



**Monday, June 20, 2022
City Council Meeting**

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

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 20, 2022.

The City of Sachse reserves the right to reconvene, recess, or realign the 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 meeting for the purpose of seeking confidential legal advice from the City Attorney on any meeting agenda item listed herein.

A. 6:30 PM REGULAR MEETING

1. Call to Order: The City Council of the City of Sachse will hold a Regular Meeting on Monday, June 20, 2022, at 6:30 p.m. to consider the following items of business:
2. Invocation and Pledges of Allegiance.

B. Special Announcements

1. Mayor and City Council announcements regarding special events, current activities, and local achievements.
2. Proclamation recognizing Arissa Grace McGowan for receiving the Girl Scout Gold Award.

C. Public Comment

1. Public Comment: 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. However, if your remarks pertain to a specific agenda item, please hold them until that item, at which time the Mayor will solicit your comments. The 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 comments under advisement. Issues raised may be referred to City staff for research and possible future action.

D. 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 a member of the public so requests.

1. Approve the June 6, 2022, meeting minutes.
2. Approve cancelling the July 4, 2022, City Council meeting.
3. Approve the Consent Agenda Items as presented.

E. Regular Agenda Items

1. Consider authorizing the City Manager to execute and award a construction contract 2021 Alley Reconstruction Project between the City of Sachse and Candor Construction, LLC in the amount of Eight Hundred Nine Thousand, Six Hundred Ninety-Three and No/100 Dollars (\$809,693).
2. Consider authorizing the City Manager to negotiate and enter into a contract in the amount not to exceed Four Hundred Sixty Thousand and No/100 Dollars (\$460,000.00) with Reynolds Asphalt and Construction Co. for Bailey Road, Hooper Road, and Anthony Lane asphalt street repairs.
3. Receive an update on the Animal Shelter project.
4. Discuss a potential structure and definition for City Council liaison positions.

F. Executive Session

1. The City Council shall convene into Executive Session pursuant to the Texas Government Code, Section §551.074: Personnel Matters: Regarding a briefing preceding the review of the City Prosecutor.
2. The City Council shall convene into Executive Session pursuant to the Texas Government Code, Section §551.074: Personnel Matters: Regarding a briefing preceding the review of the Municipal Judge.
3. 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.

G. Regular Agenda Items/Meeting Closing

1. Take action as a result of Executive Session pursuant to the Texas Government Code, Section §551.074 Personnel: regarding the mid-year review of the City Manager.

2. 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.


Leah K Granger, 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 20, 2022 - City Council Meeting
Category	A. 6:30 PM REGULAR MEETING
Subject	1. Call to Order: The City Council of the City of Sachse will hold a Regular Meeting on Monday, June 20, 2022, at 6:30 p.m. to consider the following items of business:
Access	Public
Type	Procedural

Public Content

The Mayor and City Council request that all cell phones be turned off or set to vibrate. Members of the audience are requested to step outside the Council Chambers to respond or to conduct a phone conversation.



Agenda Item Details

Meeting	Jun 20, 2022 - City Council Meeting
Category	A. 6:30 PM REGULAR MEETING
Subject	2. Invocation and Pledges of Allegiance.
Access	Public
Type	Procedural

Public Content



Agenda Item Details

Meeting	Jun 20, 2022 - City Council Meeting
Category	B. Special Announcements
Subject	1. Mayor and City Council announcements regarding special events, current activities, and local achievements.
Access	Public
Type	Information

Public Content



Agenda Item Details

Meeting	Jun 20, 2022 - City Council Meeting
Category	B. Special Announcements
Subject	2. Proclamation recognizing Arissa Grace McGowan for receiving the Girl Scout Gold Award.
Access	Public
Type	Recognition

Public Content

OVERVIEW

After completing a community project, Arissa Grace McGowan has received the highest honor in the Girl Scouts, The Gold Award.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Present a proclamation recognizing Arissa Grace McGowan's achievement of receiving the Girl Scout Gold Award.

[Girl Scout Gold Award - Arissa Grace McGowan.pdf \(84 KB\)](#)

PROCLAMATION

WHEREAS, the Girl Scouts of America is one of the nation's largest and most prominent values-based youth development organizations, and the Gold Award is the highest achievement expressing a girl's special commitment to herself, her community, her world, and the future; and

WHEREAS, Arissa Grace McGowan is a member of Girl Scout Troop 2000 and has successfully completed the prerequisite requirements for the award, which focuses on interests of the girl scout and fulfills a need within her community; and

WHEREAS, Arissa Grace's project "Cognitive Crafts for Kids" included working with Jewish Family Services to provide craft kits for their clients to help occupy the children at home or at the facility; and

WHEREAS, with volunteer assistance, Ms. McGowan assembled over 250 craft kits to increase a child's cognitive learning and comprehension with bilingual instructions and materials; and

WHEREAS, Arissa Grace McGowan is a senior at Wylie High School, is commended for achieving such an accomplishment, and serves as an example to youth through her high level of personal achievement, leadership, and commitment to the community.

I, THEREFORE, Mayor Felix, of the City of Sachse, do hereby recognize and honor the accomplishment of Arissa Grace McGowan for receiving the 2021-2022 Girl Scout Gold Award.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Sachse, Texas to be affixed this the 20th day of June, 2022.

Jeff Bickerstaff, Mayor



Agenda Item Details

Meeting	Jun 20, 2022 - City Council Meeting
Category	C. Public Comment
Subject	1. Public Comment: 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. However, if your remarks pertain to a specific agenda item, please hold them until that item, at which time the Mayor will solicit your comments. The 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 comments under advisement. Issues raised may be referred to City staff for research and possible future action.
Access	Public
Type	Information

Public Content

Those who wish to speak may [fill out a form](#) or [email](#) the City Secretary prior to the meeting.



Agenda Item Details

Meeting	Jun 20, 2022 - City Council Meeting
Category	D. 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 a member of the public so requests.
Subject	1. Approve the June 6, 2022, meeting minutes.
Access	Public
Type	Action (Consent), Minutes
Recommended Action	Approve the minutes as presented.

Public Content

BACKGROUND

Minutes of the June 6, 2022, combined meeting.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Approve the minutes as presented.

[06.06.22 City Council Minutes.pdf \(151 KB\)](#)

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 6, 2022**

The City Council of the City of Sachse held a regular meeting on Monday, June 6, 2022, at 6:30 p.m. at Sachse City Hall, 3815-B Sachse Road. Those present were Mayor Mike Felix; Mayor Pro Tem Jeff Bickerstaff; Councilmembers Brett Franks, Michelle Howarth, Frank Millsap, Chance Lindsey, and Cullen King; City Manager, Gina Nash; City Secretary, Leah Granger; Assistant City Manager, Lauren Rose; IT Manager, Mike Pastor; Assistant Finance Director, Ryan Bredehoeft; Police Chief, Bryan Sylvester; Fire Chief, Marty Wade; Human Resources Director, Kristi Wong; Director of CIP and Public Works, Corey Nesbit; Leisure Services Director, Lance Whitworth; Development Services Director, Matt Robinson; Assistant to the City Manager, Amanda Chi; Assistant to the City Manager – EDC, Jerod Potts; and Executive Office Administrator, Lisa Mata.

Mayor Felix called the workshop to order at 6:31 p.m.

WORKSHOP:

Short reception recognizing the incoming and outgoing mayor and councilmembers.

The Council and attendees enjoyed a short reception to recognize the incoming and outgoing mayor and councilmembers.

The Mayor adjourned the workshop and opened the regular meeting at 7:00 p.m.

Councilmember King thanked all for attending the reception and for the support from the community. He gave special thanks to his family for their support over the many years he has participated on Council. Mayor Felix thanked his wife, kids, and all those he has worked with over the years. He expressed special thanks for having the opportunity to work with Ms. Nash over the years. He wished the new members of Council luck in their new roles. Ms. Nash thanked the spouses of Mayor Felix and Councilmember King for all they have done for staff and the support of their husbands while on Council.

INVOCATION AND PLEDGES OF ALLEGIANCE TO THE U.S. AND TEXAS FLAGS:

Councilmember King lead the invocation and Councilmember Franks led the pledges.

Administer the Oath of Office to the recently elected Mayor and Councilmembers.

City Secretary, Leah Granger, administered the oaths of office to Mayor Jeff Bickerstaff, Councilmember Lindsay Buhler, and Councilmember Matt Prestenberg.

Mayor Bickerstaff thanked those in attendance for their support. He said it is an honor to represent this city and the Council and asked God's blessing on the city. Councilmember Buhler thanked her friends, family, and especially her husband for their support. She hopes to model service to the community for her kids. Councilmember Buhler mentioned that she would have loved for her mother, who passed away during the candidacy, to see her on Council. Councilmember

Prestenberg also thanked his wife, daughters, and family. He hopes to make his Dad and Father-in-law who have passed away proud in his new role. Councilmember Prestenberg recognized that, though many people voted for him, not all members of the community did; however, he wants to be a councilmember for all and represent the city well.

MAYOR AND CITY COUNCIL ANNOUNCEMENTS:

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

Councilmember Millsap noted that the Library will be hosting an event on Tuesday, June 7, for the kickoff of the Summer Reading Program. Also, the following Tuesday, there will be presentation by the Blackland Prairie Raptor Center featuring different birds of prey. He encouraged all to visit the Library's website for the many upcoming events.

Proclamation recognizing Dr. Amber Hope's service to the Garland Independent School District, her students, families, and community.

Mayor Bickerstaff presented Dr. Amber Hope with a proclamation declaring Tuesday, June 7, as Dr. Amber Hope Day in recognition of her outstanding work and accomplishments over the last ten years.

Proclamation recognizing Arissa Grace McGowan for receiving the Girl Scout Gold Award.

Ms. Arissa Grace was unable to attend the Council meeting. This item will be rescheduled.

Proclamation recognizing June 4 - July 30, 2022 as Summer Reading 2022 in the City of Sachse.

Mayor Bickerstaff presented a proclamation to Daniel Laney, Library Services Manager, recognizing the Summer Reading Program in the City of Sachse. Mr. Laney encouraged all members of the community to enjoy the services and events at the Sachse Public Library. He also thanked Mayor Bickerstaff for encouraging reading and literacy in the community.

PUBLIC COMMENT:

Matthew Holboke, 5511 Oak Ridge Circle, is looking forward to seeing what the new councilmembers will do. He wished them the best of luck and let them know that he will ask a lot of questions.

Cullen King, 7315 High Point Drive, announced that the Animal Shelter held a shot clinic where 167 pets were vaccinated. He gave kudos to staff and volunteers of the shelter. Mr. King also thanked Councilmember Franks for his work with the Memorial Day ceremony.

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 May 16, 2022, meeting minutes.**
- 2. Accept the monthly revenue and expenditure report for the period ending April 30, 2022.**
- 3. Accept the Quarterly Budget and Investment Reports for the quarter ending March 31, 2022.**
- 4. Approve a resolution amending the authorized representatives of the City of Sachse with the Texas Local Government Investment Pool ("TexPool/TexPool Prime").**
- 5. Approve a resolution suspending the June 17, 2022, effective date of Oncor Electric Delivery Company's rate increase for the maximum period permitted by law to allow the City, working in conjunction with the Steering Committee of Cities Served by Oncor, to evaluate the filing, determine whether the filing complies with law, and if lawful, to determine what further strategy, including settlement, to pursue.**
- 6. Approve a resolution authorizing the City Manager to execute an Interlocal Cooperation Agreement between the City of Sachse and Collin County, Texas, for the purpose of Roadway Improvements within Collin County.**
- 7. Approve the Consent Agenda Items as presented.**

Councilmember Buhler made a motion to approve the consent agenda as presented. Councilmember Prestenberg seconded the motion and it carried unanimously.

REGULAR AGENDA ITEMS:

Consider Electing the Mayor Pro Tem.

Mayor Bickerstaff noted that the Charter requires Council to elect a new Mayor Pro Tem after each general election.

Councilmember Howarth made a motion to elect Councilmember Brett Franks as the Mayor Pro Tem. Councilmember Prestenberg seconded the motion and it carried unanimously.

Consider appointments of Council liaisons to the City's boards and commissions.

Mayor Bickerstaff reviewed current liaison's to boards and commissions reminding the Council that the appointment process is reviewed and updated after each election. Mayor Pro Tem Franks asked councilmembers if they would like to continue on current positions and made suggestions for revisions:

Mayor Bickerstaff – NTTA, NCTCOG, and NCT911

Mayor Pro Tem Franks – Parks & Recreation and MDD

Councilmember Howarth – Economic Development Corporation

Councilmember Millsap – Library

Councilmember Lindsey – Planning & Zoning and TIF #1

Councilmember Buhler – Wylie ISD

Councilmember Prestenberg – Animal Shelter Advisory Committee, Animal Shelter Board, and Garland ISD

Jeanie Marten, 4908 Maple Shade Avenue, asked Council to consider defining the role of liaison noting some confusion about what that role meant. She said defining and listing expectations of Council liaisons would be helpful to the boards and commissions.

Councilmember Howarth made a motion to approve the Council liaisons as discussed. Mayor Pro Tem Franks seconded the motion for discussion asking that the definition and expectations of liaisons be addressed at a later meeting since it was not listed on the agenda. The motion carried unanimously.

Receive early resident and stakeholder input regarding the fiscal year 2022-2023 budget.

Ms. Nash indicated that this was an opportunity for residents to give input on the 2022-2023 budget. She described the budget process for staff.

Matthew Holboke, 5211 Oakridge Circle, is interested in what the Council is looking for since they did not follow the recommendation from the Bond Committee the way it was presented. He was anticipating a list of capital improvement projects from the Planning & Zoning Commission. He asked for transparency from the Council, to live up to what they say and be accountable.

Cullen King, 7315 High Point Drive, thinks televising additional meetings would be beneficial to residents. He said the Fire Department's wish list is important and would like to see an additional set of bunker gear for the firefighters, and he asked Council to keep the effective tax rate with no increases.

Brad Ford, 3605 Potomac Drive, is interested in fiscal responsibility and would like Council to keep in mind pressures that may be put on the residents as they make budget decisions.

Mayor Pro Tem Franks noted that all residents would like to lower the tax rate, including councilmembers, but suggestions need to be made for what programs, services, or items should be cut to accomplish that goal. Councilmember Millsap reviewed his understanding of sales tax in relation to the budget. He thinks Council needs to be aware of where the budget is coming from and how to increase sales tax and economic development. Councilmember Lindsey reminded everyone that the inflation rate is essentially eight and a half percent which means the budget needs to be cut by eight and a half percent while continuing to support staff. Councilmember Howarth noted that sales tax revenues have doubled since she joined Council and that the city is moving in the right direction but there is a long way to go. Councilmember Prestenberg mentioned while campaigning that he promised to be transparent and a good steward of tax-payer money. He went on to explain that just like in the corporate world, the City must maintain talent which currently costs more to maintain even the basic set of standards.

When asked, Ms. Nash let Council know that she and Ms. Rose would be reviewing staff budget requests line by line and asking questions in order to know how best to present a balanced budget to Council for review.

Consider and select a nominee to represent the Allen, Rowlett, Sachse, Wylie, Murphy, and Lucas seat on the Regional Transportation Council.

Ms. Nash said this is an appointment Council makes every two years. The process began prior to the new council placements. There has been a request to nominate Chris Schulmeister, City of Allen Councilmember, to be the primary representative and Matthew Porter, Mayor of Wylie, to be the alternate representative. The Council may choose to make a different nomination if they desire.

Mayor Pro Tem Franks pointed out that the votes are weighted with Sachse getting a smaller portion of the vote than several of the other cities.

Mayor Pro Tem Franks made a motion to approve the item as presented. Councilmember Howarth seconded the motion and it carried unanimously.

Consider an ordinance authorizing the issuance and sale of "City of Sachse, Texas, General Obligation Bonds, Series 2022" and approving all other matters incident thereto.

Jason Hughes, the City's financial advisor with Hilltop Securities, revealed that Sachse's credit rating has been upgraded by Standard & Poor's (S&P) to AA+, the second highest rating available. Some of the comments from S&P included, "Favorable location in north Texas and solid tax base growth;" "History of strong financial performance and maintenance of very strong reserves;" and "Very strong financial management practices and policies." Mr. Hughes explained that actions Council has taken in the past and the projects and programs that are being planned all contributed to this upgrade. As credit ratings go up, interest rates go down. Though they are hard to quantify exactly, it will likely yield a favorable interest rate and a positive outcome for the taxpayers. Upon Council approval, the final negotiated sale amount is \$16,645,000, which produces \$18,035,000 in project proceeds. The final true interest rate is 3.4% which is lower than just two weeks ago. The closing date is July 6 and all costs are wrapped up into the bond issuance, meaning no money will come from the general or any current funds held by the City.

Councilmember Lindsey asked if the City can refinance prior to 10 years. Mr. Hughes explained that as the time period is shortened, the interest rate increases significantly. Councilmember Lindsey went on to ask if there was any benefit to issuing the remainder of the approved bond amount at the lower interest rate as they will continue to go up. Mr. Hughes responded that Council may choose to issue any portion of the approved bond amount at any time, however, the federal government requires tax exempt debt that has been issued to be spent within three years, which would in turn require projects to be accelerated. The other downside to issuing more debt than is needed at that time is that the City would be paying interest on money that is not being used, known as arbitrage. If projects for which the first tranche is intended are completed more quickly than anticipated, Council has the option of selling the next tranche of bonds at any point.

Mayor Bickerstaff asked Mr. Hughes to expound on the interest rate. Mr. Hughes explained that Council may issue debt up to the approved bond amount as they deem appropriate. If in several months the interest rate is significantly higher, Council may choose not to issue bonds at that time. The City is not locked in to selling at a particular time or at all, as they determine what is appropriate.

Matthew Holboke, 5511 Oak Ridge Circle, asked if the debt being issued was going to pay off the money the City fronted for the Animal Shelter and Bailey Road. He wanted to be sure the money

will not be spent on something else and be replenished later. Mayor Bickerstaff confirmed that the money may not be spent on any other projects.

Brad Ford, 3605 Potomac Drive, asked the reasoning behind not issuing half of the debt to take advantage of the low interest rate. Mr. Hughes responded that the amount to be approved tonight corresponds to the amount conveyed to buyers. If Council decided to issue more debt earlier than previously discussed, that is their prerogative.

Mr. Holboke returned to ask if there were any local buyers for bonds. Mr. Hughes explained that the first investor order priority was given to those from the 75048-zip code. There were no orders from the zip code, therefore, there were no buyers from Sachse.

Councilmember Lindsey asked if staff is working in a particular order and if there is a general plan. Ms. Nash confirmed that staff is working on the order of projects previously presented during the bond approval process. The entire program cannot be designed and constructed at the same time due to staff workload, cost, and availability of talent or firms.

Councilmember Lindsey made a motion to approve the item as presented. Mayor Pro Tem Franks seconded the motion and it carried unanimously.

ADJOURNMENT:

Mayor Bickerstaff adjourned the meeting at 8:31p.m.

Jeff Bickerstaff, Mayor

ATTEST:

Leah K Granger, City Secretary



Agenda Item Details

Meeting	Jun 20, 2022 - City Council Meeting
Category	D. 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 a member of the public so requests.
Subject	2. Approve cancelling the July 4, 2022, City Council meeting.
Access	Public
Type	Action (Consent)
Recommended Action	Approve cancelling the July 4, 2022, City Council meeting.

Public Content

OVERVIEW

The first meeting in July falls on July 4, Independence Day. Since it is a holiday, City offices will be closed and staff recommends cancelling the meeting.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Approve cancelling the July 4, 2022, City Council meeting.

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.



Agenda Item Details

Meeting	Jun 20, 2022 - City Council Meeting
Category	D. 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 a member of the public so requests.
Subject	3. Approve the Consent Agenda Items as presented.
Access	Public
Type	Action (Consent)
Recommended Action	Approve Consent Agenda Items as presented.

Public Content

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.



Agenda Item Details

Meeting	Jun 20, 2022 - City Council Meeting
Category	E. Regular Agenda Items
Subject	1. Consider authorizing the City Manager to execute and award a construction contract 2021 Alley Reconstruction Project between the City of Sachse and Candor Construction, LLC in the amount of Eight Hundred Nine Thousand, Six Hundred Ninety-Three and No/100 Dollars (\$809,693).
Access	Public
Type	Action, Discussion
Preferred Date	Jun 20, 2022
Fiscal Impact	Yes
Dollar Amount	806,693.00
Budgeted	Yes
Budget Source	Previously budgeted General Revenue and undesignated/unbudgeted Capital Projects General Revenue.
Recommended Action	Authorize the City Manager to execute and award a construction contract 2021 Alley Reconstruction Project between the City of Sachse and Candor Construction, LLC in the amount of Eight Hundred Nine Thousand, Six Hundred Ninety-Three and No/100 Dollars (\$809,693).
Goals	Strategically invest in the City's existing and future infrastructure.

Public Content

BACKGROUND

The current condition of these selected alleys has deteriorated beyond routine maintenance and were chosen based on the severity of the damage. Age and usage, compounded with heavy trash trucks, have lead to more extensive damage.

This project includes reconstruction of approximately 3,500 linear feet of reinforced concrete alley pavement along with other associated improvements. The selected alleys are: Gatewood Court, Hunters Ridge Drive, Jewel Street, Missouri Street, and Tina Street.

The 2020-2021 Capital Improvement Plan (CIP) included 2021 Alley Reconstruction (R-21-20), funded by a \$672,000 transfer from the General Fund to the Capital Projects Fund. Approval of this contract will require an additional \$137,693 in currently undesignated/unbudgeted Capital Projects General Revenue.

Staff will return to Council before the end of the fiscal year to request any required fund level budget amendments.

OVERVIEW

Staff advertised the project in the Sachse News and online at www.civcast.com. Bids were requested on June 16, 2022, at 2:00 p.m. A total of four bids were received.

The lowest bidder was Candor Construction, LLC in the amount of \$809,693. The project is on a 120-calendar day contract. Construction is expected to start summer 2022.

POLICY CONSIDERATIONS

Project funding was allocated as part of the FY 20-21 budget. Staff will return to Council before the end of the fiscal year to request any required fund level budget amendments.

RECOMMENDATION

Staff recommends authorizing the City Manager to execute and award a construction contract 2021 Alley Reconstruction Project between the City of Sachse and Candor Construction, LLC in the amount of Eight Hundred Nine Thousand, Six Hundred Ninety-Three and No/100 Dollars (\$809,693).

[Alley Reconstruction Award.pdf \(466 KB\)](#)

2021 Alley Reconstruction Project Award

City Council
June 20, 2022



Overview

- Background
- Project Images
- Project Location
- Project Description
- Bid Process
- Staff Recommendation
- Next Steps





Background

- Current condition of these selected alleys is deteriorating beyond routine maintenance
- Sections of various locations were chosen based on the severity of damage
- Alley pavement has been further damaged by heavy load vehicles
- Project funding was allocated as part of the FY 20-21 Budget

Project Images



Project Location



Project Location





Project Description

- This project includes the reconstruction of approximately 3,500 linear feet of reinforced concrete alley paving along with other associated improvements
- Selected Alleys:
 - Gatewood Court
 - Hunters Ridge Drive/Maple Shade Avenue
 - Jewel Street
 - Missouri Street
 - Tina Street



Bid Process

- Staff advertised the project in the Sachse News and online at www.civcast.com
- Four bids were received
- Project is a 120-calendar day contract
- The lowest bidder was Candor Construction, LLC in the amount of **\$809,693.**
- Second lowest bidder was XIT Paving and Construction in the amount of **\$869,372.**
- Project funding was allocated as part of the FY 20-21 Budget



Next Steps

- Letters will be sent to residents to notify them of the upcoming project
- Staff will set up a pre-construction meeting with Candor Construction, LLC
- Construction is anticipated to begin this summer



Staff Recommendation

- Authorize the City Manager to execute and award a construction contract 2021 Alley Reconstruction Project between the City of Sachse and Candor Construction, LLC in the amount of Eight Hundred Nine Thousand, Six Hundred Ninety-Three and No/100 Dollars (\$809,693).
- This contract will be funded from FY 20-21 General Capital Funds.
- Approval of this contract will require an additional \$137,693 in currently undesignated/unbudgeted Capital Projects General Revenue.





Agenda Item Details

Meeting	Jun 20, 2022 - City Council Meeting
Category	E. Regular Agenda Items
Subject	2. Consider authorizing the City Manager to negotiate and enter into a contract in the amount not to exceed Four Hundred Sixty Thousand and No/100 Dollars (\$460,000.00) with Reynolds Asphalt and Construction Co. for Bailey Road, Hooper Road, and Anthony Lane asphalt street repairs.
Access	Public
Type	Action, Discussion
Preferred Date	Jun 20, 2022
Absolute Date	Jun 20, 2022
Fiscal Impact	Yes
Dollar Amount	460,000.00
Budgeted	Yes
Budget Source	Previously budgeted Street Maintenance Tax and undesignated/unbudgeted Capital Projects General Revenue.
Recommended Action	Authorize the City Manager to negotiate and enter into a contract in the amount not to exceed Four Hundred Sixty Thousand and No/100 Dollars (\$460,000.00) with Reynolds Asphalt and Construction Co. for Bailey Road, Hooper Road, and Anthony Lane asphalt street repairs.
Goals	Strategically invest in the City's existing and future infrastructure.

Public Content

BACKGROUND

The City of Sachse utilizes the PASER system to analyze and score streets based on pavement condition. This information is utilized by City staff and the City Council on an annual basis to rank streets in the community and determine which streets are in need of rehabilitation.

OVERVIEW

Staff has identified Bailey Road, Hooper Road, and Anthony Lane as roadways in need of major asphalt repairs. Complete reconstruction of Bailey-Hooper Road was approved as a part of 2021 bond package. This item is a temporary overlay due to the extremely poor conditions of the road until the full reconstruction can occur. The complete reconstruction of Bailey-Hooper Road is in the design phase.

The 2020-2021 Capital Improvement Plan (CIP) included Anthony Lane Rehabilitation (R-19-04) for asphalt and concrete street repair, funded by Street Maintenance Tax (SMT). Bailey Road and Hooper Road are in need of repair but were not identified in the CIP. Street Maintenance Tax and Capital Projects General Revenue will be utilized for major repairs to these asphalt streets.

The contract would be funded as follows:

Capital Project	CIP No.	Revenue Source (Status)	Fund	Funding
Anthony Lane	R-19-04	Street Maintenance Tax (Budgeted)	Street Maintenance Tax	\$185,000

Capital Project	CIP No.	Revenue Source (Status)	Fund	Funding
Bailey and Hooper Roads	New	General Revenue (Unbudgeted/Undesignated)	Capital Projects	\$275,000

Staff will return to Council before the end of the fiscal year to request any required fund level budget amendments.

POLICY CONSIDERATIONS

It is the responsibility of the City of Sachse to maintain, upgrade, and improve public roads as necessary in the City of Sachse. Chapter 791 of the Texas Government Code, also known as the Interlocal Cooperation Act, and Chapter 271.102 of the Texas Local Government Code, authorizes all local governments to contract with each other to perform governmental functions or services including administrative functions normally associated with the operation of government such as purchasing of necessary equipment, goods, and services. The City Council has approved the Master Interlocal Cooperative Purchasing Agreement with the City of Grand Prairie for the purchase of necessary equipment, goods, and services (Resolution No. 3360). Contract pricing from the City of Grand Prairie may be utilized by the City of Sachse for asphalt roadway improvements.

RECOMMENDATION

Authorize the City Manager to negotiate and enter into a contract in the amount not to exceed Four Hundred Sixty Thousand and No/100 Dollars (\$460,000.00) with Reynolds Asphalt and Construction Co. for Bailey Road, Hooper Road, and Anthony Lane asphalt street repairs.

[Bailey Anthony Overlay Presentation.pdf \(313 KB\)](#)

Bailey/Hooper Road and Anthony Lane Overlay Project

City Council
June 20, 2022



The City of
SACHSE

Overview

- Project Scope and Location
- Agreement Overview
- Project Timeline
- Staff Recommendation



Project Scope & Location



Project Scope:

- Full depth repair of failed sections
- Treatment and repair of subgrade base
- New 2" asphalt pavement overlay



Agreement Overview

- Temporary overlay project of Bailey Road and Hooper Road pending complete reconstruction of these roads associated with the bond program
 - This is similar to what was done to Merritt Road
- Anthony Lane will have full depth repair and new asphalt street
- City of Sachse will manage the project
- Funding will be allocated from the Street Maintenance Tax Fund and General Capital Fund
- Total cost for the overlay is estimated at \$460,000



Project Timeline

- June - City Council to consider approval of a construction contract with Reynolds Asphalt
- July - Construction to begin
 - Project is anticipated to last several weeks
 - Completion by the end of July 2022

Staff Recommendation

- Staff recommends City Council authorize the City Manager to negotiate and enter into a contract in the amount not to exceed Four-Hundred Sixty-Thousand Dollars (\$460,000.00) with Reynolds Asphalt and Construction Co. for Bailey Road, Hooper Road and Anthony Lane asphalt street repairs





Agenda Item Details

Meeting	Jun 20, 2022 - City Council Meeting
Category	E. Regular Agenda Items
Subject	3. Receive an update on the Animal Shelter project.
Access	Public
Type	Discussion, Information

Public Content

BACKGROUND

Staff completed and published a request for qualifications (RFQ) for interested construction manager at risk (CMAR) firms. Two firms submitted responses which have been evaluated. Preliminary design and site layout concepts have been reviewed with the staff design team, including representatives from the Sachse Animal Shelter.

OVERVIEW

Chief Sylvester will provide an update to the Animal Shelter project. The project architect, Mr. Ron Hobbs, will be in attendance and available for questions or comments from Council.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Receive an update on the Animal Shelter project.

[Animal Shelter Project Update June 2022.pdf \(1,801 KB\)](#)

Animal Shelter Construction Project

City Council
June 20, 2022



Overview

- Background
- Evaluation Criteria
- Preferred CMAR Firm
- Facility Concept
- Site Overlay
- Next Steps



Background

- Initial concept meetings were held with the architect and design team
- A Request for Qualifications (RFQ) was developed utilizing CMAR methodology
- RFQ was published for interested contractors and the deadline was Friday, May 24
- Two submittals were received:
 - Steele & Freeman Inc.
 - Prim Construction
- Evaluation of submittals was conducted by the design team



Evaluation Criteria

- Statement of qualifications
- Knowledge and understanding of the City's needs
- Firm experience on projects of similar scope and scale
- Performance on past representative projects
- Ability to establish budgets and control costs
- Ability to meet schedules
- Available resources to complete project
- Professional client and architectural references

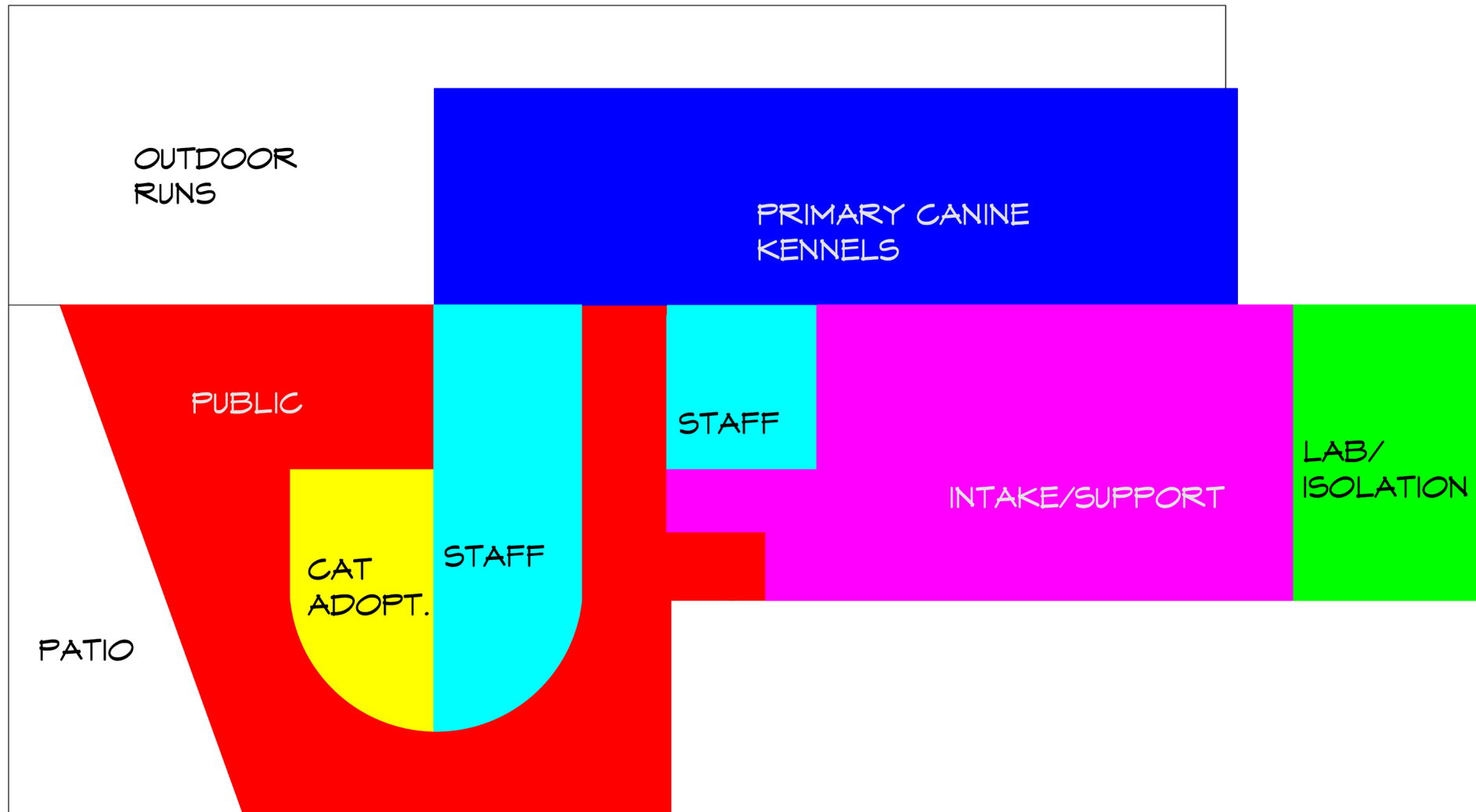


Preferred CMAR Firm

■ Steele & Freeman Inc.

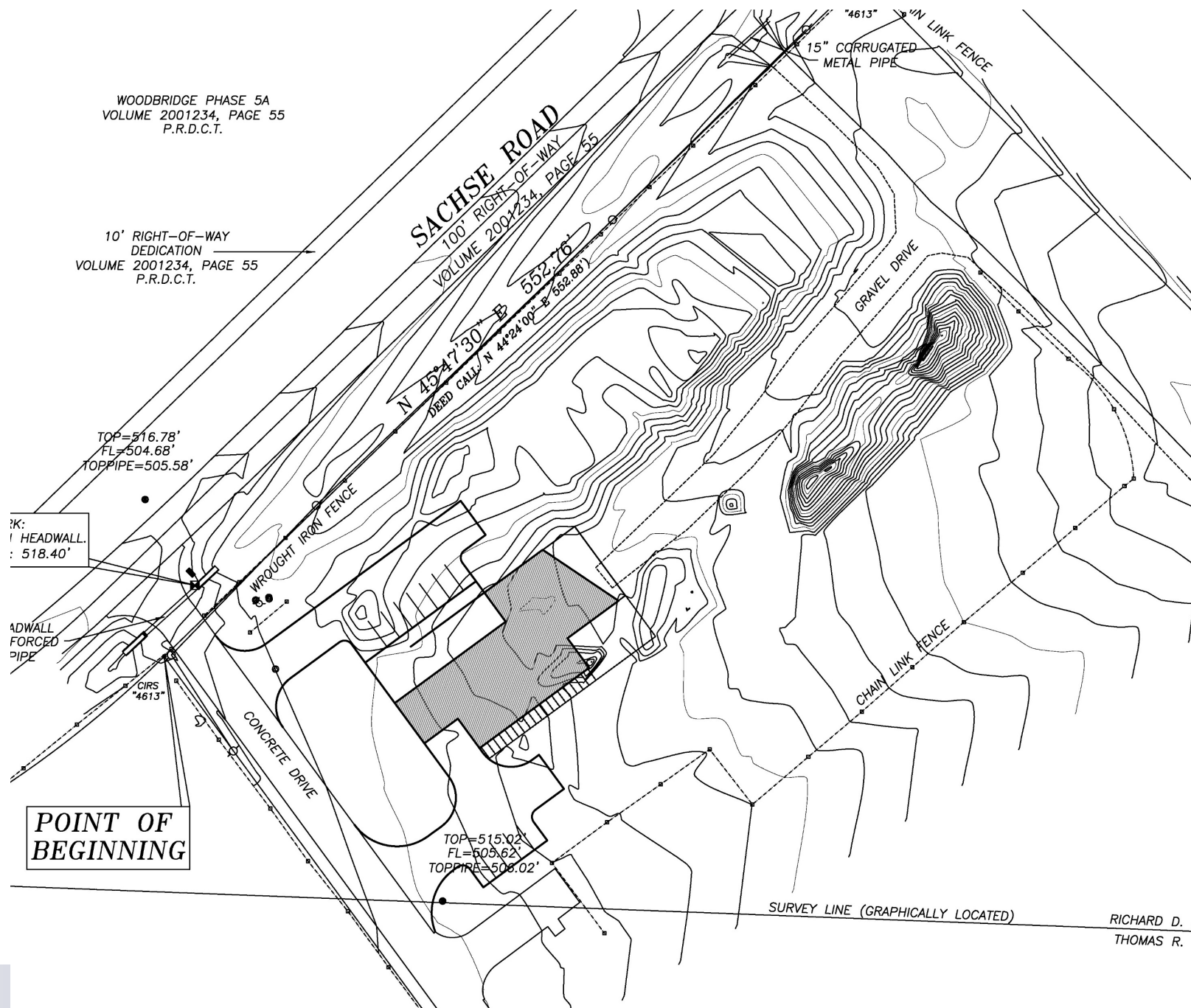
- Other Animal Shelter projects include:
 - City of Hurst
 - City of Grapevine
 - City of Watauga
 - City of Arlington
 - Operation Kindness (Carrollton)
- Preference of Steele & Freeman Inc. for CMAR projects
- Demonstrated emphasis towards cost management
- Reputation in industry
- Tenure of staff with firm
- No cost-preconstruction services
- Overall responsiveness to RFQ objectives





WOODBIDGE PHASE 5A
VOLUME 2001234, PAGE 55
P.R.D.C.T.

10' RIGHT-OF-WAY
DEDICATION
VOLUME 2001234, PAGE 55
P.R.D.C.T.



SURVEY LINE (GRAPHICALLY LOCATED)

RICHARD D. N.
THOMAS R. G.



The City of
SACHSE

Next Steps

- Begin second phase of selection process with Steele & Freeman Inc.
 - Consultation with architect and design team
 - Submittal of additional information inclusive of an initial maximum price
 - Negotiation with Steele & Freeman Inc.



Agenda Item Details

Meeting	Jun 20, 2022 - City Council Meeting
Category	E. Regular Agenda Items
Subject	4. Discuss a potential structure and definition for City Council liaison positions.
Access	Public
Type	Discussion

Public Content

BACKGROUND

Each year, the City Council appoints members of the Council to serve as Council liaisons to the City's various boards and commissions.

OVERVIEW

This item was initially discussed at the June 6, 2022 regular City Council meeting. Mayor Bickerstaff requested that this item be placed on the agenda for discussion.

POLICY CONSIDERATIONS

Currently, there is no definition for City Council liaison positions.

RECOMMENDATION

Discuss and provide feedback on a potential structure and definition for City Council liaison positions.

[Presentation - Council Liaison Definition and Structure.pdf \(99 KB\)](#)

Council Liaison Potential Structure and Definition

City Council Meeting
June 20, 2022



Overview

- Origin of Item
- Comparator Cities Information
- Distinction between Staff Liaison and Council Liaison
- Definition for Consideration
- Potential Council Liaison Structure
- Next Steps

Origin of Item

- The purpose of this discussion is to define “City Council Liaison” in the City of Sachse, and to create a meeting structure in regards to the duties of the appointed Council liaison on a board, commission or committee
- Distinction between staff liaison role and Council liaison role
- There is currently no definition for Council liaison positions
- Staff evaluated information from the comparator cities and has included a proposed definition and structure based on research



Comparator Cities Information

City/Town	Council Liaison?	Defined?
Allen	Yes	Yes
Colleyville	No	
Coppell	No	
Garland	No	
Little Elm	Yes	Yes
Murphy	No	
Prosper	No	
Richardson	Yes	Informal Capacity
Rockwall	Yes	No
Rowlett	Yes	Informal Capacity
Wylie	No	



Definition for Consideration

“The City Council liaison is a communication link between City Council and the board, commission, or committee that they represent. The Council liaison ensures that activities of the board, commission, or committee aligns with Council expectations regarding the functions of the board, commission, or committee.”

Potential City Council Liaison Structure

- The Council liaison will periodically report to the City Council on the activities of the board, commission, or committee
- The Council liaison advises members of the board, commission, or committee on the Council expectations or Council policy regarding the functions of the board, commission, or committee
- The Council liaison assigns projects on behalf of Council to the board, commission, or committee
- The Council liaison is an ex-officio member of the board or commission they serve



Next Steps

- Discuss and provide feedback on a potential structure and definition for City Council liaison positions



Agenda Item Details

Meeting	Jun 20, 2022 - City Council Meeting
Category	F. Executive Session
Subject	1. The City Council shall convene into Executive Session pursuant to the Texas Government Code, Section §551.074: Personnel Matters: Regarding a briefing preceding the review of the City Prosecutor.
Access	Public
Type	Closed Session

Public Content

BACKGROUND

According to Section 4.04 of the Sachse Home Rule Charter, the City Council appoints and determines compensation for the City Attorney and special or additional counsel as necessary.

OVERVIEW

Staff and legal counsel will brief City Council regarding measures and metrics prior to the review of the City Prosecutor.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Conduct Executive Session as appropriate.



Agenda Item Details

Meeting	Jun 20, 2022 - City Council Meeting
Category	F. Executive Session
Subject	2. The City Council shall convene into Executive Session pursuant to the Texas Government Code, Section §551.074: Personnel Matters: Regarding a briefing preceding the review of the Municipal Judge.
Access	Public
Type	Closed Session

Public Content

BACKGROUND

According to Section 4.04 of the Sachse Home Rule Charter, the City Council appoints and determines compensation for the Municipal Judge as necessary.

OVERVIEW

Staff and legal counsel will brief City Council regarding measures and metrics prior to the review of the Municipal Judge.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Conduct Executive Session as appropriate.

**Agenda Item Details**

Meeting	Jun 20, 2022 - City Council Meeting
Category	F. Executive Session
Subject	3. 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.
Access	Public
Type	Closed Session

Public Content**BACKGROUND**

The City Council conducts a performance review of the City Manager every six months. The annual review of the City Manager is conducted in December and the mid-year review is in June.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Conduct Executive Session as appropriate.



Agenda Item Details

Meeting	Jun 20, 2022 - City Council Meeting
Category	G. Regular Agenda Items/Meeting Closing
Subject	1. Take action as a result of Executive Session pursuant to the Texas Government Code, Section §551.074 Personnel: regarding the mid-year review of the City Manager.
Access	Public
Type	Action, Discussion
Recommended Action	Take action as a result of Executive Session pursuant to the Texas Government Code, Section §551.074 Personnel: regarding the mid-year review of the City Manager.

Public Content



Agenda Item Details

Meeting	Jun 20, 2022 - City Council Meeting
Category	G. Regular Agenda Items/Meeting Closing
Subject	2. Adjournment.
Access	Public
Type	Procedural

Public Content