



**Monday, June 21, 2021
City Council Combined Meeting**

**Council Chambers
3815 Sachse Road, Building B
6:30 p.m.**

The City Council meeting will be held in the Council Chambers.

A temporary suspension of the Open Meetings Act to allow telephone or videoconference public meetings has been granted by Governor Greg Abbott and therefore, members of the public are entitled to participate in person or remotely.

Citizens may use the ZOOM link below to participate via chat for any questions/comments. However, to view the meeting live, you may stream online (<http://sachsetx.swagit.com/live>) or access through the local PEG Channel.

**<https://us02web.zoom.us/j/81087564064>
Or Telephone: (Toll Free) 877-853-5247
Webinar ID: 810 8756 4064**

Members of the public who wish to submit their written comments on a listed agenda item can also 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, June 21, 2021.

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. 6:30 PM WORKSHOP MEETING

1. Call to Order: The City Council of the City of Sachse will hold a Workshop Meeting on Monday, June 21, 2021 at 6:30 p.m. to consider the following items of business:
2. Receive an overview of Operations and Maintenance Public Improvement Districts.
3. The City Council shall convene into Executive Session pursuant to Texas Government Code, Section §551.072 Real Property: to deliberate the purchase, exchange, lease or value of real property generally located along the President George Bush Turnpike (PGBT).
4. Discussion of City Council meeting agenda items.
5. Adjournment.

B. 7:00 PM REGULAR MEETING

1. Call to Order: The City Council of the City of Sachse will hold a Regular Meeting on Monday, June 21, 2021 at 7:00 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.
2. Recognize Sachse Fire-Rescue by the Texas EMS for Children Program.
3. Recognize Alicia Pfeifer, recipient of the 2021 City of Sachse Scholarship.

D. Citizen Input

1. Citizen Input: The public is invited at this time to address the Council. Please come to the microphone and state your name and address for the record or citizens wishing to speak may use the chat function to 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. 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 June 7, 2021, joint meeting.
2. Approve the minutes of the June 7, 2021, regular meeting.
3. Authorize the City Manager to execute and award the bid for the construction of the Anthony Lane 8" Sewer Main Improvements to Excel 4 Construction, LLC in an amount not to exceed six hundred forty-three thousand eight hundred sixty-four dollars and zero cents (\$643,864.00).
4. Approve the Consent Agenda Items as presented.

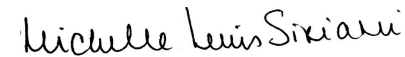
F. Regular Agenda Items

1. Take any action as a result of Executive Session. (Item A3 from workshop.)
2. Receive early citizen input regarding the fiscal year 2021-2022 budget.
3. Receive Sachse's Fire-Rescue 2020 annual review.
4. Consider amending Article II, Section 2 of the City of Sachse Parks and Recreation Municipal Development District Bylaws titled "Appointment, Number, and Term of Office" to eliminate the requirement that a City Councilmember serve as one of the members of the Board of Directors for the Sachse Parks and Recreation Municipal Development District.
5. Consider a resolution authorizing the submittal of an application for a Collin County Park and Open Space Grant for the purpose of the J.K. Sachse Park Trail.

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 Amanda Chi, ADA Coordinator, via phone at 972.429.4770, via email at achi@cityofsachse.com, or by appointment at 3815 Sachse Road, Building B, Sachse, Texas 75048.

**Agenda Item Details**

Meeting	Jun 21, 2021 - City Council Combined Meeting
Category	A. 6:30 PM WORKSHOP MEETING
Subject	2. Receive an overview of Operations and Maintenance Public Improvement Districts.
Access	Public
Type	Discussion, Information

Public Content**BACKGROUND**

The Development Agreement for The Station contemplates the creation of an Operations and Maintenance (O&M) Public Improvement District (PID). The purpose of the O&M PID is to set aside an account of funds to cover the costs of providing higher level amenities for The Station residential and commercial development.

OVERVIEW

The City Council authorized the creation of the O&M PID in October 2020. The purpose of this presentation will provide the City Council with an overview of the O&M PID's intent and functionality.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Receive an overview of Operations and Maintenance Public Improvement Districts from the City's consultants.



Agenda Item Details

Meeting	Jun 21, 2021 - City Council Combined Meeting
Category	A. 6:30 PM WORKSHOP MEETING
Subject	3. The City Council shall convene into Executive Session pursuant to Texas Government Code, Section §551.072 Real Property: to deliberate the purchase, exchange, lease or value of real property generally located along the President George Bush Turnpike (PGBT).
Access	Public
Type	Closed Session

Public Content

RECOMMENDATION

Conduct Executive Session as appropriate.



Agenda Item Details

Meeting	Jun 21, 2021 - City Council Combined Meeting
Category	C. Special Announcements
Subject	2. Recognize Sachse Fire-Rescue by the Texas EMS for Children Program.
Access	Public
Type	Recognition
Goals	Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse. Meet the public safety needs of a growing citizen, student, and business population. Provide excellent government services to Sachse citizens.

Public Content

BACKGROUND

Sachse Fire-Rescue will be recognized by the Texas EMS for Children program.

OVERVIEW

This recognition places a spotlight on Sachse Fire-Rescue for the delivery of high-quality emergency medical care for children, focusing on the unique needs of critically ill or injured pediatric patients and the challenges faced by EMS professionals in meeting those needs.

Sam Vance, Program Manager with Texas EMS for Children, will recognize Sachse Fire-Rescue.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Recognize Sachse Fire-Rescue.

[Media Advisory.pdf \(141 KB\)](#)



Texas EMS for Children State Partnership Baylor College of Medicine

MEDIA ADVISORY

May 13, 2020

Contact:

Sam Vance

832-824-3672

emsctexas@bcm.edu

City of Sachse Fire-Rescue Recognized by the Texas EMS for Children Program

WHAT: The EMSC State Partnership has recognized the City of Sachse Fire-Rescue at the GOLD Level of pediatric care readiness through the EMS Recognition Program. This is a multi-phase recognition program for EMS agencies that wish to establish programs and standards to improve their capabilities to deliver care to pediatrics.

WHY: This recognition places a spotlight on the delivery of high-quality emergency medical care for children, focusing on the unique needs of critically ill or injured pediatric patients and the challenges faced by EMS professionals in meeting those needs.

This recognition also provides the EMSC program with an opportunity to bring together the EMS agency and their local community to focus attention on illness and injury prevention and raise awareness about issues important to the continued development and improvement of EMS and Trauma systems relating to children. In addition, it helps the program raise awareness about safety and prevention and the ongoing need to improve and expand specialized care for children in the prehospital setting.

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About the EMS for Children State Partnership, Texas

The Emergency Medical Services for Children (EMSC) State Partnership, Texas is a statewide collaborative project funded through the Health Resource and Services Administration's EMS for Children Program. Baylor College of Medicine is the site of the Texas EMSC office and is

working in partnership with the largest children's hospitals in Texas, their affiliated colleges of medicine, and representatives of the Texas Department of State Health Services. Through this collaboration, the EMSC State Partnership, Texas has created the infrastructure to assess and achieve defined EMSC Performance Measures. In addition, the EMSC State Partnership, Texas works tirelessly to improve education, research and pediatric prehospital care. For more information, please visit our website: <https://www.bcm.edu/departments/pediatrics/sections-divisions-centers/emergency-medical-services-for-children>



Agenda Item Details

Meeting	Jun 21, 2021 - City Council Combined Meeting
Category	C. Special Announcements
Subject	3. Recognize Alicia Pfeifer, recipient of the 2021 City of Sachse Scholarship.
Access	Public
Type	Recognition

Public Content

BACKGROUND

This is the eighth year that the City of Sachse is offering a \$1,000 scholarship to a student who is currently enrolled at the 12th grade level and lives in Sachse. The City Council reviewed scholarship applications at its May 17 meeting and selected Alicia Pfeifer, a senior at Sachse High School, to be the recipient of this distinguished award. The scholarship award is made possible by the City's solid waste provider, Community Waste Disposal (CWD). Under the terms of the City's waste disposal contract, CWD provides \$1,000 annually to be used for a scholarship to a local youth from Sachse.

RECOMMENDATION

Recognize Alicia Pfeifer, recipient of the 2021 City of Sachse Scholarship.



Agenda Item Details

Meeting	Jun 21, 2021 - 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 June 7, 2021, joint meeting.
Access	Public
Type	Action (Consent), Minutes
Recommended Action	Approve as presented.
Minutes	View Minutes for Jun 7, 2021 - City Council Combined Meeting

Public Content

BACKGROUND

Minutes of the June 7, 2021, joint meeting.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Approve the minutes of the June 7, 2021, joint meeting.

[06.07.21 Joint Council - TIRZ 2 Minutes.pdf \(32 KB\)](#)

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 AND
TAX INCREMENT FINANCING BOARD NUMBER TWO
JOINT MEETING MINUTES**

JUNE 7, 2021

The City Council of the City of Sachse and the Tax Increment Financing Board Number Two of the City of Sachse held a joint meeting on Monday, June 7, 2021, at 6:30 p.m. at Sachse City Hall, 3815-B Sachse Road. Those present were Mayor Mike Felix, Mayor Pro Tem Brett Franks, Councilmembers Michelle Howarth, Frank Millsap, Chance Lindsey, Cullen King, and Jeff Bickerstaff; City Manager, Gina Nash, City Secretary, Michelle Lewis Sirianni; and Strategic Services Director, Lauren Rose.

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

EXECUTIVE SESSION: The City Council and the Tax Increment Financing Board Number Two (TIRZ #2 Board) shall convene into Executive Session pursuant to Texas Government Code, Section §551.087 Economic Development Deliberations: to deliberate and negotiate the offer of financial incentive to Evolve Biologics (USA), Inc. a business prospect to be located along the South Side of the President George Bush Turnpike and North of Pleasant Valley Road.

At 6:31 p.m., the City Council and TIRZ #2 Board recessed into Executive Session.

At 6:53 p.m., the City Council and TIRZ #2 Board reconvened back into the joint meeting.

Councilwoman Howarth made a motion to authorize the City Manager to negotiate and execute on behalf of both the Tax Increment Financing Board Number Two and the City Council an Economic Development Agreement with Evolve Biologics (USA), Inc., and with further authority to finalize the remaining terms to be negotiated, all subject to approval as to form by the City Attorney. Councilman King seconded that motion and the motion was unanimously approved.

ADJOURNMENT:

Mayor Felix adjourned the joint meeting at 6:56 p.m.

MIKE J. FELIX, MAYOR

ATTEST:

Michelle Lewis Sirianni, City Secretary



Agenda Item Details

Meeting	Jun 21, 2021 - 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 June 7, 2021, regular meeting.
Access	Public
Type	Action (Consent)
Recommended Action	Approve as presented.

Public Content

BACKGROUND

Minutes of the June 7, 2021, regular meeting.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Approve the minutes of the June 7, 2021, regular meeting.

[06.07.21 Minutes.pdf \(114 KB\)](#)

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

JUNE 7, 2021

The City Council of the City of Sachse held a regular meeting on Monday, June 7, 2021, at 7:00 p.m. at Sachse City Hall, 3815-B Sachse Road. Those present were Mayor Mike Felix, Mayor Pro Tem Brett Franks, Councilmembers Michelle Howarth, Frank Millsap, Chance Lindsey, Cullen King, and Jeff Bickerstaff; City Manager, Gina Nash; City Secretary, Michelle Lewis Sirianni; Strategic Services Director, Lauren Rose; CIP and Public Works Director, Corey Nesbit; Development Services Director, Matt Robinson; Parks and Recreation Director, Lance Whitworth; Finance Director, Teresa Savage; Assistant to the City Manager, Amanda Chi; Deputy Fire Chief, Lee Richardson; and Police Chief, Bryan Sylvester.

Mayor Felix opened the regular meeting at 7:02 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE TO U.S. AND STATE FLAGS:

Councilman King offered the invocation and Councilman Bickerstaff led the pledges.

OATHS OF OFFICE: Administer the oath of office to newly elected Councilmembers.

Mayor Felix administered the oath of office to Councilwoman Michelle Howarth.

MAYOR AND CITY COUNCIL ANNOUNCEMENTS REGARDING SPECIAL EVENTS:

Councilman King thanked all who support the Animal Shelter and encouraged residents to follow their Facebook page.

Mayor Felix announced the upcoming Red, White, and Blue Blast on July 3, summer Community Center Hours, and the opening of the Senior Center.

Recognize and present commendations to Police Department volunteers.

Chief Sylvester recognized the police volunteers with Mayor Felix presenting them with their certificates.

Oath of Office

Mayor Felix administered the oath of office to Councilman Brett Franks.

CITIZEN INPUT:

Butch Kemper, 7107 Longmeadow, requested a four way stop sign at Blackburn/Ingram Road. He asked the City Council to revisit the issue and bring the item back for discussion at an upcoming meeting.

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 May 17, 2021, combined meeting.**
- 2. Accept the monthly revenue and expenditure report for the period ending April 30, 2021.**
- 3. Accept the Quarterly Budget and Investment Reports for the quarter ended March 31, 2021.**
- 4. Authorize the City Manager to execute a contract for professional services for the 2021 Alley Reconstruction Design between the City of Sachse and Binkley and Barfield, Inc. in the amount of sixty-three thousand five hundred dollars and zero cents (\$63,500.00).**
- 5. Authorize the City Manager to negotiate and enter into a contract in the amount not to exceed one-hundred fifty-thousand and zero cents (\$150,000.00) with Reynolds Asphalt and Construction Co. for various asphalt street repairs.**

Mayor Felix pulled items 4 and 5 from the consent agenda.

Councilman Bickerstaff made a motion to approve consent agenda items 1, 2, and 3 as presented. Councilman King seconded that motion and the motion was unanimously approved.

Matthew Holboke, 5511 Oakridge Circle, asked what the construction budget is for item 4 and what the PASER ratings are on the streets included in item 5.

Mr. Nesbit responded that the total project amount is \$683,000.00, which covers work for five alleys and was approved last year. The PASER ratings for these streets are the lowest ones (worst condition) in the city outside of the ones being proposed for the bond.

Councilman Bickerstaff made a motion to approve item 4 and 5 as presented. Councilman King seconded that motion. Motion carried with a 6-1 vote. Councilman Millsap voted no.

REGULAR AGENDA ITEMS:

Take any action as a result of Executive Session. *(From June 7, 2021 Joint Workshop with Tax Increment Financing Board #2)*

Councilman King made a motion to authorize the City Manager to negotiate and execute on behalf of the City Council an Economic Development Incentive Agreement with Evolve Biologics

(USA), Inc., and with further authority to finalize the remaining terms to be negotiated, all subject to approval as to form by the City Attorney. Councilman Bickerstaff seconded that motion.

Butch Kemper, 7107 Longmeadow, questioned when the citizens would be made aware of the agreement terms. He would like to know the incentive the City is providing and what the City will receive in return.

Mrs. Nash indicated that once all the terms are agreed upon by all entities, more information would be available.

The motion was unanimously approved.

Conduct a public hearing to consider and act on a request by Kirkman Engineering, LLC to rezone approximately 22.8 acres of land from AG, Agricultural District to C-2, General Commercial District, generally located 425 feet northeast of the intersection of State Highway 78 and Woodbridge Parkway, within Sachse city limits.

Mr. Robinson stated the Future Land Use Plan (FLUP) designates the subject property for commercial uses and supports the proposed rezoning request. Staff recommends approval of the request due to the consistency with the goals and objectives of the Comprehensive Plan, compliance with the FLUP, and the proposed plan's consistency with surrounding commercially zoned and developed land. At the May 10 Planning and Zoning meeting, the Commission voted 5-0 to recommend approval of the rezoning request.

Mayor Felix opened the public hearing.

No comments were made.

Mayor Felix closed the public hearing.

Councilwoman Howarth asked how much of the property was in the floodplain. Mr. Robinson indicated that roughly 2.9 acres could be developed.

Councilman Bickerstaff asked about the access to the property. Mr. Robinson stated that there is a mutual access on the north side of the property.

Councilman Millsap asked if permission had been granted by FEMA. Mr. Robinson stated that this would be addressed during the platting and/or Site Plan phase.

Mayor Pro Tem Franks asked if the applicant could build in the floodplain. Mr. Robinson stated yes, however, there are strict guidelines to follow when reclaiming floodplain. At this time, the applicant has not expressed a desire to do so.

Councilman Bickerstaff made a motion to approve a request by Kirkman Engineering, LLC to rezone approximately 22.8 acres of land from AG, Agricultural District to C-2, General Commercial District, generally located 425 feet northeast of the intersection of State Highway 78 and Woodbridge Parkway, within Sachse city limits. Councilman King seconded that motion.

Councilman Millsap asked if there were any reassurances that there would be a request in the future to zone this residential. Mayor Felix stated his support for the rezoning based on the configuration of the land.

Motion carries with a 6-1 vote. Councilman Millsap voted no.

Conduct a public hearing to consider and act on a request by Sammy Jibrin to rezone approximately 6.87 acres of land from AG, Agricultural District to R-10, Single Family Residential District, generally located west of Merritt Road and south of Lacey Circle, within Sachse city limits.

Mr. Robinson stated this subject property is currently vacant and reviewed current R-10 District standards. The Future Land Use Plan (FLUP) designates this property for low density residential uses, which supports the proposed zoning request. At the May 10 Planning and Zoning meeting, the Commission voted 5-0 to recommend approval of the rezoning request. During the public hearing, six residents spoke noting concerns of traffic and congestion along Merritt Road, flooding, proximity of home sizes, and were told property would be used as greenbelt. Staff recommends approval of the request due to the consistency with the goals and objectives of the Comprehensive Plan, compliance with the FLUP, and consistency with surrounding residentially zoned and developed land.

Mayor Felix opened the public hearing.

No comments were made.

Mayor Felix closed the public hearing.

Councilman Millsap asked if there are Federal guidelines regarding development near the transmission lines.

Mayor Pro Tem Franks pointed out the north edge of the proposed property and its similarities with another surrounding subdivision. He commented that he would like the applicant to come back with a Planned Development (PD).

Councilman Bickerstaff asked about potential flooding and how many lots were being proposed. Mr. Robinson stated a maximum of 20 lots would fit depending on configuration.

Councilman Lindsey commented on the Comprehensive Plan that was revised in 2017, and their accountability to follow the plan.

Councilman King made a motion to approve a request by Sammy Jibrin to rezone approximately 6.87 acres of land from AG, Agricultural District to R-10, Single Family Residential District, generally located west of Merritt Road and south of Lacey Circle, within Sachse city limits. Councilman Bickerstaff seconded that motion. Motion carries with a 5-2 vote. Councilmembers Millsap and Franks voted no.

Consider appointment of a Mayor Pro Tem.

Mayor Pro Tem Franks made a nomination and motion to appoint Councilman Bickerstaff as Mayor Pro Tem. Councilwoman Howarth seconded that motion. Motion carries with a 6-1 vote. Councilman Millsap voted no.

EXECUTIVE SESSION:

The City Council shall convene into Executive Session pursuant to Texas Government Code, Section §551.087 Economic Development Deliberations: to deliberate the offer or other financial incentive to a business prospect generally located along the President George Bush Turnpike.

The City Council shall convene into Executive Session pursuant to the Texas Government Code, Section §551.074 Personnel: regarding the mid-year review of the City Manager.

At 8:12 p.m., the City Council recessed into Executive Session.

At 9:36 p.m., the City Council reconvened back into the regular meeting.

Mayor Pro Tem Bickerstaff made a motion to increase the City Manager's annual salary by eight percent (8%). Councilman Franks seconded that motion and the motion was unanimously approved.

ADJOURNMENT:

Mayor Felix adjourned the meeting at 9:38 p.m.

ATTEST:

MIKE J. FELIX, MAYOR

Michelle Lewis Sirianni, City Secretary



Agenda Item Details

Meeting	Jun 21, 2021 - 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. Authorize the City Manager to execute and award the bid for the construction of the Anthony Lane 8" Sewer Main Improvements to Excel 4 Construction, LLC in an amount not to exceed six hundred forty-three thousand eight hundred sixty-four dollars and zero cents (\$643,864.00).
Access	Public
Type	Action (Consent)
Preferred Date	Jun 21, 2021
Fiscal Impact	Yes
Dollar Amount	643,864.00
Budgeted	Yes
Budget Source	Utility Fund
Recommended Action	Approve as presented.
Goals	Strategically invest in the City's existing and future infrastructure.

Public Content

BACKGROUND

The Anthony Lane sewer improvements were planned and designed to address capacity and maintenance issues associated with an older and undersized sewer system. This project will increase the size of the current pipe and provide for reduced maintenance and jetting of the line.

OVERVIEW

Sealed bids were received and opened by the City of Sachse for the Anthony Lane 8" Sewer Main Improvement project on Thursday, May 27, 2021 at 2:00 p.m. The project was advertised in the Sachse News, a total of four (4) bids were received.

The apparent low bid was submitted by Excel 4 Construction, LLC (E4C). Based on the evaluation of their bid and checking of their references, E4C is considered capable of performing the proposed work in the contract documents. Therefore, based on our review of the bids, staff recommends E4C for an award in the amount of \$643,864.00 (total bid) for the Anthony Lane 8" Sewer Main Improvements Project, SS-17-02.

POLICY CONSIDERATIONS

This project is listed in the City's Capital Improvement Plan for the FY20-21 budget. Funding will come from the Utility Fund.

RECOMMENDATION

Staff recommends authorizing the City Manager to execute and award the bid for the construction of the Anthony Lane 8" Sewer Main Improvements to Excel 4 Construction, LLC in an amount not to exceed six hundred forty-three thousand eight hundred sixty-four dollars and zero cents (\$643,864.00).

[SS-17-02_BidTabSummary_Rev.pdf \(93 KB\)](#)

[SS-17-02_AwardRecommendation.pdf \(110 KB\)](#)

[Anthony SS presentation.pptx \(1,507 KB\)](#)

Anthony Lane 8" Sewer Main Improvements Project Award

June 21, 2021

City Council



Overview

- Background
- Project Map
- Bid Process
- Staff Recommendation
- Next Steps



Background

- Project is to replace the existing 6" Sanitary Sewer Main that is in poor condition
- This will provide an improved sewer system for the residents and reduce the maintenance and jetting that has to be done in the area on a weekly basis



Project Map



Bid Process

- Staff advertised the project in the Sachse News and online at www.civcast.com
- 4 bids were received
- Project is a 90 calendar day contract
- The lowest bidder was Excel 4 Construction, LLC in the amount of **\$643,864.00**
- Project will be funded from the Utility Fund



Staff Recommendation

- Staff recommends authorizing the City Manager to execute and award the bid for the construction of the Anthony Lane 8" Sewer Main Improvements to Excel 4 Construction, LLC in an amount not to exceed six hundred forty-three thousand eight hundred sixty-four dollars (\$643,864.00).



Next Steps

- Letters will be sent to residents on Anthony Lane to notify them of the upcoming project
- Staff will set up a pre-construction meeting with Excel 4 Construction
- Construction is anticipated to begin this summer



June 3, 2021

Corey Nesbit, PE, CFM
City of Sachse
3815-B Sachse Road
Sachse Texas 75048

RE: Anthony Lane 8" Sewer Main Improvements – SS-17-02
Recommendation of Award of Contract

Dear Mr. Nesbit,

Sealed bids were received and opened by the City of Sachse for the above referenced project on Thursday, May 27, 2021 at 2:00 pm. A total of four (4) bids were received.

The apparent low bid was submitted by Excel 4 Construction, LLC (E4C). Based on the evaluation of their bid and checking of their references, E4C is considered capable of performing the proposed work in the contract documents. Therefore, based on our review of the bids, CobbFendley recommends E4C for an award in the amount of \$643,864.00 (Total Bid) for the Anthony Lane 8" Sewer Main Improvements Project, SS-17-02.

A bid bond was submitted for 5% of the total amount as required by the bid documents. The Contractor will commence work after the execution of all contract and bond forms, receipt of insurance certificates and issuance of a Notice to Proceed. A preconstruction conference will be conducted with the Contractor, City of Sachse, and CobbFendley personnel. The Contractor has committed to substantially complete this project in 90 calendar days, final completion within 15 calendar days after substantial completion, after the issuance of a Notice to Proceed.

Thank you for this opportunity to serve and work with the City of Sachse on these critical improvement efforts. As we move to the construction phase, we look forward to the continued success on this project.

If there are any questions, please feel free to contact me at 972.335.3214 or pmistry@cobbfendley.com.

Sincerely,
COBB, FENDLEY & ASSOCIATES, INC.



Priya Mistry, P.E.

Attachments: Bid Tabulation
Contractor Reference Questionnaire (3)

CC: Leah Granger – City of Sachse
Ted Sugg, P.E. – CobbFendley

Project No: SS-17-02
CFA No: 1912-034-01

Prepared By: BE
Date: 6/3/2021

BID TABULATION SUMMARY

				APPARENT LOW BID					
				Excel 4 Construction		Canary Construction		Douglas Dailey	
ITEM NO.	DESCRIPTION	QTY	UNIT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	Mobilization	1	LS	\$ 20,000.00	\$ 20,000.00	\$ 30,000.00	\$ 30,000.00	\$ 25,000.00	\$ 25,000.00
2	Traffic Control	1	LS	\$ 6,000.00	\$ 6,000.00	\$ 6,500.00	\$ 6,500.00	\$ 6,000.00	\$ 6,000.00
3	Erosion Control (Incl. Tree Protection)	1	LS	\$ 13,000.00	\$ 13,000.00	\$ 3,500.00	\$ 3,500.00	\$ 10,000.00	\$ 10,000.00
4	Project Signs	1	EA	\$ 750.00	\$ 750.00	\$ 900.00	\$ 900.00	\$ 2,500.00	\$ 2,500.00
5	Abandon Existing Sanitary Sewer Manhole	4	EA	\$ 800.00	\$ 3,200.00	\$ 1,200.00	\$ 4,800.00	\$ 2,000.00	\$ 8,000.00
6	Remove Existing Sanitary Sewer Manhole	3	EA	\$ 350.00	\$ 1,050.00	\$ 1,500.00	\$ 4,500.00	\$ 2,000.00	\$ 6,000.00
7	Remove & Replace Gravel Driveway	15	SY	\$ 25.00	\$ 375.00	\$ 85.00	\$ 1,275.00	\$ 85.00	\$ 1,275.00
8	Remove & Relocate Sign, Complete-in-Place	3	EA	\$ 9,500.00	\$ 28,500.00	\$ 900.00	\$ 2,700.00	\$ 600.00	\$ 1,800.00
9	Remove Safety End Treatment	1	EA	\$ 200.00	\$ 200.00	\$ 400.00	\$ 400.00	\$ 2,500.00	\$ 2,500.00
10A	4' Diameter Precast Concrete Sanitary Sewer Manhole With Type S Lid	6	EA	\$ 8,100.00	\$ 48,600.00	\$ 6,000.00	\$ 36,000.00	\$ 7,000.00	\$ 42,000.00
10B	4' Diameter Cast-in-Place Concrete Sanitary Sewer Manhole With Type S Lid	2	EA	\$ 8,500.00	\$ 17,000.00	\$ 7,000.00	\$ 14,000.00	\$ 8,000.00	\$ 16,000.00
11	5' Diameter Concrete Sanitary Sewer Manhole with Internal Drop With Type S Lid	1	EA	\$ 12,000.00	\$ 12,000.00	\$ 8,000.00	\$ 8,000.00	\$ 10,000.00	\$ 10,000.00
12	8" SDR-35 PVC ASTM D3034 Sanitary Sewer Main by Open Cut	2,275	EA	\$ 85.00	\$ 193,375.00	\$ 95.00	\$ 216,125.00	\$ 130.00	\$ 295,750.00
13	8" SDR-35 PVC ASTM D3034 Sanitary Sewer Main by Trenchless Construction	600	LF	\$ 325.00	\$ 195,000.00	\$ 300.00	\$ 180,000.00	\$ 200.00	\$ 120,000.00
14	4" SDR-35 PVC ASTM D3034 Sanitary Sewer Service Connection by Open Cut	85	LF	\$ 60.00	\$ 5,100.00	\$ 75.00	\$ 6,375.00	\$ 110.00	\$ 9,350.00
15	4" SDR-35 PVC ASTM D3034 Sanitary Sewer Service Connection by Trenchless Construction	1,020	LF	\$ 56.00	\$ 57,120.00	\$ 85.00	\$ 86,700.00	\$ 95.00	\$ 96,900.00
16	Trench Safety	2,360	EA	\$ 1.00	\$ 2,360.00	\$ 5.00	\$ 11,800.00	\$ 2.00	\$ 4,720.00
17	Sanitary Sewer Bypass Pumping	1	LF	\$ 16,000.00	\$ 16,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
18	Safety End Treatment	1	EA	\$ 2,850.00	\$ 2,850.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
19	18" Class IV RCP	24	LF	\$ 91.00	\$ 2,184.00	\$ 95.00	\$ 2,280.00	\$ 225.00	\$ 5,400.00
20	Asphalt Street Repair (148 PCF)	60	SY	\$ 80.00	\$ 4,800.00	\$ 160.00	\$ 9,600.00	\$ 200.00	\$ 12,000.00
21	Solid Sod, Complete-in-Place	1,175	SY	\$ 8.00	\$ 9,400.00	\$ 12.00	\$ 14,100.00	\$ 19.00	\$ 22,325.00
22	Irrigation Allowance	-	-	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
TOTAL BID:				TOTAL	\$ 643,864.00	TOTAL	\$ 662,055.00	TOTAL	\$ 720,020.00

Unit prices or subtotals shown in red indicate a typographical or mathematical correction from the Bid Form.

Atkins Bros. Equip. Co., Inc. submitted a bid and was disqualified due to not providing a Bid Bond.



Agenda Item Details

Meeting	Jun 21, 2021 - City Council Combined Meeting
Category	F. Regular Agenda Items
Subject	1. Take any action as a result of Executive Session. (Item A3 from workshop.)
Access	Public
Type	Action
Recommended Action	Motion to

Public Content



Agenda Item Details

Meeting	Jun 21, 2021 - City Council Combined Meeting
Category	F. Regular Agenda Items
Subject	2. Receive early citizen input regarding the fiscal year 2021-2022 budget.
Access	Public
Type	Information
Goals	Be a model of financial stewardship through growth management, responsible investment, and financial transparency.

Public Content

BACKGROUND

Preparations have begun for the FY 2021-2022 budget. The City Manager is reviewing the draft budget and considering requests for service enhancements and new programs.

OVERVIEW

Requests from citizens can be considered as a part of this process. This item was postponed from earlier in the year because of the return to in-person meetings.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Open the floor for citizen input regarding the FY 2021-2022 budget.

[FY 2021-2022 Revised Budget Calendar.pdf \(174 KB\)](#)

Budget Calendar (2021-2022 Fiscal Year)

All dates subject to change

March 18 & 23	Budget Kick-off Meeting
April 9	Personnel requests due to HR; Technology requests due to IT
April 30	Preliminary values available from appraisal districts
May 10	Department budgets completed in Incode and locked by Finance
May 28	First draft budget to City Manager
June 21-25	City Manager meetings with department heads to review budget requests
June 30	Department budget revisions due to Finance (if applicable)
July 8	MDD Board meeting to discuss 2022 budget
July 9	Finance provides preliminary budget to City Manager
July 12	City Council Meeting—health insurance, long-range financial plan
July 15	SEDC Board Meeting — final review of proposed budget
July 23	Certified values available from Appraisal Districts
July 26	City Council Meeting-Budget Workshop
August 2	Dallas County submits completed No-New-Revenue and Voter-Approved Tax Rate worksheets to entities
August 2	City Council Meeting — Discuss budget and tax rate
August 16	City Council Meeting — City Manager presents budget to Council; schedule public hearings on tax rate and budget; record vote; discuss budget and tax rate
August 19	SEDC Board Meeting — approve final budget
August 23	Post the “Notice of Public Hearing” and “Explanation of Tax Rates” on City website
August 26	Publish the “Notice of Public Hearing”
September 7	Special City Council meeting; hold public hearings on budget and tax rate; budget discussion
September 9	MDD Board meeting to approve 2022 budget
September 20	City Council-hold second public hearing on tax rate (if required); adopt budget; ratify tax rate in the budget; adopt 2021 tax rate

October 1	New fiscal year begins Begin tracking performance measures
November 30	Budget document is finalized and distributed



Agenda Item Details

Meeting	Jun 21, 2021 - City Council Combined Meeting
Category	F. Regular Agenda Items
Subject	3. Receive Sachse's Fire-Rescue 2020 annual review.
Access	Public
Type	Information
Goals	Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse. Meet the public safety needs of a growing citizen, student, and business population.

Public Content

BACKGROUND

Sachse Fire-Rescue (SFR) updates the City Council annually to keep them apprised of departmental accomplishments, challenges, and goals for the upcoming year.

OVERVIEW

Chief Wade will provide an overview of the department, its accomplishments, and activities from 2020.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Receive Sachse Fire-Rescue's annual review from Chief Wade.

[Staff Presentation - SFR Annual Update 2020.pdf \(5,137 KB\)](#)



Sachse Fire-Rescue

2020 ANNUAL UPDATE

JUNE 21ST, 2021

MARTY WADE – FIRE CHIEF



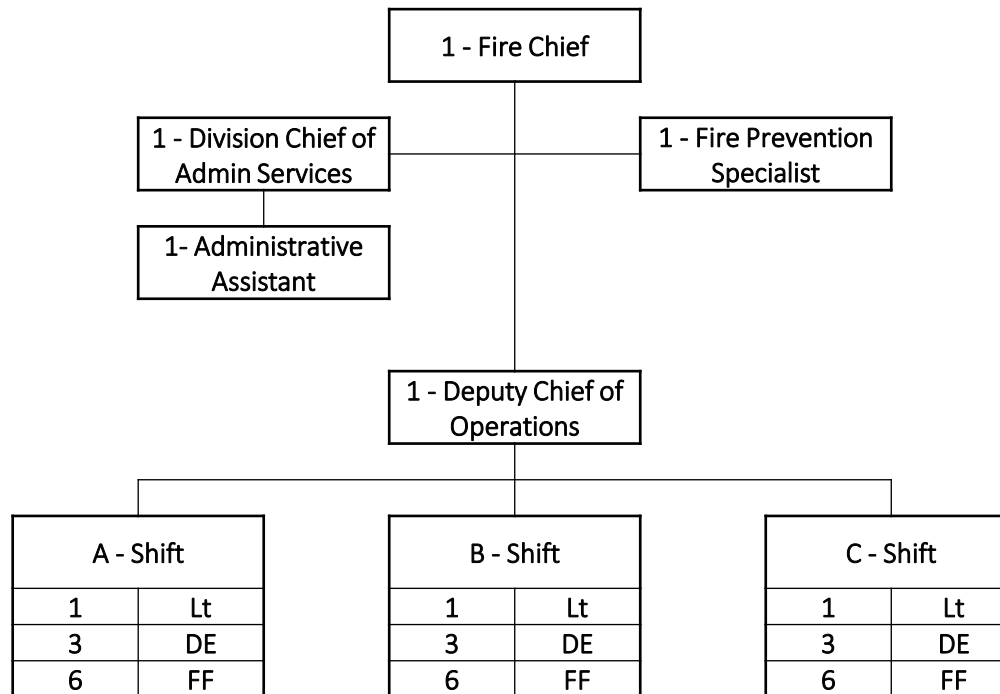
Objectives

- ❖ Staffing
- ❖ Operational Statistics
- ❖ Training
- ❖ COVID-19
- ❖ Prevention & Community Outreach
- ❖ Major Accomplishments
- ❖ What's Next



Staffing - Current

SFR Personnel 2020/2021



1	Fire Chief
1	Division Chief of Administrative Services
1	Fire Prevention Specialist
1	Administrative Assistant
1	Deputy Chief of Operations
3	Lieutenants
9	Driver Engineers
18	Firefighters





Staffing – Historical

January 2016 – 6 full-time and 2 part-time personnel protected the city utilizing 2 fire stations each day.

STATION 1

4 
Engine 1

2 
Ambulance 1

Part-Time

STATION 2

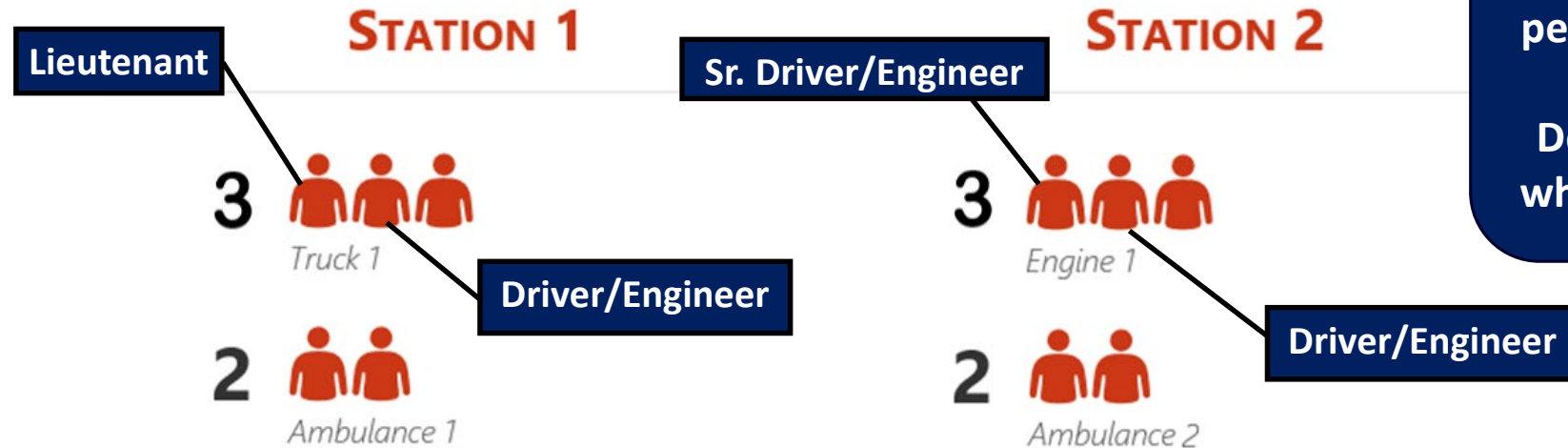
0
Engine 2

2 
Ambulance 2



Staffing – Current (FY 20/21)

All three shifts have 10 personnel assigned



SFR maintains a **MINIMUM** of 3 personnel at Station 2 and operates a Demand Ambulance when staffing below 5

Chief Richardson – The Deputy Chief of Operations adds 1 more





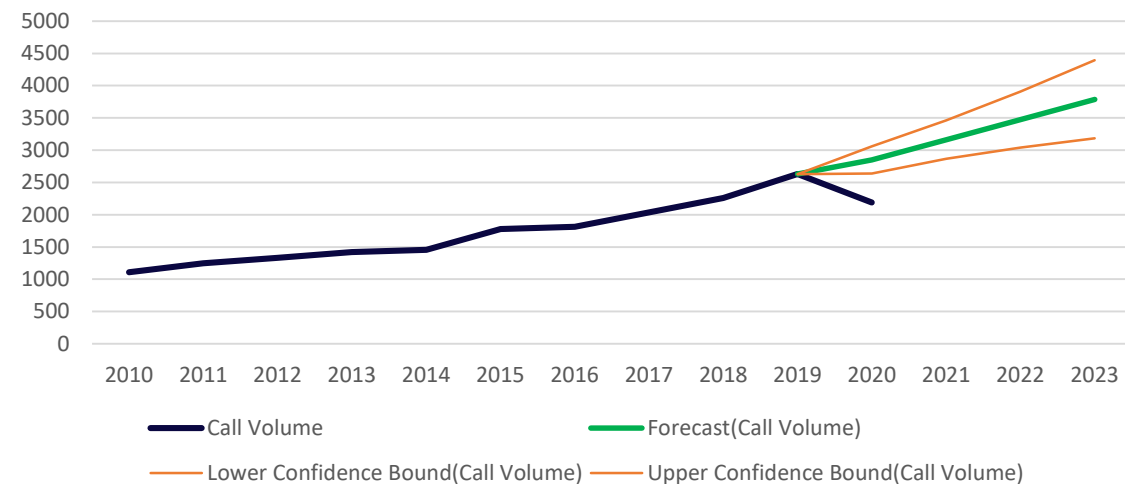
Operational Statistics

Response Data (Total Incidents)

The total number of incidents projected for 2019 was 2,500; the actual number was **2,631**

The total number of Incidents projected for 2020 was 2,850; the actual number was **2,191**

Year	Call Volume	Forecast(Call Volume)	Lower Confidence Bound(Call Volume)	Upper Confidence Bound(Call Volume)
2010	1110			
2011	1248			
2012	1331			
2013	1423			
2014	1455			
2015	1780			
2016	1813			
2017	2034			
2018	2257			
2019	2631	2631	2631.00	2631.00
2020	2191	2850.077162	2639.33	3060.82
2021		3162.478964	2864.59	3460.37
2022		3474.880765	3040.82	3908.94
2023		3787.282567	3182.69	4391.87



25.14% of the total incidents in 2020 overlapped occasionally resulting in Mutual Aid Assistance

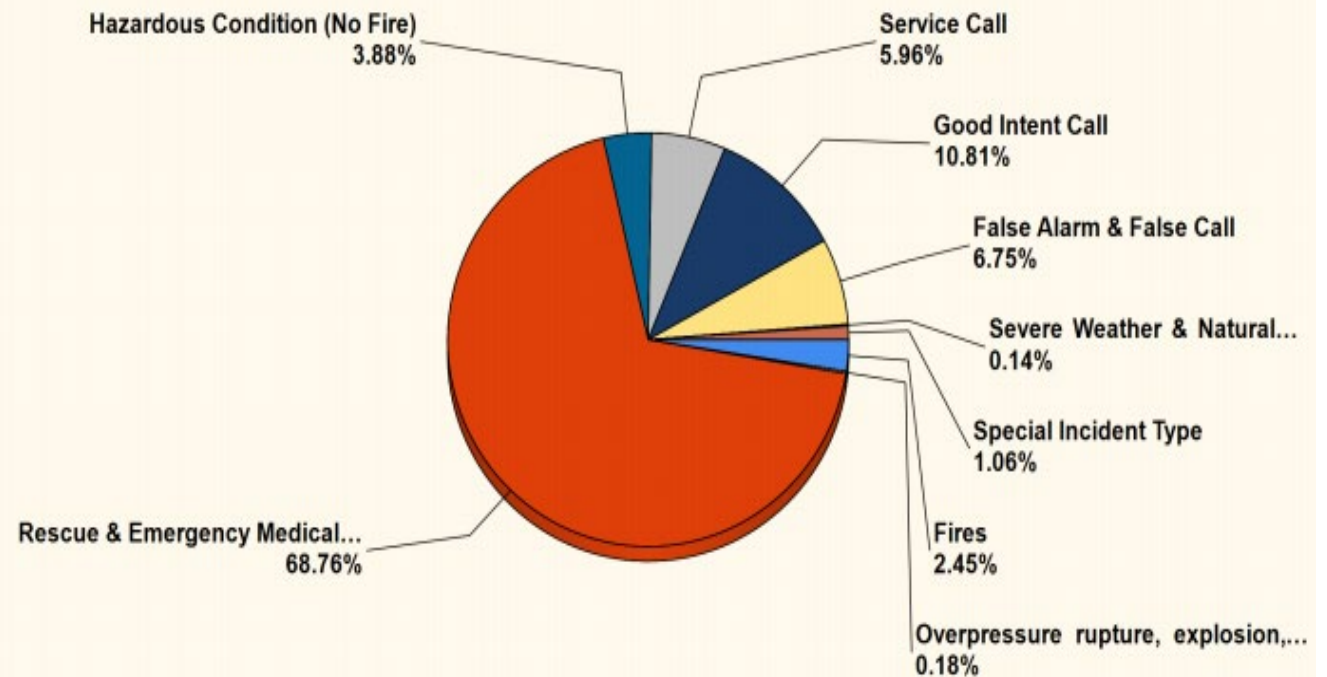


Operational Statistics

Response Data (Types of Calls)

	2017	2018	2019
EMS	63.13%	64.51%	66.16%
General Services	22.17%	22.42%	20.52%
False Alarm	8.75%	7.71%	8.25%
Haz Condition - No Fire	3.54%	2.97%	3.12%
Fire	2.41%	2.39%	1.95%

	2020	2021 (Jan-Jun)	2022(?)
EMS	68.76%	65.84%	
General Services	18.16%	18.4%	
False Alarm	6.75%	10.88%	
Haz Condition - No Fire	3.88%	2.96%	
Fire	2.45%	1.92%	





Operational Statistics

Calls Per Month

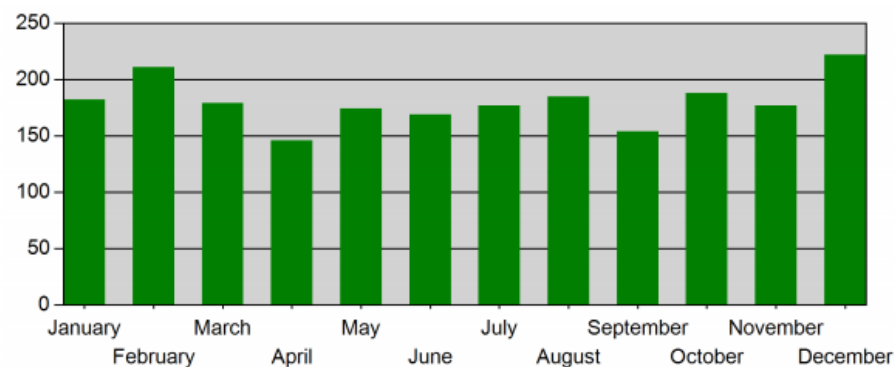
High Volume Months

2020 – February & December

2019 - May & October

2018 - October & December

2017 - May & December



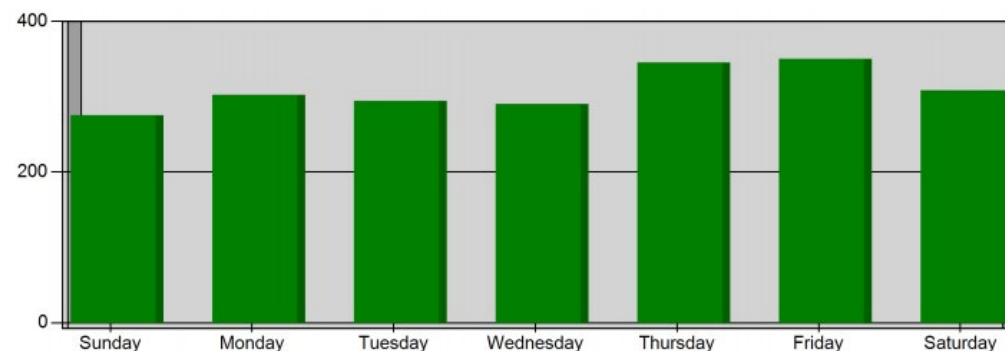
High Volume Days

2020 - Thursday & Friday

2019 - Tuesday & Wednesday/Monday (tie)

2018 - Tuesday & Friday

2017 - Tuesday & Wednesday



Time Range of Highest Volume of Calls: 2pm-5pm approximately





Operational Statistics

Fire Loss vs. Save Data

	2018	2019	2020
Total Property Value	\$ 1,680,982.00	\$ 2,659,758.00	\$ 3,959,451.00
Fire Loss Value	\$ 699,440.00	\$ 486,800.00	\$ 784,850.00
Fire Loss Percentage	42%	18.3%	19.9%





OPERATIONAL STATISTICS

Ambulance Service Fees

	Charge	Sachse Resident	Non-Resident
Advanced life Support 2 (ALS-2)	\$1,750	*Waive	\$1,750
Advanced Life Support (ALS)	\$1600	*Waive	\$1600
Basic Life Support (BLS)	\$1400	*Waive	\$1400
Mileage	\$24 / Mile	*Waive	\$24 / Mile
 * Co-Pays & Deductibles are Waived for Citizens of Sachse			

ALS Disposables: \$400
BLS Disposables: \$350
Oxygen: \$125





OPERATIONAL STATISTICS

Mutual & Automatic Aid

Mutual & Automatic Aid				
	2019		2020	
	Given	Received	Given	Received
Wylie	71	22	33	39
Murphy	36	10	8	22
Rowlett	7	4	3	12
Garland	1	2	2	0

Predicted that post COVID-19 Lockdown, for 2021, may look dissimilar.





Medical Direction



February 2020

SFR changed Medical Direction to BEST EMS with Dr. Justin Northeim.

Dr. Northeim is very involved with SFR while providing quality CE classes, reviewing our CQI Data, and personally credentialing all new SFR Paramedics.



Dr. Northeim's final check off on SFR Medic Giacci with his SFR Preceptor Harris. →



SFR new Paramedic Hughes during final check off by Dr. Northeim. →



Thoughts from Dr. Northeim

“Over the past year as the Medical Director for Sachse Fire-Rescue, I have witnessed a tremendous improvement of your overall EMS system and culture. Through the leadership of Chief Wade and Richardson, your department has made significant advancements on all fronts to include equipment, education, quality, and training. Compared to other Fire/EMS agencies in the DFW area, I would put your agency in the top echelon and certainly you should be proud of how far you have come in such a short amount of time.”

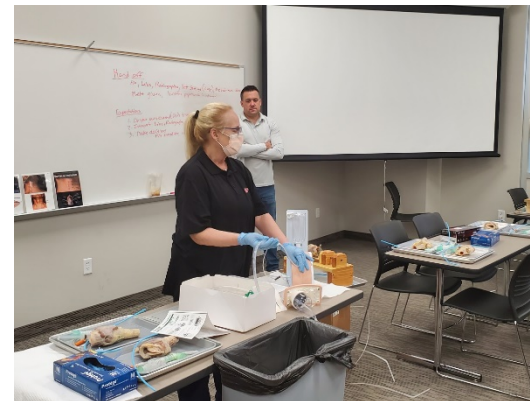
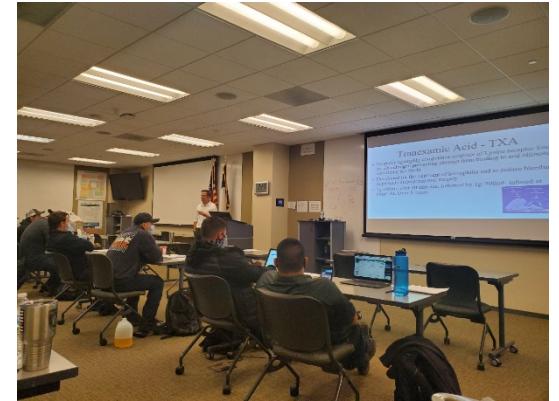
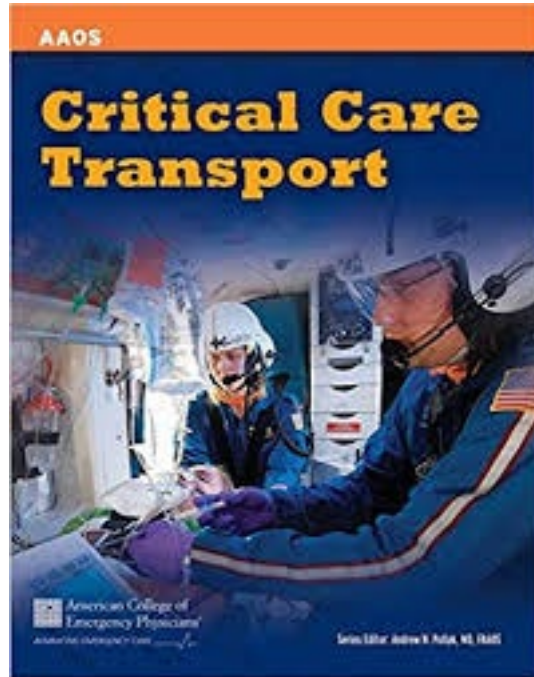


Training - EMS





Critical Care Paramedic Class



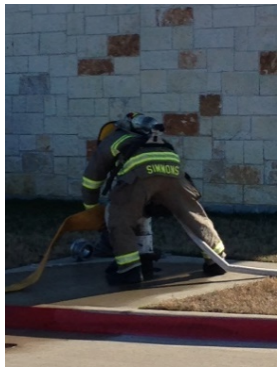
Training - Fire



SFR Personnel completed **8,246.7** hours of training

Averaging **249.9** hours per firefighter

6,336 of these hours are ISO requirements





Prevention & Community Outreach

	2018	2019	2020
Fire Investigations	3	5	10
Fire Inspections	76	93	117
Plans reviewed FD	14	16	37
Plans Reviewed 3rd Party	0	1	2
Permits Issued	18	17	39
Public Education	15	16	0
Community Events	38	32	0
Stations Tours	15	13	0





Prevention & Community Outreach

- ❖ Birthday Parades
- ❖ Smoke Detectors
- ❖ Easter Drive-Thru
- ❖ Home Safety Inspections
- ❖ Whitt Walk
- ❖ Carter Blood Care Drive Thru
- ❖ COVID-19 Family Donation Deliveries
- ❖ Fire Prevention Week - Drive-Thru
- ❖ Fire Prevention Week - Video
- ❖ Chamber of Commerce Scavenger Hunt
- ❖ Halloween Drive-Thru





2017 Total Hours = 2718.75

2018 Total Hours = 1225

2019 Total Hours = 2923.5

2020 Total Hours = **1552.5**



8 Structure Fire Call Outs, 12
Training Ops , 6 Events, and
1 Non-Fire



Sachse R-A-C-E-S

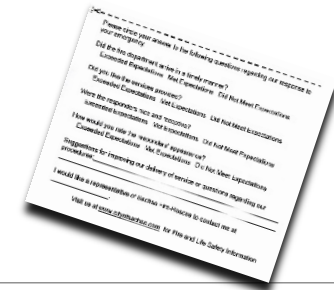


Sachse Radio Amateur Civil Emergency Service

- ❖ 135 - Total volunteer hours.
- ❖ 32 - Hours of siren test or weather related event monitoring time (Zero Activation).
- ❖ 16 - Hours of meeting time, including quarterly County meeting (2020 was online, no in-person).
- ❖ 30 - Vetted Volunteers (11 active in 2020 due to Covid-19).
- ❖ 6 - Amateur radio operator guest was used for siren test, both from the Sachse Amateur Radio Association.



Major Achievements *Customer Satisfaction*



144 Surveys were randomly mailed out
33 were returned (29.9%)

Four Categories were Rated

- Did the Fire Department arrive in a timely manner?
- Did you like the services provided?
- Were the responders nice and receptive?
- How would you rate the responders' appearance?

Results:

113 – Exceeded Expectations

19 – Met Expectations

0 - Did Not Meet Expectations





Major Achievements

- ❖ Received one commercial cab reserve pumper
- ❖ Continuing to enhance the Fire Prevention Bureau
 - Credentialed two additional Fire Inspectors in Operations
 - Assisted with Code Enforcement activities
- ❖ Outdoor warning sirens were upgraded
- ❖ Emergency Operations Plan (EOP)– was completed and submitted to the state for approval.



Major Achievements

- ❖ Added medical equipment to inventory
 - 2 Aeroclave disinfectant systems & UV
 - Portable ventilators on ambulances
 - IV pumps on ambulances
- ❖ Fire Department Master Plan initiated
- ❖ Greatest achievement was personnel going above and beyond the call of duty during the Pandemic Crisis.
- ❖ EMTF-2 Deployments – 10 Personnel
 - 6 for COVID-19
 - 4 for Hurricanes Laura & Marco



COVID-19 EMTF-2 Deployments

❖ Resources Deployed

- 2 Medical Incident Support Team (MIST) members
- 1 Firefighter Paramedic, 1 Firefighter Paramedic Team Lead
- 1 Ambulance (Amarillo)

❖ Missions

- Mobile Testing Teams (MTT)
- Rapid Assessment Quick Reaction Force (RA-QRF) in Long Term Care Facilities (LTC)
- QRF – Taskforce DDC 4B - Mobile Integrated Healthcare (MIH) for LTC
- Assist with 911 system overload in Amarillo

This is a collaborative effort between; Local, County, Regional, State, and Federal resources.



Garland Mass Vaccination

The mass vaccination events started for SFR in late December of 2020.

Ten members of the department participated in these early efforts and has continued into 2021.



What's Next

- ❖ ISO 1
- ❖ COVID-19 Impact evaluation and planning
- ❖ EOP – Continuous review and revision of the Emergency Support Functions & Annexes
- ❖ Training needs – Facility & Props
- ❖ Tactical Emergency Medical Support Team (TEMS)
- ❖ Continue with Fire Prevention Bureau plan
- ❖ Community outreach and public education
- ❖ Increase volunteer opportunities in Sachse



What's Next (continued)

- ❖ Continuous system improvement
- ❖ Designation as a **Heart Safe Community**
- ❖ Texas EMS for Children State Partnership EMS Recognition Program **GOLD LEVEL**



What's Next (continued)

STAFFING, STATIONS, & SERVICES.....The Results of the Master Plan

Community Risk Assessment & Standards of Cover

- ❖ Community Baseline
- ❖ Risk Assessment
- ❖ Standards, Goals, and Objectives
- ❖ Critical Task Capabilities
- ❖ Set Service Level Objectives
- ❖ Evaluate Reliability of Fire Companies
- ❖ Distribution & Concentration
- ❖ Policy Recommendations



This Self-Assessment is a Data Driven Analysis



Questions?





Agenda Item Details

Meeting	Jun 21, 2021 - City Council Combined Meeting
Category	F. Regular Agenda Items
Subject	4. Consider amending Article II, Section 2 of the City of Sachse Parks and Recreation Municipal Development District Bylaws titled "Appointment, Number, and Term of Office" to eliminate the requirement that a City Councilmember serve as one of the members of the Board of Directors for the Sachse Parks and Recreation Municipal Development District.
Access	Public
Type	Action, Discussion, Information
Preferred Date	Jun 21, 2021
Absolute Date	Jun 21, 2021
Fiscal Impact	No
Budgeted	No
Recommended Action	Approve amending Article II, Section 2 of the City of Sachse Parks and Recreation Municipal Development District Bylaws to eliminate the requirement that a City Councilmember serve as one of the members of the Board of Directors for the Sachse Parks and Recreation Municipal Development District.

Public Content

BACKGROUND

Currently, one (1) Sachse City Councilmember is required to serve on the Sachse Parks and Recreation Municipal Development District Board of Directors as prescribed by the Bylaws. Based on previous discussions regarding participation on City boards and commissions by active City Councilmembers, this item is being brought forward for review and consideration. The City Council must provide prior approval to amend the Bylaws in order for any amendments to be effective.

OVERVIEW

Article VIII of the Sachse Parks and Recreation Municipal Development District Bylaws states that "...a proposal to alter, amend, or repeal these Bylaws shall be made by the affirmative vote of a majority of the full Board at any meeting." Any proposed change or amendment to the Bylaws, however, must be approved by the City Council to be effective.

POLICY CONSIDERATIONS

This allows the amendment of Article II, Section 2 of the City of Sachse Parks and Recreation Municipal Development District Bylaws, which governs the Board of Directors and their respective terms of office.

RECOMMENDATION

Approve an amendment of Article II, Section 2 of the City of Sachse Parks and Recreation Municipal Development District Bylaws to eliminate the requirement that a City Councilmember serve as one of the members of the Board of Directors for the Sachse Parks and Recreation Municipal Development District.

[Current_MDD Bylaws.pdf \(396 KB\)](#)



CITY OF SACHSE
PARKS AND RECREATION
MUNICIPAL DEVELOPMENT DISTRICT
BYLAWS

ADOPTED AUGUST 2, 2018

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ARTICLE I PURPOSES

The City of Sachse Municipal Development District (the "District") is a political subdivision of the State of Texas and the City of Sachse, Texas (the "City"), created in accordance with Chapter 377 of the Texas Local Government Code, as amended (the "Act"), and other applicable laws. The District was created for the purpose of developing and financing all development projects as that term is defined in Section 377.001(3) of the Act, as amended (a "Development Project").

The City Council hereby desires that the funds collected by the District shall be used towards development projects that are specifically related to park and recreation projects within the District and that the further development of park and recreation facilities within the District serves a public purpose.

ARTICLE II BOARD OF DIRECTORS

Section 1. Board of Directors The property and affairs of the District shall be managed and controlled by a Board of Directors subject to the restrictions imposed by law and these Bylaws.

Section 2. Appointment, Number, and Term of Office A Board of Directors (the "Board") shall be appointed by the City of Sachse City Council (the "Council"). The Board shall consist of seven (7) persons. The composition of the Municipal Development District Board of Directors shall be as follows: one (1) City Council member, one (1) City Manager, minimum two (2) Park Board members, and three (3) residents. The initial appointments shall include four (4) persons to serve two (2) year terms and three (3) persons to serve one (1) year terms. Thereafter, each member of the Board shall be appointed and serve a two (2) year term. A director continues to serve on the Board until their successor is appointed and is duly qualified to act.

Section 3. Qualifications Each of the Directors must reside in the City of Sachse. An employee, officer, or member of the City Council of the City ("City Council") may serve as a director, but may not have a personal interest in a contract executed by the District other than as an employee, officer, or member of the City Council of the City.

Section 4. Vacancies and Resignations A vacancy in any position of Director which occurs by reason of death, resignation, disqualification, removal or otherwise shall be filled by the City Council. A Director may resign at any time. Such resignation shall be made in writing, addressed to the Mayor and the City Secretary, with a copy to the Board, and shall take effect at the time specified therein, or if no time is specified, at the time of its receipt by the City Secretary. Any Director may be removed from office by the City Council at any time without cause.

Section 5. Officers and Term of Office The Board of Directors shall choose from its members a President, Vice President, and Secretary. The term of office for each officer shall be one (1) year with the term of office expiring on June 30th of each year. Officers may be re-elected.

Section 6. Compensation Directors shall not receive any salary or compensation for their services as Directors; provided that nothing contained herein shall be construed to preclude any Director from receiving reimbursement for their actual expenses incurred in the performance of their duties as a Director.

Section 7. Meetings of the Board Regular meetings of the Board shall be held in the City at such times as shall be designated, from time to time, by the board of Directors. Directors may hold their meetings and keep the books of the District at Sachse City Hall, or such other place or places within the City as the Board may from time to time determine.

Special meetings of the Board shall be held whenever called by the President, or at the request of a majority of the Directors who are serving duly appointed terms of office at the time the meeting is called.

The Board shall meet in accordance with and file notice of each meeting of the Board for the same length of time and in the same manner and location as is required of a City under Chapter 551 of the Texas Government Code (the "Open Meetings Act").

The District, the Board, and any committee of the Board exercising the powers of the Board are subject to Chapter 552 of the Texas Government Code (the "Public Information Act").

Section 8. Quorum A majority of the Board shall constitute a quorum for the consideration of matters pertaining to the purposes of the District. The act of a majority of the Directors present and voting at a meeting at which a quorum is in attendance shall constitute the act of the Board, unless the act of a greater number is required by law or by these Bylaws.

A Director who is present at a meeting of the Board at which any corporate action is taken shall be presumed to have assented to such action, unless their dissent shall be entered in the minutes of the meeting or unless they shall file a written dissent to such action with the person acting as the secretary of the meeting before the adjournment thereof or shall forward such dissent by registered mail to the Secretary of the District immediately after the adjournment of the meeting. Such right to dissent shall not apply to a Director who voted in favor of the action.

Section 9. Board's Relationship with City Council The City Council shall require that the District be responsible to it for the proper discharge of its duties. All policies for development project administration shall be submitted for Council approval, and the Board shall administer said development projects accordingly. The Board shall determine its policies and direction within the limitations of the duties imposed by applicable laws, these Bylaws, contracts entered into with the City, and budget and fiduciary responsibilities of the Board.

Section 10. Board's Relationship with Administrative Departments of the City Any request for services made to the administrative departments of the City shall be made by the Board or its designee in writing to the City Manager. The City Manager may approve such request for assistance from the Board when such requested services are available within the administrative departments of the City and the Board has agreed to reimburse the administrative department's budget for the costs of such services so provided.

Section 11. Conflict of Interest The members of the Board of Directors shall be considered local public officials within the meaning of Chapter 171 of the Texas Local Government Code. If a Director has a substantial interest, as that term is defined in said Chapter, in a business entity or real property which is the subject of deliberation by the Board of Directors, the Director shall file an affidavit with the Secretary of the District stating the nature or extent of the interest. Such affidavit shall be filed prior to any vote or decision upon the matter of the Board of Directors, and if required by said Chapter, the interested Director shall abstain from any vote or decision upon the matter.

ARTICLE III OFFICERS

Section 1. President The President shall be a member of the Board and shall preside at all meetings of the Board. The President shall be the principal executive officer of the District and, subject to the Board, shall be in general charge of the properties and affairs of the District. The President shall have such other duties as assigned by the Board. The President may call special and emergency meetings of the Board.

Section 2. Vice President The Vice President shall be a member of the Board. The Vice President shall perform the duties and exercise the powers of the President upon the President's death, absence, disability, or upon the President's inability to perform the duties of the office. Any action taken by the Vice President in the performance of the duties of the President shall be conclusive evidence of the absence or inability to act of the President at the time such action was taken. A Vice President shall have such other powers and duties as may be assigned by the Board or the President.

Section 3. Secretary The Secretary shall keep or cause to be kept the minutes of all meetings of the Board; shall attend to the giving and serving of all notices; shall have charge of the District's books, records, documents and instruments, except the books of accounting, financial records and securities of which the City of Sachse Finance Director shall have custody and charge, and such other books and papers as the Board may direct, all of which shall at all reasonable times be open to the inspection of any Director upon application at the office of the District Secretary subject to the control of the Board. The City Secretary, or designee, will assist the Secretary with the execution of his/her responsibilities.

Section 4. City Liaison The Parks and Recreation Director of the City will serve as the City Liaison to the District, provide administrative support services for the District, and perform duties for the Board as prescribed by the City Council. The City Liaison may participate in Board discussions, but shall not vote on matters before the Board.

ARTICLE IV GENERAL POWERS AND DUTIES OF THE DISTRICT

Section 1. Limitations of District Powers In the fulfillment of its purpose, the District shall be governed by the Act, and shall have all of the powers set forth and conferred in the Act, and in other applicable laws, subject to the limitations prescribed therein and herein and to the provisions thereof and hereof.

Section 2. Recommending Body The Board is a recommending body to the City Council.

Section 3. District Powers Subject to a favorable recommendation of the Board and approval by the City Council, the District may perform any act necessary to the full exercise of the District's powers, including:

- a. accepting a grant or loan from a department or agency of the United States; department, agency, or political subdivision of this state; or public or private person;
- b. acquiring, selling, leasing, conveying, or otherwise disposing of property or an interest in property, including a Development Project, under terms and conditions determined by the District;
- c. employing necessary personnel; and
- d. adopting rules to govern the operation of the District and its employees and property.

Subject to a favorable recommendation of the Board and approval by the City Council, the District may contract with a public or private person to plan, acquire, establish, develop, construct, or renovate a Development Project; or perform any other act the District is authorized to perform under the Act.

Section 4. Strategic Plan The District shall research, develop and prepare a Strategic Plan for development projects related to parks and recreation, which shall include proposed methods and the expected costs of implementation. The Plan shall include both short-term and long-term goals for the economic development of the City, proposed methods for the elimination of unemployment and under-employment, and the promotion of employment, through the expansion and development of a sound retail, industrial and manufacturing base for and within the City. The Plan shall be complimentary to the goals and objectives of the City Council, the City's Comprehensive Plan, and/or any other goals and objectives of the City specifically related to the development of parks and recreation facilities.

ARTICLE V FISCAL PROVISIONS

Section 1. Municipal Development Project Fund The District shall establish by resolution a fund known as the Municipal Development Project Fund. The District may establish separate accounts within the fund. The District shall deposit the proceeds from any sales and use tax imposed by the District, all revenue from the sale of bonds or other obligations by the District, and any other money required by law to be deposited into the Municipal Development Project Fund.

Section 2. Use of Municipal Development Project Fund Subject to a favorable recommendation of the Board and approval by the City Council, the District may use money in the Development Project Fund for parks and recreation projects to:

- a. pay the cost of planning, acquiring, establishing, developing, constructing, or renovating one or more Development Projects in the District;
- b. pay the principal of, interest on, and other costs relating to bonds or other obligations issued by the District or to refund bonds or other obligations;

- c. pay the costs of operating or maintaining one or more Development Projects during the planning, acquisition, establishment, development, construction, or renovation or while bonds or other obligations for the planning, acquisition, establishment, development, construction, or renovation are outstanding; or
- d. as otherwise permitted by the Act as it exists or may be amended.

Section 3. Annual Budget On or before August 1 of each year, the Board shall prepare and present a proposed budget of expected revenues and proposed expenditure for the next ensuing fiscal year to the City Council. The fiscal year of the District shall commence on October 1 of each year and end on September 30. The District shall expend funds consistent with the Board adopted and Council approved budget. Any proposed expenditure not included in the budget will require approval by the City Council.

Section 4. Bonds and Other Obligations Subject to the approval of the Sachse City Council, the District may issue bonds, including revenue bonds and refunding bonds, or other obligations to pay the costs of a Development Project. The bonds or other obligations and the proceedings authorizing the bonds or other obligations shall be submitted to the Attorney General for review and approval as required by Chapter 1202, Government Code. The bonds or other obligations must be payable from and secured by the revenues of the District. The bonds or other obligations may mature serially or otherwise not more than 30 years from their date of issuance. The bonds or other obligations are not a debt of and do not create a claim for payment against the revenue or property of the District other than a Development Project for which the bonds are issued.

Section 5. Finance and Accounting The City of Sachse Finance Director shall have custody of all funds and securities of the District and shall maintain all accounts and financial records in accordance with the City's standard accounting procedures. When necessary, the Director of Finance shall (i) endorse for collection, on behalf of the District, checks, notes and other obligations and deposit the same to the credit of the District in such bank or banks or depositories as shall be designated by the Board; (ii) sign all receipts and vouchers for payments made to the District, either alone or jointly with such other officer as may be designated by the Board; or (iii) when required by the Board, render a statement of the District's cash account. All purchases and expenditures by the District shall be in accordance with City of Sachse Purchasing Policies and Procedures. The Finance Director shall provide the Board a monthly written report of the District's finances and shall provide an annual report within 90 days of the end of each fiscal year.

Section 6. Auditing Procedures The Board shall provide for an annual financial audit to be performed by a competent independent audit firm. Such audit may be performed by the auditing firm retained by the City and performed within the scope of the City's annual financial audit.

ARTICLE VI INDEMNIFICATION OF DIRECTORS AND OFFICERS

Section 1. Right to Indemnification To the fullest extent allowed by law, the District shall indemnify all Directors and employees of the District against expenses (including attorney's fees) and amounts paid in settlement actually and reasonably incurred by a Director or employee in connection with the defense of any civil, criminal or administrative action, suit or proceeding in which the Director or employee is made a party or with which the Director or employee is threatened, by reason of being or because of any act as District Director or employee within the course and scope of their duties and/or employment if the Director or employee acted in good faith and in a manner in which the Director or employee reasonably believed to be in or not opposed to the best interest of the District, and with respect to any criminal action or proceeding, had no reasonable cause to believe their conduct was unlawful.

Section 2. Limit on Indemnification Notwithstanding the foregoing, a Director or employee shall not be entitled to indemnification regarding (i) any matter in which they shall be adjudged by a court of competent jurisdiction to be liable for intentional acts of misconduct or gross negligence in the performance of their duties, or (ii) any matter in which they fail to notify the District of a claim within a reasonable time or fails to cooperate in the defense of such claim, but only to the extent that the defense of such claim is prejudiced by their failure to give notice or to cooperate.

Section 3. Insurance The District may purchase and maintain insurance, at its expense, to protect itself and any person who is or was serving as a Director or employee of the District against any expense, liability or loss.

ARTICLE VII ETHICS

It is the policy of the District that Directors and officers conduct themselves in a manner consistent with sound business and ethical practices; that public interest always be considered in conducting District business; and the appearance of impropriety be avoided to ensure and maintain public confidence in the District. Any rules of ethical conduct adopted from time to time by the City shall apply to the District and its Directors.

ARTICLE VIII AMENDMENTS

A proposal to alter, amend, or repeal these Bylaws shall be made by the affirmative vote of a majority of the full Board at any meeting. Any proposed change or amendment to the Bylaws, however, must be approved by the City Council to be effective.



Agenda Item Details

Meeting	Jun 21, 2021 - City Council Combined Meeting
Category	F. Regular Agenda Items
Subject	5. Consider a resolution authorizing the submittal of an application for a Collin County Park and Open Space Grant for the purpose of the J.K. Sachse Park Trail.
Access	Public
Type	Action, Discussion, Information
Budget Source	Municipal Development District Matching Funds
Recommended Action	Motion to approve a resolution authorizing the submittal of an application for a Collin County Park and Open Space Grant for the purpose of the J.K. Sachse Park Trail.

Public Content

BACKGROUND

In November 2018, the citizens of Collin County approved a \$10 million bond proposition for Parks and Open Space. Through the year 2023, Collin County will make these funds accessible to cities and non-profit organizations within the County. These funds will be obtainable through an application process to assist with the acquisition of park land, trail construction, and park/open space improvements.

This is a reimbursement program. Applicants must have a minimum dollar for dollar in matching funds, comprised of direct cash, value of land to be improved, donated labor, material or in-kind services, for the project being proposed.

The County is once again accepting applications for the next cycle of grant awards. Applications must be submitted to the County by July 6, 2021, and awards for successful applications will be made by the County in October 2021. The sponsoring entity must approve a resolution authorizing the project application submittal and designation of a project official.

OVERVIEW

Staff worked with Kimley-Horn and Associates on putting together the application that will be submitted to Collin County for this grant. The application includes plans for matching funds for this project. Municipal Development District Funds are being used to build J.K. Sachse Park. The matching funds will come from the multi-year, multi-phase project that will include a restroom facility, pavilion, splash pad, sand volleyball courts, food truck parking, playground, pickleball courts, outdoor games, and an ornamental grass maze.

The grant request is for \$200,000. Should the grant application be awarded, County grant funds would be utilized for:

- Construction of approximately 20,340 square feet of new, reinforced concrete trail
- Associated installation costs of the trail (clearing, earthwork, fine grading, sod)
- Trail furnishings: benches and trash receptacles

POLICY CONSIDERATIONS

Should the grant application be awarded, future agenda items regarding an Interlocal Agreement with the County and the necessary budget amendments to account for the revenues and expenses will be prepared for Council consideration.

RECOMMENDATION

Approve a resolution authorizing the submittal of an application for a Collin County Park and Open Space Grant for the purpose of the J.K. Sachse Park Trail.

[Funding Application - JK Sachse Park.pdf \(2,773 KB\)](#)

[Resolution - Grant Application to Collin County Parks Open Space Project Funding.pdf \(140 KB\)](#)

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS, APPROVING AND AUTHORIZING SUBMITTAL OF THE GRANT APPLICATION TO COLLIN COUNTY PARKS AND OPEN SPACE PROJECT FUNDING ASSISTANCE PROGRAM FOR THE DEVELOPMENT OF J. K. SACHSE PARK TRAIL WITHIN THE CITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Sachse desires to provide its citizens with a new open space and park trail by developing the J. K. Sachse Park Trail (the “Project”) within the City; and

WHEREAS, the Project is estimated to cost \$1,601,093.00; and

WHEREAS, Collin County is accepting grant applications due no later than July 7, 2021, for the Collin County Parks and Open Space Project Funding Assistance Program; and

WHEREAS, the City Council has been presented with the Grant Application in the amount of \$200,000.00 in grant funds to be used only for the development of the Project for submittal to the Collin County Open Space and Trails Funding Assistance Program; and

WHEREAS, the remaining funding for the Project will be paid from the Municipal Development District funds;

WHEREAS, upon full review and consideration of the Grant Application, the City Council is of the opinion and finds that the terms and conditions thereof should be approved, and the City Manager is authorized to submit the Grant Application to Collin County Parks and Open Space Funding Assistance Program and to execute all related documents on behalf of the City of Sachse, Texas;

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

SECTION 1. The City Council hereby authorizes the City Manager to submit the Grant Application, attached hereto as Exhibit “A”, in the amount of \$200,00.00 in grant funds to be used only for the development of the Project, to the Collin County Parks and Open Space Project Funding Assistance Program and to execute any related documents on behalf of the City of Sachse.

SECTION 2. This Resolution shall take effect immediately upon its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Sachse, Texas, this the 21st day of June, 2021.

CITY OF SACHSE, TEXAS

Mike J. Felix, Mayor

ATTEST:

Michelle Lewis Sirianni, City Secretary
(06-15-2021:TM 123068)

EXHIBIT “A”
Grant Application



**Collin County
Parks and Open Space
Project Funding Assistance Program
Application**

Please use Arial Font size 11 and [submit a signed original Application and 12 photocopies](#) stapled and pages numbered. Please no cover pages, this should be Page 1.

SECTION 1: APPLICANT AND PROJECT INFORMATION

1. Project Applicant Information	
Applicant – (Legal Name): City of Sachse	Project Contact Name/Title: Lance Whitworth/Director of Parks and Recreation
Complete Mailing Address: 3815 Sachse Road Building B Sachse, TX 75048	Telephone Number: 469-429-0276
Fax Number: 469-429-0274	E-mail Address: lwhitworth@cityofsachse.com
Federal Tax Identification Number: 	Date Resolution Signed:
2. Project Title:	
J.K. Sachse Park Phase 1	
3. Brief Description of Purpose of Project:	
The project includes the construction of a new community park that includes volleyball courts splash park, restroom facility, pavilion, food truck parking, open space and trails that provide connectivity to subdivisions and neighborhood parks.	
4. General Project Information:	
a. Please check the one category this application addresses: ☐ Land Acquisition for Parks and Open Space ☒ Regional Trail Connector or Trail Project ☐ Facilities (Capital) Improvements for Parks and Open Space	
b. Amount of Funding Requested: \$ 200,000	c. Total Project Costs: \$ 1,601,093
d. Start Date of Project: 10/1/2021	e. End Date of Project: 12/31/2022
5. Authorized Signature (signatory must have contract signing authority):	
Signature: 	Title:
Print Name:	Date:

SECTION 2: AUTHORIZED REPRESENTATIVE

The Applicant hereby designates the individual named below as the person authorized to act on behalf of the Applicant.

Authorized Project Representative: The following person is authorized to receive direction, manage work performed, sign required reports, and other acts on behalf of the Applicant.

Signature:	
	Title:
Printed Name:	Phone Number:
	E-mail Address:
Address:	

Has Collin County previously provided funding for this Project?

☐ Yes

☒ No

For Collin County Parks Foundation Advisory Board Use Only

*Does the proposed project advance the mission of the County Parks /Open Space Strategic Plan? ____ yes
____ no*

Is the application administratively complete? ____ Yes ____ No

*Did the applicant receive funding for this project in previous years? ____ yes ____ no (If yes, were they
successful in the timely completion of the project? ____ yes ____ no*

SECTION 3: CERTIFICATIONS AND ASSURANCES

1. Certifications

In order to receive funding under this program, the proposed project goals must be similar to and support or advance the mission published in the *Collin County Parks and Open Space Strategic Plan* (October 2001). By signing this Application, the person acting on behalf of the Applicant makes the certifications below.

a. **Authority to Sign Application**

The person signing this Application hereby certifies that he/she is the official contact regarding this Application and has authority from the Applicant to sign the Application and that such authority will bind the Applicant in subsequent agreements.

b. **Application Contains No False Statements**

The Applicant certifies that this Application has no false statements and that the Applicant understands that signing this Application with a false statement is a material breach of contract and shall void the submitted Application and any resulting contracts.

c. **This is a Reimbursement Program**

Applicants must have a minimum dollar for dollar in matching funds, comprised of direct cash, value of land to be improved, donated labor, material or in-kind services for the project being proposed. Under special circumstances at the recommendation of the Parks Foundation Advisory Board and approval by the Commissioners' Court, a direct payment may be considered.

d. **Eligible Applicants**

The Applicant must be a 501(c)(3) tax exempt organization, non-political group or any unit of local government, including municipalities, school districts, or county located in Collin County, Texas. Faith-based organizations are eligible to apply as long as inherently religious activities, such as worship and religious instructions are not conducted.

e. **Technical Feasibility**

The Applicant certifies that he/she has carefully reviewed the Project Narrative and Action Plan. To the best of their knowledge all activities are technically feasible and can be satisfactorily completed within the time frame proposed.

f. **Costs Reasonable and Necessary**

The Applicant certifies to the best of their knowledge that the proposed activities and the expenses outlined in the Budget are reasonable and necessary to accomplish the project objectives, and the proposed expenses are consistent with the costs of comparable goods and services.

2. Assurances

a. **Compliance with Progress and Result Reporting**

Applicant provides assurances that, if funded, the Applicant will comply with the requirements for reporting: reporting on the progress of the project activities and deliverables on a quarterly basis; providing before, during and after photos; and promptly notifying the Parks Foundation Advisory Board of any changes in plans.

b. **Financial Management**

Applicant provides assurances that, if funded, the Applicant will comply with contractual provisions and requirements necessary to ensure that expenses are reasonable and necessary, and to adhere to financial administration and reimbursement procedures and provide financial reports on a schedule established by Collin County.

c. **Accessibility**

Applicant provides assurances that, if funded, the park or proposed improvements will be accessible to **all** County residents.

d. **Compliance with Americans with Disabilities Act**

Applicant provides assurances that, if funded, the Applicant will comply with all applicable requirements of the Americans with Disabilities Act of 1990, 42 U.S.C. § 12101-12213 (Pamphlet 1995).

SECTION 4: PROJECT COSTS AND ELEMENTS

SEE ATTACHED SPREADSHEET

Name of Applicant:

Project Name:

Either use this form or create an Excel spreadsheet using this format

Item No.	Description	U/M	Quantity	Unit Cost	Total	Requested Amount	Match Amount
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
	Project Total						

 Prepared By:	 Title:
 Address:	 Phone Number:
 E-mail Address:	 Date Prepared:

SECTION 5: RESOLUTION

The sponsoring entity (governing board) must approve a resolution authorizing the project application submittal and designation of project official/representative. A copy of the resolution must be included in this application. **Insert photocopy of signed resolution.**

SEE ATTACHED

SECTION 6: PROJECT NARRATIVE

(No more than 5 pages, single spaced, Arial 11 font)

SEE ATTACHED

SECTION 7: LOCATION MAPS, SITE PHOTOS, PROJECT SKETCHES, etc.

SEE ATTACHED

SECTION 8: LETTERS OF COMMITMENT (Provide photocopy)

SEE ATTACHED

SECTION 9: EVIDENCE OF NON-PROFIT STATUS (Photocopy of Current Valid IRS Tax Exemption Certificate if non-governmental agency)

SEE ATTACHED

Section 4: Project Costs and Elements - J.K. Sachse Park - Phase 1

Prepared by Kimley-Horn

Brittany Shake, P.E. (469) 301-2580, brittany.shake@kimley-horn.com

June 9, 2021

Phase 1					
Hardscape					
ITEM	UNIT	QTY.	UNIT COST	TOTAL	REMARKS
Structures					
1 Pavilion	sf	1	\$ 100,000.00	\$ 100,000.00	30' x 60' Open Air Pavilion
2 Small Shade Structure	ea	1	\$ 30,000.00	\$ 30,000.00	12' x 24' structure installed for volleyball area
3 Park Entry Sign	ea	1	\$ 20,000.00	\$ 20,000.00	
4 Splash Pad	ea	1	\$ 170,000.00	\$ 170,000.00	Approx. 1500sqft with splash elements
5 Restroom	ea	1	\$ 290,000.00	\$ 290,000.00	Restroom & Pump Room for Splash Pad, 560sqft
Paving					
6 Decomposed Granite	sf	360	\$ 5.00	\$ 1,800.00	3/8" Crushed Granite, seating areas
7 Vehicular Pavers	sf	800	\$ 16.50	\$ 13,200.00	Vehicular Pavers (Mortar Setting Bed on Concrete Slab), Food truck area only
8 Pedestrian Pavers	sf	3,340	\$ 12.00	\$ 40,080.00	Pedestrian Pavers (Mortar Setting Bed on Concrete Slab), area around pavilion
Furnishings					
9 Steel Edge	lf	150	\$ 5.25	\$ 787.50	3/16" Black / Green Heavy Steel Edging Bent in Smooth Curves
10 Picnic Tables	ea	10	\$ 2,640.00	\$ 27,807.00	
11 Trash Receptacles	ea	5	\$ 1,617.00	\$ 10,899.00	
12 Benches	ea	13	\$ 2,760.00	\$ 38,694.00	
Miscellaneous					
13 Lighting		1	\$ 53,000.00	\$ 53,000.00	
Hardscape Subtotal				\$ 796,267.50	
Softscape					
ITEM	UNIT	QTY.	UNIT COST	TOTAL	REMARKS
Trees					
14 Trees - Ornamental	ea	13	\$ 400.00	\$ 5,200.00	Average 2" Caliper
Shrubs					
15 Shrubs and Groundcover	sf	2,289	\$ 4.50	\$ 10,300.50	Average 3 Gallon Material
Groundcover					
16 Sod - Common Bermuda	sf	4,748	\$ 0.55	\$ 2,611.40	Bermuda Sod
17 Common Bermuda Seed	sf	113,372	\$ 0.12	\$ 13,604.64	Additional seeding for stabilization/Repair
Irrigation					
18 Irrigation - Permanent Shrub	sf	2,289	\$ 1.25	\$ 2,861.25	Drip Irrigation
19 Irrigation - Tree Bubblers	ea	13	\$ 125.00	\$ 1,625.00	One Per Tree
20 Irrigation - Turf	sf	991	\$ 0.85	\$ 842.35	Pop Ups and Small Rotors
21 Irrigation - temp.	sf	117,129	\$ 0.15	\$ 17,569.35	PVC pipe placed on-grade
22 Irrigation Components	ea	1	\$ 10,000.00	\$ 10,000.00	Meter
Miscellaneous					
23 Fine Grading	sf	7,037	\$ 0.10	\$ 703.70	Landscape Finish Grading
Softscape Subtotal				\$ 65,318.19	
Civil					
ITEM	UNIT	QTY.	UNIT COST	TOTAL	REMARKS
Demolition					
24 Clearing and Grubbing	ls	1	\$ 9,000.00	\$ 9,000.00	
Paving					
25 Reinforced Concrete Trail	sf	20,340	\$ 7.00	\$ 142,380.00	
26 Remove and Replace Existing Concrete Pavement (Utility Crossings)	ls	1	\$ 10,000.00	\$ 10,000.00	
27 Barrier Free Ramp	ea	2	\$ 1,800.00	\$ 3,600.00	
28 Install 6-Inch Monolithic Concrete Curb and Gutter	lf	20	\$ 50.00	\$ 1,000.00	
Earthwork					
29 Cut/Fill (Excavated dirt to be used in berms)	ls	1	\$ 30,000.00	\$ 30,000.00	
Utilities					
30 Install 8" PVC Water Main w/ Fittings	lf	645	\$ 70.00	\$ 45,150.00	
31 Install 8" PVC Gate Valve	ea	10	\$ 2,100.00	\$ 21,000.00	
32 Bore 8" PVC Water Main (Under Ranchero Drive)	lf	80	\$ 280.00	\$ 22,400.00	
33 Install Fire Hydrant Assembly	ea	2	\$ 5,000.00	\$ 10,000.00	
34 Connect to Existing Water	ea	2	\$ 2,500.00	\$ 5,000.00	
35 Install 6" PVC Sanitary Sewer	lf	230	\$ 75.00	\$ 17,250.00	
36 Install 4' Sanitary Sewer Manhole	ea	1	\$ 7,500.00	\$ 7,500.00	
37 Trench Safety	lf	875	\$ 3.00	\$ 2,625.00	
Storm					
38 3-Grate Inlet	ea	1	\$ 7,000.00	\$ 7,000.00	
39 18" HDPE Pipe	lf	175	\$ 100.00	\$ 17,500.00	
40 12" HDPE Pipe	lf	500	\$ 80.00	\$ 40,000.00	
41 18" Area Drain	ea	5	\$ 1,500.00	\$ 7,500.00	
42 Connect to Existing Y-Inlet	ea	1	\$ 1,000.00	\$ 1,000.00	
43 Trench Safety	lf	675	\$ 3.00	\$ 2,025.00	
Erosion Control					
44 Silt Fence, Inlet Protection, etc.	ls	1	\$ 7,000.00	\$ 7,000.00	
Civil Subtotal				\$ 408,930.00	
PH 1 Subtotal				\$ 1,270,515.69	
CONTINGENCY 15%				\$ 190,577.35	
Design Fees				\$ 140,000.00	
PH 1 TOTAL				\$ 1,601,093.04	

NOTE: The Consultant has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to Consultant at this time and represent only the Consultant's judgment as a design professional familiar with the construction industry. The Consultant cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

SECTION 6: PROJECT NARRATIVE

City of Sachse – J.K. Sachse Park Trail

1. Project Description:

The City of Sachse seeks funding in the amount of \$200,000.00 for construction and installation of concrete trails in J.K. Sachse Park located at 4301 Ranchero Dr., Sachse, TX, 75048. The requested funding will be used for the following items:

- construction of approximately 20,340 square feet of new, reinforced concrete trail
- associated installation costs of the trail (clearing, earthwork, fine grading, sod)
- trail furnishings – benches and trash receptacles

In addition to the trails, the City is proposing the following amenities to be constructed in the park as part of a multi-year, multi-phase project:

- Restroom Facility
- Open Air Pavilion and Shade Structure
- Splash Pad
- Sand Volleyball Courts
- Food Truck Parking
- Inclusive Playground
- Open Play Lawn
- Pickleball Courts and Outdoor Games
- Ornamental Grass Maze

Phase 1 of the park improvements will include the trails, restroom facility, pavilion, shade structure, splash pad, sand volleyball courts and the food truck parking. J.K. Sachse Park will be a premier park with unique amenities that draws visitors not only from within the City, but also surrounding communities and the County. This will be the first park in the City of Sachse park system that is located in Collin County.

The City has contracted for the engineering and landscape architecture design for Phase 1 of the project and will comply with current accessibility standards. The City will solicit competitive bids for the project, and a reputable general contractor, who will be awarded a construction contract by City Council action, will perform all construction activity.

Overall, various aspects of this project address multiple issues identified in the *Collin County Parks and Open Space Strategic Plan – Executive Summary*. The following guiding principles that are listed in the Strategic Plan are directly applicable to the proposed project:

- *The parks and open space system should be diverse in its recreational opportunities and accessible for all citizens of the county as it continues to grow and urbanize.*

The amenities that are proposed in this park are unique and are expected to draw visitors from both the City and County. J.K. Sachse Park will be the first public park in the City's system that is located in Collin County. This location makes the unique

amenities accessible to more residents in the north service zone of the City and the surrounding communities.

- *The parks and open space system should be an interconnected, multifunctional system that protects important natural, cultural and visual resources while providing appropriate opportunities for recreation.*

J.K. Sachse Park is located adjacent to a single-family subdivision and a multi-family complex and will be accessible to these communities directly by sidewalk and trail. The proposed trails in the park will connect to an existing sidewalk and trail system in the Woodbridge community along Muddy Creek (a regional trail system).

- *The parks and open space system should help to define community form and preserve community character.*

The parkland was dedicated by the developer and the park is named after the original land owner and his son: William Sachse and J.K. Sachse. The park's proposed theme highlights the extensive farming history of the land by incorporating wheat, corn and onions into the design of the park amenities therefore honoring and preserving the character of the land and the community.

- *The parks and open space system should reflect sustainable, financial, cultural and environmental objectives the promote the conservation of natural and human resources for current and future citizens.*

There are several sustainable elements proposed in J.K. Sachse Park. For example, the splash pad will incorporate a recirculation system to conserve water and bioswales are proposed in the drainage areas to improve the water quality of the stormwater prior to entering the storm sewer system. The design consultants are continuously looking for ways to reduce material and construction costs without compromising quality to stretch limited funding as far as possible.

- *The parks and open space system should include public/private coordination, cooperation and partnering where possible to obtain key aspects of the plan and the communities' desires.*

Public/private coordination was utilized on this project as the park land was donated by the developer of the parent tract. In addition, the Developer participated in the park development by constructing the access roads and two parking lots in the park.

2. Objectives and Need for Project:

The City of Sachse has a population of approximately 25,607 in 2019 with approximately 80% of the City's land area dedicated for single-family use. As the City and surrounding areas continue to experience a high rate of development, high levels of demand have been placed on the City to provide recreational opportunities.

The 2010 City of Sachse Parks, Recreation and Open Space Master Plan lists 7 goals and objectives and the following are directly applicable to the proposed project:

- Develop a park system that will be responsive to the needs and desires of Sachse's citizens.
- Plan a park system that will provide a variety of recreational opportunities for all age groups and for persons with differing abilities and interests.
- Acquire additional park land north of State Highway 78 in order to provide a balance of recreational opportunities. J.K. Sachse Park is currently the only City park located within Collin County.
- Develop a multi-use trail system which will benefit and serve all citizens of Sachse and will link schools and parks.
- Develop a trail system to connect adjacent cities of Murphy, Wylie and Rowlett.

Hike and bike trails are listed as the top priority on the 10-year Priority List – Recreational Outdoor Facility Development Listing table in the Master Plan. In the Parks, Recreation and Open Space Master Plan, residents identified trails as their number one priority for recreation needs in Sachse. J.K. Sachse Park includes amenities that are desired by the community and are top on their priority list including a walking trail that ties into the northern section of the City of Sachse.

One of the City of Sachse Historical Society members, Diana Smith, provided a brief summary of the history of the J.K. Sachse parkland:

"This is part of the original land grant made to our city's founder: William Sachse. He came here in 1845 and managed to stay on the land for one year and he cultivated it - so he was granted 640 acres as a Headright Land Grant. He'd been driven away a year earlier by Native Americans and bears! Years later he gave the Sante Fe RR land for their rails and that's why our town is named Sachse.

After Williams's death this particular tract of land the park sits on was given to his son JK Sachse. JK became a very successful businessman and was influential in Sachse and other cities. He's listed on the Texas Historical Monument in Austin as: "Prosperous as a farmer and stockman, both his time and money were freely spent in the advancement of public welfare...". He and his wife Mollie did not have children but they worked tirelessly on schools and church activities in Sachse, and also established an orphanage in Corsicana.

In about 1938 JK gifted this particular tract of land to his niece Mary Allene Ingram upon her graduation from Garland High School as the valedictorian of her class. It was then 100 acres. She and her husband continued to farm the land in corn, wheat and onions as JK and William had, although they paid others to do it for them. Mary Allene Jones later passed the land to her children Kibbie Jones Hipp and Craig Jones. They also continued having the land farmed. It's latest crop was wheat. This land has been continuously farmed by Sachse descendants since 1845!"

On March 2, 2020, approximately 3.06 acres of parkland was dedicated to the City of Sachse for J.K. Sachse Park as part of the development of the overall tract which includes a single-family subdivision and a multi-family complex. The developer installed two parking lots on the property as part of the dedication, but park trail and amenity installation were not included. At the August 13, 2020, Municipal Development District (MDD) Board meeting, the MDD Board made a recommendation to City Council to use \$29,000 for a conceptual plan for J.K. Sachse Park and to earmark up to \$220,000 for the design services of a consulting agency. At the September 10, 2020, Parks and Recreation Board meeting, the board made a recommendation

to City Council on the prioritization of amenities that should be included in J.K. Sachse Park. Kimley-Horn and Associates was hired to create two concepts based on the recommendation of the Boards. These concepts were presented on November 12, 2020, to both the Municipal Development District and Parks and Recreation Boards and Concept A was approved. In 2021, the City contracted with Kimley-Horn and Associates Inc. for the design of the trail system and Phase 1 park improvements.

The intent of this project is to provide an additional neighborhood park in the City's north service zone and expand the City's trail system to provide additional opportunities for walking, jogging and connectivity for the neighboring communities and developments recently constructed. The recent development activity in the north service zone has increased the demand for parks and open space. The project is part of a long-range effort by the City to provide premium quality amenities for the enjoyment of its citizens, the citizens of neighboring municipalities and all Collin County residents. The trail system will connect to the Woodbridge Development and Ranch Park Village development trail systems. Neighboring communities to which the site is easily accessible include Wylie, Murphy and Garland. There is a critical need for additional parkland and trails around the County as population growth continues to skyrocket. This project strives to contribute to the need and reduce the demand in the surrounding area. Upon completion, the trail system will be accessible to all Collin County residents and will serve to protect the natural environment of this undeveloped site, while making nature accessible to users.

3. Funding Mechanism:

Proposed funding for the improvements includes a joint effort between the City of Sachse, Sachse Municipal Development District (MDD) and Collin County. As stated above, the City of Sachse received the J.K. Sachse Park parkland dedication on March 2, 2020. The City used the MDD fund to pay for the professional surveying, engineering and landscape architecture services needed to design Phase 1 of the park improvements.

For construction of the park, the City intends to partner once again with the MDD Board and utilize MDD funds and funds from the City's Water Enterprise Fund. Sufficient funding is available to meet the match amount for the grant.

The City anticipates using any received funding for the following:

- construction of approximately 20,340 square feet (3,390 linear feet) of new, reinforced concrete trail
- associated installation costs of the trail (portion of the clearing, earthwork, fine grading, sod costs that are directly associated to the trail construction)
- trail furnishings – benches and trash receptacles

We respectfully request that the Collin County Parks Foundation Board agree to provide a grant in the amount of \$200,000.00 to assist in the construction of the proposed improvements.

4. Project Action Plan:

Design and engineering for Phase 1 of the project is currently underway. The final project deliverables are anticipated to be completed early August 2021. The project will be competitively bid in mid-August 2021 and the project is anticipated to be awarded to a general contractor in early October 2021. The City has contracted with Kimley-Horn and Associates

Inc., for design, bid and construction support services for this project. If the City receives notification of the grant award in October 2021, City staff will present the County's Interlocal Agreement to City Council. Upon approval of the Interlocal Agreement, the funds will be used to reimburse the City and MDD board for the trail construction and associated costs. Anticipated completion of the project is Fall/Winter 2022.

The site improvements will generally follow the sequence below:

1. Franchise Utility Relocation/Adjustments (if required)
2. Site Prep and Wet Utility Installation
3. Construct Structure Foundations
4. Install splash pad, restroom facility, pavilion and shade structure
5. Construct trails, flatwork, volleyball courts and install landscape drains
6. Install lighting, benches and trash receptacles
7. Install landscape and sod

The City proposes to have all work performed by a reputable general contractor with a proven record to perform similar work on projects of similar scale. City personnel and representatives with Kimley-Horn and Associates Inc. will perform site inspections and coordinate with the contractor to ensure that all work is being performed as specified.

5. Implementation and Maintenance:

The City of Sachse Parks and Recreation Department personnel have a successful track record in the construction, operation, and maintenance of municipal park facilities since the division was established in the mid 1980s. The present managerial staff alone have a combined total of over 30 years of directly related experience involving all phases of parkland development and operation.

The City's personnel are experienced and effective in the management of tax dollars to achieve project goals, comply with all accounting and reporting requirements, and to deliver a finished product that meets budget requirements.

When construction is complete, maintenance crews (under general supervision of the Parks and Recreation Director) will perform routine inspections of the facilities. Routine performance of maintenance duties includes but is not limited to: mowing/edging the trail, bench and playground maintenance, and basic litter control.

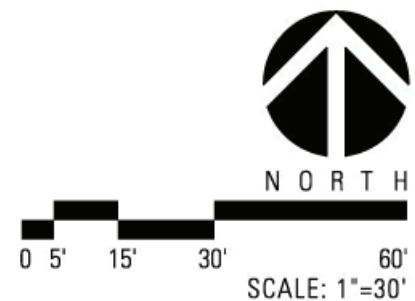
Annual operating and maintenance costs will be funded in all future City of Sachse Parks and Recreation budgets to preserve the investment so that the citizens of Collin County will have a first-class facility that meets their outdoor recreational needs.

SECTION 7: PROJECT CONCEPT PLAN



LEGEND

- A. PICKLEBALL/ OUTDOOR GAMES
- B. FOOD TRUCK PARKING
- C. SPLASH PAD
- D. OPEN AIR PAVILION
- E. RESTROOM
- F. INCLUSIVE PLAYGROUND
- G. SWING AREA
- H. ORNAMENTAL GRASS MAZE
- I. OPEN PLAY LAWN
- J. SAND VOLLEYBALL COURTS
- K. PARK ENTRY SIGN



SECTION 8: LETTERS OF COMMITMENT

SECTION 9: EVIDENCE OF NON-PROFIT STATUS