24 Early Voting 7am -7pm
October 25 Early Voting 1pm - 6pm	October 26 Early Voting 7am - 7pm	October 27 Early Voting 7am - 7pm	October 28 Early Voting 7am - 7pm	October 29 Early Voting 7am - 7pm	October 30 Early Voting 7am - 7pm	October 31

**November 3, 2020
General Special Elections
Potential Election Day Vote Centers**

Exhibit "B"

Note: The below list contains potential Vote Centers for the November 3, 2020 General and Special Elections. The list of Vote Centers will be revised as locations are confirmed. Eligible Collin County registered voters (with an effective date of registration on or before October 5, 2020) may vote at any Election Day Vote Center location.

Polling Place	Address	City
Aldridge Elementary School	720 Pleasant Valley	Richardson
Allen Event Center	200 E Stacy Rd	Allen
Allen ISD Service Center	1451 North Watters	Allen
Anna ISD Board Conference Room	501 S Sherley Ave	Anna
Armstrong Middle School	3805 Timberline	Plano
Benton Staley Middle School	6927 Stadium Drive	Frisco
Bentwood Trail Presbyterian Church	6000 Bentwood Trail	Dallas
Bethany Elementary School	2418 Micarta Drive	Allen
Blue Ridge ISD Administration Building	318 West School Street	Blue Ridge
Bowman Middle School	2501 Jupiter Road	Plano
Boyd Elementary School	800 S Jupiter Road	Allen
Carpenter Middle School	3905 Rainier Road	Plano
Carpenter Park Recreation Center	6701 Coit Road	Plano
Celina ISD Administration Building	205 S. Colorado	Celina
Centennial High School	6901 Coit Road	Frisco
Chandler Elementary School	1000 Water Oak Drive	Allen
Christ Fellowship-McKinney Campus	2801 Orchid Dr.	McKinney
Christ the Servant Lutheran Church	821 S. Greenville Ave.	Allen
Christ United Methodist Church	3101 Coit Road	Plano
Christie Elementary School	10300 Huntington Road	Frisco
Clark High School	523 Spring Creek	Plano
Collin College Frisco Campus	9700 Wade Blvd.	Frisco
Collin College Higher Education Center	3452 Spur 399	McKinney
Collin College McKinney Campus	2200 University	McKinney
Collin College Plano Campus	2800 Spring Creek Parkway	Plano
Collin College Wylie Campus	391 Country Club Road	Wylie
Collin County Elections Office	2010 Redbud Blvd, Ste. 102	McKinney
Community ISD Technology and Conference Center	611 FM 1138	Nevada
Davis Library	7501 Independence Parkway	Plano
Dowell Middle School	301 Ridge Road	McKinney
Dr. Pepper Star Center - Champions Café	6993 Stars Ave.	McKinney
Eldorado Country Club	2604 Country Club Drive	McKinney
Fairview Town Hall	372 Town Place	Fairview
First Baptist Church - Josephine	300 S. Main Street	Josephine
First Baptist Church - Princeton	511 Jefferson St.	Princeton
First Baptist Church -Branch	7011 FM 546	Princeton
First Baptist Church Farmersville - Youth Building	201 Farmersville Pkwy.	Farmersville
First Baptist Church Frisco	7901 Main Street	Frisco
Forman Elementary School (Plano ISD)	3600 Timberline Dr	Plano
Fowler Middle School	3801 McDermott Road	Plano

Revised 07/20/2020

November 3, 2020

Exhibit "B"

**General Special Elections
Potential Election Day Vote Centers**

Frankford Middle School (PISD)	7706 Osage Plaza Parkway	Dallas
Frisco Fire Station #8	14300 Eldorado Pkwy.	Frisco
Frisco Senior Center	6670 Moore Street	Frisco
Gateway Prosper Campus	4331 E Prosper Trail	Prosper
Gay Library	6861 W. Eldorado Parkway	McKinney
George Bush Elementary School	2000 Eagle Aerie Lane	St Paul
Haggard Elementary School	17820 Campbell Road	Dallas
Haggard Library	2501 Coit Rd	Plano
Harrington Library	1501 18th Street	Plano
Heritage High School	14040 Eldorado Pkwy.	Frisco
Hunt Middle School	4900 Legendary Drive	Frisco
Islamic Association of Collin County	6401 Independence Pkwy.	Plano
John Q. Hammons Center - Courtyard Marriott	210 East Stacy Road	Allen
Josephine City Hall	201 Main Street	Josephine
Kerr Elementary School	1325 Glendover Drive	Allen
Lavon City Hall	120 School Road	Lavon
Liberty High School	15250 Rolater Road	Frisco
Light Farms Elementary School	1100 Cypress Creek Way	Celina
Lovejoy ISD Administration Bldg.	259 Country Club	Allen
Lowery Freshman Center	601 E Main Street	Allen
Lowry Crossing City Hall	1405 S. Bridgefarmer Road	Lowry Crossing
Lucas Community Center	665 Country Club Road	Lucas
Maus Middle School	12175 Coit Road	Frisco
McKinney Fire Station #7	861 Independence Pkwy.	McKinney
McKinney Senior Recreation Center	1400 S. College	McKinney
Meadows Elementary School	2800 18th Street	Plano
Melissa City Hall	3411 Barker Ave.	Melissa
Methodist Richardson Medical Center	2831 E President George Bush Hwy	Richardson
Miller Elementary School	5651 Coventry Drive	Richardson
Murphy Community Center	205 N. Murphy Road	Murphy
New Hope Town Hall	121 Rockcrest Road	New Hope
Old Settlers Recreation Center	1201 E. Louisiana	McKinney
Parker City Hall	5700 E. Parker Road	Parker
Parr Library	6200 Windhaven Pkwy.	Plano
Plano ISD Administration Center	2700 W. 15th Street	Plano
Plano Senior Center	401 W. 16th Street	Plano
Preston Trail Community Church	8055 Independence Parkway	Frisco
Prestonwood Church	1001 w Prosper Trail	Prosper
Prosper ISD Administration Bldg.	605 E. Seventh Street	Prosper
Renner-Frankford Library	6400 Frankford Road	Dallas
Royse City ISD Mike McKinney Maintenance Facility	1420 FM 1777	Royse City
Seis Lagos Community Services Association	222 Seis Lago Trail	Wylie
Shepton High School	5505 Plano Pkwy.	Plano
Shiloh Missionary Baptist Church	1310 Avenue "I"	Plano

Revised 07/20/2020

November 3, 2020

Exhibit "B"

General Special Elections

Potential Election Day Vote Centers

Slaughter Elementary	2706 Wolford Ave	McKinney
Smith Library	300 Country Club	Wylie
Stinson Elementary School	4201 Greenfield Drive	Richardson
Stonebridge Country Club	7003 Beacon Hill Road	McKinney
Stonebridge United Methodist Church	1800 S. Stonebridge Drive	McKinney
Story Elementary School	1550 Edelweiss Drive	Allen
Suncreek United Methodist Church	1517 W. McDermott Drive	Allen
Terry Pope Administration Building	611 North FM 1138	Nevada
The Star in Frisco	1 Cowboys Way	Frisco
Tom Muehlenbeck Recreation Center	5801 W. Parker Road	Plano
Toyota Stadium	9200 World Cup Way	Frisco
UTD Campus-Callier Clinical Research Center	811 Synergy Park Blvd	Richardson
Weston Community Center	117 Main Street	Weston
Woodcreek Church	3400 E. Renner Road	Richardson

**Agenda Item Details**

Meeting	Aug 03, 2020 - City Council Combined Meeting
Category	E. Consent Agenda - All items listed on the consent agenda will be considered by the City Council and will be enacted on by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests.
Subject	4. Accept the montly revenue and expenditure report for the period ending June 30, 2020.
Access	Public
Type	Action (Consent)
Preferred Date	Aug 03, 2020
Fiscal Impact	No
Recommended Action	Accept the monthly revenue and expenditure report for the period ending June 30, 2020.
Goals	Be a model of financial stewardship through growth management, responsible investment, and financial transparency.

Public Content**BACKGROUND**

The Finance Department prepares a report each month to update the City Council regarding revenues and expenditures for the City. Included in the report are unaudited summaries for the General Fund, Utility Fund, Debt Service Fund, Sachse Economic Development Corporation and Sachse Municipal Development District, as well as an analysis of sales tax revenues received year-to-date.

POLICY CONSIDERATIONS

The City Charter requires that the City Manager submit a monthly report covering revenues and expenditures.

RECOMMENDATION

Accept the monthly revenue and expenditure report for the period ending June 30, 2020.

[All Funds-6-30-20.pdf \(110 KB\)](#)[Sales Tax Analysis July 2020.pdf \(80 KB\)](#)

All items listed on the consent agenda will be considered by the City Council and will be enacted on by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests.

City of Sachse
Monthly Revenue and Expenditure Report
June 30, 2020
(Unaudited)

GENERAL FUND

75% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference
Revenue Summary					
Property Tax	\$ 12,586,210	\$ 38,869	\$ 12,774,110	101.49%	
Sales Tax	1,633,000	156,546	1,491,471	91.33%	
Franchise Fees	1,809,027	77,340	1,371,608	75.82%	
Licenses and Permits	579,500	295,981	821,034	141.68%	
Service Fees	833,000	52,064	1,171,696	140.66%	
Fines	250,000	19,129	165,034	66.01%	
Interest Income	100,000	7,966	143,794	143.79%	
Miscellaneous Income	432,853	230,951	249,977	57.75%	
Intergovernmental Revenue	1,363,897	113,658	1,022,923	75.00%	
Total Revenue	\$ 19,587,487	\$ 992,503	\$ 19,211,646	98.08%	
Expenditure Summary					
City Manager	\$ 752,099	\$ 57,631	\$ 504,103	67.03%	
City Secretary	192,702	16,441	184,207	95.59%	C
Human Resources	393,974	28,077	268,509	68.15%	
Finance	684,177	41,609	418,248	61.13%	
Municipal Court	242,307	13,267	149,600	61.74%	
Parks	990,022	80,679	678,385	68.52%	B
Senior Programs	175,778	9,820	123,131	70.05%	
Library Services	520,532	35,039	354,105	68.03%	
Community Development	721,743	47,723	489,733	67.85%	
Streets & Drainage	2,279,892	127,291	1,866,787	81.88%	D
Facility Maintenance	568,276	32,972	399,863	70.36%	
Police	5,436,091	374,768	3,937,361	72.43%	
Animal Control	236,067	13,066	164,627	69.74%	
Fire/EMS	4,541,005	456,110	3,607,674	79.45%	
Combined Services	407,310	8,584	353,457	86.78%	A
Recreation	332,695	18,386	209,134	62.86%	B
City Engineer	347,000	17,020	185,729	53.52%	
Information Technology	741,473	64,062	444,376	59.93%	
Total Expenditures	\$ 19,563,143	\$ 1,442,544	\$ 14,339,029	73.30%	
Total Revenue Over/Under Expenses	\$ 24,344	\$ (450,041)	\$ 4,872,617		

Explanation of Major Variances:

- A** Total annual property and liability premium paid in October
- B** Recreation is a separate department for FY2020, but included in Parks for FY2019
- C** Special Election costs posted in December
- D** Department includes \$800,000 CIP Transfer which was posted in April

City of Sachse
Monthly Revenue and Expenditure Report
June 30, 2020
(Unaudited)

UTILITY FUND

75% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference 0%
Revenue Summary					
Water Revenue	\$ 6,945,622	\$ 950,454	\$ 4,974,904	71.63%	
Sewer Revenue	4,790,920	414,660	3,643,201	76.04%	
Drainage Revenue	210,000	17,589	175,289	83.47%	
Fees	164,500	13,575	111,735	67.92%	
Interest Income	150,000	8,561	152,608	101.74%	
Transfer In-Impact Fee	1,047,000	1,047,000	1,047,000	100.00%	
Miscellaneous Income	-		23,698		
Total Revenue	\$ 13,308,042	\$ 2,451,839	\$ 10,128,436	76.11%	
Expenditure Summary					
Utility Administration	\$ 430,387	\$ 31,317	\$ 313,111	72.75%	
Water Operations	6,227,956	506,416	5,165,254	82.94%	A
Sewer Operations	4,405,115	279,145	3,116,518	70.75%	
Drainage Projects	100,000	-	62,500	62.50%	
Total Expenditures	\$ 11,163,457	\$ 816,878	\$ 8,657,383	77.55%	
Total Revenue Over/Under Expenses	\$ 2,144,585	\$ 1,634,962	\$ 1,471,053		

Explanation of Major Variances:

A Includes \$507,000 transfer to Capital Projects for Sachse Road

City of Sachse
Monthly Revenue and Expenditure Report
June 30, 2020
(Unaudited)

Debt Service Fund

75% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference 0%
Revenue Summary					
Property Tax	\$ 4,713,027	\$ 14,334	\$ 4,788,310	101.60%	
Interest Income	8,000	(249)	15,233	190.41%	
Miscellaneous Receipts					
Total Revenue	\$ 4,721,027	\$ 14,085	\$ 4,803,543	101.75%	
Expenditure Summary					
Fees	\$ 42,320	\$ 400	\$ 36,147	85.41%	B
Principal	3,420,000		3,420,000	100.00%	A
Interest	1,353,750		687,787	50.81%	A
Transfer Out-Utility Fund					
Total Expenditures	\$ 4,816,070	\$ 400	\$ 4,143,934	86.04%	
Total Revenue Over/Under Expenses	\$ (95,043)	\$ 13,685	\$ 659,610		

- A** Principal payments are due in February and interest payments in February and August
B Includes Financing Costs on 2019 Tax Notes all incurred in October

City of Sachse
Monthly Revenue and Expenditure Report
June 30, 2020
(Unaudited)

SACHSE ECONOMIC DEVELOPMENT CORPORATION

75% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference
Revenue Summary					
Sales Tax	\$ 775,000	\$ 78,273	\$ 733,105	94.59%	
Other Income	\$ 12,500	\$ -	\$ 2,166	17.33%	
Interest Income	4,000	283	12,387	309.69%	A
Total Revenue	\$ 791,500	\$ 78,556	\$ 747,658	94.46%	
Expenditure Summary					
Expenditures	808,349	48,233	541,217	66.95%	
Total Expenditures	\$ 808,349	\$ 48,233	\$ 541,217	66.95%	
Total Revenue Over/Under Expenses	\$ (16,849)	\$ 30,323	\$ 206,441		

Explanation of Major Variances:

A Allocation of pooled money market better than projected

City of Sachse
Monthly Revenue and Expenditure Report
June 30, 2020
(Unaudited)

MUNICIPAL DEVELOPMENT DISTRICT

75% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference
Revenue Summary					
Sales Tax	\$ 355,000	\$ 36,930	\$ 343,047	96.63%	
Other Income	\$ -	-	-		
Interest Income	1,000	173	173		
Total Revenue	\$ 356,000	\$ 37,102	\$ 343,220	96.41%	
Expenditure Summary					
Expenditures	80,000	-	79,715	99.64%	
Total Expenditures	\$ 80,000	\$ -	\$ 79,715	99.64%	
Total Revenue Over/Under Expenses	\$ 276,000	\$ 37,102	\$ 263,505		

Explanation of Major Variances:

CITY OF SACHSE

2019/2020 SALES TAX ANALYSIS

FY 2019	Total Sales tax	General Fund Sales Tax	General Fund Year-To-Date	YTD Percent of Budget	FY 2020	Total Sales tax	General Fund Sales Tax	General Fund Year-To-Date	YTD Percent of Budget
October	208,112	118,915	118,915	9.75%	October	240,829	137,609	137,609	8.63%
November	295,677	168,950	287,865	19.52%	November	316,904	181,079	318,688	19.98%
December	216,610	123,771	411,635	27.91%	December	252,331	144,182	462,870	29.02%
January	230,470	131,690	543,326	36.84%	January	272,241	155,558	618,429	38.77%
February	337,215	192,685	736,011	49.90%	February	401,877	229,633	848,061	53.17%
March	209,463	119,687	855,698	58.01%	March	250,829	143,324	991,385	62.16%
April	200,166	114,375	970,073	65.77%	April	224,183	128,098	1,119,483	70.19%
May	290,146	165,789	1,135,862	77.01%	May	332,834	190,181	1,309,665	82.11%
June	186,681	106,670	1,242,532	84.24%	June	273,969	156,546	1,466,211	91.93%
July	233,228	133,266	1,375,798	93.27%	July				
August	309,283	176,724	1,552,523	105.26%	August				
September	239,512	136,857	1,689,380	114.53%	September				
TOTAL	2,956,564	1,689,380			TOTAL	2,565,997	1,466,211		
BUDGET		1,475,000			BUDGET		1,595,000		

**Agenda Item Details**

Meeting	Aug 03, 2020 - City Council Combined Meeting
Category	F. Regular Agenda Items
Subject	1. Receive an update from HUB International, the City's benefits consultant, regarding the City's current claims status.
Access	Public
Type	Information
Goals	Provide excellent government services to Sachse citizens.

Public Content**BACKGROUND**

HUB International (formerly IPS Advisors) is the City's benefits consultant. It is customary for the consultants to provide the City with updates about its claims status on an annual basis.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

There are no recommendations affiliated with this item. This is a presentation only.



Advocacy. Tailored Insurance Solutions. Peace of Mind

Benefit Strategy Recommendations Council Update



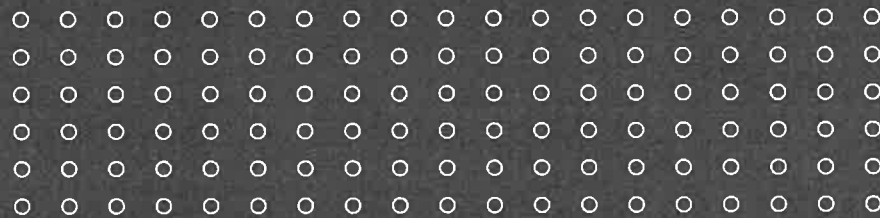
Andrew Weegar – Employee Benefits Specialist

August 3, 2020

Agenda

- 1 | Historic Benefits Strategy
- 2 | Claims vs. Premium & Budget Projection
- 3 | 2021 Benefits Strategy
- 4 | 2020 Preliminary Timeline

1



Historic Benefits Strategy



Historic Benefits Strategy



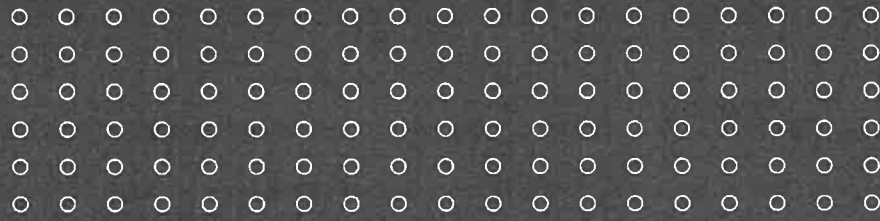
Health Insurance – United Health Care

- The City released a request for proposal in 2019 and renewed with UHC at -7% decrease to city contribution to premiums.
- Provides high deductible health plans with HRA and HSA contributions to assist in offsetting deductible liability.
- Only offers Exclusive Provider Organizations (EPO's) which drives employees to utilize in-network facilities. The City has seen positive in-network utilization of 99.5% over the last three plan years.

	Public Sector Benchmarks	City of Sachse
Total health plan costs	83%	83%
Coinsurance	80%	70%
Deductible (PPO)	\$1,500	\$5,000*
Deductible (HDHP/HSA)	\$3,000	\$5,000

*City offers a \$3,500 HRA deductible reimbursement. ER and other non-deductible costs such as coinsurance are not eligible for the reimbursement.

2



Claims vs. Premium & Budget Projection





Incurred Claims vs. Premium

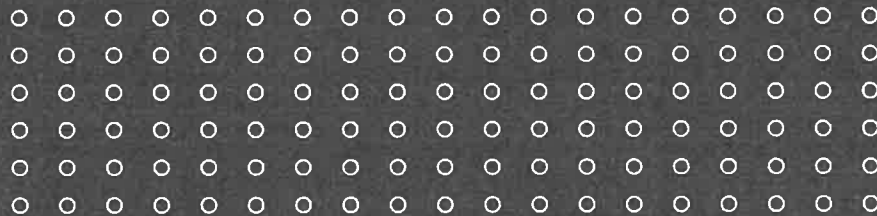
Date	Total Subscribers	Medical Claims	Rx Claims	Total Claims	Premium	Loss Ratio
19-Jan	136	\$81,528	\$36,265	\$117,793	\$132,656	88.8%
19-Feb	136	\$44,909	\$8,920	\$53,829	\$131,606	40.9%
19-Mar	135	\$36,582	\$23,446	\$60,028	\$131,415	45.7%
19-Apr	138	\$34,700	\$19,654	\$54,354	\$134,644	40.4%
19-May	137	\$79,829	\$20,185	\$100,014	\$132,942	75.2%
19-Jun	136	\$53,045	\$20,305	\$73,350	\$134,049	54.7%
19-Jul	135	\$105,218	\$30,440	\$135,658	\$132,437	102.4%
19-Aug	133	\$241,656	\$17,051	\$258,707	\$130,513	198.2%
19-Sep	132	\$47,947	\$13,729	\$61,676	\$128,028	48.2%
19-Oct	131	\$49,853	\$16,903	\$66,756	\$127,284	52.4%
19-Nov	137	\$73,377	\$14,580	\$87,957	\$135,600	64.9%
19-Dec	139	\$73,037	\$50,358	\$123,395	\$136,252	90.6%
Plan Year Total	135	\$921,681	\$271,836	\$1,193,517	\$1,587,426	75.2%
Per Capita		\$6,806	\$2,007	\$8,814	\$11,723	
20-Jan	143	\$32,306	\$11,976	\$44,282	\$132,736	33.4%
20-Feb	141	\$44,527	\$32,005	\$76,532	\$130,785	58.5%
20-Mar	140	\$19,229	\$42,392	\$61,621	\$130,318	47.3%
20-Apr	142	\$17,707	\$25,644	\$43,351	\$132,929	32.6%
Plan Year Total (YTD)	142	\$113,769	\$112,017	\$225,786	\$526,768	42.9%
Annualized		\$341,307	\$336,051	\$677,358	\$1,580,304	
\$ Change from Current		-\$580,374	\$64,215	-\$516,159	-\$7,122	
% Change from Current		-63%	24%	-43%	0%	
Annualized Per Capita		\$2,412	\$2,375	\$4,787	\$11,168	

Budget Projection

	Total
Projected Paid Medical Claims	\$889,936
Projected Paid Rx Claims	\$314,403
Provision For Large Claims	\$50,000
Total Projected Claims	\$1,254,339
Administration	0.83
Needed Annual Premium	\$1,511,251
Current Premium Cost	\$1,595,148
Needed \$ Increase	-\$83,897
Needed % Increase	-5.26%

- Assumes 7.5% Medical Trend, 11.5% Rx Trend (Segal Consulting Analysis)
- Projected Claim costs are based on a blending of the last 24 months of Claims
 - Assumes \$50K provision for large claimants
 - Assumes 142 Subscribers

3



2021 Benefits Strategy



2021 Benefits Strategy



Health Insurance

- UHC has waived cost sharing for COVID-19 testing and visits, covered telemedicine visits at 100%, and introduced proactive program outreach to members diagnosed with COVID-19.
- UHC provided a \$13,113.01 credit on the July premium bill due to COVID-19.
- Evaluate plan performance in relationship to cost. Consider moving towards a cost neutral funding.
- HUB will provide savings considerations including adjustments to HRA/HSA funding structures to align with best practices.
- HUB will also provide health plan alternative options at the time of renewal, including:
 - Deductible
 - Out of pocket maximum
 - Network
 - Copay
 - HRA Plan

2021 Benefits Strategy

Dental Insurance – UHC

- DHMO and DPPO are offered and the plans are in-line with normative data.
- Review continuation of two dental plan options.
- The Dental Policy renews 1/1/21.

Vision Insurance - Avesis

- Optional vision program to employees which is in-line with benchmarks. The City does not contribute towards premiums.
- The optional vision policy renews 1/1/23.

Long Term Disability – Cigna

- A Long Term Disability program to employees which covers up to 60% of their paycheck.
- These benefits are in-line with benchmarks.
- The Long Term Disability Policy renews 1/1/23.

2021 Benefits Strategy

Life / Accidental Death & Dismemberment Insurance – Cigna

- A benefit of 1 x basic annual earnings up to \$50k.
- These benefit amounts are in-line with benchmarks.
- The Life Insurance Policy renews 1/1/23.

Employee Assistance Program – Alliance Work Partners

- The employer sponsored EAP policy renews 1/1/21.
- This program is designed to identify and assist employees in resolving personal problems that may be affecting the employee's performance.



2021 Benefits Strategy

Health Risk Management

- The City will continue to utilize wellness tools and resources through United Healthcare at no additional cost to the City.

Communications / Administration

- HUB to enhance enrollment communications with our benefit booklet and our employee communication website.
- HUB's number has been implemented for Employee Support.
- The City has implemented Benefit Connector, an online enrollment software system administered by HUB.

Other Considerations

Request for Proposals

- HUB will release a request for proposals for medical and dental insurance if warranted.
- HUB will conduct RFP evaluation, naming of finalists, best and final offers and presentation of recommendations including plan design and contribution adjustments.

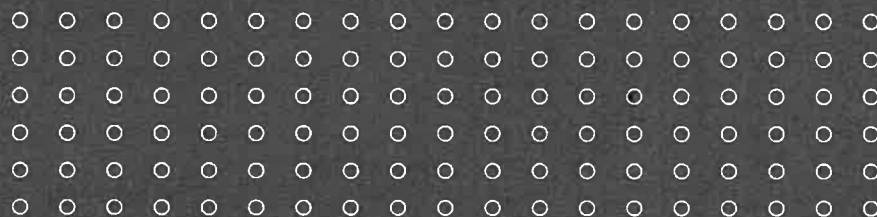
ACA / Legislative Changes

- The future of wellness programming will be dependent upon any legislative changes.

Future Considerations

- Under the Texas Government Code, the City is required to offer medical insurance for retirees once the City has reached a total census of 25,000 residents as determined by the 2020 census. However, the City is not required to fund retiree premiums.

4



Timeline Moving Forward



Preliminary Timeline

September - 2020

- ✓ RFP Released (if warranted)

October - 2020

- ✓ RFP Due
- ✓ Presentation of Renewal Results
- ✓ Complete Benefits Strategy
 - ✓ Plan Design
 - ✓ Contribution Structure
- ✓ Finalize Benefit Communications

November - 2020

- ✓ Present Recommendations to Council
- ✓ Conduct Open Enrollment
- ✓ Complete Open Enrollment
- ✓ Finalize Implementation

December - 2020

- ✓ Receipt and Review of Plan Documents
- ✓ Release ID Cards



Thank you.

**Agenda Item Details**

Meeting	Aug 03, 2020 - City Council Combined Meeting
Category	F. Regular Agenda Items
Subject	2. Consider appointments to the City's boards and commissions including the Planning and Zoning Commission, the Sachse Economic Development Corporation, the Board of Adjustments, the Municipal Development District, the Library Board, the Parks and Recreation Board, the Animal Shelter Board, and the Tax Increment Financing Board #1.
Access	Public
Type	Action
Recommended Action	Motion to appoint the following individuals to:

Public Content**BACKGROUND**

On July 27, the City Council met via ZOOM to conduct interviews for those wishing to serve on a City board or commission. The City Council interviewed 10 applicants.

OVERVIEW

The City Council will have an opportunity to make appointments to fill vacancies for the following boards/commissions:

- Animal Shelter Board: Three (3) vacancies
- Board of Adjustments: Three (3) vacancies
- Economic Development Corporation: One (1) vacancy
- Library Board: Two (2) vacancies
- Municipal Development District: No vacancies. However, re-appointments need to be considered for those whose terms expired in June 2020.
- Parks and Recreation: One (1) vacancy
- Planning and Zoning: No vacancies
- Tax Increment Financing Board #1: Two (2) vacancies

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Make appointments as needed.



Agenda Item Details

Meeting	Aug 03, 2020 - City Council Combined Meeting
Category	F. Regular Agenda Items
Subject	3. Consider authorizing the City Manager to negotiate and enter into a contract in the amount not to exceed one-hundred fifty thousand dollars and zero cents (\$150,000.00) with McMahon Contracting L.P. for concrete improvement projects.
Access	Public
Type	Action
Preferred Date	Aug 03, 2020
Absolute Date	Aug 03, 2020
Fiscal Impact	Yes
Dollar Amount	150,000.00
Budgeted	Yes
Budget Source	General Capital Fund
Recommended Action	Authorize the City Manager to negotiate and enter into a contract in the amount not to exceed one-hundred fifty thousand dollars and zero cents (\$150,000.00) with McMahon Contracting L.P. for concrete improvement projects.
Goals	Strategically invest in the City's existing and future infrastructure.

Public Content

BACKGROUND

The City of Sachse continues to analyze and monitor streets conditions for issues and failures. This information is utilized by City staff and the City Council on continual basis to repair streets throughout the community and determine which areas are in need of rehabilitation. The attached presentation provides site photos of the proposed streets.

OVERVIEW

The 2019-2020 Capital Improvement Plan included Street Maintenance Tax (SMT) and General Capital funding for concrete panel replacement on Park Lake Boulevard, Dewitt Road and James Street. Staff worked to reallocated and utilize funding to add these additional street repairs. Funding for these repairs will utilize the remaining General Capital Funds for FY 19-20.

Using staff's evaluation of additional pavement failures throughout the City, staff has identified five other streets in need of immediate attention. Staff is recommending that the remaining portion of the General Capital Fund be utilized to complete additional panel replacements on Bunker Hill at Cotillion Drive and Concord Drive, Murphy Road at Blackburn Road, Clearmeadow Lane at Ranch Road, and Cody Lane at Canyon Crest Drive where there are multiple areas of the street in structural failure.

POLICY CONSIDERATIONS

It is the responsibility of the City of Sachse to maintain, upgrade, and improve public roads as necessary in the City of Sachse. Chapter 791 of the Texas Government Code, also known as the Interlocal Cooperation Act, and Chapter 271.102 of the Texas Local Government Code, authorizes all local governments to contract with each other to perform

governmental functions or services including administrative functions normally associated with the operation of government such as purchasing of necessary equipment, goods, and services. The City Council of the City of Sachse, Texas has approved the Master Interlocal Cooperative Purchasing Agreement with the City of Grand Prairie for the purchase of necessary equipment, goods, and services (Resolution No. 3360). Contract pricing from the City of Grand Prairie may be utilized by the City of Sachse for concrete roadway improvements.

RECOMMENDATION

Authorize the City Manager to negotiate and enter into a contract in the amount not to exceed one-hundred fifty thousand dollars and zero cents (\$150,000.00) with McMahon Contracting L.P. for concrete improvement projects.

Presentation FY19-20 Street Pavement Rehabilitation.pdf (1,033 KB)

FY2019-2020 Street Pavement Rehabilitation

CITY COUNCIL

AUGUST 3, 2020



Overview

- Street Maintenance Overview
- Additional Maintenance Projects
- Project Photos and Descriptions
- Project Funding
- Staff Recommendations
- Next Steps

Street Maintenance Overview

- Identify the lowest scoring streets which have feasible budgets to be improved with Street Maintenance Tax and General Capital Funds
- Utilize County participation to rehabilitate major roadways
- Utilize Street Department staff to complete smaller, manageable panel replacement projects on streets where it will have the biggest impact
- Utilize private construction companies to handle larger projects

Additional Maintenance Projects

- Previous budget approved \$325,000 for rehabilitation projects from the General Capital Fund
- Staff has identified several large concrete panel replacements that need to occur:
 - Bunker Hill Road at Concord Drive
 - Bunker Hill Road at Cotillion Drive
 - Murphy Road at Blackburn Road
 - Clearmeadow Lane at Ranch Road
 - Cody Lane at Canyon Crest Drive
- These projects will utilize the remaining balance in the General Fund for Street Maintenance

Bunker Hill Road at Concord Drive Photos



Bunker Hill Road at Concord Drive

- The area estimated for repair is approximately 100 square yards at a cost of \$13,286
- Pavement has severe cracking and panels have dropped to a point where we can no longer maintain the roadway.
- This project is only for panel on Bunker Hill Road.



Bunker Hill Road at Cotillion Drive Photos



Bunker Hill Road at Cotillion Drive Photos

- The area estimated for repair is approximately 80 square yards at a cost of \$11,359
- Pavement has severe cracking and panels have dropped to a point where we can no longer maintain the roadway.
- This project is only for panel replacement near intersection of Bunker Hill Rd. and Cotillion Dr.



Murphy Road at Blackburn Road

Photos



Murphy Road at Blackburn Road

- This is a result of a total panel failure on a major arterial roadway
- The area estimated for repair is approximately 115 square yards at a cost of \$16,120
- Pavement has severe cracking, panels have dropped and cracked the entire thickness of the roadway
- This project is only for select panel replacement on Murphy Road



Clearmeadow Lane at Ranch Road Photos



Clearmeadow Lane at Ranch Road

- The area estimated for repair is approximately 95 square yards at a cost of \$15,087
- Pavement has severe cracking, panels have dropped and cracked the entire thickness of the roadway
- This project is only for select panel replacement on Clearmeadow Lane



Cody Lane at Canyon Crest Drive Photos



Cody Lane at Canyon Crest Drive

- The area estimated for repair is approximately 430 square yards at a cost of \$53,253
- Pavement has severe cracking, panels have dropped and cracked the entire thickness of the roadway
- This project is only for select panel replacement on Cody Lane



Project Funding

- Funding Status

- FY 2019-2020 General Fund Budget Remaining Street Maintenance Amount
 - Estimated Quote for Concrete Repair Received (\$109,107)
- Staff recommends \$150,000 be allocated to these street sections and panel replacement from the General Fund

Staff Recommendations

- Staff recommends that City Council authorize the City Manager to approve a purchase order with McMahon Contracting, L.P. in an amount not to exceed \$150,000 for street maintenance and panel replacement.

Next Steps

- Staff will work with the contractor to schedule the work to be completed in FY 2019-20.

**Agenda Item Details**

Meeting	Aug 03, 2020 - City Council Combined Meeting
Category	F. Regular Agenda Items
Subject	4. 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.
Access	Public
Type	Discussion, Information

Public Content

Presentation - CARES Act-COVID Update.pdf (231 KB)

CARES Act/COVID-19 Update

City Council
August 3, 2020



CARES Act Funding-Reminder

- The City received CARES Act funding from Collin County in the amount of \$448,591 and from Dallas County in amount to total \$892,045
- The City will be using the more stringent Dallas County restrictions but will be pro-rating the amounts charged to each county funding source based on population
- For each approved project 33% will be used from Collin County funds and 67% will be used from Dallas County funds.



CARES Act Federal Guidance

- The CARES Act provides that payments from the Fund may only be used to cover costs that-
 - Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
 - Were not accounted for in the budget most recently approved as of March 27, 2020 for the State or government; and
 - Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020
- Although a broad range of uses is allowed, revenue replacement is not a permissible use of Fund payments



CARES Act Projects-COVID-19 Mitigation

- Projects include: Temperature Check Stations, Glass Barriers, PPE and High Heat Unit
- Costs: \$26,127.12
- Status (what's been spent): \$26,080.51*
- Schedule: Glass barrier project. Submission in process for reimbursement-Dallas County.

*Original amount \$104,322.03 was reduced by 75% due to anticipated FEMA reimbursement.



CARES Act Projects-Public Health

- Projects include: Ultrasound, ventilators, IV fluid and blanket warmers, IV pumps, laryngoscopes, filter mask kits, building cleaning contracts
- Costs: \$17,816.44
- Status (what's been spent): \$17,538.19*
- Schedule: Submission in process for reimbursement-Dallas County.

*Original amount \$70,152.74 was reduced by 75% due to anticipated FEMA reimbursement.



CARES Act Projects-Telecommuting Expansion

- Projects include: Laptops, phones, routers, phone and software upgrades.
- Costs: \$62,870.30
- Status (what's been spent): \$62,870.30
- Schedule: Funding approved for laptops, phones, phone and software upgrades. Products/services ordered.
- Upcoming: Permitting software*

*updated cost estimate on this item is forthcoming



CARES Act Projects-Contact Tracing

- Projects include: Cameras and badge readers
- Costs: To be determined
- Status (what's been spent): \$0
- Schedule: Meeting scheduled with vendor for August 12, 2020



CARES Act Projects-Community Outreach

- Proposal to provide assistance to the 5 Loaves Food Pantry
- Staff received the request from 5 Loaves, evaluated it, and prepared a submission requesting funds that was sent to Dallas County
- Staff will update the Council once more information is received from the County



CARES Act Projects-Building Modifications

- Proposal under the COVID-19 mitigation category that was approved by Dallas County
- More information in a separate, detailed presentation for Council to occur later in the agenda



CARES Act Projects-Contingency Funds

- As a reminder, a portion of the CARES Act funds that the City received from Dallas County and Collin County were set aside as a contingency in the event that additional items were needed
- If the pandemic continues on and no further items are needed beyond what was identified in staff's original project list, these contingency funds will be used to reimburse payroll costs related to the pandemic
- Paying ourselves last



CARES Act-Items to Note

- For the purposes of application of the funds, the City has taken the approach of applying the per capita split (67% Dallas County, 33% Collin County) on each of its proposed projects)
- All projects are reviewed for alternative funding availabilities, including FEMA funds



COVID-19 Operations

- At the last meeting, Council indicated that it would defer to the City Manager regarding what is best for municipal operations
- Plan*:
 - City Hall will be closed to the public beginning Monday, August 10. Residents may meet with staff by appointment. Instructions regarding water bill payments will be posted on the front door of City Hall and on the City's website
 - Staff will begin working a rotational schedule on August 10, concurrent with the start of school, to help minimize the impacts on the team

*Plan may be subject to change pending new information or guidance from Governor Abbott or either of the county judges



Next Steps

- Staff will continue to work on the items outlined in the original plan approved by the City Council
- Staff is also closely monitoring the guidance and is participating in weekly phone calls with Dallas County



**Agenda Item Details**

Meeting	Aug 03, 2020 - City Council Combined Meeting
Category	F. Regular Agenda Items
Subject	5. Receive an update on the use of CARES Act funds to complete building modifications to City Hall to help mitigate the spread of COVID-19.
Access	Public
Type	Discussion, Information
Goals	Provide excellent government services to Sachse citizens.

Public Content**BACKGROUND**

The CARES Act authorizes local governments to use funds to help manage the impacts of the COVID-19 crisis. Staff has presented a comprehensive plan to the City Council throughout a series of meetings, including a plan to make building modifications to City Hall to help prevent the spread of the virus. Staff will update the City Council on the status of the proposed building modifications for City Hall to allow for proper social distancing among City employees and guests. The remodel will be funded through the CARES Act. The City submitted a request to use the funds for this project and Dallas County reviewed and approved the request.

The City Hall building was originally constructed with ultimate build-out and growth of additional professional staff in mind. As a result, the second floor was designed to be a mirror image of itself, with cubicles originally placed along the Sachse Road side of the building until staff grew to the point of needing the additional office space. Because this ultimate build-out was originally contemplated, converting the cubicle area to offices is very straightforward.

Architect Ron Hobbs will give a presentation on the modifications that will be made to the 2nd floor as well as go over the next steps which include the bid process that will open on Tuesday, August 4, 2020.

RECOMMENDATION

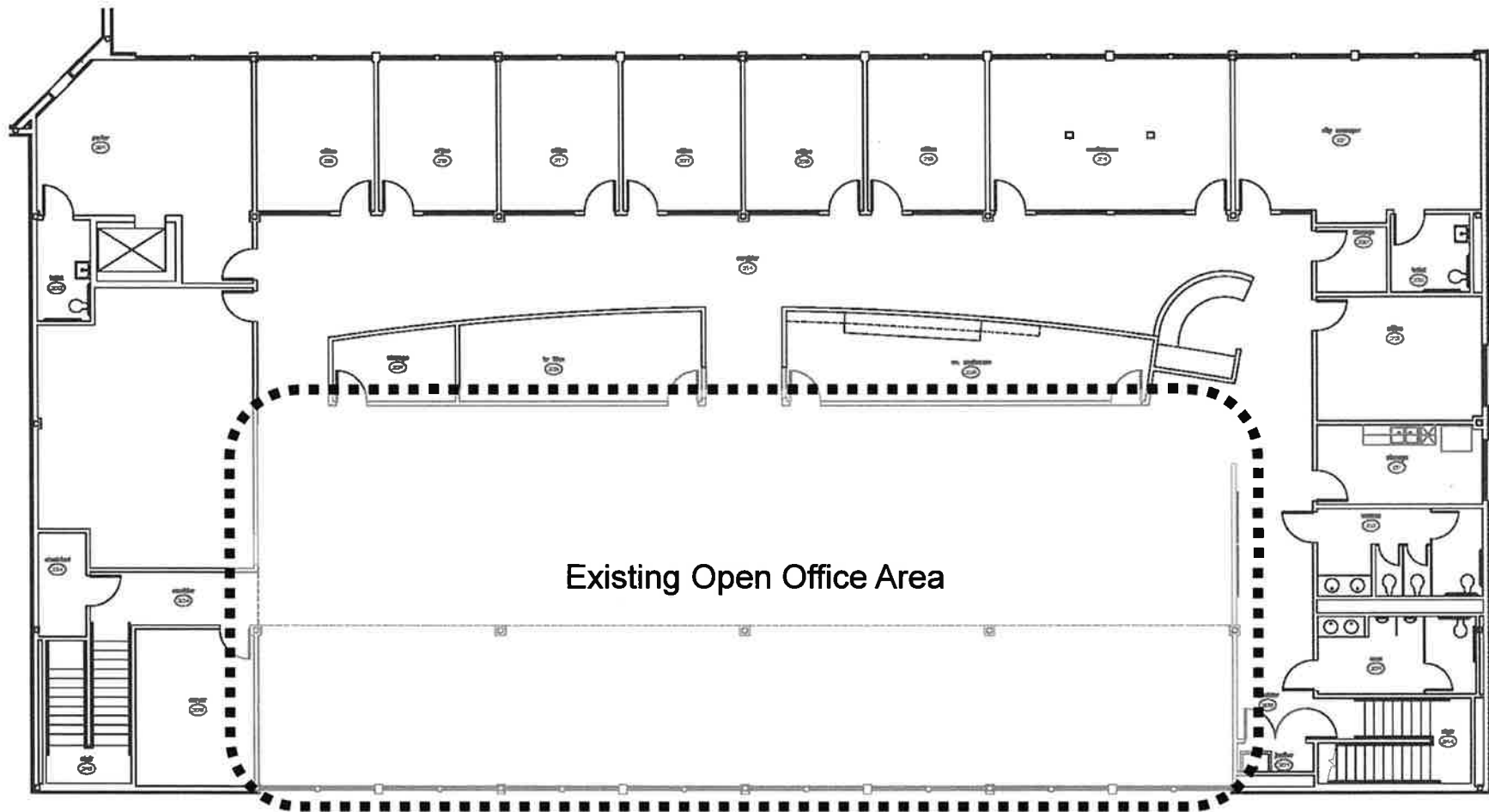
This is a discussion item only. Staff and Ron Hobbs will be in attendance to answer any questions from City Council.

[2ndFloorDrawing.pdf \(751 KB\)](#)[Presentation - Sachse City Hall 2nd Floor Renovation.pdf \(1,603 KB\)](#)

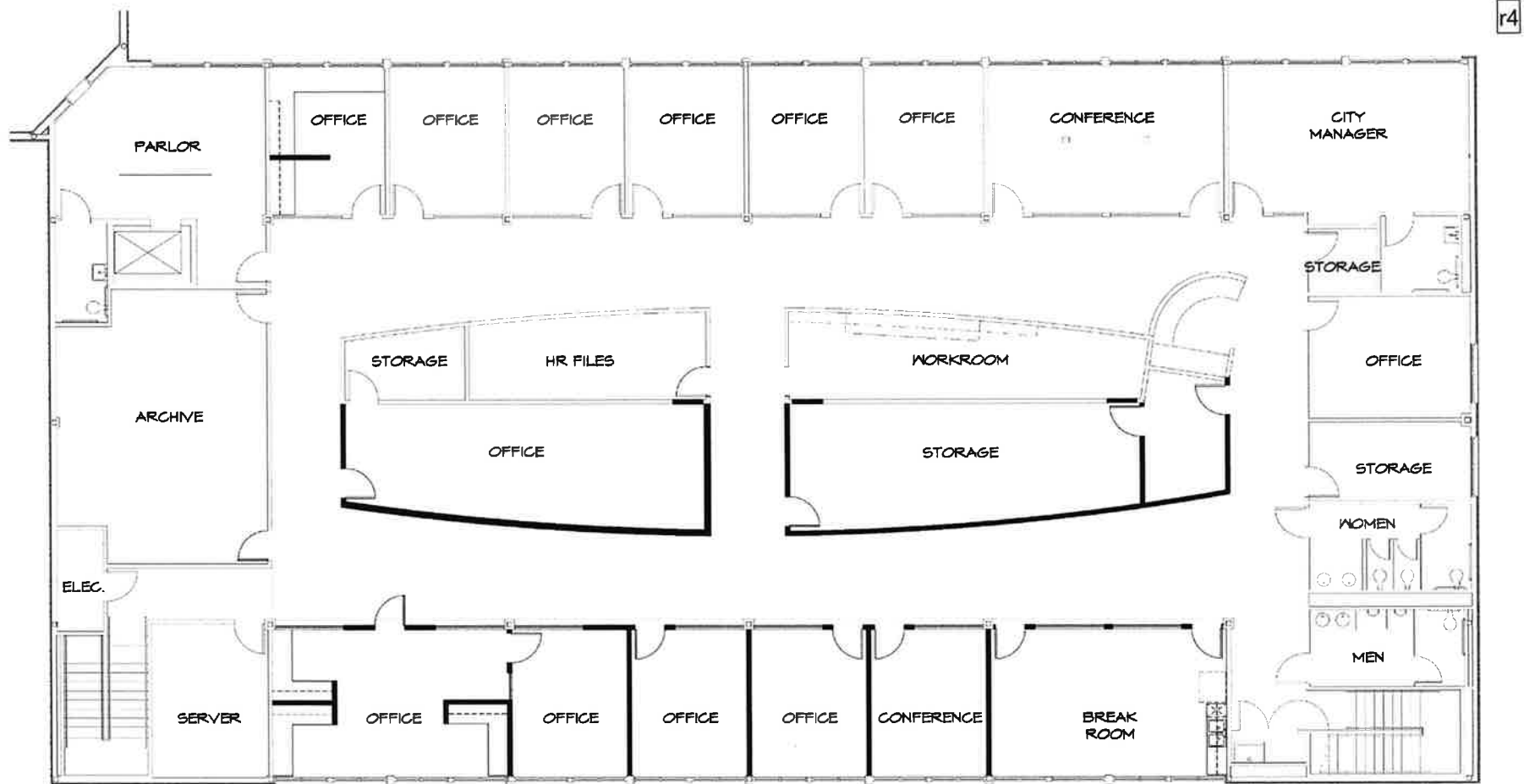


Sachse City Hall

2nd Floor Renovation



Current Floor Plan

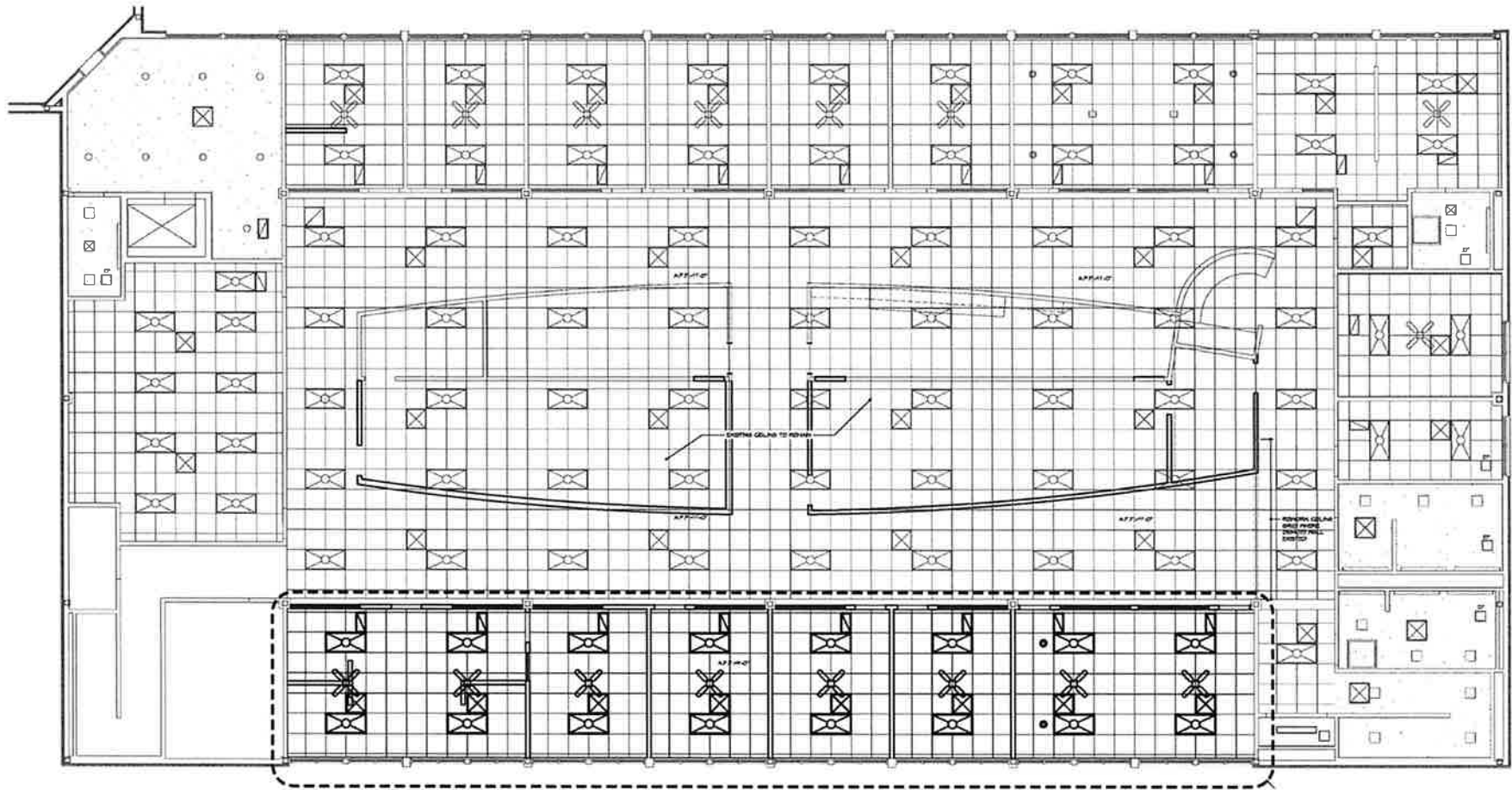


Proposed New Floor Plan

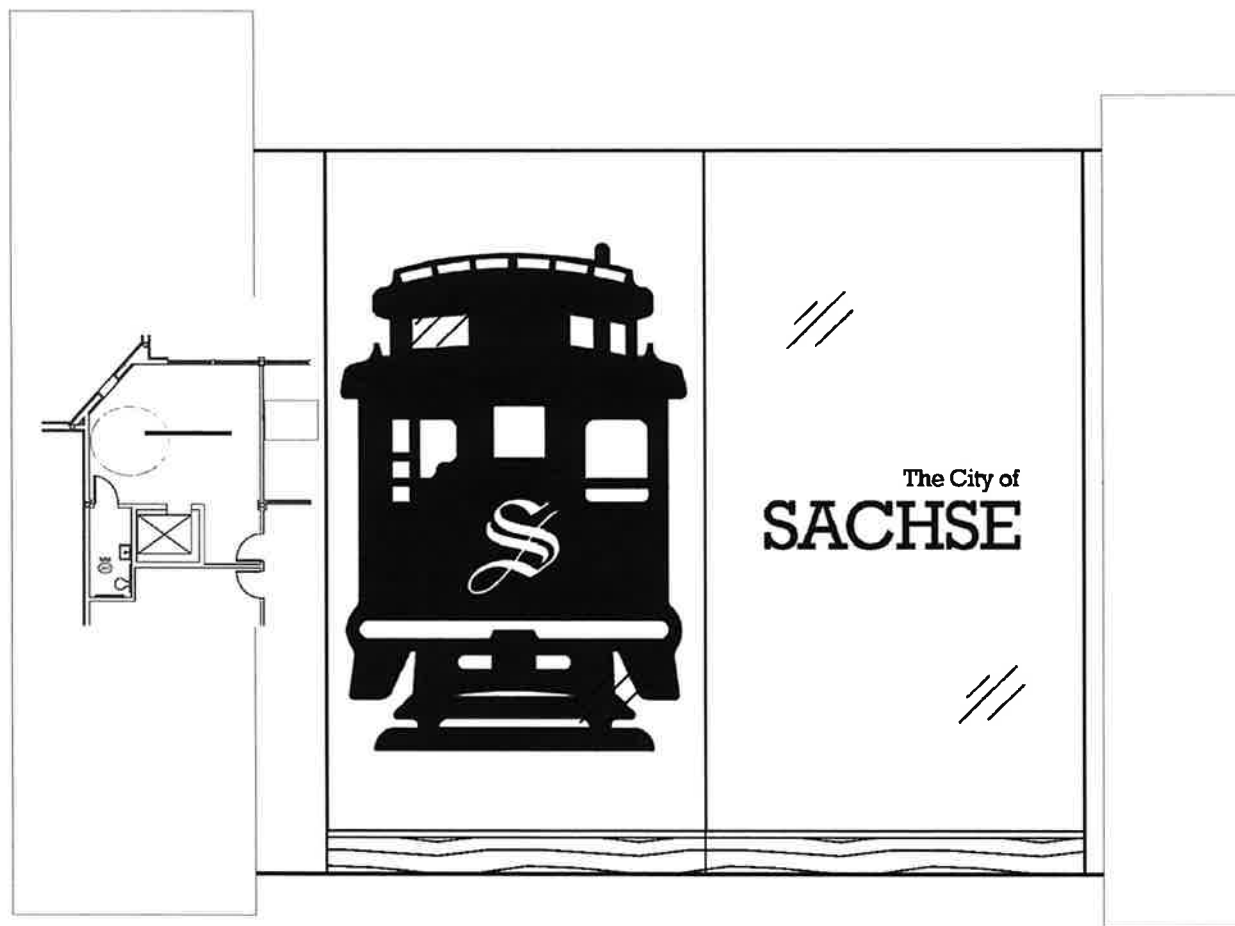
Slide 3

r4 rhobbs@ronhobbsarchitects.net, 07/30/2020

RON HOBBS ARCHITECTURE & INTERIOR DESIGN, LLP



Demolition Ceiling Plan



Second Floor Lobby Screen