

CITY COUNCIL OF THE CITY OF SACHSE

MEETING MINUTES

AUGUST 3, 2020

The City Council of the City of Sachse held a regular meeting on Monday, August 3, 2020, at 6:00 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 Assistant Police Chief, Steven Baxter.

Mayor Felix opened the workshop meeting at 6:07 p.m.

PRELIMINARY 2020-2021 FISCAL YEAR BUDGET: Discuss the preliminary 2020-2021 Fiscal Year Budget.

Mrs. Savage presented the preliminary FY 2020-2021 budget by providing an overview of the General and Utility funds including revenues and expenditures. She also presented a summary comparison of each departmental fund and the vehicle/equipment replacement fund (VERF).

Mrs. Nash presented a compensation update and the supplemental requests based on how they align with the goals from the strategic plan. She also presented supplemental street project options.

The City Council discussed the City's sewer rate contract with the City of Garland, proposed street projects concerning alley and CIP road projects, outdoor warning sirens, and the City's position relative to maintaining or staying below the "no-new-revenue" tax rate.

ADJOURNMENT:

Mayor Felix adjourned the workshop at 7:07 p.m.

Mayor Felix opened the regular meeting at 7:07 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:

Councilman Franks reminded residents that the Community Center is open by appointment.

Mayor Felix announced the changes to bulk trash.

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 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.**

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 from HUB International, the City's benefits consultant, regarding the City's current claims status.

Andrew Weegar provided an update that included historic information, benchmark data, claims versus premiums data, budget projections, and the strategy moving forward for 2021. If warranted, the City will release a RFP in September after which the consultants will do a full analysis.

The City Council discussed if there were provisions for rates to increase, the loss ratio, cost of virtual visits, and the skew of numbers due to COVID-19.

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.

Mrs. Lewis Sirianni stated the City Council conducted interviews during the workshop meeting on July 27 with ten applicants. These appointments are to fill current vacancies. However, Mrs. Lewis Sirianni requested the City Council to consider re-appointing the individuals on the Municipal Development District whose term(s) expired in June for another two-year term in order to align with their Bylaws. She noted that all other appointments' terms will expire in November 2021, except the individual appointed to the Park and Recreation Board, whose term will expire in November of this year.

Councilman Watkins made a motion to appoint the following:

Economic Development Corporation: Noel Hartley

Board of Adjustment: Fritz Steininger, Keith Casey, Jim Mathis, and Noel Hartley

Library Board: Cindy Gaspar and Leslie Williams

Parks and Recreation: Beau Hooten

Municipal Development District: Gina Nash, Butch Kemper, Jermaine McDaniel, and Cyndi Mitchell.

Animal Shelter Board: Jim Mathis, Shelly Monroe, and Janice Brooks

TIF Board #1: Jason Thompson

Councilman Bickerstaff seconded that motion and the motion was unanimously approved.

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.

Mr. Nesbit presented additional street maintenance projects that staff has identified for concrete panel replacements. The projects include Bunker Hill Road at Concord Drive, Bunker Hill Road at Cotillion Drive, Murphy Road at Blackburn Road, Clearmeadow Lane at Ranch Road and Cody Lane at Canyon Crest Drive. The projects will utilize the remaining balance in the General Fund for Street Maintenance projects. Staff recommends funding \$150,000 be allocated to these street sections for panel replacement. If approved, staff will work with the contractor to schedule the work to be completed in FY 2019-2020.

Councilman King made a motion to approve 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. Councilman Franks seconded that motion and the motion was unanimously approved.

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 a reminder of the funding received by both counties from the CARES Act and the guidance on how those funds may be used. Mrs. Nash gave an update on the projects thus far by each phase covering the costs, status, and schedule. The proposal to provide assistance to the 5 Loaves Food Pantry has been evaluated by staff and sent to Dallas County. Staff will update as more information is received. It was noted that a portion of the CARES Act funds were set aside as a contingency in the event that additional items were needed. If no further items are needed beyond what has been identified, the funds will be used to reimburse payroll costs related to the pandemic. Mrs. Nash stated at the last meeting, the City Council indicated that it would defer to her for what is best for municipal operations. The plan moving forward will be to close City Hall 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 the City's website. Staff will begin working on a rotational schedule on August 10, concurrent with the start of school, to minimize the impacts of the team as students return to the classroom and the risk for exposure potentially increases. Staff continues to closely monitor the guidance by the state and county.

The City Council discussed current safety precautions, potential of any state funds, and the HEROES Act.

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.

Mr. Whitworth stated staff had presented to the City Council a plan to make building modifications to City Hall to prevent the spread of the virus. The City submitted the request to use the funds from the CARES Act for this project. Dallas County reviewed and approved the request. Mr. Whitworth indicated that the bid opening would take place on August 4 with the awarding of the bid to come to the City Council for approval on Monday, August 17. Once approved, the contractors would be set to begin work on Tuesday, August 18. Staff anticipates this project will take approximately ten weeks to complete.

Ron Hobbs presented the proposed design layout for the renovations to City Hall. He identified where and how the modifications for those areas would be completed. The City Hall building was originally designed with ultimate build-out of professional office space in mind, so the proposed building modifications are relatively straightforward.

ADJOURNMENT:

Mayor Felix adjourned the meeting at 8:41 p.m.


MIKE J. FELIX, MAYOR

ATTEST:


Michelle Lewis Sirianni, City Secretary

