



**Monday, June 5, 2023
City Council Meeting**

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

Sachse City Council Meetings are streamed live online (<https://sachsetx.swagit.com/live>) and available on-demand (<https://sachsetx.swagit.com/city-council>).

The City of Sachse reserves the right to reconvene, recess, or realign the 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. Meeting Opening

1. Call to Order: The City Council of the City of Sachse will hold a Regular Meeting on Monday, June 5, 2023, at 6:30 p.m. to consider the following items of business:
2. Invocation and Pledges of Allegiance.
3. Administer the Oath of Office to the recently elected Councilmembers.
4. Consider approving the May 15, 2023, meeting minutes.
5. Consider electing the Mayor Pro Tem for 2023/2024.

B. Public Comment

1. The public is invited to address Council regarding any topic not already on the agenda. The time limit is 3 minutes per speaker. A Public Comment Card should be presented to the City Secretary prior to the meeting. According to the Texas Open Meetings Act, Council is prohibited from discussing any item not posted on the agenda but will take comments under advisement.

C. Special Announcements

1. Proclamation recognizing June 3 - July 29, 2023, as Summer Reading 2023 in the City of Sachse.
2. Mayor and City Council announcements regarding special events, current activities, and local achievements.

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 member of the public so requests.

1. Approve the May 9, 2023, special meeting minutes.
2. Approve the May 9, 2023, Joint City Council / EDC meeting minutes.
3. Accept the monthly revenue and expenditure report for the period ending April 30, 2023.

4. Accept the Quarterly Investment Report for the quarter ending March 31, 2023.
5. Authorize the City Manager to execute and award the bid for the construction of drainage and erosion control improvements for the Third Garland Connection Creek Stabilization project between the City of Sachse and Solid Bridge Construction in the amount of \$1,612,625.
6. Approve a Memorandum of Understanding (MOU) between the City of Sachse, City of Wylie, and City of Murphy for the Maxwell Creek Trail Connection Project.
7. Approve a resolution authorizing the submittal of an application for a TxDOT Grant for the purpose of the Maxwell Creek Landfill Trail Connection.

E. Regular Agenda Items

1. Consider authorizing the City Manager to execute the Guaranteed Maximum Price (GMP) Amendment and issue a notice to proceed with construction of the new Animal Shelter.
2. Consider an ordinance of the City Council of the City of Sachse, Texas, amending the Sachse Code of Ordinances by amending Chapter 3 titled "Building Regulations" by adding a new Article iii titled "Rental Registration" to establish regulations for the registration of single-family rental units located within the city.
3. Receive early resident and stakeholder input regarding the fiscal year 2023-2024 budget.
4. Consider appointments of Council liaisons to the City's boards and commissions.
5. Consider an appointment to the Board of Adjustments.

F. Executive Session

1. 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.
2. The City Council shall convene into Executive Session pursuant to Texas Government Code Section §551.087 Economic Development Deliberations: Deliberate the offer of a financial or other incentive relating to the development of Project Spoke.

G. Regular Agenda Items / Meeting Closing

1. Take any action as a result of Executive Session regarding the mid-year review of the City Manager.
2. Take any action as a result of Executive Session - deliberate the offer of a financial or other incentive relating to the development of Project Spoke.
3. Adjournment.

I, the undersigned authority, do hereby certify that this notice of a public 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

Posted: 06/02/2023 by 5 pm Removed: _____

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 972-495-1212, via email at achi@cityofsachse.com, or by appointment at 3815 Sachse Road, Building B, Sachse, Texas 75048.

A. Meeting Opening

Subject	3. Administer the Oath of Office to the recently elected Councilmembers.
Meeting	Jun 5, 2023 - City Council Meeting
Access	Public
Type	Procedural

BACKGROUND

The City held a General Election on Saturday, May 6, 2023, to elect a Councilmember Place 3 and Councilmember Place 4. The results were canvassed at the May 15 Council meeting.

OVERVIEW

The Oath of Office is to be administered to those duly elected: Councilmember Place 3, Frank Millsap, and Councilmember Place 4, Chance Lindsey.

POLICY CONSIDERATIONS

Per the City Charter and Election Code, newly elected officials shall be inducted into office at the first regular or specially called City Council meeting following the meeting in which the election is canvassed and certified.

RECOMMENDATION

Administer the Oaths of Office to the newly elected Councilmembers.

A. Meeting Opening

Subject	4. Consider approving the May 15, 2023, meeting minutes.
Meeting	Jun 5, 2023 - City Council Meeting
Access	Public
Type	Action, Minutes
Recommended Action	Approve the May 15, 2023, meeting minutes.
Minutes	View Minutes for May 15, 2023 - City Council Meeting

BACKGROUND

Minutes from the May 15, 2023, Council meeting.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Approve the May 15, 2023, meeting minutes.

File Attachments

[A4_05.15.23 City Council Minutes.pdf \(207 KB\)](#)

**CITY COUNCIL OF THE CITY OF SACHSE
MEETING MINUTES
MAY 15, 2023**

The City Council of the City of Sachse held a regular meeting on Monday, May 15, 2023, at 6:30 p.m. at Sachse City Hall, 3815-B Sachse Road. Councilmembers present were Mayor Jeff Bickerstaff; Mayor Pro Tem Brett Franks; Councilmembers Michelle Howarth, Frank Millsap, Chance Lindsey, Lindsay Buhler, and Matt Prestenberg.

Members of staff present included City Manager Gina Nash; City Attorney Joe Gorfida; City Secretary Leah Granger; Assistant City Manager Lauren Rose; Assistant to the City Manager Amanda Chi; Finance Director David Baldwin; Assistant Finance Director Ryan Bredehoeft; Public Works/CIP Director Corey Nesbit; Assistant Public Works/CIP Director Brian Jaffe; Leisure Services Director Lance Whitworth; Recreation Manager Cynthia Wiseman; Library Services Manager Daniel Laney; Neighborhood Services Supervisor Ray Mendez; Police Chief Bryan Sylvester; Fire Chief Marty Wade; and Deputy Fire Chief Lee Richardson.

MEETING OPENING

Mayor Bickerstaff called the meeting to order at 6:30 p.m.

In lieu of the invocation, Mayor Bickerstaff recalled the recent tragedy at Allen Mall and the two young girls that were killed. He asked for a moment of silence to remember the victims. Councilmember Buhler led the pledges.

SPECIAL ANNOUNCEMENTS:

1. Recognize Kylie Kaneshige, recipient of the 2023 City of Sachse Scholarship.

Kylie Kaneshige was recognized as the recipient of the 2023 City of Sachse scholarship.

5. Proclamation recognizing the week of May 21-27, 2023, as National Public Works Week in the City of Sachse. **This item was presented early due to timing of attendees.*

Mayor Bickerstaff recognized the Public Works Department for their contribution to the community with a proclamation during Public Works Week.

2. Present a proclamation recognizing the outstanding achievement of the Sachse High School Varsity Bowling Team for advancing to the 2023 Texas High School Bowling Club State Championship Team Tournament.

Mayor Bickerstaff presented a proclamation to the Sachse High School Varsity Bowling Team and coach for advancing to the 2023 State Championship Tournament.

3. Present a proclamation recognizing the outstanding achievement of the Sachse High School Boys Soccer Team for advancing to the 2023 UIL Boys Soccer State Championship.

Mayor Bickerstaff presented a proclamation to the Sachse High School Boys Soccer Team and coaches for advancing to the 2023 UIL State Championship Tournament.

4. Present a proclamation to John Murray for being named the 2023 Secondary Teacher of the Year in Garland ISD.

Mayor Bickerstaff presented a proclamation to John Murray for being named Teacher of the Year for secondary schools in Garland ISD.

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

Councilmember Prestenberg announced that more than 100 animals were vaccinated at the recent clinic. He thanked staff and volunteers for a job well done. Mayor Pro Tem Franks noted that the second pickleball tournament had a good turnout and encouraged people to sign up for the next one. He also reminded the community of the J.K. Sachse Park Grand Opening on Saturday, June 3. Councilmember Millsap invited readers to participate in the Summer Reading Kickoff also on June 3.

Mayor Bickerstaff's announcements:

- The CWD X-treme Green and drug take-back event will be May 20.
- The annual Fire Station Open House and blood drive event is May 27.

PUBLIC COMMENT:

- Cullen King spoke about the Animal Shelter shot clinic and encouraged people to come adopt a pet, particularly kittens.
- Matthew Holboke expressed displeasure on the cost for the Sachse delegation to travel to Austin to discuss local issues and would like the budget reevaluated.

CONSENT AGENDA:

1. Approve the May 1, 2023, meeting minutes.

Matthew Holboke was not satisfied with the note on the May 1 minutes regarding the misspoken name of a construction company during the April 3 meeting. Ms. Nash noted that it would be addressed.

Councilmember Howarth made a motion to accept the minutes as presented. Councilmember Lindsey seconded the motion and it passed unanimously.

2. **Consider authorizing the City Manager to execute a lease agreement with the Federal Aviation Administration (FAA) for space for an antenna and equipment located at Fifth Street and Sachse Road.**

Councilmember Prestenberg made a motion to approve the lease agreement as presented. Councilmember Howarth seconded the motion, and it carried unanimously.

REGULAR AGENDA ITEMS:

1. **Consider an ordinance canvassing the returns and declaring the results of the General Election held on Saturday, May 6, 2023, for the purpose of electing a Councilmember Place 3 and Councilmember Place 4.**

Ms. Granger presented the results of the May 6 election to determine Councilmember Place 3 and Councilmember Place 4 for the record.

Councilmember Place 3						
Combined Totals						
	Early Voting	Early Voting	Election Day	Early Voting	Total	Vote %
	In-Person	Mail	In-Person	Provisional		
Frank Millsap	709	9	392	0	1,110	100.00%
Totals	709	9	392	0	1,110	100.00%
Overvotes	0	0	0	0	0	
Undervotes	156	3	96	0	255	

Councilmember Place 4						
Combined Totals						
	Early Voting	Early Voting	Election Day	Early Voting	Total	Vote %
	In-Person	Mail	In-Person	Provisional		
Richard Chandler	244	6	151	0	401	32.73%
Chance Lindsey	538	6	280	0	824	67.27%
Totals	782	12	431	0	1,225	100.00%
Overvotes	0	0	0	0	0	
Undervotes	83	0	57	0	140	

Mayor Pro Tem Franks made a motion to approve the ordinance canvassing the returns and declaring the results of the General Election held on May 6, 2023, for the purpose of electing a Councilmember Place 3 and Councilmember Place 4. Councilmember Howarth seconded the motion and it carried unanimously.

2. **Discuss and provide direction on the establishment of a rental inspection program.**

Ms. Rose reviewed the history and overview of the concept of a rental inspection program in Sachse as it was contemplated in the 2017 Comprehensive Plan. She presented three options

identified by staff in relation to the program: 1) registration only; 2) registration and inspection; and 3) take no action.

Councilmember Lindsey was concerned about the legal ramifications of internal inspections and consequences of non-compliance. Ms. Rose noted that the Neighborhood Services Department has established a precedent of working with residents and property owners, and using citations as a last resort option. Councilmember Lindsey does not see the benefit of a program. Councilmember Howarth likes the registration piece but is not sure about the details of the inspection piece. She wants to make sure the measures are applied evenly. Councilmember Prestenberg was concerned about the fairness and would want to focus on safety only in relation to inspections. Ms. Rose noted that staff would certainly not want to prevent a tenant from moving in and want to focus on expediency and efficiency. He later noted that he is in favor of the registration option. Councilmember Millsap is not in favor of the program seeing it as creating different standards for different residents. Ms. Rose clarified that this presentation and options do not take value into account in order to apply it evenly to all properties. Mayor Pro Tem Franks clarified that the contact information for owner/tenant are not collected on the current utility billing forms. Ms. Rose expounded that contact information that the City has is cobbled together from different sources, and often times, is not able to be found. Particularly in emergency issues, it can cause problems when the City cannot contact an owner. Mayor Pro Tem Franks is in favor of a registration and inspection program. Councilmember Buhler thinks the registration and inspection option is too cumbersome and is in favor of the registration only option along with providing guidelines for safety and tenant-advocacy. After listening to the discussion, Councilmember Lindsey clarified that he is in favor of the registration only option. Mayor Bickerstaff agreed that the registration piece of the program is an obvious choice to pursue. He went on to say that inspections are required on single and multi-family properties and requiring them on single-family rental properties would actually be a fairer application of regulations. However, consensus of the Council seems to be for the registration-only option along with guidelines for tenants at this time, and inspections can be reconsidered later if necessary.

Matthew Holboke asked if short-term rentals are included in the program. He does not have a problem with the registration option. Ms. Rose explained that short-term rentals are being taken up at the state level and staff is watching progress on those legislative bills closely.

Butch Kemper thinks this is a solution in search of a problem and thinks the data will be out of date quickly. He is not in favor of a registration program and would rather respond to code issues as needed. Ms. Rose reminded Council that code enforcement has moved toward a proactive approach to Neighborhood Services and is trying to both get ahead of problems before they become major issues and to be more present in the community. They have established programs to develop relationships with property owners. The rental inspection program is one of those tools being explored and is in response to Council's direction of not wanting to wait for a problem to arise that needs attention.

Mayor Bickerstaff reiterated that council's direction is to start a rental registration program for now.

3. Discuss the hours of operation at the Sachse Public Library and the Michael J. Felix Community Center.

Mr. Whitworth provided an overview of options for changes in hours of operations at the Library and the Community Center. He said that City events have had record breaking turnouts since the pandemic. Looking at the Library first, feedback from the resident survey indicated there is a desire for more programs at all ages and more convenient times. Mr. Whitworth presented three options involving increased staff and hours to respond to interest and needs of the community. He also gave suggestions for additional programs to be considered.

Councilmembers asked various questions to understand the current staffing and hours as well as the requested programming changes. Mr. Laney provided estimates of additional costs for each of the options.

In relation to the Michael J. Felix Community Center, Mr. Whitworth reviewed the feedback from the resident survey. There is an interest for more programs for all ages and community events. In order to respond to this need, the Community Center would need to take on additional hours and employees. He also gave suggestions for additional programs and events.

Councilmembers were happy to see the additional options and hours presented. All options will impact the availability for room rentals. Upon request, Ms. Wiseman provided financial impact for additional staff and hours. Direction from Council was to pursue option two on both the Library and Community Center recommendations. Ms. Nash explained that staff will take the feedback from Council and position and program requests will be brought back during the budget review process. If approved, new hours would not go into effect until 2024 to give time for hiring and training of new people.

4. Receive an update on the Animal Shelter Construction Project and consider the proposed Guaranteed Maximum Price (GMP).

Chief Sylvester gave a project update and overview of the new Animal Shelter. He provided more detail of the design and materials for the concept. He noted that some items were pulled back and/or value engineered in order to maintain the budget. Care was taken to ensure durable and cost-effective materials will be used. Chief explained that the animal services staff was integral in the development of the design to safeguard the needs of a functional and growing shelter. Relative to the Guaranteed Maximum Price (GMP), any project savings realized in the process will revert to the City. Staff is seeking an approval of Steele and Freeman's GMP. If approved, an amendment will be brought to Council at the June 5 meeting, Ground breaking would be in July 2023 and projected completion would be the Fall of 2024. Councilmembers commented on the higher dollar amount than expected but noted its relation to shortage of materials, increased costs, and overall markup of materials.

Matthew Holboke asked if a schedule of values would be published. Chief Sylvester noted that this presentation was for the overall price. The amendment will have more detail, but bid information will not be provided as that is under the purview of Steele and Freeman in their role as the Construction Manager at Risk.

Cullen King spoke in regard to the need the community has had for an expanded animal shelter. The staff and design are more concerned with functionality than attractiveness. He expressed appreciation to staff and urged Council to approve the GMP presented.

After some discussion and questions related to the details, Councilmember Prestenberg made a motion to approve the item as presented. Councilmember Buhler seconded the motion, and it carried unanimously.

REGULAR AGENDA ITEMS / MEETING CLOSING:

1. Adjournment.

Mayor Bickerstaff adjourned the meeting at 9:56 p.m.

Jeff Bickerstaff, Mayor

ATTEST:

Leah K Granger, City Secretary

A. Meeting Opening

Subject	5. Consider electing the Mayor Pro Tem for 2023/2024.
Meeting	Jun 5, 2023 - City Council Meeting
Access	Public
Type	Action, Discussion
Recommended Action	Elect _____ as Mayor Pro Tem for 2023/2024.

BACKGROUND

Sachse Home Rule Charter 3.05 (2) states:

"The mayor pro tem shall be a city council member elected by the city council at the first regular meeting after each regular election of the city council members and/or mayor. The mayor pro tem shall temporarily act as mayor during the disability or absence of the mayor, and in this capacity shall have the rights conferred upon the mayor."

OVERVIEW

Previous Mayor Pro Tems for the last ten years are as follows:

Brett Franks 2022/2023
Jeff Bickerstaff 2021/2022
Brett Franks December 2020 to June 2021
Michelle Howarth October 2019 to December 2020
Bill Adams June 2019 to October 2019
Cullen King 2018/2019
Paul Watkins 2017/2018
Charlie Ross 2016/2017
Brett Franks 2015/2016
Jeff Bickerstaff 2014/2015
Bill Adams 2013/2014

POLICY CONSIDERATIONS

Section 3.05 of the City of Sachse's Home Rule Charter states that the Mayor Pro Tem shall be elected at the first regular meeting after the election is canvassed.

RECOMMENDATION

Elect the Mayor Pro Tem for 2023/2024.

B. Public Comment

Subject **1. The public is invited to address Council regarding any topic not already on the agenda. The time limit is 3 minutes per speaker. A Public Comment Card should be presented to the City Secretary prior to the meeting. According to the Texas Open Meetings Act, Council is prohibited from discussing any item not posted on the agenda but will take comments under advisement.**

Meeting Jun 5, 2023 - City Council Meeting

Access Public

Type Information

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

C. Special Announcements

Subject	1. Proclamation recognizing June 3 - July 29, 2023, as Summer Reading 2023 in the City of Sachse.
Meeting	Jun 5, 2023 - City Council Meeting
Access	Public
Type	Recognition

BACKGROUND

Each year, the Sachse Public Library encourages literacy, education, and lifelong learning by hosting an annual Summer Reading Program for children, teens, and adults. The theme for Summer Reading 2023 is "All Together Now," and the Sachse Public Library invites residents and readers of all ages to participate from June 3 through July 29, 2023.

RECOMMENDATION

Present a Proclamation recognizing June 3 - July 29, 2023, as Summer Reading 2023 in the City of Sachse.

Daniel Laney, Library Manager, will accept the proclamation.

File Attachments

[C1 Summer Reading Proclamation 2023.pdf \(111 KB\)](#)

Proclamation

WHEREAS, the mission of the Sachse Public Library is to link people to the world by enriching lives, creating community, and inspiring curiosity; and

WHEREAS, the Sachse Public Library provides an annual Summer Reading Program with a variety of activities for residents and readers of all ages; and

WHEREAS, the theme for the 2023 Summer Reading Program is “All Together Now,” and encourages participants to reflect on themes such as kindness, friendship, and unity; and

WHEREAS, kids, teens, and adults are invited to participate in the 10-Hour Reading Challenge, and can earn entries into exciting prize drawings for time spent reading during the Summer Reading Program; and

WHEREAS, the Sachse Public Library hosts numerous Summer Reading special events and programs, featuring music, science, animals, crafts, games, and much more;

NOW, THEREFORE, I, Jeff Bickerstaff, Mayor of the City of Sachse, do hereby proclaim June 3 through July 29, 2023, as

Summer Reading 2023

in Sachse and encourage all residents to participate in the program.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Sachse, Texas, to be affixed on this 5th day of June, 2023.

Gold
Seal



Jeff Bickerstaff, Mayor

C. Special Announcements

Subject	2. Mayor and City Council announcements regarding special events, current activities, and local achievements.
Meeting	Jun 5, 2023 - City Council Meeting
Access	Public
Type	Information

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 member of the public so requests.

Subject	1. Approve the May 9, 2023, special meeting minutes.
Meeting	Jun 5, 2023 - City Council Meeting
Access	Public
Type	Action (Consent), Minutes
Recommended Action	Approve the May 9, 2023, special meeting minutes.
Minutes	View Minutes for May 9, 2023 - Special City Council Meeting

BACKGROUND

Minutes from the May 9, 2023, special Council meeting.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Approve the May 9, 2023, special meeting minutes.

File Attachments

[D1_05.09.23 Special City Council Minutes.pdf \(47 KB\)](#)

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
SPECIAL MEETING MINUTES
MAY 9, 2023**

The City Council of the City of Sachse held a special meeting on Tuesday, May 9, 2023, at 6 p.m. at Sachse City Hall, 3815-B Sachse Road. Councilmembers present were Mayor Jeff Bickerstaff; Mayor Pro Tem Brett Franks; Councilmembers Michelle Howarth, Frank Millsap, Chance Lindsey, Lindsay Buhler, and Matt Prestenberg; and City Secretary Leah Granger.

1. Call to Order.

Mayor Bickerstaff called the meeting to order at 6 p.m.

2. Conduct and discuss boards and commissions interviews.

Council met with applicants to interview for the vacant seats on Boards and Commissions.

3. Consider appointments to the City's boards and commissions.

Councilmember Howarth made a motion to appoint the following:

- Funmi Olowo to the Parks and Recreation Board with a term expiring in 2023
- Shanna Conde to the Library Board with a term expiring in 2023
- Suzanne Cardwell to the Library Board with a term expiring in 2024.

Mayor Pro Tem Franks seconded the motion, and it carried 6-1, with Councilmember Prestenberg abstaining which counts against the measure.

4. Adjournment.

Mayor Bickerstaff adjourned the meeting at 6:51 p.m.

Jeff Bickerstaff, Mayor

ATTEST:

Leah K Granger, City Secretary

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 member of the public so requests.

Subject	2. Approve the May 9, 2023, Joint City Council / EDC meeting minutes.
Meeting	Jun 5, 2023 - City Council Meeting
Access	Public
Type	Action (Consent), Minutes
Recommended Action	Approve the May 9, 2023, Joint City Council / EDC meeting minutes.
Minutes	View Minutes for May 9, 2023 - Joint City Council and EDC Meeting

BACKGROUND

Minutes from the May 9, 2023, Joint City Council / EDC meeting.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Approve the May 9, 2023, Joint City Council / EDC meeting minutes.

File Attachments

[D2_05.09.23 Joint CC-EDC Minutes.pdf \(148 KB\)](#)

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 AND ECONOMIC DEVELOPMENT CORPORATION
JOINT MEETING MINUTES
MAY 9, 2023**

The City Council and Economic Development Corporation (EDC) of the City of Sachse held a joint meeting on Tuesday, May 9, 2023, at 6:30 p.m. at Sachse City Hall, 3815-B Sachse Road. Those present were Mayor Jeff Bickerstaff; Mayor Pro Tem Brett Franks; Councilmembers Michelle Howarth, Frank Millsap, Chance Lindsey, Lindsay Buhler, and Matt Prestenberg; Sachse Economic Development Corporation President Marcia Harris-Daniel; Vice President Scott McMurdie; Board members Jim Mason, Chinelo Nwanze, Teddy Kinzer, Mark Potter, and Richard Chandler; City Manager Gina Nash; Economic Development Manager Jerod Potts; and City Secretary Leah Granger.

1. Call to Order – City Council.

Mayor Bickerstaff called the joint meeting to order at 6:55 p.m.

2. Call to Order - EDC.

President Harris-Daniel called the joint meeting to order at 6:56 p.m.

EXECUTIVE SESSION:

Mayor Bickerstaff and President Harris-Daniel adjourned the Council and EDC to Executive Session at 6:57 p.m.

1. Executive Session Pursuant to Texas Government Code §551.087 Economic Development Deliberations: Deliberate the offer of a financial or other incentive relating to the development of Project Fern.

Mayor Bickerstaff reconvened the meeting at 7:46 p.m.

President Harris-Daniel reconvened the meeting at 7:47 p.m.

JOINT MEETING AGENDA/ADJOURNMENT:

1. EDC: Take any action as a result of Executive Session - deliberate the offer of a financial or other incentive relating to the development of Project Fern.

A motion to authorize City Manager to negotiate and execute an incentive agreement for Project Fern on behalf of the Economic Development Corporation was made by Mr. Chandler. Mr. Potter seconded the motion and it carried unanimously.

2. City Council: Take any action as a result of Executive Session - deliberate the offer of a financial or other incentive relating to the development of Project Fern.

Motion to authorize City Manager to negotiate and execute an incentive agreement for Project Fern on behalf of the City Council was made by Councilmember Prestenberg and seconded by Councilmember Buhler.

Resident, Matthew Holboke, wanted to understand what was being spent on the deal and what the project is.

Mr. McMurdie asked that the motion be read again and noted that the Council and EDC are authorizing the negotiations of a deal and, once negotiated, residents are given the opportunity to understand what was negotiated and what the project is in order to give their input. The expenditure has not been authorized yet. He explained that in order to negotiate, details are confidential, but the expenditure will be public before it is voted on and final approval given.

Councilmember Millsap requested to amend the motion with a monetary cap. As there was no support of that amendment, the motion stands.

Councilmember Prestenberg's motion to authorize the City Manager to negotiate an incentive agreement for Project Fern on behalf of the City Council was seconded by Councilmember Buhler, and carried 6-1. Councilmember Millsap voted against the measure.

3. Economic Development Corporation Adjournment.

President Harris-Daniel adjourned the joint meeting at 7:52 p.m.

4. City Council Adjournment.

Mayor Bickerstaff adjourned the joint meeting at 7:52 p.m.

Jeff Bickerstaff, Mayor

ATTEST:

Leah K Granger, City Secretary

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 member of the public so requests.

Subject	3. Accept the monthly revenue and expenditure report for the period ending April 30, 2023.
Meeting	Jun 5, 2023 - City Council Meeting
Access	Public
Type	Action (Consent)
Recommended Action	Accept the monthly revenue and expenditure report for the period ending April 30, 2023.
Goals	Be a model of financial stewardship through growth management, responsible investment, and financial transparency.

BACKGROUND

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

POLICY CONSIDERATIONS

City Charter section 7.16(4) says the City Manager shall submit to the City Council each month a report covering revenues and expenditures of the City in such form as requested by the City Council.

RECOMMENDATION

Accept the monthly revenue and expenditure report for the period ending April 30, 2023.

File Attachments
D3.1 All Funds April 2023.pdf (128 KB)
D3.2 Sales Tax Report May 2023.pdf (112 KB)

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

City of Sachse

Monthly Revenue and Expenditure Report

April 30, 2023 (Unaudited)

GENERAL FUND

58% of Year Completed

	Annual Budget*	Current Month Actual	YTD Actuals	YTD Actuals % of Budget	Note
Revenue Summary					
Property Tax	\$ 14,734,419	\$ (912,449)	\$ 14,582,314	99%	A
Sales Tax	2,670,000	196,101	1,676,417	63%	B
Franchise Fees	1,946,750	178,246	1,199,863	62%	
Licenses and Permits	1,963,600	103,783	320,156	16%	C
Service Fees	1,539,800	137,164	797,574	52%	D
Fines	205,000	18,527	143,252	70%	E
Interest Income	55,000	80,044	415,112	755%	F
Miscellaneous Income	375,150	87,508	351,619	94%	G
Intergovernmental Revenue	1,733,328	127,709	1,114,635	64%	
Total Revenue	\$ 25,223,047	\$ 16,632	\$ 20,600,941	82%	
Expenditure Summary					
Animal Services	\$ 280,041	\$ 20,551	\$ 172,659	62%	
City Manager	880,103	67,439	485,310	55%	H
City Secretary	230,338	20,102	145,879	63%	
Combined Services	559,225	20,392	371,565	66%	I
Development Services	1,426,383	110,350	602,839	42%	J
Engineering	469,947	21,740	216,819	46%	K
Facilities Maintenance	675,762	49,202	447,446	66%	L
Finance	864,221	67,873	491,281	57%	
Fire-Rescue	6,216,501	417,820	3,693,228	59%	
Human Resources	594,270	35,532	260,996	44%	K
Information Technology	996,487	53,086	704,528	71%	M
Library	680,936	49,098	364,503	54%	
Municipal Court	277,808	21,026	159,584	57%	
Neighborhood Services	258,846	20,293	142,325	55%	K
Parks	1,192,255	102,312	723,343	61%	
Police	6,634,829	483,452	3,936,708	59%	
Recreation	536,429	49,880	351,920	66%	N
Senior Activity Center	257,343	6,799	98,431	38%	O
Streets	2,156,182	212,497	1,202,906	56%	P
Total Expenditures	\$ 25,187,906	\$ 1,829,445	\$ 14,572,271	58%	
Revenue Over/(Under) Expenses	\$ 35,141	\$ (1,812,813)	\$ 6,028,671		Q
Beginning Fund Balance October 1, 2022			\$ 16,001,939		

*Includes City Council-approved budget amendment - Ordinance 4103 adopted on April 3, 2023

See following page for explanation of major variances

Explanation of General Fund Major Variances:

- A** Property tax receipts peak in December and January. Reflected collections decreased in current month with April transfer to TIRZ
- B** Sales tax collections remain strong with 13% year-over-year growth
- C** Building permit activity trending lower due to timing between residential phases and timing of commercial construction
- D** Plan review activity trending lower due to timing between residential phases and timing of commercial construction
- E** Municipal Court fines are trending greater than budget
- F** Interest revenue returns greatly exceed budgeted projections due to favorable interest rates
- G** Revenue collections include unbudgeted TML Insurance recoveries and school resource officer revenues that exceed anticipated budget
- H** Trending below "YTD Actuals % of Budget" spend primarily due to timing of professional services expenses
- I** Insurance expense timing increases "YTD Actual % of Budget" spend trend
- J** Newly budgeted position vacancies and low inspection expenses decreases "YTD Actuals % of Budget" spent trend
- K** Period of position vacancy decreases "YTD Actuals % of Budget" spent trend
- L** Trending above "YTD Actuals % of Budget" due to prior year budgeted Scissor Lift expense in current year
- M** Trending above "YTD Actuals % of Budget" due to March transfer of contributions to the equipment replacement fund
- N** Trending above "YTD Actuals % of Budget" due to timing of Special Events and Programs expense
- O** Trending below "YTD Actuals % of Budget" spend primarily due to timing of A/V system upgrade expense
- P** Street and alley repairs and materials expense timing increases "YTD Actuals % of Budget" spent trend
- Q** Current Month Actual variance due to timing of revenue collections and expenses

City of Sachse

Monthly Revenue and Expenditure Report

April 30, 2023 (Unaudited)

UTILITY FUND

		Current Month		58% of Year Completed		
	Annual Budget	Actual	YTD Actuals	YTD Actuals	% of Budget	Note
Revenue Summary						
Water Revenue	\$ 8,430,500	\$ 688,836	\$ 4,108,674	49%		A
Sewer Revenue	5,900,000	546,250	3,812,486	65%		
Drainage Revenue	222,000	19,126	132,723	60%		
Fees	167,375	16,530	118,056	71%		B
Interest Income	72,500	79,504	427,963	590%		C
Auction Proceeds	-	-	73,005	-		
Total Revenue	\$ 14,792,375	\$ 1,350,246	\$ 8,672,907	59%		
Expenditure Summary						
Utility Administration	\$ 525,059	\$ 42,651	\$ 322,594	61%		D
Water Operations	7,322,340	578,908	4,622,299	63%		
Sewer Operations	4,819,471	354,228	3,004,525	62%		
Stormwater Projects	80,000	3,600	33,435	42%		
Total Expenditures	\$ 12,746,870	\$ 979,386	\$ 7,982,853	63%		
Beginning Fund Balance October 1, 2022			\$ 22,494,452			
Revenue Over/(Under) Expenses	\$ 2,045,505	\$ 370,860	\$ 690,054			

Explanation of Major Variances:

- A** Water Revenue collections variance at current point in the year is due to seasonality
- B** Reconnection charges and penalties trending to exceed budget
- C** Interest revenue returns greatly exceed budgeted projections due to favorable interest rates
- D** Small drainage projects anticipated to be substantially spent by fiscal year end

City of Sachse

Monthly Revenue and Expenditure Report

April 30, 2023 (Unaudited)

SACHSE ECONOMIC DEVELOPMENT CORPORATION

		Current Month		58% of Year Completed		
	Annual Budget	Actual	YTD Actuals	YTD Actuals	% of Budget	Note
Revenue Summary						
Sales Tax	\$ 1,300,000	\$ 95,493	\$ 834,312	64%		
Other Income	10,000	-	10,000	100%		A
Interest Income	7,000	17,247	87,395	1248%		B
Total Revenue	\$ 1,317,000	\$ 112,740	\$ 931,707	71%		
Expenditure Summary						
Expenditures	\$ 636,357	\$ 43,622	\$ 268,731	42%		C
Total Expenditures	\$ 636,357	\$ 43,622	\$ 268,731	42%		
Revenue Over/(Under) Expenses	\$ 680,643	\$ 69,118	\$ 662,975			
Beginning Fund Balance October 1, 2022			\$ 6,773,169			

Explanation of Major Variances:

- A Garland ISD grant received in October
- B Interest revenue returns greatly exceed budgeted projections due to favorable interest rates
- C Unfilled position through March impacts "YTD Actuals % of Budget" spend

City of Sachse

Monthly Revenue and Expenditure Report

April 30, 2023 (Unaudited)

DEBT SERVICE FUND

	58% of Year Completed				Note
	Annual Budget	Current Month Actual	YTD Actuals	YTD Actuals % of Budget	
Revenue Summary					
Property Tax	\$ 6,263,477	\$ (389,618)	\$ 6,204,646	99%	A
Interest Income	5,500	8,075	64,831	1179%	B
Total Revenue	\$ 6,268,977	\$ (381,543)	\$ 6,269,476	100%	
Expenditure Summary					
Fees	\$ 3,000	\$ -	\$ 2,450	82%	
Principal	4,185,000	-	4,185,000	100%	C
Interest	2,001,422	-	1,082,799	54%	D
Total Expenditures	\$ 6,189,422	\$ -	\$ 5,270,249	85%	
Revenue Over/(Under) Expenses	\$ 79,555	\$ (381,543)	\$ 999,227		
Beginning Fund Balance October 1, 2022			\$ 1,165,246		

Explanation of Major Variances:

- A** Property tax receipts peak in December and January. Reflected collections decreased in current month with April transfer to TIRZ
- B** Interest revenue returns greatly exceed budgeted projections due to favorable interest rates
- C** Principal payments are primarily due in February
- D** Interest payments are primarily due in February and August

City of Sachse

Monthly Revenue and Expenditure Report

April 30, 2023 (Unaudited)

MUNICIPAL DEVELOPMENT DISTRICT

	58% of Year Completed				
	Annual Budget	Current Month Actual	YTD Actuals	YTD Actuals % of Budget	Note
Revenue Summary					
Sales Tax	\$ 775,000	\$ 46,536	\$ 404,968	52%	
Interest Income	-	299	647	-	
Total Revenue	\$ 775,000	\$ 46,835	\$ 405,615	52%	
Expenditure Summary					
Expenditures	\$ 778,250	\$ 82,090	\$ 488,908	63%	A
Total Expenditures	\$ 778,250	\$ 82,090	\$ 488,908	63%	
Revenue Over/(Under) Expenses	\$ (3,250)	\$ (35,255)	\$ (83,293)		B
Beginning Fund Balance October 1, 2022			\$ 173,402		

Explanation of Major Variances:

A Expenditures are primarily J.K. Sachse Park construction

B Current Month Actual variance due to timing of revenue collections and expenses

CITY OF SACHSE
2022/2023 SALES TAX REPORT

FY 2023									FY 2022	
	Economic Dev. Corp.	Municipal Dev. Dist.	Street Maint.	General Fund				Total ¹	General Fund	Total ¹
Month	0.50%	0.25%	0.25%	1.00%	Year-To-Date (YTD)	YTD % of Budget	YTD Growth Over Prior Yr	2.00%	Year-To-Date	2.00%
October	\$112,301	\$54,655	\$56,151	\$224,603	\$224,603	9%	28%	\$447,710	\$176,156	\$350,683
November	131,145	65,573	63,091	262,291	486,894	19%	19%	522,100	410,301	466,411
December	113,429	55,378	56,715	226,858	713,752	27%	18%	452,381	606,194	389,661
January	123,966	60,266	61,983	247,931	961,683	37%	18%	494,146	813,181	412,885
February	156,858	75,977	78,429	313,716	1,275,400	48%	15%	624,980	1,106,275	583,920
March	101,119	49,064	50,559	202,238	1,477,638	56%	14%	402,980	1,296,933	379,416
April	95,493	46,536	47,747	190,986	1,668,624	63%	13%	380,762	1,470,511	345,655
May	128,137	63,691	64,068	256,273	1,924,897	73%	11%	512,169	1,729,411	511,195
June									1,939,206	417,376
July									2,166,799	453,729
August									2,441,472	547,607
September									2,673,296	462,146
TOTAL	\$962,448	\$471,141	\$478,743	\$1,924,897				\$3,837,229		\$5,320,684
BUDGET	\$1,300,000	\$775,000	\$650,000	\$2,630,000				\$5,355,000	\$1,950,000	\$5,812,500

Notes

- ¹- Includes General Fund, Economic Development, Municipal Development District, Street Maintenance, and General Fund
- Sales tax displayed as cash-basis, reflecting distributions from Texas Comptroller for month revenue was received
 - Cash receipts are received two months after month of activity (i.e. October sales tax transaction revenue received in December)
 - Excludes 380 Agreement grants
 - Excludes mixed beverage sales tax

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 member of the public so requests.

Subject	4. Accept the Quarterly Investment Report for the quarter ending March 31, 2023.
Meeting	Jun 5, 2023 - City Council Meeting
Access	Public
Type	Action (Consent)
Recommended Action	Accept the Quarterly Investment Report for the quarter ending March 31, 2023.
Goals	Be a model of financial stewardship through growth management, responsible investment, and financial transparency.

BACKGROUND

The Finance Department provides budget and investment reports on a quarterly basis to provide Council an update on the City's finances. The budget report includes revenues and expenditures for the General and Utility Funds, Debt Service, Impact Fee, Special Revenue, Street Maintenance Tax, Health Insurance, and Municipal Development District, as well as a summary of capital project expenditures. The investment report provides an overview of investment activity details for the Checking, Money Market, Investment Pool, and Certificate of Deposit accounts.

OVERVIEW

Quarterly Budget and Investment Reports are provided for the quarter ending March 31, 2023.

POLICY CONSIDERATIONS

Sachse Comprehensive Financial Management Policy Section VI.E. Capital Improvements/Project Reporting, requires a summary/status report on the City's various capital projects be prepared and available to the City Manager and to City Council.

Texas Government Code 2256.023 of the Public Funds Investment Act (PFIA) requires, not less than quarterly, the investment officer prepare and submit a written report of investment transactions for all funds covered by the Investment Policy. The City's Investment Policy is to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of Sachse and conforming to the PFIA, and all other State and local statutes governing the investment of public funds.

RECOMMENDATION

Accept the Quarterly Investment Report for the quarter ending March 31, 2023.

File Attachments

[D4.1 Quarterly Budget Report FY 2023 Q2 2023.03.31.pdf \(1,091 KB\)](#)

[D4.2 Quarterly Investment Report FY 2023 Q2 2023.03.31.pdf \(1,599 KB\)](#)

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.



Finance Department

TO: Gina Nash, City Manager
FROM: David Baldwin, Finance Director
SUBJ: Quarterly Budget Report For 2nd Quarter Ending March 31, 2023
DATE: June 5, 2023
CC: Mayor and City Council

Attached is the unaudited 2nd Quarter Budget Report for the 2023 fiscal year. The fiscal year for the City of Sachse is October 1st through September 30th. 50% of the fiscal year was complete as of the end of March 2023.

Overall, the City has received \$36.5 million through the 2nd quarter, representing 69.4% of budgeted revenues.

CITY-WIDE REVENUES			
<i>Fund</i>	<i>Budget</i>	<i>YTD</i>	<i>% Collected</i>
General Fund	\$ 25,223,047	\$ 20,584,309	81.6%
Utility Fund	14,792,375	7,322,661	49.5%
Debt Service Fund	6,268,977	6,651,019	106.1%
Special Revenue Fund	570,475	58,442	10.2%
Impact Fee Fund	2,765,000	324,182	11.7%
Street Maintenance Tax Fund	652,500	395,950	60.7%
Health Insurance Fund	2,345,550	1,193,697	50.9%
Total	\$ 52,617,924	\$ 36,530,261	69.4%

Year-to-date expenditures totaled \$27 million for the 2nd quarter, representing 49.7% of budgeted expenditures.

CITY-WIDE OPERATING EXPENDITURES			
<i>Fund</i>	<i>Budget</i>	<i>YTD</i>	<i>% Collected</i>
General Fund	\$ 25,187,906	\$ 12,742,873	50.6%
Utility Fund	18,209,370	7,920,305	43.5%
Debt Service Fund	6,189,422	5,270,249	85.1%
Special Revenue Fund	462,697	319,011	68.9%
Impact Fee Fund	808,175	-	0.0%
Street Maintenance Tax Fund	1,000,000	-	0.0%
Health Insurance Fund	2,433,180	739,528	30.4%
Total	\$ 54,290,750	\$ 26,991,966	49.7%





Revenue

- Total General Fund revenues are \$20,584,309 or 81.6% of expected collections. Total revenues increased \$1,862,436 compared to the same period last fiscal year.
- Sales tax revenues are 53.8% of expected collections, at \$1,466,660 collected.
- Franchise fees are at \$1,021,616, or 52.5% of budget; an increase of \$91,230 from last year through the same period.
- General Fund current ad valorem tax revenues are 105.2% collected at \$15,494,763; a \$1,556,482 increase over last fiscal year through the same period.
- Collections for Licenses & Permits are a total of \$216,373, or 11% of expected collections. This is due to lower than anticipated building permit revenue.
- Fees and Service Charges are \$661,245, or 42.9% of budget; a decrease of \$245,789 compared to the same period last fiscal year.
- Court fine revenues are \$124,726 or 60.8% of anticipated collections.
- Utility Fund revenues are \$7,322,661 or 49.5% of budget.
- Special Revenue Fund revenues are \$58,442 or 10.2% of budget.
- Impact Fee revenues are \$324,182 or 11.7% of the year's budget.
- Sales tax revenue in the Street Maintenance Tax Fund is \$369,409 or 56.8% of budgeted collections for the current fiscal year.

Expenditures

- Total General Fund expenditures are \$12,742,873 or 50.59% expended.
- Utility Fund expenditures are \$7,920,305, or 43.5% of budget; an increase of \$1,548,221 from the prior fiscal year.
- Capital Project expenditures total \$5,981,249 year-to-date. This includes \$1,594,030 of projects in the Utility Fund.

Component Units

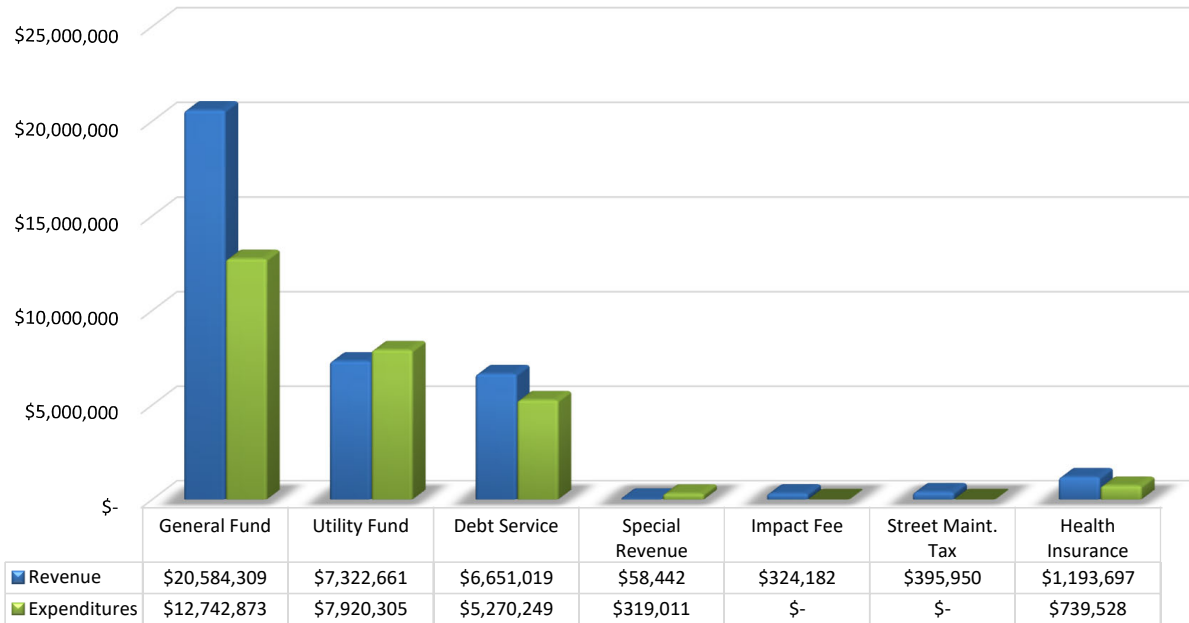
- Sales tax revenue in the Municipal Development District Fund is \$358,432 or 46.3% of budget, an increase of \$45,157 over the previous fiscal year.
- Sachse Economic Development Corporation had expenditures totaling \$225,109 or 35.4% of budget.



CITY OF SACHSE
REVENUE AND EXPENDITURE SUMMARY
AND CHANGES IN FUND BALANCE RESERVES
QUARTER ENDED 3/31/2023 - 50% OF YEAR COMPLETE (UNAUDITED)

	General Fund	Utility Fund	Debt Service Fund	Special Revenue Fund	Impact Fee Fund	Street Maintenance Tax Fund	Health Insurance Fund	Total
Revenues								
Budget	\$ 25,223,047	\$ 14,792,375	\$ 6,268,977	\$ 570,475	\$ 2,765,000	\$ 652,500	\$ 2,345,550	\$ 52,617,924
YTD Actual	20,584,309	7,322,661	6,651,019	58,442	324,182	395,950	1,193,697	36,530,261
Budget Remaining	\$ 4,638,738	\$ 7,469,714	\$ (382,042)	\$ 512,033	\$ 2,440,818	\$ 256,550	\$ 1,151,853	\$ 16,087,663
% of Budget	81.61%	49.50%	106.09%	10.24%	11.72%	60.68%	50.89%	69.43%
Expenditures								
Budget	\$ 25,187,906	\$ 18,209,370	\$ 6,189,422	\$ 462,697	\$ 808,175	\$ 1,000,000	\$ 2,433,180	\$ 54,290,751
YTD Actual	12,742,873	7,920,305	5,270,249	319,011	-	-	739,528	26,991,966
Budget Remaining	\$ 12,445,033	\$ 10,289,065	\$ 919,173	\$ 143,686	\$ 808,175	\$ 1,000,000	\$ 1,693,652	\$ 27,298,784
% of Budget	50.59%	43.50%	85.15%	68.95%	0.00%	0.00%	30.39%	49.72%
Net Over/(Under)	\$ 7,841,436	\$ (597,644)	\$ 1,380,770	\$ (260,568)	\$ 324,182	\$ 395,950	\$ 454,169	\$ 9,538,294

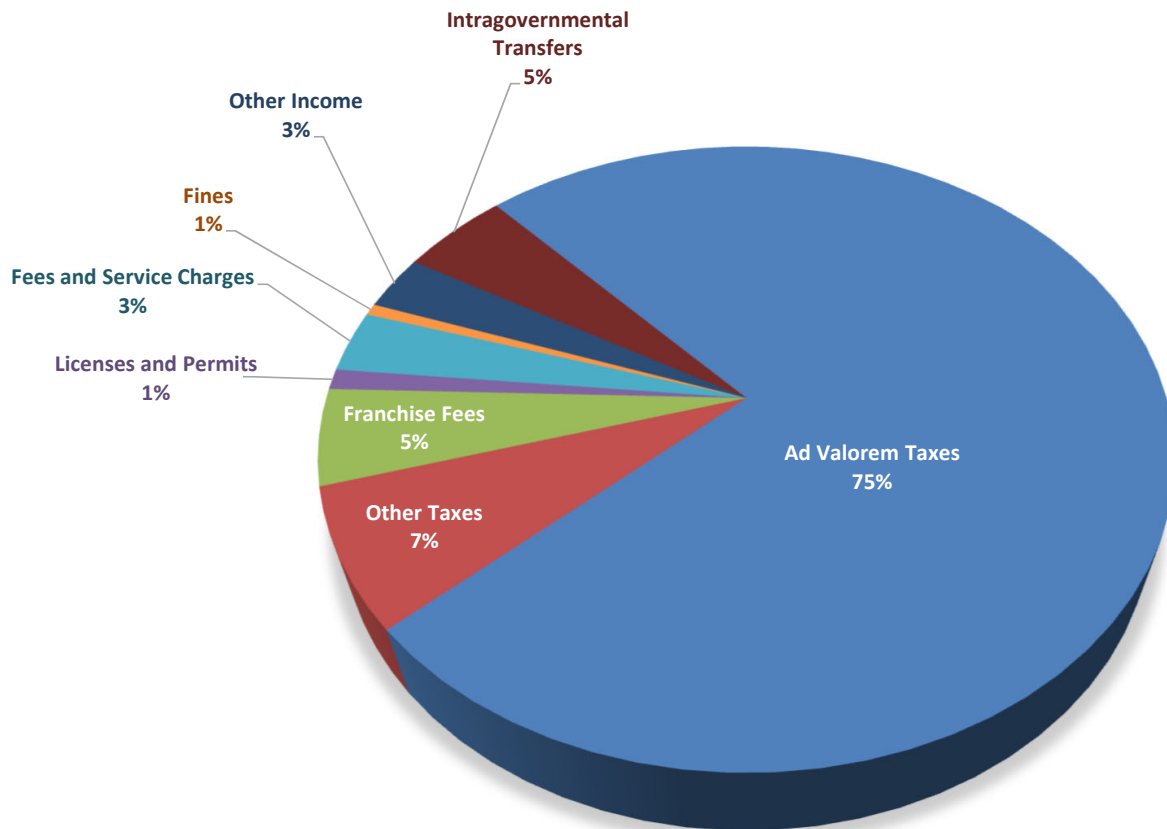
Revenue and Expenditure Summary



CITY OF SACHSE
GENERAL FUND REVENUES
QUARTER ENDED 3/31/2023 - 50% OF YEAR COMPLETE (UNAUDITED)

	FY 2022 BUDGET	FY 2022 YEAR- TO-DATE	FY 2023 BUDGET	FY 2023 YEAR- TO-DATE	BUDGET REMAINING	% OF BUDGET
Ad Valorem Taxes	\$ 13,516,200	\$ 13,938,281	\$ 14,734,419	\$ 15,494,763	\$ (760,344)	105.16%
Other Taxes	1,980,000	1,305,414	2,670,000	1,480,317	1,189,683	55.44%
Franchise Fees	1,876,250	930,386	1,946,750	1,021,616	925,134	52.48%
Licenses and Permits	904,500	473,245	1,963,600	216,373	1,747,227	11.02%
Fees and Service Charges	1,063,500	1,048,109	1,539,800	661,245	878,555	42.94%
Fines	250,000	111,406	205,000	124,726	80,274	60.84%
Other Income	451,718	210,617	430,150	598,343	(168,193)	139.10%
Intragovernmental Transfers	1,408,831	704,416	1,733,328	986,926	746,402	56.94%
TOTAL REVENUES	\$ 21,450,999	\$ 18,721,873	\$ 25,223,047	\$ 20,584,309	\$ 4,638,738	81.61%

General Fund Year-To-Date Revenue



CITY OF SACHSE
GENERAL FUND EXPENDITURES

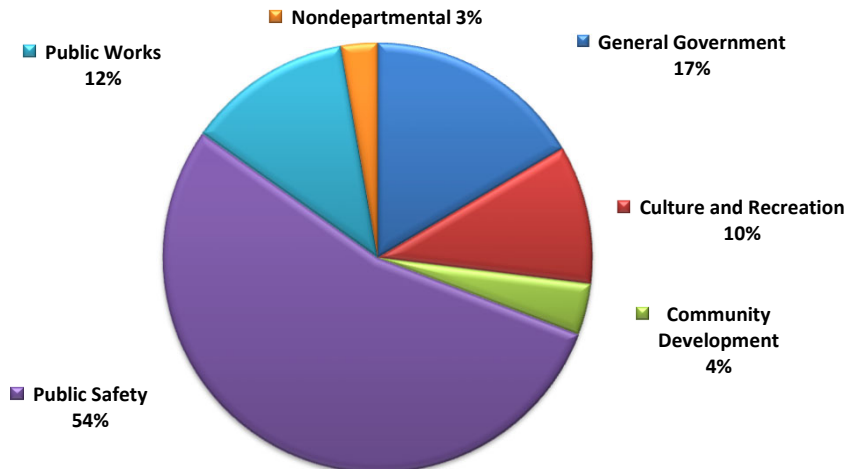
QUARTER ENDED 3/31/2023 - 50% OF YEAR COMPLETE (UNAUDITED)

	FY 2022 BUDGET	FY 2022 YEAR- TO-DATE	FY 2023 BUDGET	FY 2023 YEAR- TO-DATE	BUDGET REMAINING	% OF BUDGET
General Government						
City Manager	\$ 531,986	\$ 221,782	\$ 880,103	\$ 417,871	\$ 462,232	47.48%
City Secretary	240,862	76,941	230,338	125,778	104,560	54.61%
Finance	760,828	387,216	864,221	423,408	440,813	48.99%
Human Resources	499,675	186,637	594,270	225,464	368,806	37.94%
Information Technology	789,859	484,748	996,487	651,441	345,046	65.37%
Municipal Court	248,682	97,796	277,808	138,558	139,250	49.88%
Neighborhood Services	380,111	172,942	258,846	122,032	136,814	47.14%
	<u>3,452,003</u>	<u>1,628,061</u>	<u>4,102,073</u>	<u>2,104,552</u>	<u>1,997,521</u>	<u>51.30%</u>
Leisure Services						
Library Services	566,496	253,857	680,936	315,406	365,530	46.32%
Parks	1,071,570	460,837	1,192,255	621,031	571,224	52.09%
Recreation	399,390	171,262	536,429	302,040	234,389	56.31%
Senior Activity Center	147,367	61,855	257,343	91,632	165,711	35.61%
	<u>2,184,823</u>	<u>947,811</u>	<u>2,666,963</u>	<u>1,330,109</u>	<u>1,336,854</u>	<u>49.87%</u>
Public Safety						
Animal Services	241,131	112,832	280,041	152,108	127,933	54.32%
Fire-Rescue	5,105,049	2,579,567	6,216,501	3,275,408	2,941,093	52.69%
Police	5,735,348	2,738,934	6,634,829	3,453,303	3,181,526	52.05%
	<u>11,081,528</u>	<u>5,431,332</u>	<u>13,131,371</u>	<u>6,880,819</u>	<u>6,250,552</u>	<u>52.40%</u>
Public Works						
Engineering	436,933	181,850	469,947	195,079	274,868	41.51%
Facilities Maintenance	681,201	299,081	675,762	398,244	277,518	58.93%
Streets	2,397,856	1,167,905	2,156,182	990,409	1,165,773	45.93%
	<u>3,515,990</u>	<u>1,648,837</u>	<u>3,301,891</u>	<u>1,583,732</u>	<u>1,718,159</u>	<u>47.96%</u>
Development Services	838,674	478,878	1,426,383	492,489	933,894	34.53%
Non-Departmental	430,805	300,857	559,225	351,173	208,052	62.80%
TOTAL EXPENDITURES	<u>\$ 21,503,823</u>	<u>\$ 10,435,777</u>	<u>\$ 25,187,906</u>	<u>\$ 12,742,873</u>	<u>\$ 12,445,033</u>	<u>50.59%</u>

Note - FY 2023 budget includes City Council-approved budget amendment - Ordinance 4103 adopted on April 3, 2023.

Note - FY 2022 budget includes City Council-approved budget amendment - Ordinance 4075 adopted on September 19, 2022.

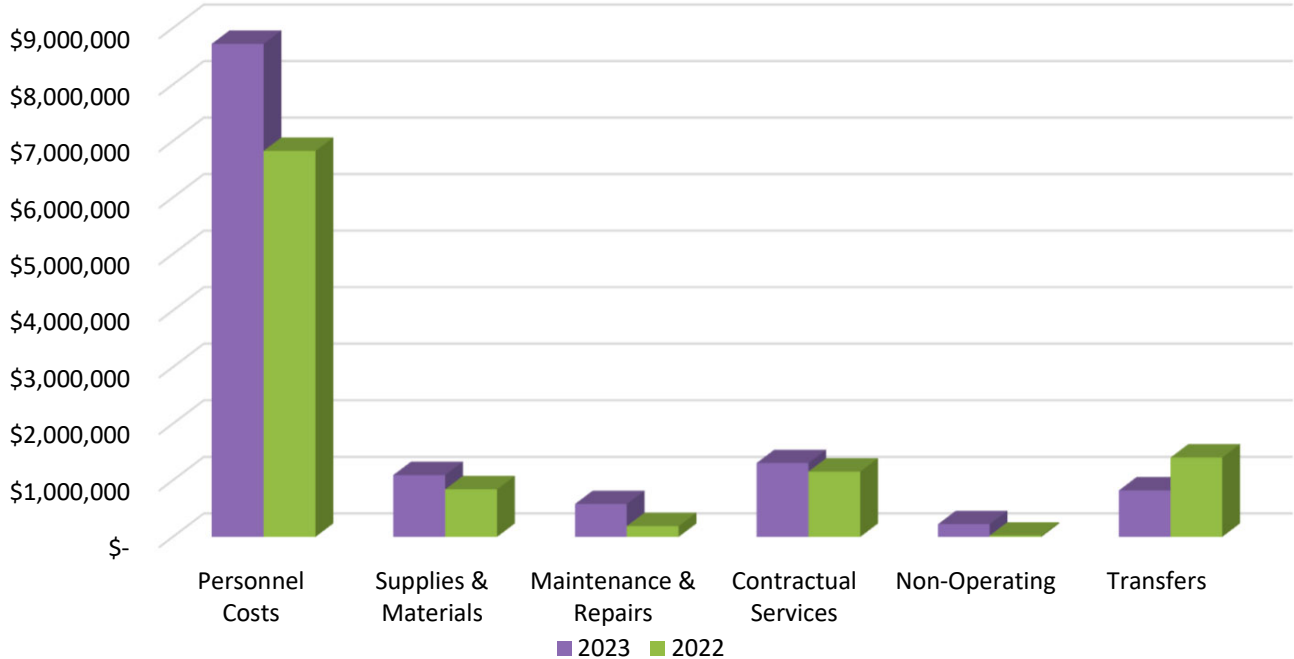
Year-To-Date Expenditures By Function



CITY OF SACHSE
GENERAL FUND EXPENDITURES BY CATEGORY
QUARTER ENDED 3/31/2023 - 50% OF YEAR COMPLETE (UNAUDITED)

	FISCAL YEAR	BUDGET	YEAR-TO-DATE	BUDGET REMAINING	% OF BUDGET
Personnel Costs	2023	\$ 17,784,036	\$ 8,720,992	\$ 9,063,044	49.04%
	2022	15,116,456	6,826,178	8,290,278	45.16%
Supplies and Materials	2023	2,161,344	1,093,003	1,068,341	50.57%
	2022	1,874,980	840,273	1,034,706	44.82%
Maintenance and Repairs	2023	1,345,184	579,863	765,321	43.11%
	2022	944,510	190,245	754,265	20.14%
Contractual Services	2023	2,517,879	1,304,067	1,213,812	51.79%
	2022	1,966,284	1,153,118	813,166	58.64%
Non-Operating	2023	411,198	224,284	186,914	54.54%
	2022	147,158	22,769	124,389	15.47%
Intragovernmental Transfers	2023	968,265	820,663	147,602	84.76%
	2022	1,454,435	1,403,194	51,241	96.48%
TOTAL EXPENDITURES	2023	25,187,906	12,742,873	12,445,033	50.59%
	2022	21,503,823	10,435,777	11,068,046	48.53%

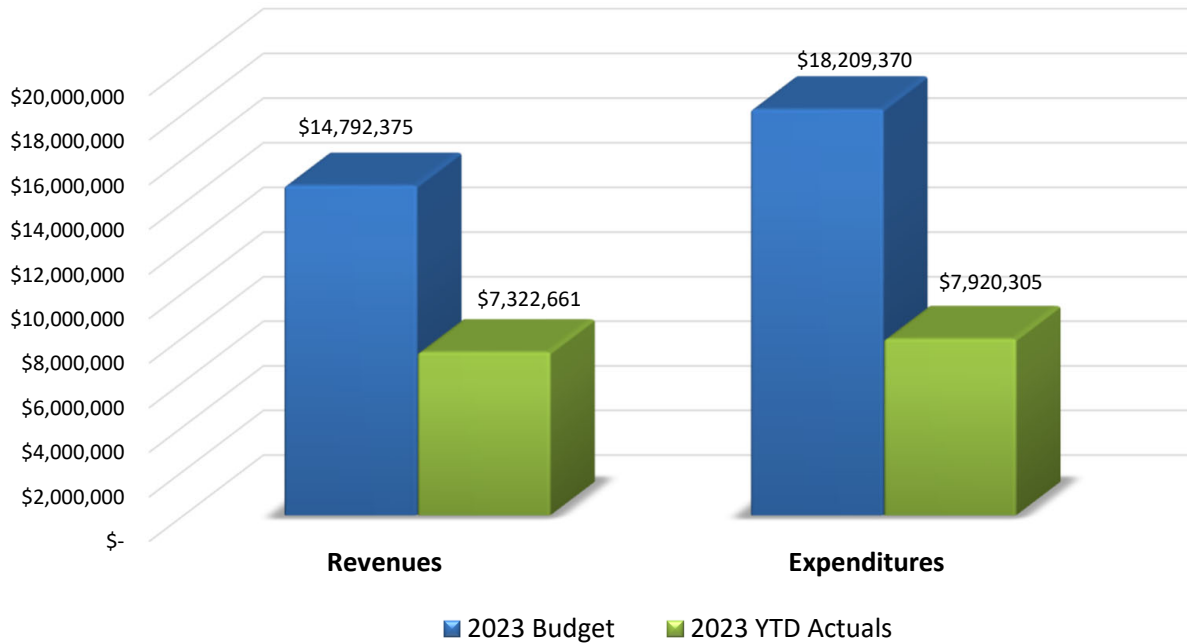
Year-To-Date Expenditures by Category



CITY OF SACHSE
UTILITY FUND SUMMARY
QUARTER ENDED 3/31/2023 - 50% OF YEAR COMPLETE (UNAUDITED)

	FY 2022 BUDGET	FY 2022 YEAR- TO-DATE	FY 2023 BUDGET	FY 2023 YEAR- TO-DATE	BUDGET REMAINING	% OF BUDGET
REVENUES						
Water Revenue	\$ 7,820,000	\$ 1,728,326	\$ 8,300,000	\$ 3,402,635	\$ 4,897,365	41.00%
Sewer Revenue	5,705,000	2,981,143	5,900,000	3,266,236	2,633,764	55.36%
Drainage Fee Revenue	215,000	109,451	222,000	113,597	108,403	51.17%
Fees and Service Charges	226,000	144,762	270,500	102,848	167,652	38.02%
Other Gov'ts & Sources	25,500	14,054	26,500	14,571	11,929	54.99%
Other Income	60,500	37,810	73,375	422,774	(349,399)	576.18%
TOTAL REVENUES	\$ 14,052,000	\$ 5,015,546	\$ 14,792,375	\$ 7,322,661	\$ 7,469,714	49.50%
EXPENDITURES						
Utility Administration	\$ 491,941	\$ 200,163	\$ 525,059	\$ 279,943	\$ 245,116	53.32%
Water Operations	6,814,493	3,412,165	8,303,590	4,381,057	3,922,533	52.76%
Sewer Operations	5,844,149	2,712,148	9,300,721	3,229,470	6,071,251	34.72%
Stormwater Drainage	150,000	47,609	80,000	29,835	50,165	37.29%
TOTAL EXPENDITURES	\$ 13,300,583	\$ 6,372,084	\$ 18,209,370	\$ 7,920,305	\$ 10,289,065	43.50%

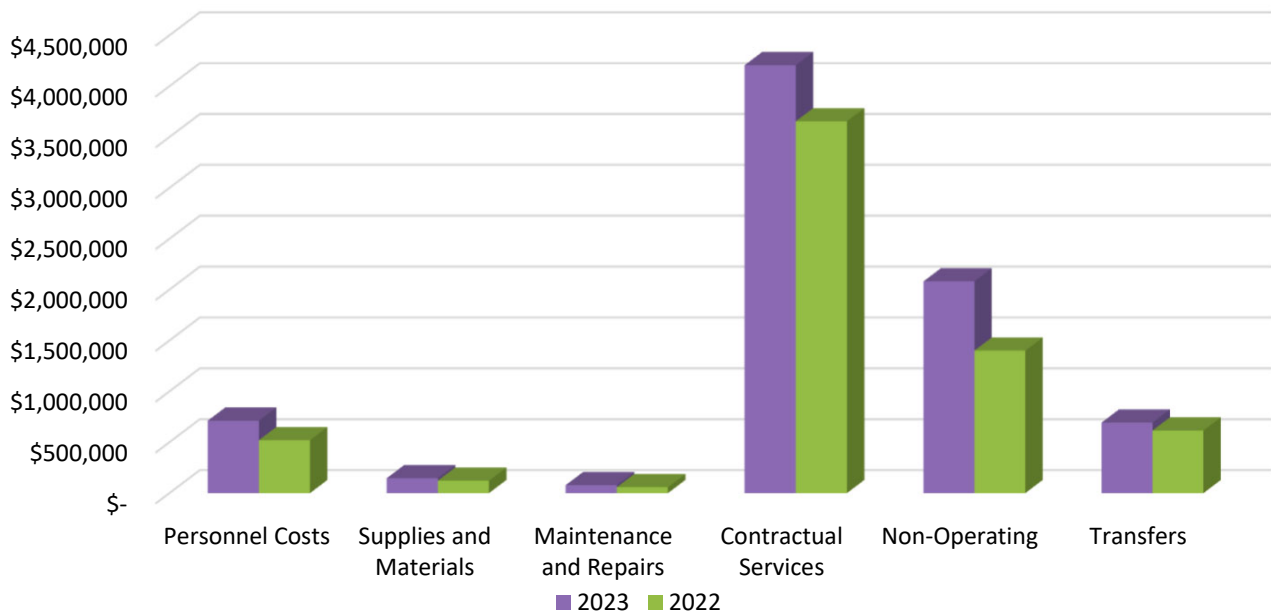
Utility Fund Revenues and Expenditures



CITY OF SACHSE
UTILITY FUND EXPENDITURES BY CATEGORY
QUARTER ENDED 3/31/2023 - 50% OF YEAR COMPLETE (UNAUDITED)

	FISCAL YEAR	BUDGET	YEAR-TO-DATE	BUDGET REMAINING	% OF BUDGET
Personnel Costs	2023	\$ 1,564,411	\$ 712,272	\$ 852,139	45.53%
	2022	1,312,378	520,367	792,011	39.65%
Supplies and Materials	2023	354,173	146,558	207,615	41.38%
	2022	329,064	122,701	206,363	37.29%
Maintenance and Repairs	2023	259,470	78,611	180,859	30.30%
	2022	246,000	57,871	188,129	23.52%
Contractual Services	2023	8,113,242	4,206,986	3,906,256	51.85%
	2022	7,569,788	3,655,180	3,914,607	48.29%
Non-Operating	2023	6,529,955	2,081,823	4,448,132	31.88%
	2022	2,612,098	1,400,338	1,211,760	53.61%
Intragovernmental Transfers	2023	1,388,119	694,056	694,063	50.00%
	2022	1,231,255	615,627	615,628	50.00%
TOTAL EXPENDITURES	2023	18,209,370	7,920,305	10,289,065	43.50%
	2022	13,300,583	6,372,084	6,928,498	47.91%

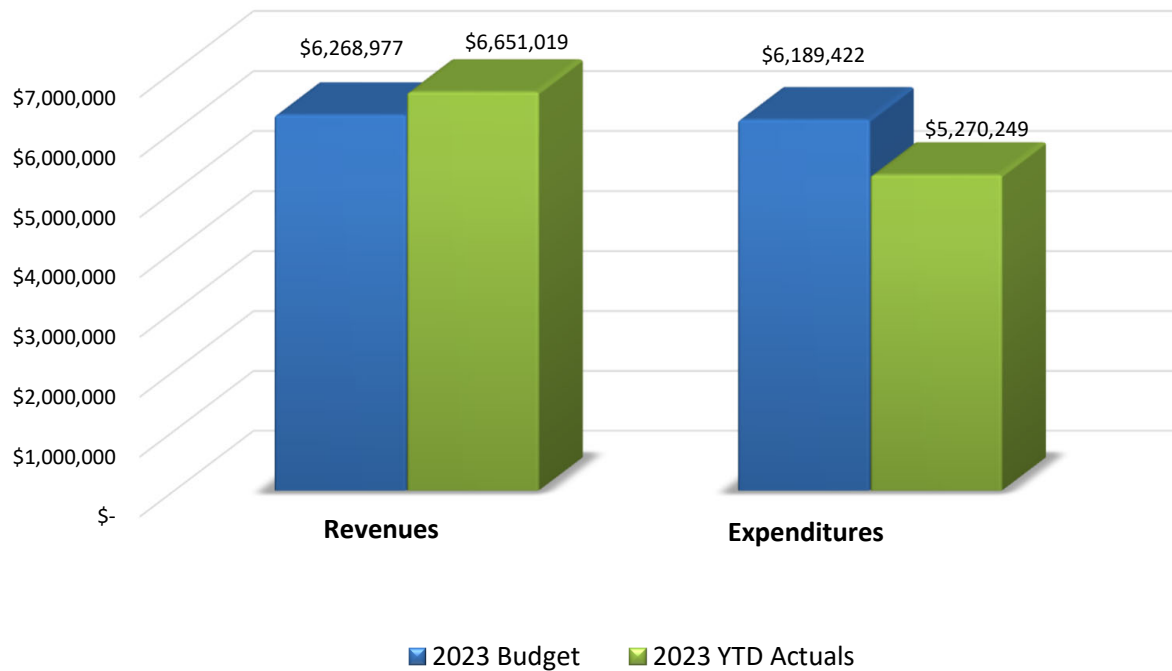
Year-To-Date Expenditures by Category



CITY OF SACHSE
DEBT SERVICE FUND SUMMARY
QUARTER ENDED 3/31/2023 - 50% OF YEAR COMPLETE (UNAUDITED)

	FY 2022 BUDGET	FY 2022 YEAR- TO-DATE	FY 2023 BUDGET	FY 2023 YEAR- TO-DATE	BUDGET REMAINING	% OF BUDGET
REVENUES						
Ad Valorem Taxes	\$ 5,311,399	\$ 5,342,989	\$ 6,263,477	\$ 6,594,263	\$ (330,786)	105.28%
Other Income	1,754,000	1,849,295	5,500	56,755	(51,255)	1031.92%
TOTAL REVENUES	\$ 7,065,399	\$ 7,192,284	\$ 6,268,977	\$ 6,651,019	\$ (382,042)	106.09%
EXPENDITURES						
Principal	\$ 4,100,000	\$ 4,099,214	\$ 4,185,000	\$ 4,185,000	\$ -	100.00%
Interest	1,239,319	632,255	2,001,422	1,082,799	918,623	54.10%
Paying Agent Fees	3,000	950	3,000	2,450	550	81.67%
Financing Costs	29,369	44,500	-	-	-	-
TOTAL EXPENDITURES	\$ 7,092,319	\$ 6,576,920	\$ 6,189,422	\$ 5,270,249	\$ 919,173	85.15%

Debt Service Fund Revenues and Expenditures



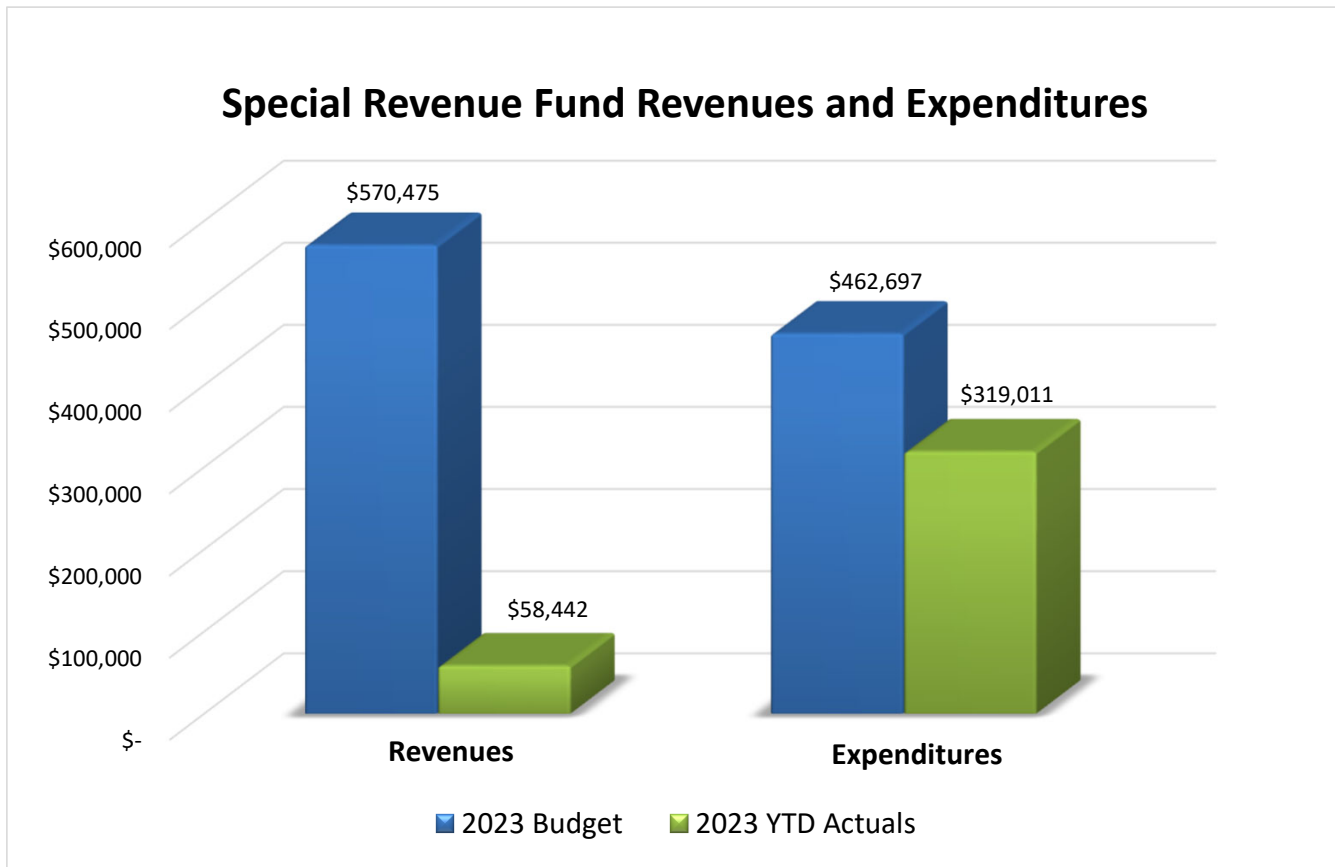
CITY OF SACHSE
SPECIAL REVENUE FUND SUMMARY
QUARTER ENDED 3/31/2023 - 50% OF YEAR COMPLETE (UNAUDITED)

	FY 2022 BUDGET	FY 2022 YEAR- TO-DATE	FY 2023 BUDGET	FY 2023 YEAR- TO-DATE	BUDGET REMAINING	% OF BUDGET
REVENUES						
Fees	\$ 66,250	\$ 40,478	\$ 565,475	\$ 36,432	\$ 529,043	6.44%
Other Income	1,500	2,022	2,500	21,153	(18,653)	846.11%
Grants and Donations	1,000	715	2,500	858	1,642	34.32%
TOTAL REVENUES	\$ 68,750	\$ 43,215	\$ 570,475	\$ 58,442	\$ 512,033	10.24%

EXPENDITURES

Municipal Court	\$ 28,500	\$ -	\$ 27,500	\$ 11,578	\$ 15,922	42.10%
Parks	870,000	870,000	-	-	-	-
Library	-	-	500	1,444	(944)	288.80%
Police	27,000	3,515	42,000	15,989	26,011	38.07%
Animal Services	10,000	-	10,000	-	10,000	0.00%
CARES Act	274,000	128,256	382,697	264,235	118,462	69.05%
Police	-	-	-	25,765	(25,765)	-
TOTAL EXPENDITURES	\$ 1,209,500	\$ 1,001,771	\$ 462,697	\$ 319,011	\$ 143,686	68.95%

Note - FY 2022 budget includes City Council-approved budget amendment - Ordinance 4075 adopted on September 19, 2022.

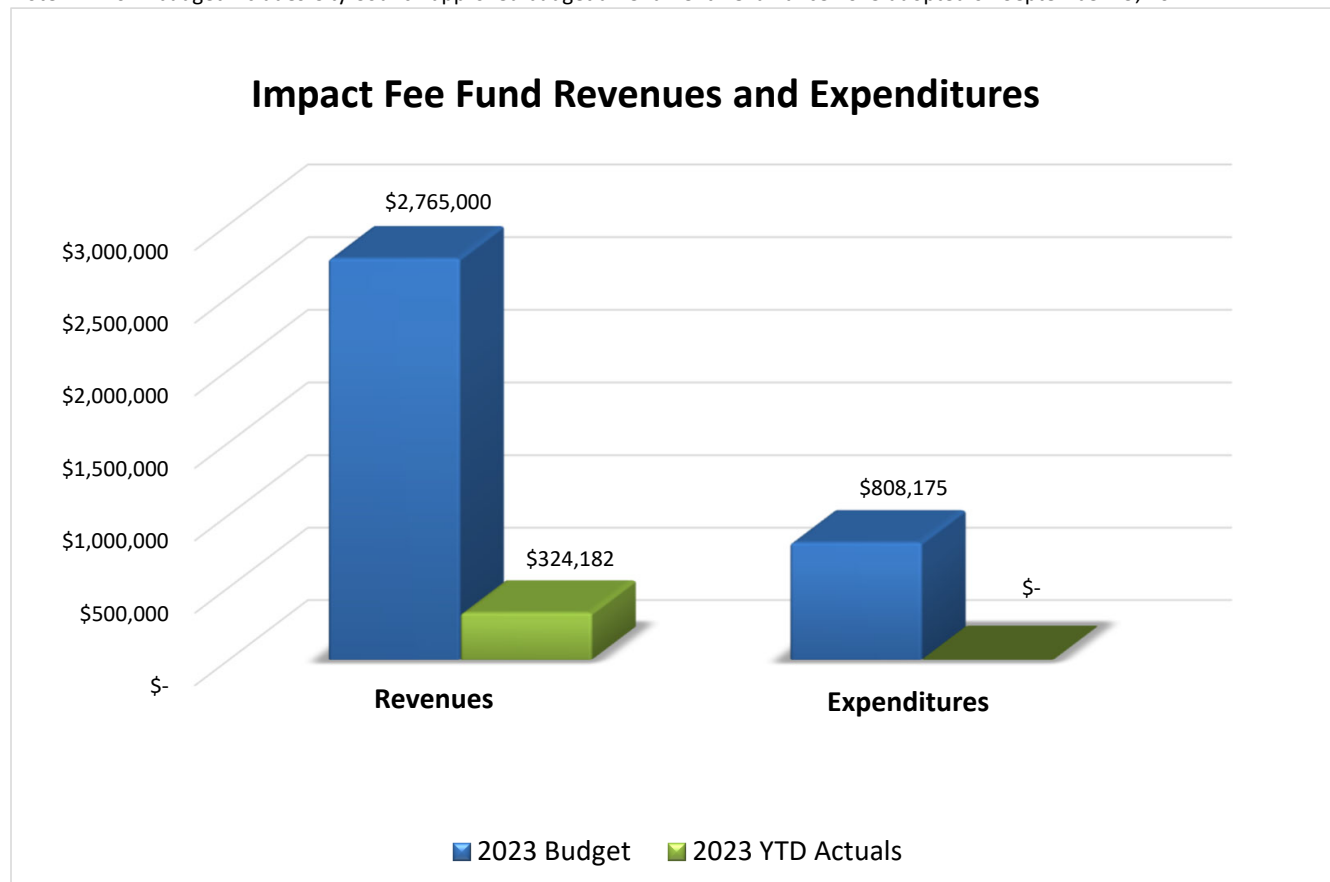


CITY OF SACHSE
IMPACT FEE FUND SUMMARY
 QUARTER ENDED 3/31/2023 - 50% OF YEAR COMPLETE (UNAUDITED)

	FY 2022 BUDGET	FY 2022 YEAR- TO-DATE	FY 2023 BUDGET	FY 2023 YEAR- TO-DATE	BUDGET REMAINING	% OF BUDGET
REVENUES						
Impact Fees	\$ 1,350,000	\$ 738,554	\$ 2,750,000	\$ 185,471	\$ 2,564,529	6.74%
Other Income	15,000	7,454	15,000	138,711	(123,711)	924.74%
TOTAL REVENUES	\$ 1,365,000	\$ 746,008	\$ 2,765,000	\$ 324,182	\$ 2,440,818	11.72%
EXPENDITURES						
Development Agreements	\$ 15,000	\$ 13,660	\$ -	\$ -	\$ -	-
Intragovernmental Transfers	1,300,000	1,300,000	808,175	-	808,175	0.00%
TOTAL EXPENDITURES	\$ 1,315,000	\$ 1,313,660	\$ 808,175	\$ -	\$ 808,175	0.00%

Note - FY 2023 budget includes City Council-approved budget amendment - Ordinance 4103 adopted on April 3, 2023.

Note - FY 2022 budget includes City Council-approved budget amendment - Ordinance 4075 adopted on September 19, 2022.

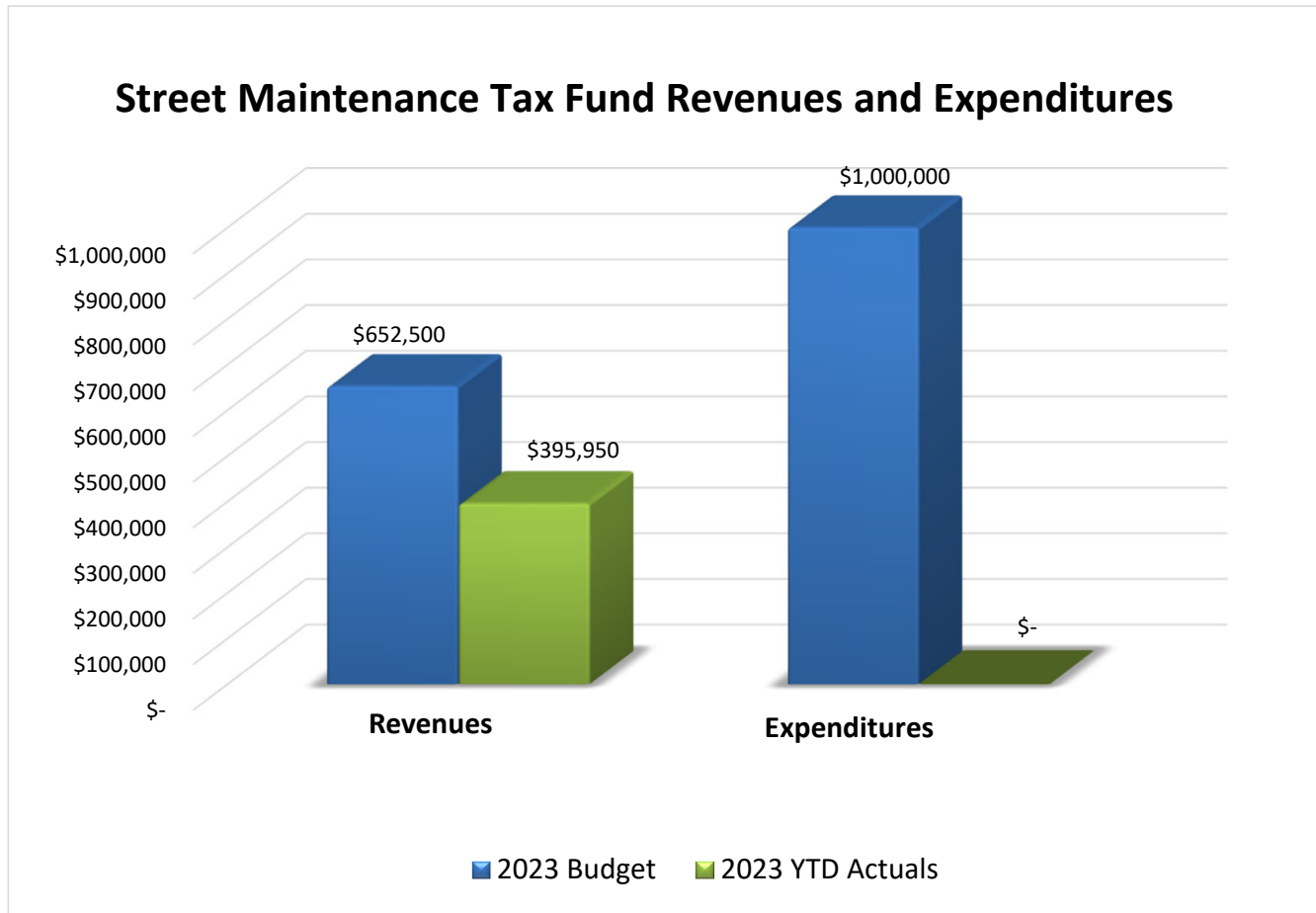


CITY OF SACHSE
STREET MAINTENANCE TAX FUND
QUARTER ENDED 3/31/2023 - 50% OF YEAR COMPLETE (UNAUDITED)

	<u>FY 2022 BUDGET</u>	<u>FY 2022 YEAR- TO-DATE</u>	<u>FY 2023 BUDGET</u>	<u>FY 2023 YEAR- TO-DATE</u>	<u>BUDGET REMAINING</u>	<u>% OF BUDGET</u>
REVENUES						
Sales Tax	\$ 487,500	\$ 324,304	\$ 650,000	\$ 369,409	\$ 280,591	56.83%
Other Income	1,000	1,009	2,500	26,541	(24,041)	1061.64%
TOTAL REVENUES	\$ 488,500	\$ 325,313	\$ 652,500	\$ 395,950	\$ 256,550	60.68%

EXPENDITURES						
Street Maintenance	\$ 530,000	\$ -	\$ 1,000,000	\$ -	\$ 1,000,000	0.00%
TOTAL EXPENDITURES	\$ 530,000	\$ -	\$ 1,000,000	\$ -	\$ 1,000,000	0.00%

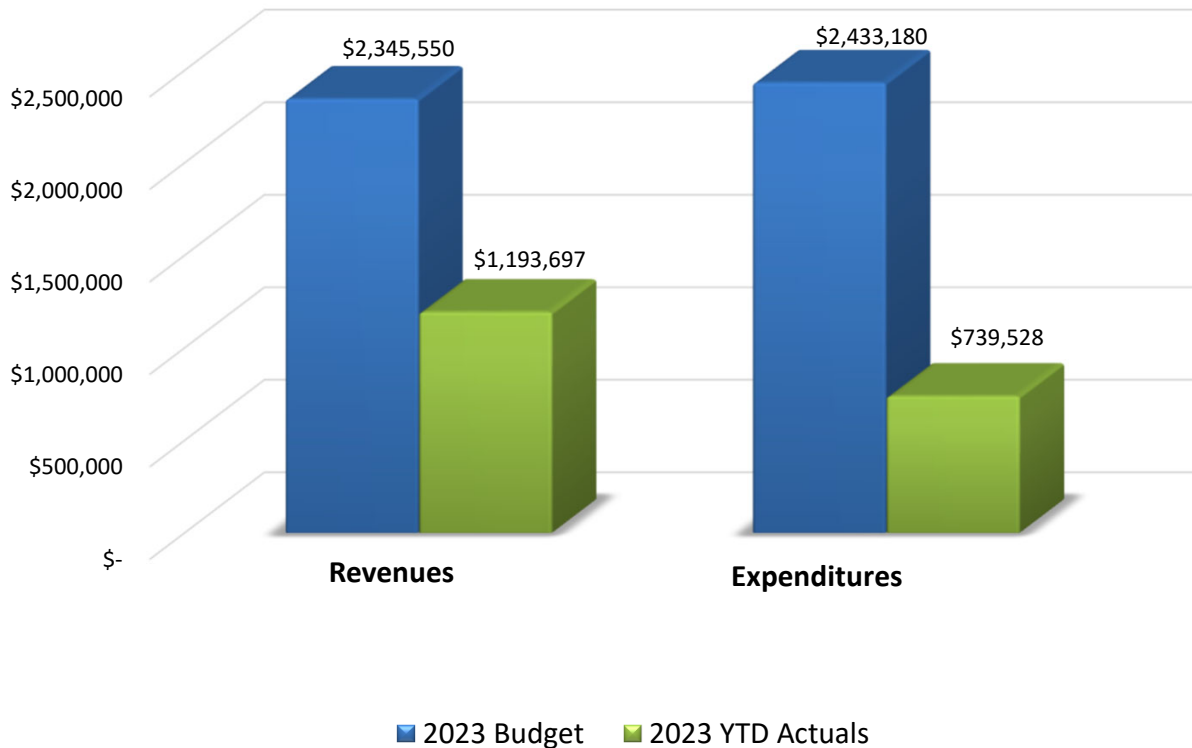
Note - FY 2023 budget includes City Council-approved budget amendment - Ordinance 4103 adopted on April 3, 2023.



CITY OF SACHSE
HEALTH INSURANCE FUND SUMMARY
QUARTER ENDED 3/31/2023 - 50% OF YEAR COMPLETE (UNAUDITED)

	FY 2022 BUDGET	FY 2022 YEAR- TO-DATE	FY 2023 BUDGET	FY 2023 YEAR- TO-DATE	BUDGET REMAINING	% OF BUDGET
REVENUES						
Other Income	\$ 1,000	\$ 1,183	\$ 2,000	\$ 21,927	\$ (19,927)	1096.37%
Transfers In - General Fund	1,600,957	797,222	2,100,474	1,050,234	1,050,240	50.00%
Transfers In - Utility Fund	164,290	82,145	215,760	107,880	107,880	50.00%
Transfers In - EDC	-	-	27,316	13,656	13,660	49.99%
TOTAL REVENUES	\$ 1,766,247	\$ 880,550	\$ 2,345,550	\$ 1,193,697	\$ 1,151,853	50.89%
EXPENDITURES						
Health Insurance	\$ 1,538,400	\$ 574,215	\$ 2,202,937	\$ 635,899	\$ 1,567,038	28.87%
Dental Insurance	62,785	22,088	70,307	28,578	41,729	40.65%
H.R.A. Deductible Reimb.	76,000	34,619	76,000	30,063	45,937	39.56%
H.S.A. Contribution	56,500	23,668	56,500	22,780	33,720	40.32%
Life and LTD Insurance	29,280	10,770	27,436	22,208	5,228	80.95%
TOTAL EXPENDITURES	\$ 1,762,965	\$ 665,360	\$ 2,433,180	\$ 739,528	\$ 1,693,652	30.39%

Health Insurance Fund Revenues and Expenditures



CITY OF SACHSE
CAPITAL PROJECT SUMMARY
QUARTER ENDED 3/31/2023 - 50% OF YEAR COMPLETE (UNAUDITED)

CIP NO.	PROJECT	BUDGET THRU FY 2023	FY 2023 YEAR-TO-DATE	PROJECT- TO-DATE	REMAINING PROJECT BUDGET
Streets					
R-12-08	5th Street/Sachse Rd Widening - SH 78 to Miles	\$ 6,702,100	\$ 6,083	\$ 6,503,598	\$ 198,502
R-12-13	Merritt Rd Re-alignment & Widening	6,000,000	903,267	3,190,800	2,809,200
R-13-03	Pleasant Valley Rd	300,000	-	54,296	245,704
R-19-02	Brookview Drive - Phase 1	60,000	-	-	60,000
R-19-03	Hilltop Trail & Meadow Lane Rehabilitation	600,000	-	-	600,000
R-19-04	Anthony Lane Rehabilitation	200,000	-	175,679	24,321
R-19-07	Coral Lane	50,000	-	49,424	576
R-20-03	Signal Improvements - Construction	1,423,395	163,187	1,036,895	386,500
IF-21-01	Roadway Impact Fee Study	150,000	4,492	31,295	118,705
R-21-02	Hudson Drive	3,000,000	1,816,007	1,971,960	1,028,040
R-21-04	Bunker Hill (The Station Blvd.)	1,650,000	-	-	1,650,000
R-21-20	Major Alley Rehabilitation - Multiple Locations	946,000	292,590	794,675	151,325
R-21-21	2021 Major Asphalt Roadway Improvements	63,500	-	79,747	(16,247)
R-22-01	2022 Alley Projects	950,000	118,844	154,144	795,856
R-22-05	5th Street Project	3,002,000	115,438	266,896	2,735,104
R-22-06	Bailey-Hooper Rd Overlay	275,000	-	253,015	21,985
R-23-01	Williford Rd Overlay	250,000	50,417	50,417	199,583
R-23-02	6th Street Alley and Street Repair	350,000	-	-	350,000
R-23-03	Miscellaneous Concrete Street Repair	300,000	-	-	300,000
R-23-06	Blackburn/Ingram Road	350,000	-	-	350,000
R-23-07	Asphalt Preservation	310,000	-	-	310,000
Subtotal Streets		\$ 26,931,995	\$ 3,470,322	\$ 14,612,840	\$ 12,319,155
Water					
W-12-15	Southwest Water Tower Construction	\$ 2,000,000	\$ 212,995	\$ 345,528	1,654,472
W-14-01	Maxwell Creek Pump Station	5,765,000	502,873	820,423	4,944,577
W-14-02	Pleasant Valley Water Line Design	450,000	-	26,015	423,985
W-14-07	8-inch WL 3rd Street from SH 78 to Ingram	80,000	-	-	80,000
W-14-08	8-inch WL Cartwright from 3rd Street to Big Valley	50,000	-	-	50,000
W-21-05	Public Works Pump Station Generator	680,000	2,538	49,571	630,429
W-21-06	Sachse Rd Upsize	360,000	303,293	360,000	-
W-21-07	5th Street District Improvements	450,000	-	-	450,000
W-21-08	Hilltop Trail/Meadow Lane Utility Rehab	450,000	2,675	2,675	447,325
W-22-07	SCADA System Upgrades	140,000	6,095	6,095	133,905
Subtotal Water		\$ 10,425,000	\$ 1,030,469	\$ 1,610,306	\$ 8,814,694
Sewer					
SS-12-09	SE Sewer Exp: Trunk Line - Sachse Rd to SE Lift Station	\$ 5,000,000	\$ -	\$ 114,059	4,885,941
SS-12-12	8-inch trunk line on south side of PGBT to Line "C"	90,000	-	-	90,000
SS-12-13	8-inch trunk line on north side of PGBT to Line "C"	260,000	-	-	260,000
SS-12-16	8-inch branch line north of PGBT to Line	172,000	-	-	172,000
SS-17-02	8-inch Main - Anthony Ln from Williford Rd to Bailey Rd	802,000	-	564,009	237,991
SS-18-01	Ingram Rd Sewer Relief	200,000	-	-	200,000
SS-21-09	Sachse Rd Sewer Upsize	60,000	-	60,000	-
SS-21-10	Sable Hills Lift Station Expansion	1,101,000	533,727	622,498	478,502
SS-21-11	Hilltop Trail/Meadow Lane Utility Rehab	2,450,000	-	-	2,450,000
SS-21-12	Sewer Rehab Hwy 78 at old City Hall	249,000	-	-	249,000
Subtotal Sewer		\$ 10,384,000	\$ 533,727	\$ 1,360,566	\$ 9,023,434
Drainage					
D-17-15	Vickburg Drainage Easement	\$ 451,409	\$ 14,902	\$ 63,519	387,890
D-22-02	Third Garland Connection Creek Stabilization	1,575,000	6,941	61,944	1,513,056
D-22-03	Sachse South Drainage Study	75,000	7,991	56,428	18,572
D-23-04	Small Drainage Projects	80,000	-	-	80,000
Subtotal Drainage		\$ 2,181,409	\$ 29,835	\$ 181,891	\$ 1,999,518

CITY OF SACHSE
CAPITAL PROJECT SUMMARY
QUARTER ENDED 3/31/2023 - 50% OF YEAR COMPLETE (UNAUDITED)

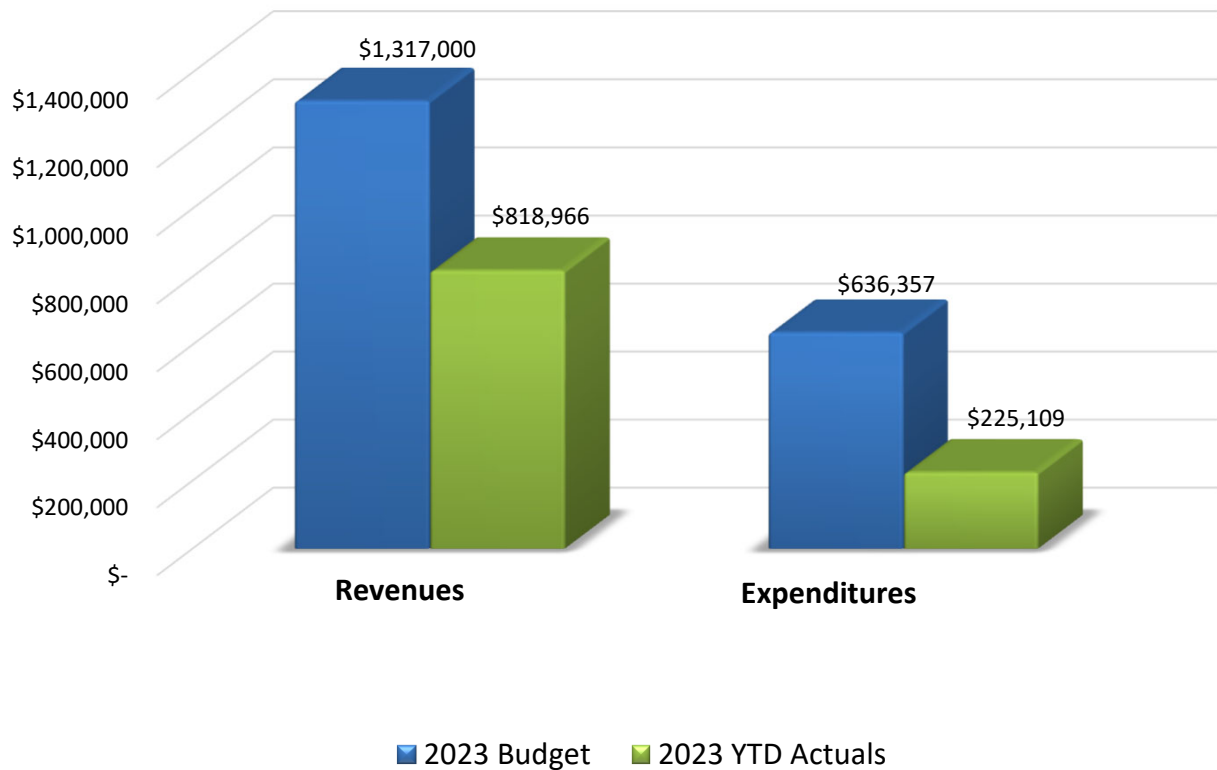
CIP NO.	PROJECT	BUDGET THRU FY 2023	FY 2023 YEAR-TO-DATE	PROJECT- TO-DATE	REMAINING PROJECT BUDGET
Parks & Trails					
P-17-04	Joe Stone Park Restroom	\$ 110,000	\$ -	\$ -	110,000
P-21-16	J.K. Sachse Park Concept Plan & Design	249,000	2,392	200,864	48,136
P-22-04	J.K. Sachse Park Construction	2,804,750	745,879	2,244,751	559,999
T-17-02	Sachse Rd/5th Street Trail	150,000	-	-	150,000
T-17-04	Muddy Creek Trail - Sachse Rd to Pleasant Valley Rd	695,000	-	-	695,000
T-17-05	Joe Stone Loop Trail	90,000	-	-	90,000
	Subtotal Parks & Trails	\$ 4,098,750	\$ 748,270	\$ 2,445,615	\$ 1,653,135
Facilities					
F-23-05	Outdoor warning Sirens	120,000	-	-	120,000
	Subtotal Facilities	\$ 120,000	\$ -	\$ -	\$ 120,000
Bond Proposition 2021					
BP-21-A01	Sachse Rd Phase 2	\$ 1,700,000	\$ -	\$ -	\$ 1,700,000
BP-21-B01	Streets & Roads - Bailey-Hooper Road	10,660,000	137,933	203,272	10,456,728
BP-21-C01	Neighborhood Package	675,000	-	-	675,000
BP-21-D01	Animal Shelter	5,000,000	30,694	94,677	4,905,323
	Subtotal Bond Proposition 2021	\$ 18,035,000	\$ 168,627	\$ 297,949	\$ 17,737,051
	TOTAL CAPITAL PROJECTS	\$ 72,176,154	\$ 5,981,249	\$ 20,509,168	\$ 51,666,986

Note - FY 2023 budget includes City Council-approved budget amendment - Ordinance 4103 adopted on April 3, 2023.

CITY OF SACHSE
SACHSE ECONOMIC DEVELOPMENT CORPORATION SUMMARY
QUARTER ENDED 3/31/2023 - 50% OF YEAR COMPLETE (UNAUDITED)

	FY 2022 BUDGET	FY 2022 YEAR- TO-DATE	FY 2023 BUDGET	FY 2023 YEAR- TO-DATE	BUDGET REMAINING	% OF BUDGET
REVENUES						
Sales Tax	\$ 975,000	\$ 648,466	\$ 1,300,000	\$ 738,819	\$ 561,181	56.83%
Other Income	15,000	13,766	17,000	80,148	(63,148)	471.46%
TOTAL REVENUES	\$ 990,000	\$ 662,232	\$ 1,317,000	\$ 818,966	\$ 498,034	62.18%
EXPENDITURES						
Personnel	\$ 171,251	\$ 53,854	\$ 220,175	\$ 68,830	\$ 151,345	31.26%
Supplies and Materials	94,977	42,480	123,954	47,662	76,292	38.45%
Maintenance and Repairs	1,000	180	1,000	46	954	4.62%
Contractual Services	182,400	183,018	172,425	49,171	123,254	28.52%
Business Grant Program	-	-	-	-	-	-
Operating Transfer Out - GF	177,576	88,788	118,803	59,400	59,403	50.00%
TOTAL EXPENDITURES	\$ 627,204	\$ 368,321	\$ 636,357	\$ 225,109	\$ 411,248	35.37%

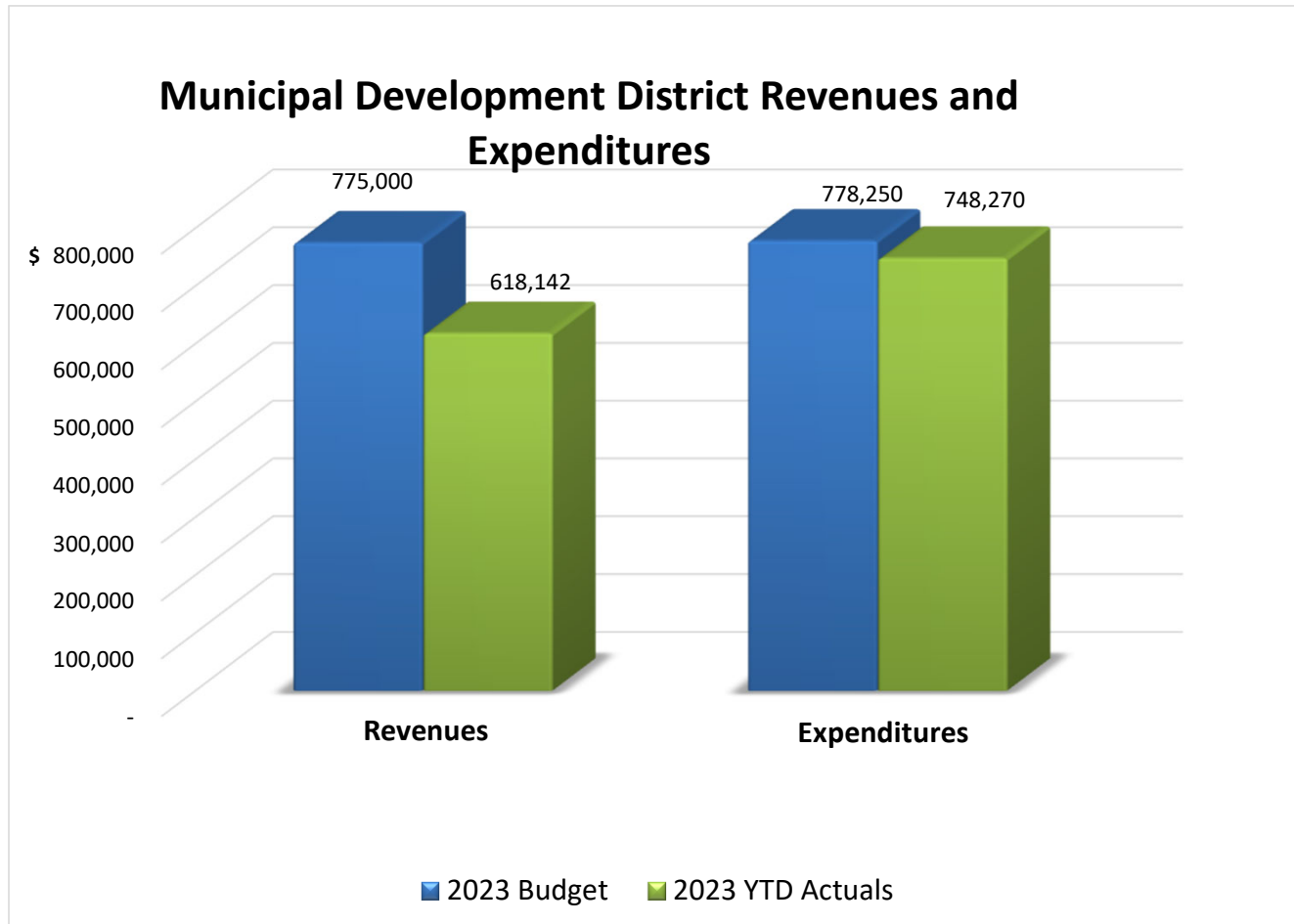
**Sachse Economic Development Corporation
Revenues and Expenditures**



CITY OF SACHSE
MUNICIPAL DEVELOPMENT DISTRICT SUMMARY
QUARTER ENDED 3/31/2023 - 50% OF YEAR COMPLETE (UNAUDITED)

	FY 2022 BUDGET	FY 2022 YEAR- TO-DATE	FY 2023 BUDGET	FY 2023 YEAR- TO-DATE	BUDGET REMAINING	% OF BUDGET
REVENUES						
Sales Tax	\$ 450,000	\$ 313,274	\$ 775,000	\$ 358,432	\$ 416,568	46.25%
Interest Income	1,000	1,423	-	348	(348)	-
Transfers In - Utility Fund	-	-	-	259,362	(259,362)	-
TOTAL REVENUES	\$ 451,000	\$ 314,698	\$ 775,000	\$ 618,142	\$ 156,858	79.76%
EXPENDITURES						
Professional Services	\$ -	\$ 71,995	\$ -	\$ 2,392	\$ (2,392)	-
Park Improvements	-	9,702	-	-	-	-
J.K. Sachse Park	1,764,000	-	778,250	745,879	32,371	95.84%
Building Renovations	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 1,764,000	\$ 81,697	\$ 778,250	\$ 748,270	\$ 29,980	96.15%

Note - FY 2022 budget includes City Council-approved budget amendment - Ordinance 4075 adopted on September 19, 2022.



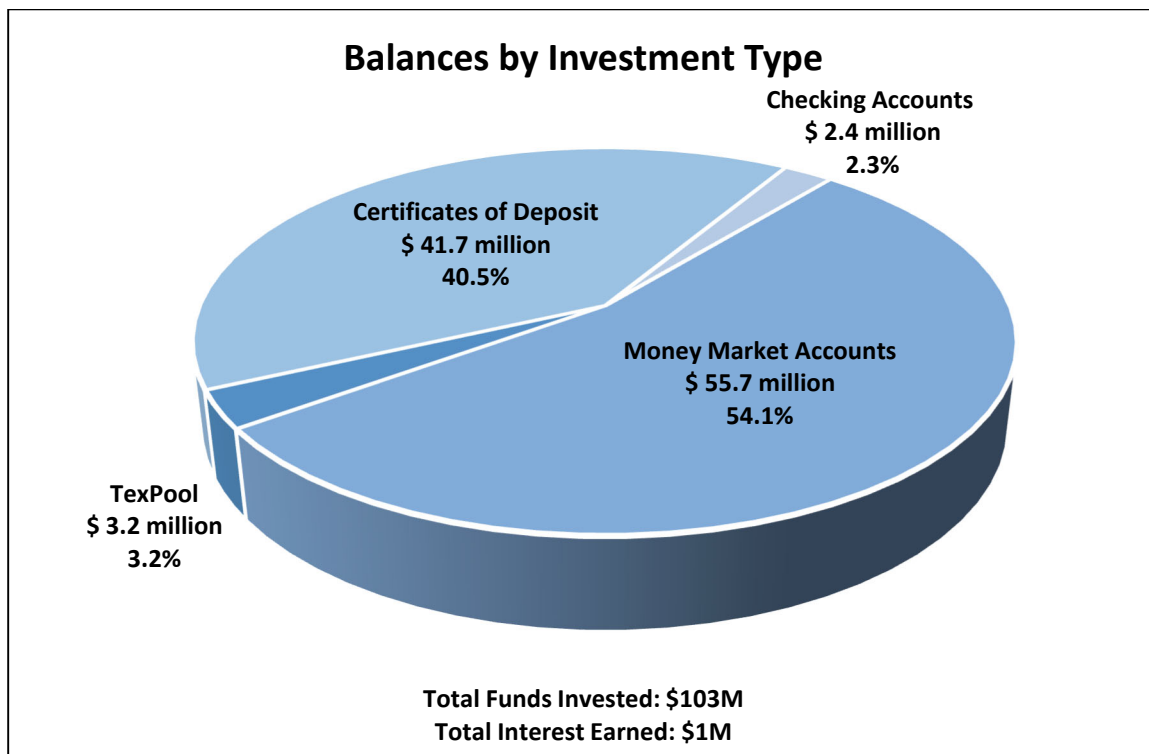


Finance Department Memo

To: Gina Nash, City Manager
From: David Baldwin, Director of Finance
Ryan Bredehoeft, Assistant Director of Finance
Katelyn Ellis, Senior Accountant
CC: Mayor and City Council
Date: June 5, 2023

Re: Investment Report for the quarter ending March 31, 2023

Attached is the Quarterly Investment Report for the quarter ending March 31, 2023. This report complies with the requirements of the City's Investment Policy and the Public Funds Investment Act as amended. The chart below provides a summary of balances by investment type. See the report for further details.



Account Type	Weighted Average Interest Rate
Checking Accounts	0.00%
Money Market Accounts	4.94%
TexPool	4.61%
Certificates of Deposit	3.98%

Average interest rate yield	4.44%
TexPool (benchmark)	4.61%



The City of
SACHSE

QUARTERLY INVESTMENT REPORT

For the Quarter Ended

March 31, 2023

Prepared by
Valley View Consulting, L.L.C.

The investment portfolio of the City is in compliance with the Public Funds Investment Act and the Investment Policy and strategies.

Director of Finance

Assistant Director of Finance

Senior Accountant

Disclaimer: These reports were compiled using information provided by the City of Sachse. No procedures were performed to test the accuracy or completeness of this information. The market values included in these reports were obtained by Valley View Consulting, L.L.C. from sources believed to be accurate and represent proprietary valuation. Due to market fluctuations these levels are not necessarily reflective of current liquidation values. Yield calculations are not determined using standard performance formulas, are not representative of total return yields and do not account for investment advisor fees.

Summary

Quarter End Results by Investment Category:

Asset Type	December 31, 2022		March 31, 2023		
	Book Value	Market Value	Book Value	Market Value	Ave. Yield
Bank/Pool	\$ 65,195,522	\$ 65,195,522	\$ 61,353,286	\$ 61,353,286	4.72%
CDs/Securities	36,393,474	36,393,474	41,676,035	41,676,035	4.02%
Totals	\$ 101,588,996	\$ 101,588,996	\$ 103,029,321	\$ 103,029,321	4.44%

Current Quarter Average Yield (1)

Total Portfolio 4.44%

Fiscal Year-to-Date Average Yield (2)

Total Portfolio 3.80%

Weighted Average Maturity 100 days

Rolling Three Month Treasury 4.78%
Rolling Six Month Treasury 4.73%
TexPool 4.61%

Rolling Three Month Treasury 4.49%
Rolling Six Month Treasury 4.32%
TexPool 4.30%

Interest Earnings (Approximate)

	City	EDC
Interest Earnings QTR	\$ 965,634	\$ 69,480
Interest Earnings YTD	\$ 1,595,519	\$ 97,503

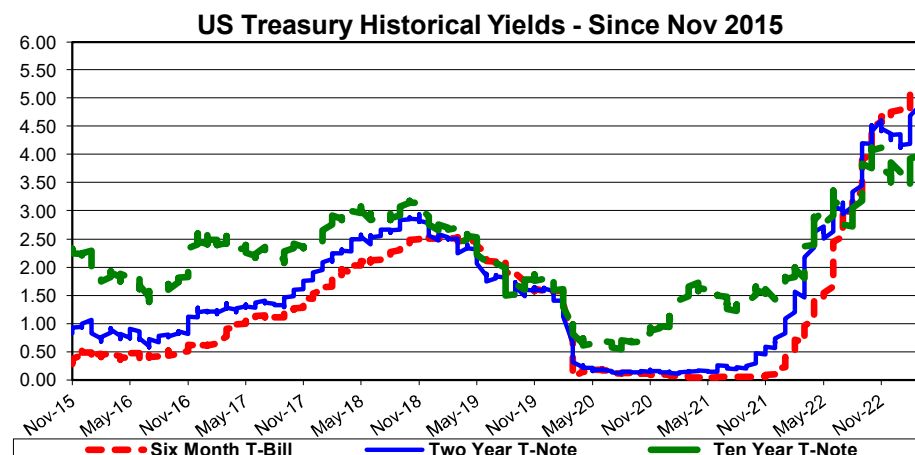
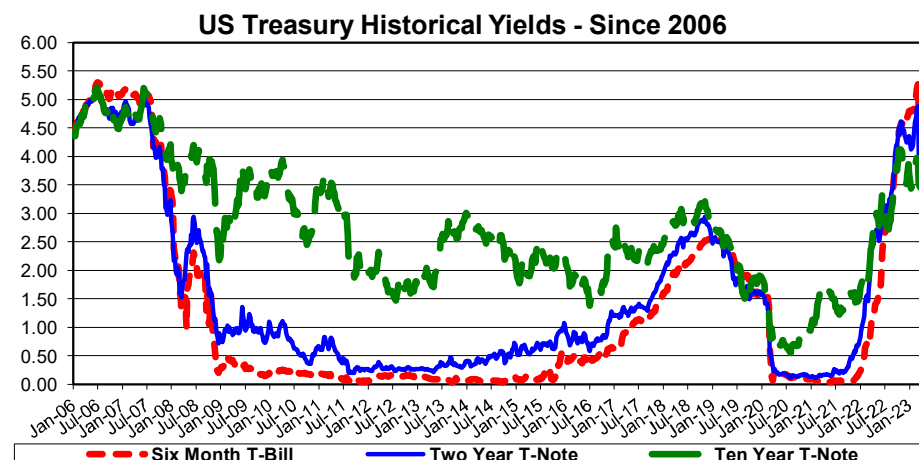
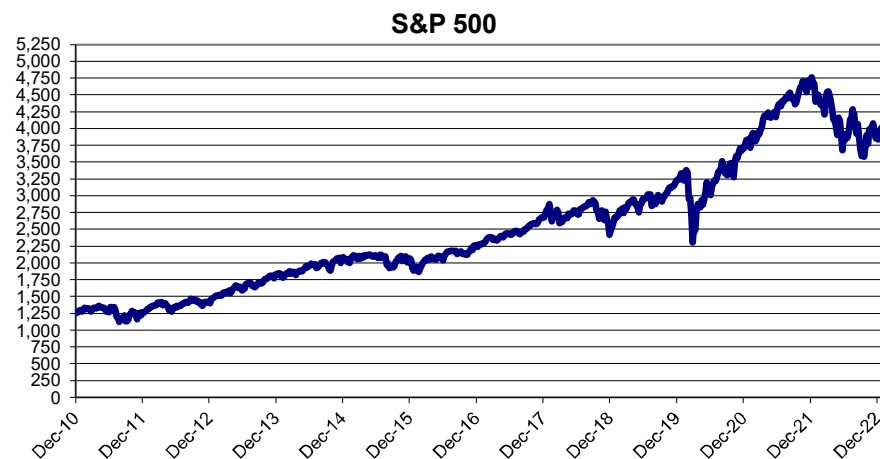
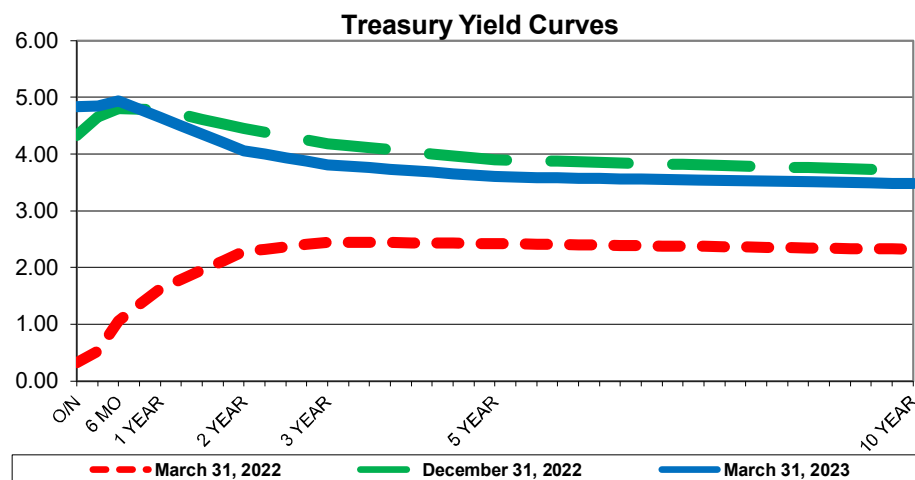
(1) Current Quarter Weighted Average Yield - calculated using quarter end report yields and adjusted book values and does not reflect a total return analysis; realized and unrealized gains/losses and investment advisory fees are not considered. The yield for the reporting month is used for bank, pool, and money market balances.

(2) Fiscal Year-to-Date Weighted Average Yields - calculated using quarter end report yields and adjusted book values and does not reflect a total return analysis or account for advisory fees.

Economic Overview

3/31/2023

The Federal Open Market Committee (FOMC) raised the Fed Funds target range 0.25% to 4.75% - 5.00% March 22nd (Effective Fed Funds are trading +/-4.82%). An additional 0.25% increase is projected May 3rd. Fourth Quarter 2022 GDP was revised downward to 2.6% (final number). March Non-Farm Payroll saw 236k new jobs. OPEC announced production cuts and Crude Oil moved up slightly to +/- \$80 per barrel. The S&P Stock Index still oscillates on either side of 4,000. In early March, two large US banks and one European bank required bail-outs to prevent wider financial market disruption. The yield curve shifted lower on broader economic concerns, even with the expectation of additional FOMC rate increases. The Market is now considering lower future interest rates as early as this fall. Inflation is still over the FOMC 2% target (Core PCE +/-4.7% and CPI +/-6.4%). International challenges add to economic uncertainty.



Investment Holdings
March 31, 2023

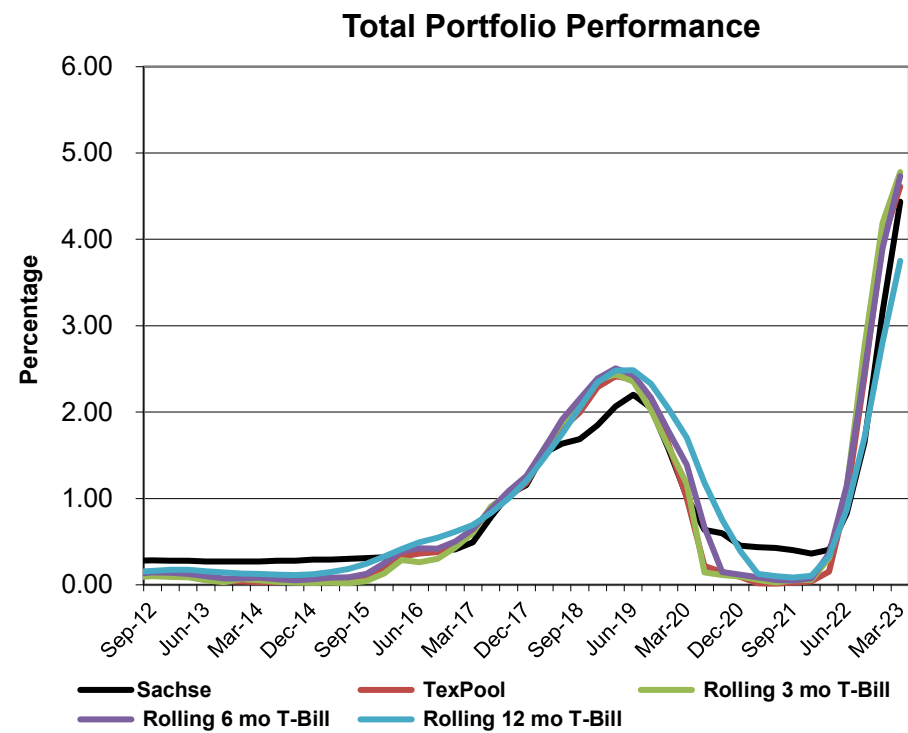
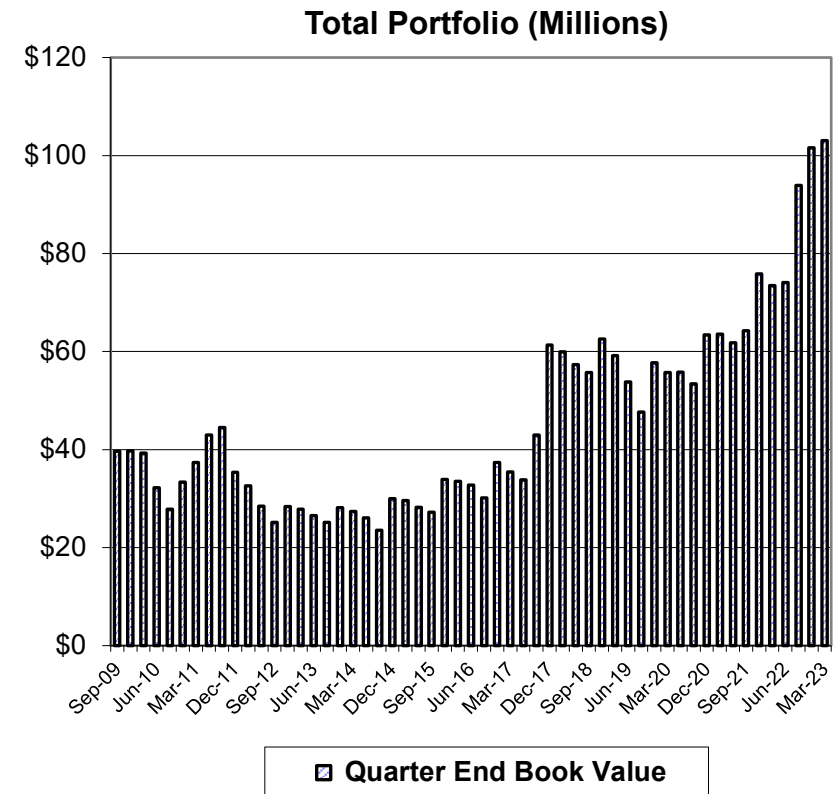
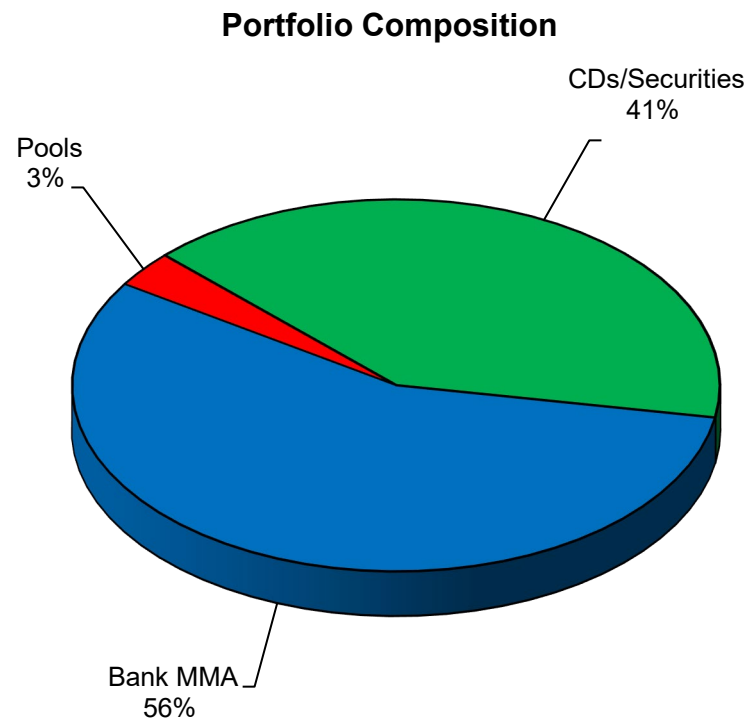
Description	Rating	Coupon/ Discount	Maturity Date	Settlement Date	Book Value	Market Price	Market Value	Life (days)	Yield
<u>Checking Accounts</u>									
American Nat'l Bank of Texas Checking		0.00%	04/01/23	03/31/23	\$ 2,412,480	1.00	\$ 2,412,480	1	0.00%
<u>Money Market Accounts</u>									
American Nat'l Bank of Texas		3.92%	04/01/23	03/31/23	3,429,229	1.00	3,429,229	1	3.92%
NexBank IntraFi		5.00%	04/01/23	03/31/23	42,078,415	1.00	42,078,415	1	5.00%
Texas Bank		5.00%	04/01/23	03/31/23	10,185,816	1.00	10,185,816	1	5.00%
<u>Local Government Investment Pools</u>									
TexPool	AAAm	4.61%	04/01/23	03/31/23	3,247,347	1.00	3,247,347	1	4.61%
<u>Certificates of Deposit</u>									
East West Bank 8172		2.87%	06/30/23	06/30/22	5,109,289	100.00	5,109,289	91	2.87%
East West Bank 7048		3.15%	07/01/23	07/26/22	2,043,441	100.00	2,043,441	92	3.15%
Citizens Bank 5763		2.75%	07/07/23	07/07/22	1,030,084	100.00	1,030,084	98	2.75%
Citizens Bank 5773		2.75%	07/07/23	07/07/22	1,030,084	100.00	1,030,084	98	2.75%
Citizens Bank 5783		2.75%	07/07/23	07/07/22	1,030,084	100.00	1,030,084	98	2.75%
East West Bank 0043		3.01%	07/13/23	07/13/22	3,065,521	100.00	3,065,521	104	3.06%
East West Bank 6187		4.08%	10/05/23	10/05/22	7,140,666	100.00	7,140,666	188	4.16%
Veritex Community Bank 5162		4.87%	01/09/24	01/09/23	3,032,422	100.00	3,032,422	284	4.87%
Veritex Community Bank 5165		4.84%	01/23/24	01/23/23	7,062,191	100.00	7,062,191	298	4.84%
American Nat'l Bank & Trust 7350		4.25%	03/07/24	10/07/22	5,088,531	100.00	5,088,531	342	4.33%
American Nat'l Bank & Trust 7787		4.50%	07/24/24	01/24/23	6,043,723	100.00	6,043,723	481	4.59%
					<u>\$ 103,029,321</u>		<u>\$ 103,029,321</u>	<u>100</u>	<u>4.44%</u>
								(1)	(2)

(1) **Weighted average life** - For purposes of calculating weighted average life, pool investments are assumed to have a one day maturity.

(2) **Weighted average yield to maturity** - The weighted average yield to maturity is based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered.

Book & Market Value Comparison

Issuer/Description	Yield	Maturity Date	Book Value 12/31/22	Increases	Decreases	Book Value 03/31/23	Market Value 12/31/22	Change in Market Value	Market Value 03/31/23
<u>Checking Accounts</u>									
American Nat'l Bank of Texas	0.00%	04/01/23	\$ 12,954,165	\$ —	\$(10,541,685)	\$ 2,412,480	\$ 12,954,165	\$(10,541,685)	\$ 2,412,480
<u>Money Market Accounts</u>									
American Nat'l Bank of Texas	3.92%	04/01/23	7,356,639	—	(3,927,410)	3,429,229	7,356,639	(3,927,410)	3,429,229
NexBank	5.00%	04/01/23	101,667	—	(101,667)	—	101,667	(101,667)	—
NexBank IntraFi	5.00%	04/01/23	31,502,191	10,576,223	—	42,078,415	31,502,191	10,576,223	42,078,415
Texas Bank	5.00%	04/01/23	10,068,885	116,931	—	10,185,816	10,068,885	116,931	10,185,816
<u>Local Government Investment Pools</u>									
TexPool	4.61%	04/01/23	3,211,976	35,371	—	3,247,347	3,211,976	35,371	3,247,347
<u>Certificates of Deposit</u>									
Citizens Bank 5723	0.65%	01/07/23	1,012,957	—	(1,012,957)	—	1,012,957	(1,012,957)	—
Citizens Bank 5733	0.65%	01/07/23	1,012,957	—	(1,012,957)	—	1,012,957	(1,012,957)	—
Citizens Bank 5743	0.65%	01/07/23	1,012,957	—	(1,012,957)	—	1,012,957	(1,012,957)	—
East West Bank 0174	0.48%	01/23/23	2,009,095	—	(2,009,095)	—	2,009,095	(2,009,095)	—
East West Bank 0553	0.48%	01/23/23	2,009,095	—	(2,009,095)	—	2,009,095	(2,009,095)	—
East West Bank 6002	0.48%	01/23/23	2,009,095	—	(2,009,095)	—	2,009,095	(2,009,095)	—
East West Bank 6607	0.48%	01/23/23	2,009,095	—	(2,009,095)	—	2,009,095	(2,009,095)	—
East West Bank 8172	2.87%	06/30/23	5,073,262	36,028	—	5,109,289	5,073,262	36,028	5,109,289
East West Bank 7048	3.15%	07/01/23	2,027,632	15,810	—	2,043,441	2,027,632	15,810	2,043,441
Citizens Bank 5763	2.75%	07/07/23	1,023,237	6,847	—	1,030,084	1,023,237	6,847	1,030,084
Citizens Bank 5773	2.75%	07/07/23	1,023,237	6,847	—	1,030,084	1,023,237	6,847	1,030,084
Citizens Bank 5783	2.75%	07/07/23	1,023,237	6,847	—	1,030,084	1,023,237	6,847	1,030,084
East West Bank 0043	3.06%	07/13/23	3,042,854	22,667	—	3,065,521	3,042,854	22,667	3,065,521
East West Bank 6187	4.16%	10/05/23	7,069,193	71,473	—	7,140,666	7,069,193	71,473	7,140,666
Veritex Community Bank 5162	4.87%	01/09/24	—	3,032,422	—	3,032,422	—	3,032,422	3,032,422
Veritex Community Bank 5165	4.84%	01/23/24	—	7,062,191	—	7,062,191	—	7,062,191	7,062,191
American Nat'l Bank & Trust 7350	4.33%	03/07/24	5,035,577	52,954	—	5,088,531	5,035,577	52,954	5,088,531
American Nat'l Bank & Trust 7787	4.59%	07/24/24	—	6,043,723	—	6,043,723	—	6,043,723	6,043,723
TOTAL / AVERAGE	4.44%		\$ 101,588,996	\$ 27,086,334	\$(25,646,009)	\$ 103,029,321	\$ 101,588,996	\$ 1,440,325	\$ 103,029,321



FUND EQUITY IN POOLED CASH AND INVESTMENT

FUND	FUND NAME	12/31/2022	3/31/2023	Percent	Quarterly Change
01	General Fund	\$ 20,400,163	\$ 23,614,246	22.93%	\$ 3,214,083
02	Utility Fund	21,842,692	\$ 21,130,003	20.52%	(712,690)
03	Debt Service	4,725,983	\$ 2,546,411	2.47%	(2,179,572)
04	Capital Projects	12,712,928	\$ 12,117,571	11.76%	(595,358)
05	Special Revenue Fund	954,781	\$ 743,993	0.72%	(210,788)
06	Sachse Economic Development (EDC)	3,955,552	\$ 4,279,504	4.15%	323,952
09	PGBT Reinvestment Zone TIF Fund	32,097	\$ 31,828	0.03%	(269)
10	Impact Fees	7,917,108	\$ 8,151,124	7.91%	234,015
11	Street Maintenance	1,464,957	\$ 1,672,184	1.62%	207,228
12	Vehicle Equipment Replacement Fund (VERF)	1,766,300	\$ 2,343,539	2.27%	577,239
13	Sachse Municipal Development District (MDD)	(76,155)	\$ 114,561	0.11%	190,717
14	TIRZ #2 Station	137,227	\$ 138,004	0.13%	777
15	Health Insurance	1,170,409	\$ 1,478,221	1.43%	307,812
16	Station O&M PID	29,931	\$ 27,707	0.03%	(2,224)
17	American Rescue Plan Act (ARPA)	6,516,415	\$ 6,501,177	6.31%	(15,239)
18	Hotel Occupancy Tax	15,682	\$ 19,976	0.02%	4,294
21	2022 Bond Construction Fund	18,022,926	\$ 18,119,274	17.59%	96,348
TOTAL POOLED CASH AND INVESTMENTS		\$ 101,588,996	\$ 103,029,321	100.00%	\$ 1,440,325

Notes:

Consistent with City policy, investment activity is attributed to all of the City's accounting funds collectively and on a proportional basis to each fund's total cash balance.

The City does not carry any security instrument (investment type) on its books that is traded on the open market; therefore, all investments are listed at 100% of market value.

It is the strategy of the Finance Department to maintain a high percentage of its idle funds invested in safe and secure investment securities and pooled investment types in accordance with the Public Funds Investment Act.

The City's investments are liquid and have same day access. The City's funds are swept into the above accounts and are withdrawn as needed for operational cash flow requirements.

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 member of the public so requests.

Subject	5. Authorize the City Manager to execute and award the bid for the construction of drainage and erosion control improvements for the Third Garland Connection Creek Stabilization project between the City of Sachse and Solid Bridge Construction in the amount of \$1,612,625.
Meeting	Jun 5, 2023 - City Council Meeting
Access	Public
Type	Action (Consent)
Preferred Date	Jun 05, 2023
Fiscal Impact	Yes
Dollar Amount	\$1,612,625.00
Budgeted	Yes
Budget Source	Utility Fund
Recommended Action	Authorize the City Manager to execute and award the bid for the construction of drainage and erosion control improvements for the Third Garland Connection Creek Stabilization project between the City of Sachse and Solid Bridge Construction in the amount of \$1,612,625.
Goals	Be a model of financial stewardship through growth management, responsible investment, and financial transparency. Strategically invest in the City's existing and future infrastructure.

BACKGROUND

The existing 30" sanitary sewer line was installed in 2015. This is the third location where the Sachse sewer lines connect to the City of Garland sewer system. During major storm events, Rowlett Creek overtops the creek bank and floods the area surrounding the 30" sewer line. The excessive erosion has caused several locations of the sewer line to be exposed and could potentially cause a failure if not addressed.

OVERVIEW

Sealed bids were received and opened by the City of Sachse for the Third Garland Connection Creek Stabilization project on Thursday, March 30, 2023, at 2:00 p.m. The project was advertised in the Sachse News and on-line on Civcast.com; a total of four (4) bids were received.

The apparent low bid was submitted by Solid Bridge Construction. Based on the evaluation of their bid and references, Solid Bridge Construction is considered capable of performing the proposed work in the contract documents. Therefore, based on our review of the bids, staff recommends Solid Bridge Construction for an award in the amount of \$1,612,625 (total bid and selected alternatives) for the Third Garland Connection Creek Stabilization project, D-22-02. The bid amount exceeds the original \$1,575,000 project budget by \$37,625. Staff will return to Council before the end of the fiscal year with a CIP project amendment for the cost increase.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item. This project (D-22-02) was approved by the City Council as part of the 2021/22 and 2022/23 adopted budgets and will be funded from the Utility Fund.

RECOMMENDATION

Authorize the City Manager to execute and award the bid for the construction of drainage and erosion control improvements for the Third Garland Connection Creek Stabilization project between the City of Sachse and Solid Bridge Construction in the amount of \$1,612,625.

File Attachments

[D5.1 Presentation Third Garland Drainage and Erosion Control Construction.pdf \(585 KB\)](#)

[D5.2 Recommendation of Award Third Garland Connection Creek Stabilization Project May 11 2023.pdf \(114 KB\)](#)

[D5.3 Bid Tab - TGCCSP.pdf \(299 KB\)](#)

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.

Third Garland Creek Stabilization Project - Construction Award

City Council
June 5, 2023



Overview

- Site Location
- Background
- Staff Recommendation
- Next Steps



Site Location



Site Location



Background

- The existing 30” sanitary sewer line was installed in 2015. This is the third location where the Sachse Sewer lines connect to the City of Garland Sewer System.
- During major storm events Rowlett Creek overtops the creek bank and floods the area surrounding the 30” sewer line.
- The excessive erosion has caused several locations of the sewer line to be exposed and could potentially cause a failure if not addressed.
- This project will provide construction plans and alternatives to address the erosion and help stabilize the pipe from failure.



Staff Recommendation

- The project was advertised in the Sachse News and online via Civicast.com, a total of four (4) bids were received.
- Authorize the City Manager to execute and award the bid for the construction of drainage and erosion control improvements for the Third Garland Creek Stabilization project, D-22-02, between the City of Sachse and Solid Bridge Construction in the amount of \$1,612,625.

Next Steps

- Original budget of \$1.5M
- Staff will propose a budget amendment within this year's CIP Budget
- This contract will be funded from the Utility Fund. Sufficient funds exist to cover the original project and increase costs
- Construction will begin in June 2023



May 11, 2023

Corey Nesbit, P.E.
Director of CIP and Public Works
3815-B Sachse Road
Sachse, Texas 75048

Re: Recommendation of Award
Third Garland Connection, Creek Stabilization Project
To Serve
City of Sachse
Dallas County, Texas
LJA Job No. NTP853C-0217

Dear Mr. Nesbit,

On March 30, 2023, four bids were received for the referenced project. After review of the bids received, we recommend that the project be awarded to Solid Bridge Construction, LLC, for the Total Amount Bid of \$1,612,625.00 for the combination of the Base Bid and Bid Alternates 3, 5, 6, and 9. Construction time will be 180/195 calendar days from the Notice to Proceed date.

The apparent low bidder, Hutchinson Construction, LLC was disqualified due to mistakes in their bid. Hutchinson Construction, LLC confirmed that they would not be able to maintain their original bid based on the items the City of Sachse is going to award, so the second lowest bidder, Solid Bridge Construction, LLC is recommended.

Enclosed is a copy of the bid tabulation. Please call me at 214.620.2785 if you have any questions regarding the bid.

Sincerely,



Meredith McCall, P.E.
Senior Project Manager

MGM/DKW

Enclosure

BID TABULATION FOR:

BID OPENING DATE:
BID OPENING LOCATION:
TABULATION BY:
TABULATION DATE:
LJA JOB NO.

CONSTRUCTION OF THE THIRD GARLAND CONNECTION CREEK STABILIZATION PROJECT
TO SERVE
THE CITY OF SACHSE
DALLAS COUNTY
THURSDAY, MARCH 30, 2023
LJA ENGINEERING, INC.
D.WENDLING
APRIL 3, 2023
NTP853C-0217

	TOTAL BASE BID	TOTAL ALTERNATE BID AMOUNT	TOTAL BASE AND ALTERNATE BID AMOUNT	CALENDAR DAYS
BIDDER'S NAME	AMOUNT			
HUTCHINSON CONSTRUCTION	\$625,404.11	\$2,366,818.46	\$2,992,222.57	180 / 195
REBCON INC.	\$1,173,600.00	\$4,463,488.00	\$5,637,088.00	180 / 195
RUMSEY CONSTRUCTION	\$1,335,200.00	\$5,325,419.00	\$6,660,619.00	180 / 195
SOLID BRIDGE CONSTRUCTION	\$1,030,645.00	\$2,978,284.00	\$4,008,929.00	180 / 195



I, Dallas K. Wendling, P.E., hereby certify these bid tabulations to be true and correct.

BID TABULATION FOR:				CONSTRUCTION OF THE THIRD GARLAND CONNECTION CREEK STABILIZATION PROJECT TO SERVE THE CITY OF SACHSE DALLAS COUNTY THURSDAY, MARCH 30, 2023 LJA ENGINEERING, INC. D.WENDLING APRIL 3, 2023 NTP853C-0217							
BID OPENING DATE:											
BID OPENING LOCATION:											
TABULATION BY:											
TABULATION DATE:											
LJA JOB NO.											
				1) REBCON, INC.		2) SOLID BRIDGE CONSTRUCTION		3) RUMSEY CONSTRUCTION, INC.		4) HUTCHINSON CONSTRUCTION	
ITEM	DESCRIPTION	UNIT	QTY	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST
THIRD GARLAND CONNECTION CREEK STABILIZATION PROJECT											
	1. MOBILIZATION, INSURANCE, AND BONDS	LS	1	\$70,000.00	\$70,000.00	\$72,000.00	\$72,000.00	\$95,000.00	\$95,000.00	\$91,911.00	\$91,911.00
	2. FURNISH AND INSTALL PZ-27 SHEET PILING COMPLETE AND IN PLACE (440 LF, 220 LF EACH SIDE OF PIPE	SF	8800	\$88.50	\$778,800.00						
	3. COMPACTED IMPORTED BACKFILL FOR GRADING AND PIPE BACKFILL	CY	1500	\$75.00	\$112,500.00	\$32.00	\$48,000.00	\$85.00	\$127,500.00	\$22.09	\$33,135.00
	4. FLOWABLE FILL, COMPLETE AND IN PLACE	CY	215	\$430.00	\$92,450.00	\$415.00	\$89,225.00	\$315.00	\$67,725.00	\$219.18	\$47,123.70
	5. EVENLY SPACED PIPE ANCHORS (LOAD CAPACITY MIN 9,500 LBS), COMPLETE AND IN PLACE	EA	12	\$1,200.00	\$14,400.00						
	6. CLAY CAP, COMPLETE AND IN PLACE	CY	205	\$90.00	\$18,450.00	\$44.00	\$9,020.00	\$95.00	\$19,475.00	\$52.69	\$10,801.45
	7. REALIGNMENT OF SANITARY SEWER	LS	1	\$80,000.00	\$80,000.00	\$42,000.00	\$42,000.00	\$195,000.00	\$195,000.00	\$4,353.00	\$4,353.00
	8. CONSTRUCTION ENTRANCE/EXIT	LS	1	\$7,000.00	\$7,000.00	\$18,000.00	\$18,000.00	\$5,440.00	\$5,440.00	\$8,149.00	\$8,149.00
SUBTOTAL THIRD GARLAND CONNECTION CREEK STABILIZATION PROJECT					\$1,173,600.00		\$1,030,645.00		\$1,335,200.00		\$625,404.11
BID ALTERNATE 1											
	1A CONTECH 2-FOOT A-JACKS, INCLUDING ALL REQUIRED ARMORING, ANCHORING, GEOMEMBRANE LINING, SEEDING, AND EROSION CONTROL FOR A COMPLETE AND IN PLACE SYSTEM. ANY BELOW GRADE MATERIAL, INCLUDING ANCHORING AND ARMORING, SHALL BE SUBSIDIARY TO THIS BID ITEM	SY	3000	\$476.00	\$1,428,000.00	\$378.00	\$1,134,000.00	\$626.00	\$1,878,000.00	\$330.47	\$991,410.00
	2A CONTECH ARMORFLEX 40 ARTICULATED CONCRETE BLOCK, INCLUDING ALL REQUIRED ARMORING, ANCHORING, GEOMEMBRANE LINING, SEEDING, AND EROSION CONTROL FOR A COMPLETE AND IN PLACE SYSTEM. ANY BELOW GRADE MATERIAL, INCLUDING ANCHORING AND ARMORING, SHALL BE SUBSIDIARY TO THIS BID ITEM	SY	700	\$333.00	\$233,100.00	\$104.00	\$72,800.00	\$205.00	\$143,500.00	\$82.86	\$58,002.00
SUBTOTAL BID ALTERNATE 1 ITEMS					\$1,661,100.00		\$1,206,800.00		\$2,021,500.00		\$1,049,412.00
BID ALTERNATE 2											
	1B FLEXAMAT PLUS VEGETATIVE CONCRETE MAT, INCLUDING ALL REQUIRED ARMORING, ANCHORING, GEOMEMBRANE LINING, SEEDING, AND EROSION CONTROL FOR A COMPLETE AND IN PLACE SYSTEM. ANY BELOW GRADE MATERIAL, INCLUDING ANCHORING AND ARMORING, SHALL BE SUBSIDIARY TO THIS BID ITEM	SY	3700	\$84.20	\$311,540.00	\$62.00	\$229,400.00	\$200.00	\$740,000.00	\$49.38	\$182,706.00
SUBTOTAL BID ALTERNATE 2 ITEMS					\$311,540.00		\$229,400.00		\$740,000.00		\$182,706.00
BID ALTERNATE 3											
	1C HYDROTURF CS SYSTEM (TURF TYPE 2) WITH 40 MIL SUPER GRIPNET (SGN) GEOMEMBRANE, INCLUDING ALL REQUIRED ARMORING, ANCHORING, GEOMEMBRANE LINING, SEEDING, AND EROSION CONTROL FOR A COMPLETE AND IN PLACE SYSTEM. ANY BELOW GRADE MATERIAL, INCLUDING ANCHORING AND ARMORING, SHALL BE SUBSIDIARY TO THIS BID ITEM	SY	3700	\$161.90	\$599,030.00	\$132.00	\$488,400.00	\$165.00	\$610,500.00	\$81.23	\$300,551.00
SUBTOTAL BID ALTERNATE 3 ITEMS					\$599,030.00		\$488,400.00		\$610,500.00		\$300,551.00
BID ALTERNATE 4											
	1D SHORETEC EPEC SD 900 OCT SYSTEM, INCLUDING ALL REQUIRED ARMORING, ANCHORING, GEOMEMBRANE LINING, SEEDING, AND EROSION CONTROL FOR A COMPLETE AND IN PLACE SYSTEM. ANY BELOW GRADE MATERIAL, INCLUDING ANCHORING AND ARMORING, SHALL BE SUBSIDIARY TO THIS BID ITEM	SY	3700	\$362.00	\$1,339,400.00	\$214.00	\$791,800.00	\$340.00	\$1,258,000.00	\$193.57	\$716,209.00
SUBTOTAL BID ALTERNATE 4 ITEMS					\$1,339,400.00		\$791,800.00		\$1,258,000.00		\$716,209.00
BID ALTERNATE 5											
	1E CFRP EXTERNAL WRAPPING FOR AERIAL CROSSING	LF	100	\$3,850.00	\$385,000.00	\$735.00	\$73,500.00	\$4,700.00	\$470,000.00	\$146.70	\$14,670.00
SUBTOTAL BID ALTERNATE 5 ITEMS					\$385,000.00		\$73,500.00		\$470,000.00		\$14,670.00
BID ALTERNATE 6											
	1F SIGNAGE AND TRAFFIC CONTROL	LS	1	\$3,775.00	\$3,775.00	\$12,000.00	\$12,000.00	\$10,875.00	\$10,875.00	\$5,500.00	\$5,500.00
SUBTOTAL BID ALTERNATE 6 ITEMS					\$3,775.00		\$12,000.00		\$10,875.00		\$5,500.00
BID ALTERNATE 7											
	1G REMOVAL OF DEBRIS AT AERIAL CROSSING	LS	1	\$50,100.00	\$50,100.00	\$75,000.00	\$75,000.00	\$72,500.00	\$72,500.00	\$16,310.00	\$16,310.00
SUBTOTAL BID ALTERNATE 7 ITEMS					\$50,100.00		\$75,000.00		\$72,500.00		\$16,310.00
BID ALTERNATE 8											
	1H ADDITIONAL CONTECH A-JACKS, GEOTEXTILE, AND EROSION CONTROL, COMPLETE AND IN PLACE	SY	214	\$515.00	\$110,210.00	\$436.00	\$93,304.00	\$626.00	\$133,964.00	\$359.89	\$77,016.46
SUBTOTAL BID ALTERNATE 8 ITEMS					\$110,210.00		\$93,304.00		\$133,964.00		\$77,016.46
BID ALTERNATE 9											
	1I SILT FENCE	LF	1010	\$3.30	\$3,333.00	\$8.00	\$8,080.00	\$8.00	\$8,080.00	\$4.40	\$4,444.00
SUBTOTAL BID ALTERNATE 9 ITEMS					\$3,333.00		\$8,080.00		\$8,080.00		\$4,444.00
TOTAL AMOUNT BASE BID					\$1,173,600.00		\$1,030,645.00		\$1,335,200.00		\$625,404.11
SUBTOTAL BID ALTERNATE ITEMS					\$4,463,488.00		\$2,978,284.00		\$5,325,419.00		\$2,366,818.46
TOTAL AMOUNT BASE BID WITH ALTERNATE I ITEMS					\$5,637,088.00		\$4,008,929.00		\$6,660,619.00		\$2,992,222.57

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 member of the public so requests.

Subject	6. Approve a Memorandum of Understanding (MOU) between the City of Sachse, City of Wylie, and City of Murphy for the Maxwell Creek Trail Connection Project.
Meeting	Jun 5, 2023 - City Council Meeting
Access	Public
Type	Action (Consent)
Recommended Action	Approve a Memorandum of Understanding (MOU) between the City of Sachse, City of Wylie, and City of Murphy for the Maxwell Creek Trail Connection Project.
Goals	Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse. Provide excellent government services to Sachse citizens.

BACKGROUND

The City of Sachse is proposing a trail over the closed Maxwell Creek Landfill located off Woodbridge Parkway. The goal for this project is to create a comprehensive regional trail system in this portion of Collin County by creating a new link to connect existing trails. Currently, connectivity to an existing trail in the City of Wylie is impossible because of the barrier created by the closed and inactive Maxwell Creek Landfill.

With this project, the cities of Murphy, Sachse, and Wylie seek to resolve that issue by partnering with the North Texas Municipal Water District to create a new connection across the top of the Maxwell Creek Landfill. In doing so, trail users will have access to full connectivity of trails in the northeastern portion of the Metroplex.

OVERVIEW

The cities of Murphy, Sachse, and Wylie have agreed to the following Memorandum of Understanding (MOU) to partner together for the Maxwell Creek Trail Connection Project. The City of Wylie approved the MOU at their City Council meeting on May 30, 2023.

POLICY CONSIDERATIONS

The MOU will serve as the policy document regarding this partnership. Staff will return to Council with budget impacts prior to the start of the project.

RECOMMENDATION

Approve a Memorandum of Understanding (MOU) between the City of Sachse, City of Wylie, and City of Murphy for the Maxwell Creek Trail Connection Project.

File Attachments

[D6 Maxwell Creek Trail Connection MOU.pdf \(373 KB\)](#)

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.

STATE OF TEXAS

§

§

MEMORANDUM OF UNDERSTANDING

COUNTY OF COLLIN

§

This Memorandum of Understanding (“MOU”) is made by and between the Cities of Sachse, Texas (“Sachse”); Wylie, Texas (“Wylie”); and, Murphy, Texas (“Murphy”), (collectively, the “Parties”), acting by and through their authorized representatives.

WHEREAS, the Parties desire to create a comprehensive regional trail system located in Collin County, Texas, by creating a new link between existing trails which shall be known as the Maxwell Creek Trail (“Trail”), as depicted in Exhibit “A” attached hereto; and

WHEREAS, the Trail currently begins at Breckenridge Park located in Richardson, Texas, then joins an existing easement trail in Murphy;

WHEREAS, connectivity to an existing trail in Wylie is not possible because of the barrier created by the closed Maxwell Creek Landfill; and

WHEREAS, the Parties seek to resolve the connectivity issue by partnering with the North Texas Municipal Water District (“NTMWD”) to create a new connection across the Maxwell Creek Landfill to provide trail users with full connectivity of trails in the northeastern portion of the Metroplex;

NOW THEREFORE, in exchange for the mutual covenants set forth herein and other valuable consideration, the sufficiency and receipt of which is hereby acknowledged, the Parties agree as follows:

1. Sachse’s Responsibilities. Subject to available funding, Sachse shall be responsible for the design and construction of the Trail over the closed Maxwell Creek Landfill with the connection being at McCreary Road and Woodbridge Parkway. NTMWD has granted Sachse full permission to use the Maxwell Creek Landfill for the Trail.
2. Murphy’s Responsibilities. Subject to available funding, Murphy shall be responsible for the design and construction for that portion of the Trail connecting with the Oncor easement located within Murphy’s city limits that crosses 5 Maxwell Creek Road then connects to McCreary Road.
3. Wylie’s Responsibilities. Subject to available funding, Wylie shall be responsible for the design and construction of that portion of the Trail connecting from Woodbridge Parkway to Hensley Lane leading to Founders Park.
4. Administrative Costs. The Parties desire to share the administrative costs incurred for the Maxwell Creek Trail project equally.

5. Miscellaneous.

5.1 This MOU constitutes the sole and only agreement between the Parties and supersedes any prior understandings, written or oral agreements between the Parties, with respect to this subject matter.

5.2 This MOU may be amended by mutual written agreement of the Parties.

5.3 Each Party shall designate a representative to act on their behalf to negotiate or mediate any grievances that may arise between the Parties.

(signature page to follow)

EXECUTED this _____ day of _____, 2023.

City of Sachse, Texas

By: _____
Gina Nash, City Manager

EXECUTED this _____ day of _____, 2023.

City of Wylie, Texas

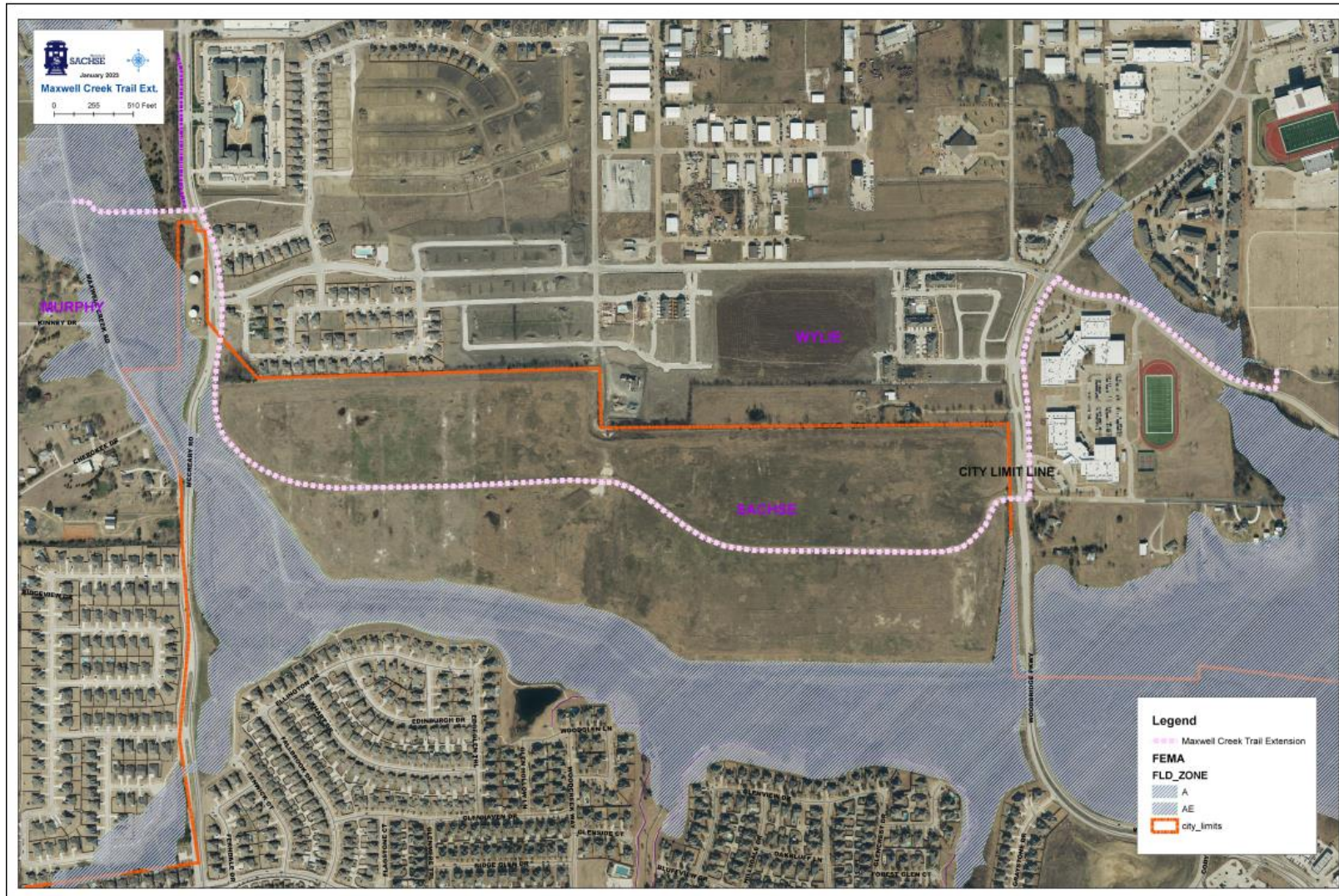
By: _____
Brent Parker, City Manager

EXECUTED this _____ day of _____, 2023.

City of Murphy, Texas

By: _____
Mike Castro, City Manager

EXHIBIT "A" Trail Depiction



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 member of the public so requests.

Subject	7. Approve a resolution authorizing the submittal of an application for a TxDOT Grant for the purpose of the Maxwell Creek Landfill Trail Connection.
Meeting	Jun 5, 2023 - City Council Meeting
Access	Public
Type	Action (Consent)
Recommended Action	Approve a resolution authorizing the submittal of an application for a TxDOT Grant for the purpose of the Maxwell Creek Landfill Trail Connection.
Goals	Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse. Provide excellent government services to Sachse citizens.

BACKGROUND

The City of Sachse is proposing a trail over the closed Maxwell Creek Landfill located off Woodbridge Parkway. The goal for this project is to create a comprehensive regional trail system in this portion of Collin County by creating a new link to connect existing trails. Currently, connectivity to an existing trail in the City of Wylie is impossible because of the barrier created by the closed and inactive Maxwell Creek Landfill.

With this project, the cities of Murphy, Sachse, and Wylie seek to resolve that issue by partnering with the North Texas Municipal Water District to create a new connection across the top of the Maxwell Creek Landfill. In doing so, trail users will have access to full connectivity of trails in the northeastern portion of the Metroplex.

OVERVIEW

Staff worked on putting together the application that will be submitted to TxDOT for this grant. This project is a partnership between the cities of Sachse, Wylie, Murphy, and NTMWD.

This resolution is a required component of the grant application. The grant request is for \$2,713,688. Should the grant application be awarded, Federal grant funds would be utilized for:

- Construction of a low water crossing from Maxwell Creek Trail within the City of Murphy to McCreary Road
- A fenced gravel trail along the closed Maxwell Creek Landfill within the City of Sachse
- A concrete sidewalk along Woodbridge Parkway and Hensley Lane to Founder's Park within the City of Wylie

POLICY CONSIDERATIONS

Should the grant application be awarded, future agenda items regarding an Interlocal Agreement with TxDOT 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 TxDOT Grant for the purpose of the Maxwell Creek Landfill Trail Connection.

File Attachments

[D7.1 Resolution of Support Maxwell Creek Trail.pdf \(121 KB\)](#)

[D7.2 Application L 3 DAL Sachse-1 Maxwell Creek Trail.pdf \(15,604 KB\)](#)

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.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS, SUPPORTING THE SUBMITTAL OF THE GRANT APPLICATION TO THE TEXAS DEPARTMENT OF TRANSPORTATION'S 2023 TRANSPORTATION ALTERNATIVES SET-ASIDE (TA) CALL FOR PROJECTS FOR THE DEVELOPMENT OF THE MAXWELL CREEK TRAIL CONNECTION.

WHEREAS, the Texas Department of Transportation issued a call for projects in December 2022 for communities to apply for funding assistance through the Transportation Alternatives Set-Aside (TA) Program; and

WHEREAS, the TA funds may be used for development of preliminary engineering (plans, specifications, and estimates and environmental documentation) and construction of pedestrian and/or bicycle infrastructure. The TA funds require a local match, comprised of cash or Transportation Development Credits (TDCs), if eligible. The City of Sachse would be responsible for all non-reimbursable costs and 100% of overruns, if any, for TA funds; and

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

SECTION 1. The City of Sachse supports funding this project as described in the 2023 TA Detailed Application (including the preliminary engineering budget, if any, construction budget, the department's direct state cost for oversight, and the required local match, if any) and is willing to commit to the project's development, implementation, construction, maintenance, management, and financing. The City of Sachse is willing and able to enter into an agreement with the department by resolution or ordinance, should the project be selected for funding.

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 5th day of June, 2023.

CITY OF SACHSE, TEXAS

Jeff Bickerstaff, Mayor

ATTEST:

Leah K Granger, City Secretary

Detailed Application

Additional program information can be found in TxDOT's 2023 TA Call for Projects Program Guide
<https://www.txdot.gov/business/grants-and-funding/bicycle-pedestrian-local-federal-funding-programs.html>
NOTE: All attachments must be submitted in letter-sized (8.5" x 11") format.

APPLICATION INFORMATION

1. Project Sponsor Name (Only one entity can act as project sponsor)

City of Sachse

2. Jurisdiction Population ("https://data.census.gov/")

27,103

3. Type of Organization/Agency/Authority

Local Government

4. Project Sponsor Contact Information (Authorized representative)

Contact Person:	Amanda Chi
Mailing Address:	3815-B Sachse Road
Mailing City:	Sachse
Zip Code:	75048
Contact's Phone:	469-429-4783
Email:	achi@cityofsachse.com
Title:	Assistant to the City Manager
Website:	www.cityofsachse.com
Physical City:	Sachse
Zip Code:	75048
Entity's main phone	972-495-1212
Physical Address:	3815 Sachse Road

Other partnering governments/ project sponsors:

City of Murphy, City of Wylie, North Texas Municipal Water District

PROJECT CATEGORY

5. Select the project categories sought based on the determined eligibility from Step 1 of the application process.

Large Scale Active Transportation Infrastructure

PROJECT DESCRIPTION

6. Project Name (Name should fit in space provided)

Maxwell Creek Trail Connection

7. Project Description (Maximum 400 characters)

The goal for this project is to create a comprehensive regional trail system in this portion of Collin County by creating a new link to connect existing trails. This trail syncs up with an existing easement trail in Murphy. Currently, connectivity to an existing trail in Wylie is impossible because of the barrier created by the closed Maxwell Creek Landfill. With this project, the cities of Murphy, Sachse, and Wylie seek to resolve that issue by partnering with NTMWD and create a new connection across the top of the landfill.

Page 1

PROJECT DESCRIPTION**8. Project Location Information**

TxTODOT District	Dallas
Texas County	Collin

9. Metropolitan Planning Organization (MPO)

a. Is any part of the project located within MPO boundaries?

Yes

b. If yes, please specify which MPO

Dallas-Fort Worth MPO (NCTCOG) (TMA)

c. MPO Transportation Improvement Program (TIP) Inclusion Letter (if applicable)

If this project is located within the boundaries of an MPO, include a letter from the MPO to the project sponsor indicating their willingness to include the project in the local TIP either as a grouped or individually listed project, if funded. **Label attachment as J-MPO TIP Letter.**

10. Transportation Alternatives (TA) and Safe Routes to School (SRTS)

a. Does this project connect children to schools or school related activities, or part of a Safe Routes to School plan or Program?

Yes

b. Has the project or a substantially similar project been submitted under a prior TxDOT TA or SRTS Call for Projects? Please select the latest program call submission.

No prior submittal

c. Has the project been awarded funds under a prior TxDOT TA or SRTS Call for Projects? Please select the call it was awarded funds.

No prior submittal

11. Detailed Project location

a. Provide a Google map link: (see Detailed Application Instructions for guidance)

<https://www.google.com/maps/d/u/4/edit?mid=1-SmeQW-wclMC6t1F-MhWi8uSa6zs5UQ&usp=sharing>

b. Project location in relation to roadways:

On/along a non-TxDOT roadway

c. Project location Describe using streetname, adjacent waterway or other identifying landmark

On or adjacent to (*ex main street*)

Maxwell Creek Landfill

From: Maxwell Creek Trail

To: Founders Park

If project involves multiple locations, please provide project limits for the major segment in above blanks. Additionally, please create a complete list of all improvement locations using the descriptive limits and beginning and ending latitude/longitude and label this attachment as: **A-Project Location Information - No more than 2 pages**

PROJECT DETAILS

12. Project Details

Provide a project layout (required) at scale with clearly labeled streets, end points, and all construction locations as an attachment. Additional recommended attachments include typical sections and photographs that describe and provide details about the project. Attachments for this section should be labeled as **B-Project Details** (No more than 15 pages)

If the project plans are 30% or more complete, include only example sheets as attachments and provide a weblink for plan review here:

The construction plans for this project are currently:

Not Started

13. Primary facility

Primary Facility Type:	Shared Use Path
Total length:	86800 feet
Facility Width:	14 feet
Material Depth:	4 inches
Surface type/material:	Crushed Rock

14. Secondary facility

Secondary Facility Type:	Sidewalks
Total length:	593 feet
Facility Width:	8 feet
Material Depth:	6 inches
Surface type/material:	Concrete

Does the project propose lighting adjacent to a roadway within state-maintained right-of-way?
(select)

15. Bridges

Does this project include bridge improvements?

No

Total # of proposed bridges:

0

*Note: If more than one bridge is proposed, identify the bridge with the longest span length in the detailed application and identify additional bridges in **Attachment B**.*

Structural Materials (Deck/ Beams):	(select)
Bridge Construction:	(select)
Bridge Length (feet):	
Bridge Width (feet):	
Rail Type:	(select)

SAFETY**16. Identified bicycle and/or pedestrian safety hazards and countermeasures**

Check all of the safety hazards located within the project limits. Next to each checked safety hazard, state the proposed countermeasure(s) addressing the hazard identified. Provide additional information about proposed countermeasures and photos of safety hazards as an attachment: Attachment C. Clearly identify these features on [Map 1-Safety](#) and include [Attachment C](#).

Identified hazards and countermeasures

High roadway speed (45 mph or greater)	
Hazardous intersection/conflict point	
Uncontrolled intersection/crossing	
Lack of bike/ped infrastructure	Risk , countermeasures include improved and added concrete sidewalks for pedestrians that travel in the area.
High motor vehicle traffic volume	
On-street parking	
Wide roadway crossing (4 or more lanes)	
Lack of lighting	
other: Landfill trail fencing	Risk, countermeasures include fencing allows safe crossing to continue on the trail

17. Bicycle and/or pedestrian infrastructure elements

Which of the following features are part of the proposed project? Check all that apply. Clearly identify these features on: [Map 1-Safety](#)

Identified features

closes a gap in bicycle or pedestrian network,

TxDOT is interested in projects that respond to documented safety issues. TxDOT will analyze crash records to determine the documented bicycle and/or pedestrian crash count and rate in proximity to the proposed project.

CONNECTIVITY AND ACCESSIBILITY

18. Connection to multimodal transportation

Transit: Does the project support multi-modal transportation by providing access to a rail station, streetcar, and/or a bus stop?

(select)

Bike: Does the project connect to existing or planned bicycle facilities? Please check the facilities to which this project would connect. Clearly label on [Map 2-Connectivity](#). Project connects to:

(select)

Pedestrian: Does the project connect to existing or planned pedestrian facilities? Please check the facilities to which this project would connect. Clearly label on [Map 2-Connectivity](#). Project connects to:

(select)

19. Connectivity to Destination

Does the project provide bicycle and pedestrian access to major destinations immediately surrounding the project area that are likely to attract bicycling or walking trips? Please check destinations below. Clearly label on [Map 2-Connectivity](#) and include in [attachment D-Connectivity](#)

The proposed project connects to the following destinations

School, Park, Neighborhood,

20. Barrier Elimination

Does the project eliminate an existing barrier to travel and provide safe crossing of that barrier by individuals with disabilities, pedestrians, bicyclists, and other non-drivers of all ages and abilities? Indicate the number of barriers below by clicking up/down. Clearly label on [Map 2-Connectivity](#)

ADA barriers*	0
Four lanes or larger roadways	0
Waterbody(ies)	0
Railroads	0
Other:	0

*For ADA barriers only count each type of ADA barrier that is being eliminated. For example, if your project includes curb ramps that would count as one barrier, and accessible pedestrian signals would count as another barrier.

21. Long-distance bicycle route and tourism

Does the project implement a segment or locally favored alternative on the Bicycle Tourism Trail Example Network, improve non-motorized connections between population centers, and/or extend or develop other regional nonmotorized route for tourism? Label attachments to support your answer as [E- Long Distance Bicycle Routes](#).

(Select)

Projects that add new off-street bicycle or pedestrian facilities along independent rights-of-way, such as creeks, railroads, or utility corridors, may have different benefits or impacts than projects following the alignment of existing roadways. TxDOT will review the response to question 7 to determine whether the project is proposed on independent right-of-way.

TxDOT is interested in projects that improve access to higher density residential and/or employment centers. TxDOT will analyze US Census data to determine whether projects are located in areas with higher residential and employment density. (Small Urban only)

GEOGRAPHIC EQUITY

TxDOT is interested in how the project improves access to everyday destinations for underserved communities. TxDOT will analyze census data to determine if the project will improve access for seniors, individuals with disabilities, racial or ethnic minorities, people without private vehicles, or low-income communities.

COMMUNITY SUPPORT AND PLANNING

22. Project Sponsor Resolution

An adopted resolution from the project sponsor's governing board is a required attachment to the detailed application. The attachment should be labeled **F- Project Sponsor Resolution**

23. Public Involvement and Support

a. Public outreach events in the last five years which engaged the public on this project should be summarized as a bulleted list or table, then attached with supporting documentation as **G- Public Outreach and Support**.

b. List all collaborating partners and their role in developing/implementing the proposed project.

Sachse, Wylie, and Murphy are responsible for parts of the trail within their City limits. NTMWD is allowing use of

c. Letters of Support.

Public outreach events in the last five years which engaged the public on this project should be summarized as a bulleted list or table, then attached with supporting documentation **G- Public Outreach and Support**.

24. Maintenance and Operation

Name the entity responsible for project maintenance and operation after construction. Attach a letter of commitment if maintenance and operation will be conducted by a third party and label it **H- Maintenance Documentation**.

Sachse, Wylie, and Murphy are responsible for maintenance and operations within their City limits after

25. Planning

a. Projects may be referenced in various planning documents, such as local Bicycle, Pedestrian, Safe Route to School, Corridor, Traffic Safety, Hazardous Route List, or other Transportation Plan (if applicable). Is the proposed project included in a local transportation plan?

No

If yes, please ensure that this plan has been added to the Active Transportation Plan Inventory (ATPI). See this link for more information:

<https://www.txdot.gov/projects/planning/bicycle-pedestrian-planning-designing/plan-inventory-tool.html>

If yes, include as an attachment **ONLY** the cover and pages of the plan referring to this project. Label attachment(s) as **I- Local Planning - No more than 10 pages**.

Insert transportation plan weblink:

b. Transition Plan for ADA Compliance

Is the proposed project included in the project sponsor's Transition Plan for ADA compliance? If yes, include as an attachment only the cover and pages from the plan relevant to this project. Label attachment(s) as **I- Local Planning - No more than 10 pages**.

No

TxDOT will give consideration to small communities (50,000 or less in population) who have limited access to planning resources.

PROJECT COMPLEXITY**26. Environmental Documentation**

a. An environmental document is required for all federally funded transportation projects. Some site characteristics may require additional environmental evaluation. Are there known environmental issues requiring coordination, permitting, or mitigation? See Detailed Application Instructions for more details.

Yes

b. Known historic sites are identified in the Texas Historic Sites (<https://atlas.thc.state.tx.us/>). After reviewing this resource, are there known historic properties near the proposed project requiring coordination?

No

c. If there are known environmental or historic preservation issues, is there an approach to avoid delays in project development?

No

If "Yes" is marked for either 26a, 26b, or 26c, then provide written description of potential coordination, mitigation, and/or permitting actions foreseen for the proposed project. Label attachment(s) as **K- Environmental Documentation** - No more than 10 pages.

27. Property Ownership and Acquisition Information

All proposals must provide documentary evidence of the project sponsor's property rights by title of ownership, lease, or easement for all property within the project limits. Respond to a, b, & c below.

a. Has the property needed for the project already been acquired?

If No - How many parcels will be acquired? Describe in the attachment how the property will be acquired. Include a commitment letter from current owner(s) demonstrating a willingness to transfer the property to project sponsor in accordance with state and federal laws.

N/A

b. Are there any known encroachments? (utilities, fences, adjacent property improvements)

If Yes, identify known encroachments in an attachment.

No

c. If acquired after 1971, was the property acquired in accordance with the Uniform Act?

N/A

Project property acquired after 1971 must have been acquired in accordance with the Uniform Relocation Assistance and Real Property Acquisition Act (Uniform Act). If No, describe briefly when and how the property was acquired in an attachment.

Include details as attachment(s) **L-Property Ownership/Acquisition**

28. Requirements - Signals, Beacons, and School Zones

Projects proposing new traffic control devices including flashing beacons (RRFBs and PHBs) and school zones MUST attach supporting documentation demonstrating these improvements meet warrant/conditions in accordance with the TMUTCD and TxDOT policy. Label attachment(s) **M- Signals, Beacons, and School Zones**.

29. Railroad (RR) Support/Right of Entry Letter (if applicable)

a. Does the project cross RR right-of-way (ROW) or encroach (within 100') or begin/end within 500 feet from an at-grade highway-rail crossing?

No

If yes, the project sponsor must include documentary evidence from the railroad in support of the project and, where appropriate, a willingness by the railroad to enter into an agreement/contract with the local government for project implementation and provisions for right-of-entry for project construction. Where applicable, a cost for railroad work must be included in the budget.

b. If the project encroaches or crosses RR ROW, has coordination with the RR begun?

N/A

c. Does this project include rail banked right-of-way? Label attachment(s) as **N- RR Support/Right-of-Entry Letter** - No more than 10 pages

No

TRANSFORMATIONAL ELEMENTS

For Large Scale Active Transportation Project Category, TxDOT is interested in funding projects that transform their communities. Provide a narrative response to the following six prompts in no more than 5 pages. Attach Label attachment(s) as **Q- Transformational Elements Narrative - No more than 5 pages**

#	Transformational Element Questions
1	Explain how the project addresses a significant barrier for pedestrians and bicyclists? How does the barrier limit bicycle and pedestrian access and how will access improve by addressing the barrier? Does the project close a significant gap, provide new connections, address a deficiency in an active transportation network, or meet an important community need. Will the project result in a convenient and logical route that offers improved access to destinations the community was previously unable to easily reach using non-motorized modes of transportation?
2	Explain how this project will improve bicycle and pedestrian access for historically underserved community residents. If applicable, illustrate and provide documentation on how the project was requested or supported by the underserved community residents with other supporting documentation. If applicable, address any concerns of displacement that may occur as a result of this project.
3	Describe how this project leverages other new or proposed funded projects or other community initiatives that will attribute to the transformative nature of this project? As you address this question, consider how this project relates to a) Transit, b) Land Use, c) The overall non-motorized network, and d) Local policies and/or ordinances.
4	If applicable, describe how this project features significant economic development potential by transforming the non-motorized environment? As you address this question, consider how this project relates to a) Tourism, b) Commercial/Service Centers, c) Employment Centers.
5	Describe any innovative local, regional, or interregional partnerships involved in the development and implementation of this project.
6	Will this project propose any solutions that are new to the region? Are there any innovative elements, smart, or connected technologies included in this project?
LS_7	

PROJECT TIMELINE

Estimate the number of months it will take to complete this project (from planning through construction). Estimate the time required for each activity listed below. Several activities should be accomplished concurrently (such as environmental documentation, PS&E development, railroad coordination, and property acquisition); as a result, the Total Projected Time Estimate will be less than the total of the time estimated for each activity. Refer to the 2023 TA Program Guide for additional guidance. Label attachment(s) as **O-Project Timeline** - No more than 2 pages

Month	Activities
6	Planning Activities (<i>minimum 6 months</i>) (Include the project in the STIP, execute Advance Funding Agreement (AFA) with the department, complete required local government training, assign local government and department roles and responsibilities, etc.)
6	Project Design and Plan Preparation (<i>minimum 6 months</i>). (Solicit, select, negotiate, and execute contract(s) for engineering and environmental services. Develop construction Plans, Specifications, and Estimates (PS&E) to state and federal standards. Include time for review by TxDOT District and Division staff, a registered accessibility specialist, and other agencies as needed.)
9	Environmental Clearance (<i>minimum 6 months</i>) . (Complete the NEPA Scope Development Tool, environmental documentation, and appropriate resource studies; consider environmental mitigation, permits, and review by resource agencies). All documentation and exhibits must meet state and federal standards.
N/A	Row Acquisition (acquisitions should occur after environmental clearance)(Include time for surveying, appraisals, title transfer, etc. Only incidental utility adjustments may be eligible.)
N/A	Railroad coordination (<i>1 to 2 years</i>) . (Include time for railroad owner review of plan documents and execution of railroad agreement.)
3	No
12	Project Construction/Implementation (<i>minimum 12 months</i>) . (Include time for advertising, procurement of construction contractor, contract negotiations, site preparation, construction, inspection, project close-out, etc.)
36	Total Project Development Time Estimate

Reminder: All responses in the Detailed Application MUST be supported by the attachments. Proposed countermeasures and infrastructure elements MUST be specified in the Itemized Budget. Items missing supporting documentation will not be considered during project evaluation.

Detailed Application for TxDOT's 2023 TA Call for Projects

Itemized Construction Cost Estimate (Page 2 of 3)

[illegible]

Detailed Application for TxDOT's 2023 TA Call for Projects

Itemized Construction Cost Estimate (Page 3 of 3)

[illegible]

31. Additional Construction-Related Costs:

Appropriate costs for this section might include: construction engineering and inspection, construction-phase project administration, contract administration, land survey for right of way demarcation, materials testing, permitting, or geotechnical work. Items ineligible for reimbursement include associated with right-of-way acquisition (e.g., appraisal, parcel survey, title transfer) or legal services.

Work Activities	Quantity	Unit	Unit Price	Amount
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
Total:				\$0

32. Preliminary Engineering (PS&E and Environmental) Costs

Identify proposed preliminary engineering costs to be incurred by the project sponsor after project selection and after authorization to proceed.

Label attachment(s) as **P - Preliminary Engineering (PS&E and Environmental) Costs** - No more than 2 pages.

Work Activities	Cost/Value
Permit Modification Level Design	\$7,000
Survey	\$24,500
Local Permit	\$0
TCEQ Permit Modification	\$35,000
Other Agency Coordination	\$1,500
Construction Plans and Bid Package	\$25,000
Construction Management & CQA	\$60,000
Construction Material Testing	\$5,000
Total:	\$158,000

BUDGET SUMMARY

33. Project Budget Summary (many lines automatically populate)

Total Itemized Construction Cost Estimate (topic 30 total, from Budget Page 3)	1.	\$1,919,261
Contingency Costs (line 1 X contingency percentage)	2.	\$191,926
Inflation Adjustment (line 1 X 4% X assumed years until construction)	3.	\$156,612
Total Additional Construction-Related Costs (topic 31 total, from Budget Page 4)	4.	\$0
Total Construction Cost Estimate [Sum of lines 1 through 4]	5.	\$2,267,799
TxDOT Direct State Costs for project oversight (15% of line 1)	6.	\$287,889
Total Preliminary Engineering Cost (topic 32 total, from Budget Page 4)	7.	\$158,000
Total Project Cost Estimate [Sum of lines 5 through 7]	8.	\$2,713,688
Optional Local Match Increase*	20% of line 8	\$542,738
TxDOT Optional Discretionary Funds**	0.0%	-

TDCs: If a project sponsor is eligible to use TDCs, these credits will be applied to the project in lieu of the local match. See Cost Participation Summary below.

***Local Match:** Project sponsors may increase the required Local Match above 20% by adjusting the Local Match percentage in the box above. If the project is eligible for Transportation Development Credits (amount shown in number 9 below), then the federal share will be fixed at 100% federal participation in lieu of local match.

****TxDOT Discretionary Funds:** In a minority of cases, TxDOT Districts may participate financially in projects to reduce the local match. "Optional Local Match Increase" percentage and "TxDOT Optional Discretionary Funds" percentage must total 20%. See Detailed Application Instructions for more information.

Eligibility for Transportation Development Credits

Select Project Sponsor from dropdown. If Project Sponsor is not listed, then it was determined to be ineligible for Transportation Development Credits.

(select) ▼

Eligible Transportation Development Credits **9.** **\$0**

	Participation				
	Percent	Preliminary Engineering Costs	Construction Costs (plus contingency and inflation)	Direct State Costs	Total Project Costs
Federal	80.0%	\$ 126,400	\$ 1,814,239	\$ 230,311	\$ 2,170,950
State	0.0%	\$ -	\$ -	\$ -	\$ -
Local	20.0%	\$ 31,600	\$ 453,560	\$ 57,578	\$ 542,738
Total	100%	\$ 158,000	\$ 2,267,799	\$ 287,889	\$ 2,713,688

COST PARTICIPATION SUMMARY

Total Federal Participation	80.0%	\$2,170,950
Total State Participation	0.0%	\$0
Total Local Participation	20.0%	\$542,738

PROJECT COMMITMENT

The applicant confirms understanding of the following requirements by checking boxes and signing below.

- ☒ This is a reimbursement program. If the project sponsor implements any stage of the project, then they must finance that phase until reimbursement funds are available. Invoices must be submitted with proper documentation on a regular basis (typically monthly, but no less than quarterly).
- ☒ If TxDOT implements any phase of the project on behalf of the project sponsor, then any local match would be due in full to TxDOT prior to commencement of each phase (i.e. preliminary engineering or construction). Project selection does not guarantee that TxDOT will implement a project on behalf of any recipient.
- ☒ Until authorized by TxDOT with a notice to proceed, the project sponsor should not enter into a contract or incur costs for any aspect of the project for which the project sponsor is seeking federal participation. Otherwise, the project sponsor risks incurring costs that will not be reimbursed.
- ☒ The project sponsor understands they are responsible for providing a local match (cash) to cover 20% of the total project cost (including TxDOT Direct State Costs) unless eligible for Transportation Development Credits (TDCs). For project sponsors eligible for TDCs, these credits will be applied as additional federal funds in lieu of local match. Depending on approved local match option, TxDOT will reimburse a portion or all of the total expenses on each invoice submitted with proper documentation of expenses.
- ☒ The project sponsor must be prepared to fund any project costs in excess of the amounts indicated in the budget entered into this detailed application and/or the amount awarded by the commission (i.e., project cost overruns).

Signature

Print Name and Title

Telephone Number

Date

TxDOT District Signature (if applicable)

Print Name and Title

Telephone Number

Date

Refer to TxDOT's 2023 TA Detailed Application Instructions for submittal instructions.

Maxwell Creek Trail Connection

A – Project Location Information

No.	Project Location	From/To	Descriptive Limits	Length (Mile)
1	Maxwell Creek Trail	From To	S Maxwell Creek Road McCreary Road	0.15
2	McCreary Road	From To	McCreary Road Maxwell Creek Landfill	0.35
3	McCreary Road	From To	Maxwell Creek Landfill Hensley Lane	1.00
4	Woodbridge Parkway	From To	Woodbridge Parkway Hensley Lane	0.28
5	Hensley Lane	From To	Hensley Lane Founder's Park	0.70

B – Project Details

The goal for this project is to create a comprehensive regional trail system in this portion of Collin County by creating a new link to connect existing trails. The overall trail begins at Breckenridge Park in the City of Richardson. This trail syncs up with an existing easement trail in the City of Murphy. Currently, connectivity to an existing trail in the City of Wylie is impossible because of the barrier created by the closed Maxwell Creek Landfill. With this project, the cities of Murphy, Sachse, and Wylie seek to resolve that issue by partnering with the North Texas Municipal Water District (NTMWD) and create a new connection across the top of the Maxwell Creek Landfill. In doing so, trail users will have access to full connectivity of trails in the northeastern portion of the Metroplex.

With this project being placed over a landfill that has not completely reached its 30-year end of life, the City of Sachse will be working closely with the NTMWD to ensure all safety precautions take place during and after construction, and that all Texas Commission on Environmental Quality (TCEQ) standards are met. With constant monitoring and the placement of a fence on both sides of the gravel trail, this will ensure that pedestrians do not leave the trail and wander onto the landfill. Though there are no concerns of the safety of being on the landfill, the precautions are to ensure that any periphery equipment is not tampered with by trail users and that everything is in compliance with the TCEQ protocol regarding these types of projects.

The City of Wylie will be working closely with the Wylie Independent School District to install new concrete sidewalks from the Maxwell Creek Landfill to Founder's Park that is located on the other side of Raymond Cooper Junior High School. These sidewalks have been identified by both the City and the school district as an important enhancement due to the pedestrian traffic between the schools, neighborhoods, and adjacent park. There will be traffic signals and crosswalks installed at Woodbridge Parkway and Hensley Lane heading towards Founder's Park. Since these safety measures were already budgeted previously and approved for construction by the City of Wylie, these plans are not included in this grant application.

The City of Murphy is in the process of establishing a partnership with a developer that will assist in the development of a low water crossing from the already established Maxwell Creek Trail in Murphy to McCreary Road. There is currently an Oncor easement that crosses this area that will be used as a path for this project.

Once this project is completed, it will connect the cities of Murphy, Wylie, and Sachse to the regional Six Cities Trail that was created by the cities of Allen, Frisco, Garland, McKinney, Plano, and Richardson in 2001. If approved, users could use the trail system from Frisco to Wylie.



SACHSE

City of Sachse



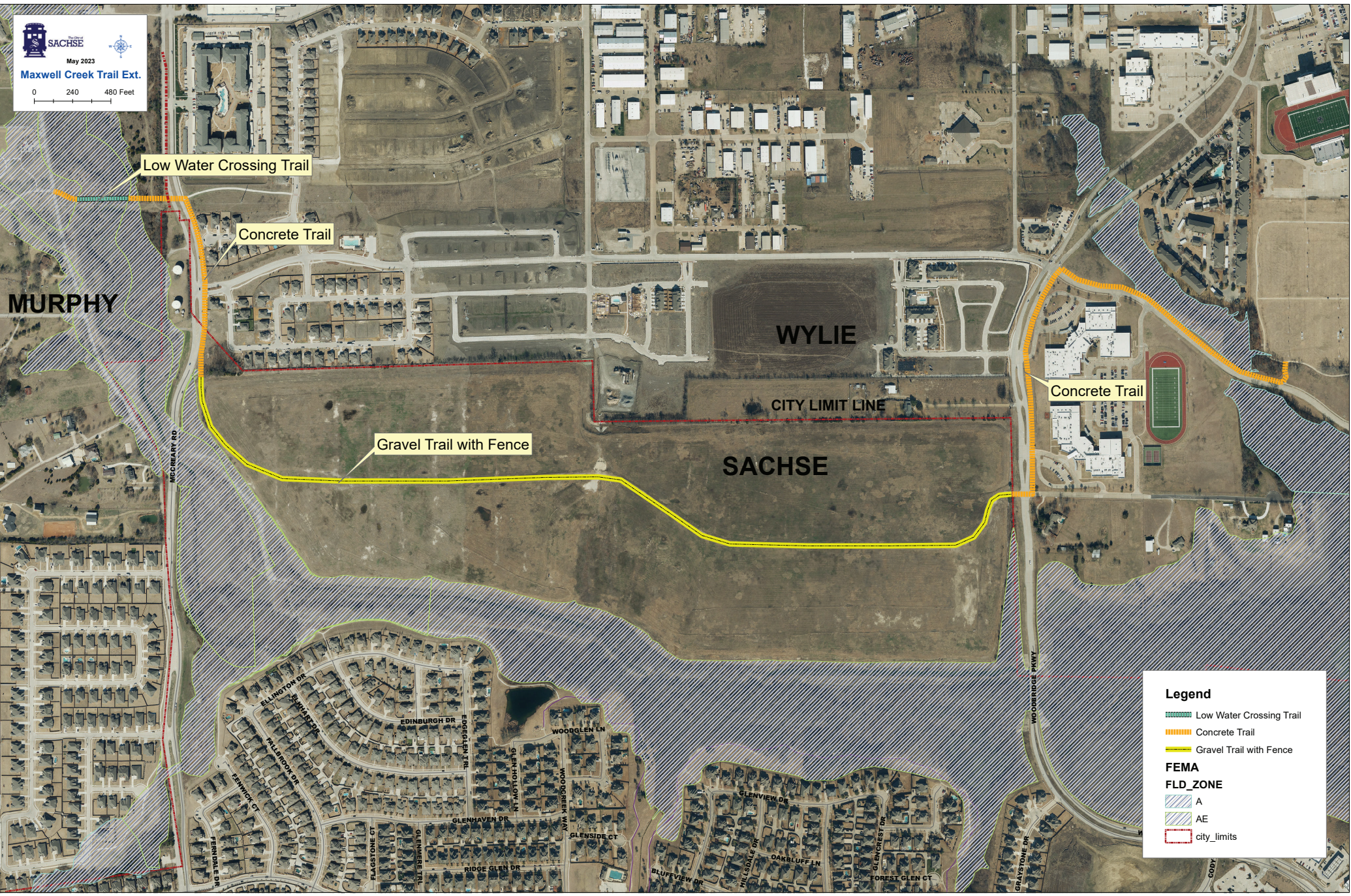
May 2023

Maxwell Creek Trail Ext.

0

240

480 Feet



Low Water Crossing Trail

Concrete Trail

Gravel Trail with Fence

Concrete Trail

CITY LIMIT LINE

Legend

 Low Water Crossing Trail

 Concrete Trail

 Gravel Trail with Fence

FEMA

FLD_ZONE

 A

 AE

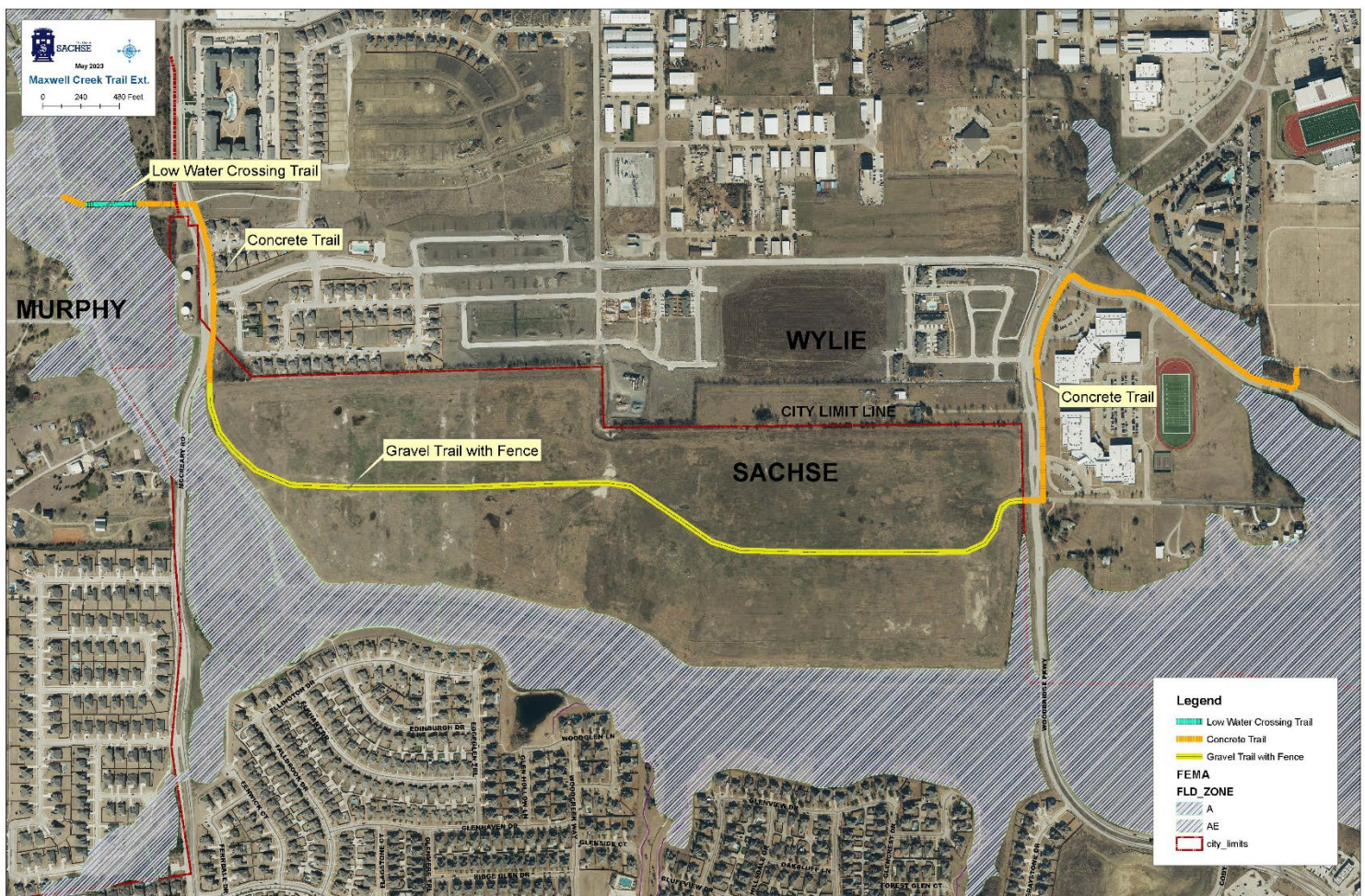
 city_limits

Maxwell Creek Trail Connection

C – Safety Hazards and Countermeasures

With this project being placed over a landfill that has not completely reached its 30-year end of life, the City of Sachse will be working closely with the NTMWD to ensure all safety precautions are taking place during and after construction. Constant monitoring and protective barrier fencing are planned as added safety measures for this project. While the site is safe, these measures will protect important monitoring equipment and ensure all of TCEQ's post-closure protocols are met. In doing so, users will have a contained guided path to use as the trail.

There is currently a short 2-foot wide sidewalk along Woodbridge Parkway. This project will replace that sidewalk and add more sidewalk leading up to Founder's Park. This will be wider and more stable than what is currently in place. There will also be traffic signals and crosswalks installed at Woodbridge Parkway and Hensley Lane heading towards Founder's Park. Since these safety measures were already budgeted previously and approved for construction by the City of Wylie, these plans are not included in this grant application but should be noted as safety measures.



Maxwell Creek Trail Connection

D – Connectivity/Map 2 – Connectivity



Neighborhood

Neighborhood IE

Founder's
Park

Junior High

Intermediate School

CITY LIMIT LINE

SACHSE

Legend

Maxwell Creek Trail Extension

FEMA

FLD_ZONE

A

AE

city_limits



RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS, SUPPORTING THE SUBMITTAL OF THE GRANT APPLICATION TO THE TEXAS DEPARTMENT OF TRANSPORTATION'S 2023 TRANSPORTATION ALTERNATIVES SET-ASIDE (TA) CALL FOR PROJECTS FOR THE DEVELOPMENT OF THE MAXWELL CREEK TRAIL CONNECTION.

WHEREAS, the Texas Department of Transportation issued a call for projects in December 2022 for communities to apply for funding assistance through the Transportation Alternatives Set-Aside (TA) Program; and

WHEREAS, the TA funds may be used for development of preliminary engineering (plans, specifications, and estimates and environmental documentation) and construction of pedestrian and/or bicycle infrastructure. The TA funds require a local match, comprised of cash or Transportation Development Credits (TDCs), if eligible. The City of Sachse would be responsible for all non-reimbursable costs and 100% of overruns, if any, for TA funds; and

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

SECTION 1. The City of Sachse supports funding this project as described in the 2023 TA Detailed Application (including the preliminary engineering budget, if any, construction budget, the department's direct state cost for oversight, and the required local match, if any) and is willing to commit to the project's development, implementation, construction, maintenance, management, and financing. The City of Sachse is willing and able to enter into an agreement with the department by resolution or ordinance, should the project be selected for funding.

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 5th day of June, 2023.

CITY OF SACHSE, TEXAS

Jeff Bickerstaff, Mayor

ATTEST:

Leah K Granger, City Secretary

G – Public Outreach and Support

- February 28, 2023 – Wylie City Council meeting regarding the partnership with Sachse and Murphy, and participation in the project. Staff received direction to move forward with the project from City Council.
- March 20, 2023 – Sachse City Council meeting regarding the partnership with Murphy and Wylie, and participation in the project. Staff received direction to move forward with the project from City Council.
- March 21, 2023 – Murphy City Council meeting regarding the partnership with Sachse and Wylie, and participation in the project. Staff received direction to move forward with the project from City Council.
- May 30, 2023 – Wylie City Council meeting to consider authorizing the City Manager to execute a Memorandum of Understanding (MOU) between the City of Wylie, City of Sachse, and City of Murphy to continue the project. Approved by Council.
- June 5, 2023 – Sachse City Council meeting to consider authorizing the City Manager to execute a Memorandum of Understanding (MOU) between the City of Wylie, City of Sachse, and City of Murphy to continue the project.

STATE OF TEXAS

§

§

MEMORANDUM OF UNDERSTANDING

COUNTY OF COLLIN

§

This Memorandum of Understanding (“MOU”) is made by and between the Cities of Sachse, Texas (“Sachse”); Wylie, Texas (“Wylie”); and, Murphy, Texas (“Murphy”), (collectively, the “Parties”), acting by and through their authorized representatives.

WHEREAS, the Parties desire to create a comprehensive regional trail system located in Collin County, Texas, by creating a new link between existing trails which shall be known as the Maxwell Creek Trail (“Trail”), as depicted in Exhibit “A” attached hereto; and

WHEREAS, the Trail currently begins at Breckenridge Park located in Richardson, Texas, then joins an existing easement trail in Murphy;

WHEREAS, connectivity to an existing trail in Wylie is not possible because of the barrier created by the closed Maxwell Creek Landfill; and

WHEREAS, the Parties seek to resolve the connectivity issue by partnering with the North Texas Municipal Water District (“NTMWD”) to create a new connection across the Maxwell Creek Landfill to provide trail users with full connectivity of trails in the northeastern portion of the Metroplex;

NOW THEREFORE, in exchange for the mutual covenants set forth herein and other valuable consideration, the sufficiency and receipt of which is hereby acknowledged, the Parties agree as follows:

1. Sachse’s Responsibilities. Subject to available funding, Sachse shall be responsible for the design and construction of the Trail over the closed Maxwell Creek Landfill with the connection being at McCreary Road and Woodbridge Parkway. NTMWD has granted Sachse full permission to use the Maxwell Creek Landfill for the Trail.
2. Murphy’s Responsibilities. Subject to available funding, Murphy shall be responsible for the design and construction for that portion of the Trail connecting with the Oncor easement located within Murphy’s city limits that crosses 5 Maxwell Creek Road then connects to McCreary Road.
3. Wylie’s Responsibilities. Subject to available funding, Wylie shall be responsible for the design and construction of that portion of the Trail connecting from Woodbridge Parkway to Hensley Lane leading to Founders Park.
4. Administrative Costs. The Parties desire to share the administrative costs incurred for the Maxwell Creek Trail project equally.

5. Miscellaneous.

5.1 This MOU constitutes the sole and only agreement between the Parties and supersedes any prior understandings, written or oral agreements between the Parties, with respect to this subject matter.

5.2 This MOU may be amended by mutual written agreement of the Parties.

5.3 Each Party shall designate a representative to act on their behalf to negotiate or mediate any grievances that may arise between the Parties.

(signature page to follow)

EXECUTED this _____ day of _____, 2023.

City of Sachse, Texas

By: _____
Gina Nash, City Manager

EXECUTED this _____ day of _____, 2023.

City of Wylie, Texas

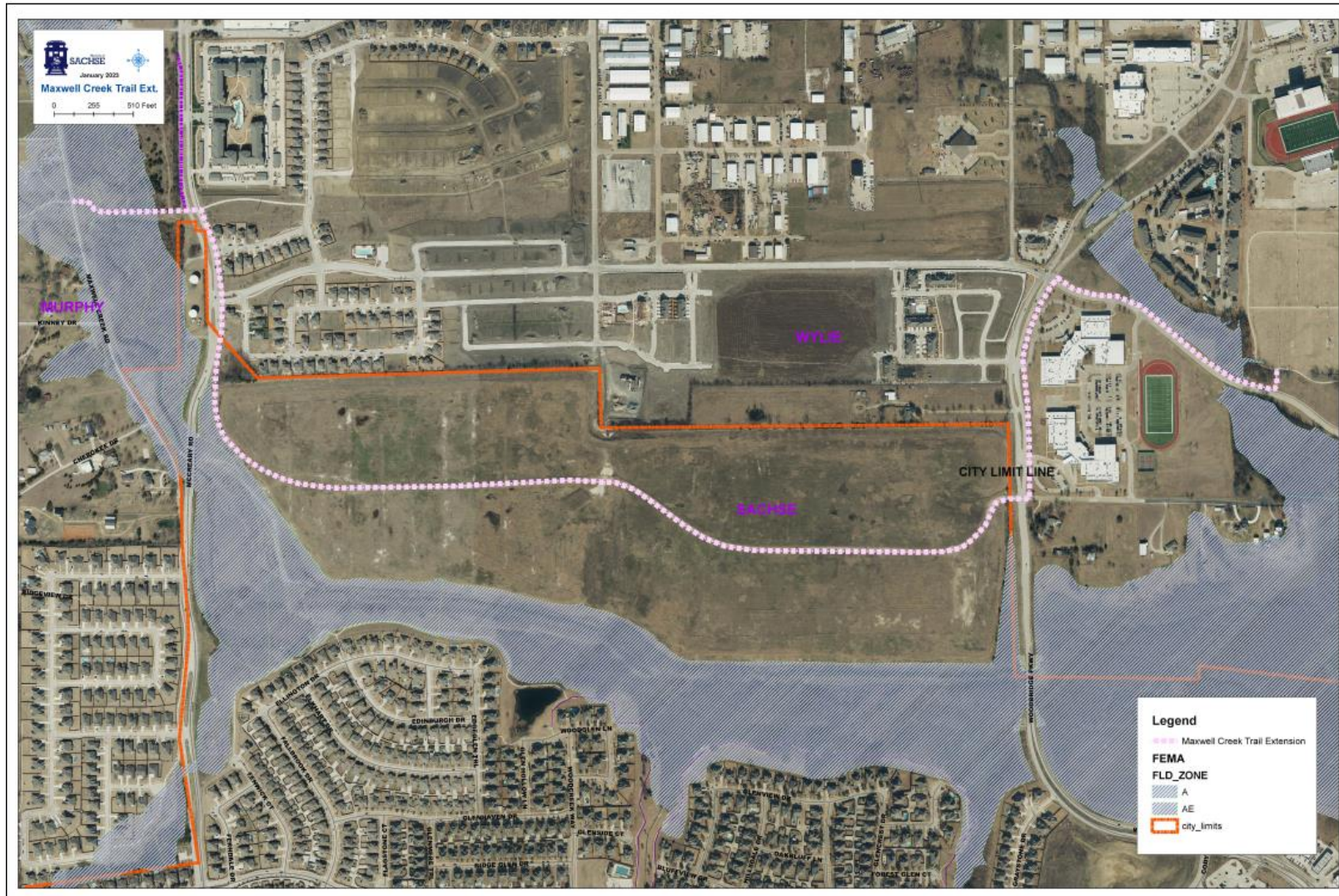
By: _____
Brent Parker, City Manager

EXECUTED this _____ day of _____, 2023.

City of Murphy, Texas

By: _____
Mike Castro, City Manager

EXHIBIT “A” Trail Depiction





The Transportation Policy Body for the North Central Texas Council of Governments
(Metropolitan Planning Organization for the Dallas-Fort Worth Region)

May 24, 2023

Amanda Chi
Asst. to the City Manager
City of Sachse
3815 Sachse Road
Sachse TX 75048

RE: Maxwell Creek Trail Connection

Dear Amanda Chi:

On behalf of the Regional Transportation Council (RTC), the Metropolitan Planning Organization for the Dallas-Fort Worth area, North Central Texas Council of Governments (NCTCOG) staff has determined the agency's application to the 2023 Texas Department of Transportation (TxDOT) Transportation Alternatives Set-Aside Program is consistent with Mobility 2045 Update: The Metropolitan Transportation Plan for North Central Texas.

If the project is successful in receiving a funding award, the project will be added to the 2023-2026 Transportation Improvement Program (TIP) and the Statewide Transportation Improvement Program (STIP) by the North Central Texas Council of Governments.

If you have any questions, please contact Daniel Snyder, AICP, Senior Planner for NCTCOG at (817) 608-2394.

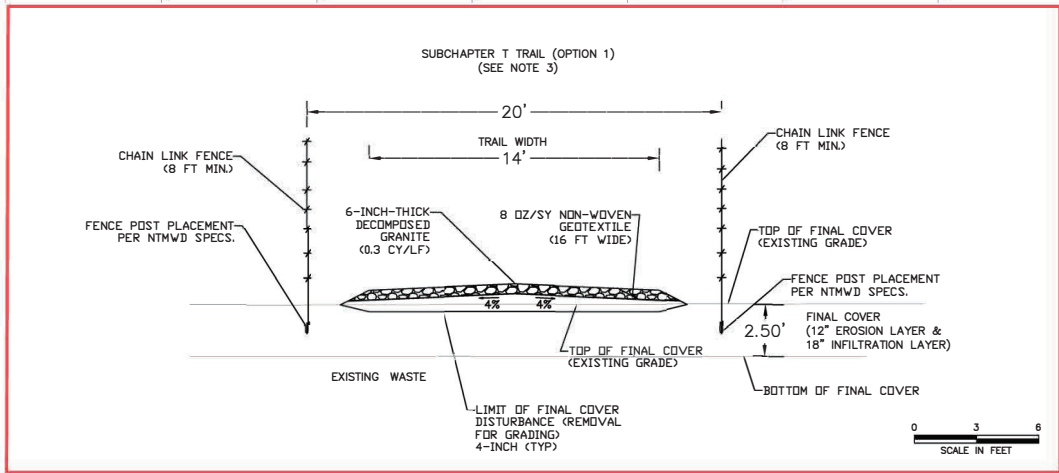
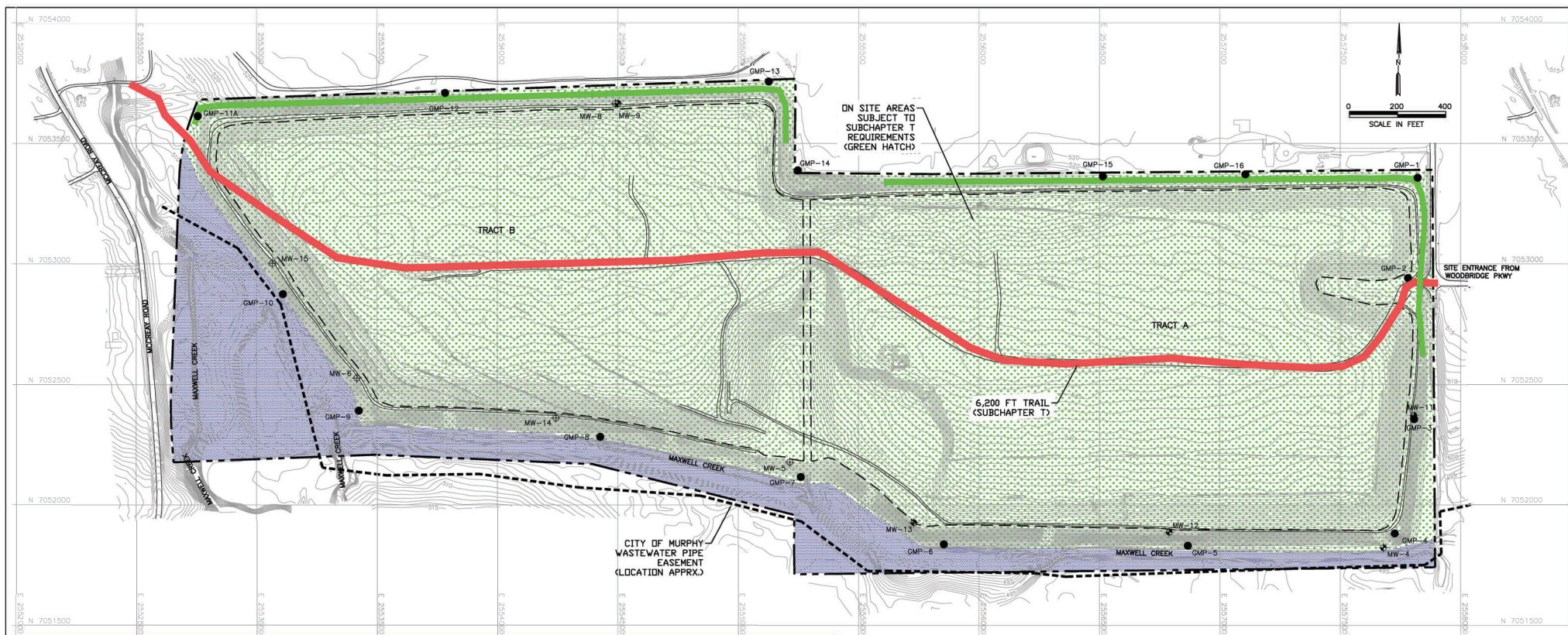
Sincerely,

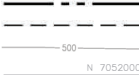
A handwritten signature in black ink, appearing to read "Duncan Webb", is written over a light gray, stylized outline of the same signature.

Duncan Webb
Chair, Regional Transportation Council
Commissioner, Collin County

RG/DS:bw

Correspondence sent via electronic mail.



	APPROXIMATE PERMIT BOUNDARY APPROXIMATE EXISTING LIMIT OF WASTE EXISTING CONTOUR STATE PLANE COORDINATE SYSTEM
	MONITORING WELL (SHALLOW ZONE) MONITORING WELL (DEEP ZONE) EXISTING LANDFILL GAS PROBE
	PASSIVE LFG CONTROL SYSTEM TRAIL (OVER FINAL COVER)
	LANDFILL AREA ON SITE NON--LANDFILL AREA

NOTES:

1. EXISTING CONTOURS DEVELOPED BY DALLAS AERIAL SURVEYS, INC. FROM AERIAL PHOTOGRAPHY TAKEN ON SEPTEMBER 8, 2004. FACILITIES (PUBLIC ROADS, ETC.) SHOWN MAY BE SIGNIFICANTLY OUTDATED.
2. MONITORING WELLS, GAS PROBES, AND PERMIT BOUNDARY REPRODUCED FROM A SPARR SURVEYING DRAWING DEVELOPED AS PART OF THE PERMIT BOUNDARY MODIFICATION (2008) AND PROVIDED BY SPARR SURVEYING TO WCC IN DECEMBER 2017.
3. THE HIKE AND BIKE TRAIL (H&BT) SECTION SHOWN IS PROVIDED FOR INFORMATION PURPOSES ONLY AND SPECIFICALLY IS NOT INTENDED TO BE THE CERTIFICATION PER THE PROVISIONS OF TITLE 30 TAC §330.957(b)(1). PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION REQUIRING DISTURBANCE TO THE EXISTING FINAL COVER, A TCEQ APPLICATION UNDER THE PROVISIONS OF §330.952(a) MUST BE PREPARED. A TEXAS LICENSED PROFESSIONAL ENGINEER PREPARING THE DEVELOPMENT APPLICATION FOR APPROVAL MUST APPROVE THE H&BT SECTION AND MUST INCLUDE A CERTIFICATION MEETING THE REQUIREMENTS OF §330.957(b)(1).

☐ DRAFT ☐ FOR BIDDING PURPOSES ONLY ☒ FOR INFORMATIONAL PURPOSES ONLY	PREPARED FOR NORTH TEXAS MUNICIPAL WATER DISTRICT REVISIONS <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">NO.</th> <th style="width: 15%;">DATE</th> <th style="width: 75%;">DESCRIPTION</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	NO.	DATE	DESCRIPTION													SITE PLAN OPTION 1 - SUBCHAPTER T TRAIL MAXWELL CREEK LANDFILL COLLIN COUNTY, TEXAS
NO.	DATE	DESCRIPTION															
DATE: 5/4/2022 FILE: 1678-04-11 CADD: SITE PLAN.dwg	DRAWN BY: SW DESIGN BY: JW REVIEWED BY: JVO	Weaver Consultants Group TYPE REGISTRATION NO. F-3727															
		FIGURE 1															

Hike and Bike Trail Design and Construction over a Closed Landfill (Refer to Figure 1)

OPTION 1 - PROJECT COST ESTIMATE

Maxwell Creek Landfill

North Texas Municipal Water District

Project Administration: Design, Permitting, Construction Documents

Item No.	Item Description	Estimated Cost	Remarks
A.1	Permit Modification Level Design	\$7,000	This includes attending a project kickoff meeting and finalizing permit modification level design for the Hike & Bike Trail (H&BT). After the initial meeting, it is assumed that all follow up meetings will be on line.
A.2	Survey	\$24,500	The survey work for this project includes an initial survey to identify grades, elevations, and existing facilities along the proposed H&BT path to assist with development of permit documents and construction plans for bidding purposes only (drone plus ground survey). Detailed ground survey along the H&BT will be necessary to develop reliable construction quantities and road grades.
A.3	Local Permit	\$0	It is assumed that the design will not require any local permit. It is also assumed that this project will not include enclosed structures such as restrooms, public road crossing, etc.
A.4	TCEQ Permit Modification	\$35,000	The TCEQ permitting includes: 1 - Obtaining approval of the proposed development over the final cover under the provisions of Title 30 Texas Administrative Code (TAC) Chapter 330, Subchapter T requirements (prepared per §330.960). For the purpose of identifying the task budget, it is assumed that no enclosed structure will be permitted.. 2 - It is assumed that the post closure care plan will require modification to ensure the closed landfill is appropriately maintained throughout the life of the project - note that TCEQ may require additional effort for routine inspections and maintenance. 3 - It is assumed that TCEQ will request updating the currently approved closure plan to account for H&BT over the landfill final cover. This will require providing closure financial assurance.
A.5	Other Agency Coordination	\$1,500	This task will evaluate the need for other agency coordination. Once it is identified that additional coordination is necessary, a separate scope of work will be developed. However, it is assumed that no coordination will be required with the U.S. Corps of Engineers and the County Floodplain Administrator (including FEMA).
A.6	Construction Plans and Bid Package	\$25,000	This task includes development of construction plans and bid package per the requirements of NTMWD. Attending a pre-bid meeting and answering technical questions during the bidding process is included as is the bid evaluation.
A.7	Construction Management & CQA	\$60,000	NTMWD will be required by the TCEQ to have third party engineering construction quality assurance (CQA) for the construction of this project. A full time CQA monitor will be required for each day work is performed over the current final cover. This task includes a construction report and a revised final cover certification report. Note that the actual cost may vary based on selected contractor's work schedule.
A.8	Construction Material Testing	\$5,000	The construction report will include sampling and testing program for all soil and geosynthetic materials.
TOTAL ENGINEERING:		\$158,000	Total does not include any contingencies.

Option 1 - Project Construction Cost Estimates (Budgetary Planning Purposes Only) for 6,200 ft H&BT Over the Installed Final Cover

Item No.	Item Description	Unit	Quantity	Unit Cost	Item Cost	Remarks
B.1	Mobilization / Demobilization	LS	1	\$30,000	\$30,000	It is assumed that the contractor staging area will be off the final cover.
B.2	Development and Implementation of SWP3	LS	1	\$80,000	\$80,000	Contractor will obtain a NOI and after the completion of work, file a NOT with the TCEQ TPDES Department. It is assumed that only hay bales will be used over the final cover area to prevent damage to the soil final cover. Upon completion of work and establishment of final cover grass, stormwater controls will be removed per owner's direction. A detailed drainage plan will be developed as part of construction plans to address long term drainage associated with the H&BT.
B.3	Subgrade Preparation: Remove vegetation and unsuitable soils from 14 ft wide area along HB&T alignment.	SF	86,800	\$0.12	\$10,416	All parties (contractors, engineers, owner reps.) must have 4-certified gas meters at all times while at the construction area. The responsible engineer or representative (CQA monitor) must inspect the site every time there is a 10 minute break before restarting construction.
B.4	Excess soil from B.3: Assume 4 inch deep soil will be removed and used for regrading over the final cover	CY	1,061	\$4.00	\$4,244	Excavated soils may be used for final cover grading as directed by the engineer and approved by the owner.
B.5	Soil backfill to prepare decomposed granite base	CY	2,154	\$4.00	\$8,616	Place clayey soils to establish base for gravel placement. Backfill will be arched to slope at 4%. Allowance in B.2 to address erosion due to channelized flow that may occur on the side(s) of the H&BT. CQA engineer may change (e.g., eliminate) arching at locations to provide drainage passage over the H&BT.
B.6	Place 8 oz/sy Geofabric below gravel on subgrade	SF	86,800	\$0.30	\$26,040	Geofabric to be installed over prepared subgrade that is arched to drain (see B.5).
B.7	Install decomposed granite/road base finish	CY	1,860	\$20.00	\$37,200	Decomposed granite material.
B.8	Install 8-ft Fence on both sides of the trail (See Figure 1)	LF	12,400	\$65.00	\$806,000	Per standard NTMWD specs (8 ft high chain link fence with 3 strand barb wire and 2.5 foot wide mow strip).
B.9	Re-established final cover vegetation over disturbed and regraded areas	AC	20	\$4,200.00	\$84,000	Re-established vegetation must meet TCEQ approved closure plan.
OPTION 1 - TOTAL CONSTRUCTION:					\$1,086,515	

OPTION 1 - PROJECT TOTAL (Engineering and Construction): \$1,244,515 Project total does not include item C.1.

C.1	Active GCCS (Potential future spending)	LS	1	\$1,200,000	\$1,200,000	It is assumed that a LFG control system will not be required. If excess amounts of LFG are detected, a LFG control system (passive, active, etc.) may be installed. Budget estimate is provided for an active LFG control system.
-----	---	----	---	-------------	-------------	---

L – Property Ownership/Acquisition.

The property within Murphy is within the City limits and owned by the City of Murphy. NTMWD owns the Maxwell Creek Landfill, and will continue to own that property. NTMWD has given permission for this project and an MOU and Interlocal Agreement is in progress between the District and the City of Sachse. The City of Wylie owns the portion of property for that part of the project.

[illegible]

Q – Transformational Elements Narrative

Explain how the project addresses a significant barrier for pedestrians and bicyclists? How does the barrier limit bicycle and pedestrian access and how will access improve by addressing the barrier? Does the project close a significant gap, provide new connection, address a deficiency in an active transportation network, or meet an important community need? Will the project result in a convenient and logical route that offers improved access to destinations the community was previously unable to easily reach using non-motorized modes of transportation?

At present, the closed Maxwell Creek Landfill poses a barrier that prevents connectivity to an existing trail in the cities of Wylie and Murphy. To address this issue, the cities of Murphy, Sachse, and Wylie are collaborating with the North Texas Municipal Water District (NTMWD) to establish a new connection across the top of the landfill. This project aims to provide trail users with complete access to the trails in the northeastern part of the Metroplex.

While there are no safety concerns associated with being on the landfill, the trail section that passes through it will be fenced off to prevent any tampering with equipment. This measure is in compliance with the Texas Commission on Environmental Quality (TCEQ) protocol for such projects. The installation of these fences will enable pedestrians to safely cross the landfill and continue on the Maxwell Creek Trail towards Founder's Park in Wylie. Additionally, this will provide a non-motorized route for residents of the surrounding neighborhoods and the two schools located in Wylie.

Describe how this project leverages other new or proposed funded projects or other community initiatives that will attribute to the transformative nature of this project? As you address this question, consider how this project relates to a) Transit, b) Land Use, c) The overall non-motorized network, and d) Local policies and/or ordinances.

Due to the lack of available land and associated costs, a project like this has the ability to transform a piece of land that would otherwise remain vacant for another 15-years. This project endeavors to start a transformation process, activating a site that has not been usable for many years. If approved, this project will lay the foundation for even more possibilities once the former landfill officially closes in its 30-year period.

Describe any innovative local, regional, or interregional partnerships involved in the development and implementation of this project.

This project is unique since it requires support and coordination from multiple entities. The cities of Wylie, Sachse, and Murphy, but also the North Texas Municipal Water District and the Wylie Independent School District will also play a part in this project's success.

E. Regular Agenda Items

Subject	1. Consider authorizing the City Manager to execute the Guaranteed Maximum Price (GMP) Amendment and issue a notice to proceed with construction of the new Animal Shelter.
Meeting	Jun 5, 2023 - City Council Meeting
Access	Public
Type	Action, Discussion
Fiscal Impact	Yes
Dollar Amount	\$4,445,912.00
Budgeted	Yes
Budget Source	2021 Bond Funds
Recommended Action	Authorize the City Manager to execute the Guaranteed Maximum Price (GMP) Amendment and issue a notice to proceed with construction of the new Animal Shelter.
Goals	Be a model of financial stewardship through growth management, responsible investment, and financial transparency. Provide excellent government services to Sachse citizens.

BACKGROUND

Upon approval by council of the Guaranteed Maximum Price (GMP) for construction of the new Animal Shelter as presented during the May 15, 2023, Council meeting, the GMP Amendment to the original contract with Steele & Freeman Inc. has been formatted for consideration by Council.

OVERVIEW

Chief Sylvester will present an overview of the significant provisions within the proposed amendment. Representatives of Steele & Freeman Inc., as well as the project's architect, Mr. Ron Hobbes, will be in attendance and available for questions as necessary.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Authorize the City Manager to execute the Guaranteed Maximum Price (GMP) Amendment and issue a notice to proceed with construction of the new Animal Shelter.

File Attachments

[E1.1 Presentation Animal Shelter Project Council Update June 2023.pdf \(79 KB\)](#)

[E1.2 Sachse Animal Shelter - AIA A133 Exhibit A Exhibits B-H \(05.31.23.2\).pdf \(1,703 KB\)](#)

Animal Shelter Project

City Council
June 5, 2023



Background

- Guaranteed Maximum Price (GMP) Amendment formatted
- Reviewed by City Attorney, Architect, and City Staff



Significant Provisions

- A133 is an amendment to the original AIA contract executed September 6, 2022
- GMP: \$4,445,912
- Date of commencement
- Substantial completion: 420 calendar days
- Cost savings measures undertaken from original scope
- Sub-Contractor services cost by division



Sub-Contractor Services Cost (Exhibit H)

- 1 = Accepted low bidder
- 2 = Qualifications requested from low bidder, non-responsive
- 3 = Accepted lowest complete scope
- 4 = Accepted lowest qualified bidder



Next Steps

Staff recommends authorizing the City Manager to execute the GMP Amendment and issue a notice to proceed with construction of the Animal Shelter as provided within the amendment.

- Issuance of building permit
- Commencement of pre-construction meetings
- Scheduling of ground-breaking ceremony
- Anticipated substantial completion (Fall 2024)



AIA Document A133® – 2019 Exhibit A

Guaranteed Maximum Price Amendment

This Amendment dated the Sixteenth day of May in the year 2023, is incorporated into the accompanying AIA Document A133™–2019, Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price dated the Sixth day of September in the year 2022 (the “Agreement”)
(In words, indicate day, month, and year.)

for the following **PROJECT:**
(Name and address or location)

Sachse Animal Shelter
6436 Sachse Road
Sachse, Texas 75048

THE OWNER:
(Name, legal status, and address)

City of Sachse 3815 Sachse Road
Sachse, Texas 75048

THE CONSTRUCTION MANAGER:
(Name, legal status, and address)

Steele & Freeman, Inc. 1301 Lawson Road
Fort Worth, Texas 76131

TABLE OF ARTICLES

A.1 GUARANTEED MAXIMUM PRICE

A.2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

A.3 INFORMATION UPON WHICH AMENDMENT IS BASED

A.4 CONSTRUCTION MANAGER’S CONSULTANTS, CONTRACTORS, DESIGN PROFESSIONALS, AND SUPPLIERS

ARTICLE A.1 GUARANTEED MAXIMUM PRICE

§ A.1.1 Guaranteed Maximum Price

Pursuant to Section 3.2.6 of the Agreement, the Owner and Construction Manager hereby amend the Agreement to establish a Guaranteed Maximum Price. As agreed by the Owner and Construction Manager, the Guaranteed Maximum Price is an amount that the Contract Sum shall not exceed. The Contract Sum consists of the Construction Manager’s Fee plus the Cost of the Work, as that term is defined in Article 6 of the Agreement.

§ A.1.1.1 The Contract Sum is guaranteed by the Construction Manager not to exceed Four Million, Four Hundred Forty Five Thousand, Nine Hundred Twelve Dollars. (\$4,445,912.00), subject to additions and deductions by Change Order as provided in the Contract Documents.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AIA Document A201™–2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

§ A.1.1.2 Itemized Statement of the Guaranteed Maximum Price. Provided below is an itemized statement of the Guaranteed Maximum Price organized by trade categories, including allowances; the Construction Manager's contingency; alternates; the Construction Manager's Fee; and other items that comprise the Guaranteed Maximum Price as defined in Section 3.2.1 of the Agreement.

(Provide itemized statement below or reference an attachment.)

Reference Exhibit "H" - Guaranteed Maximum Price (GMP) Recap, 1 page, Dated 6/5/2023

§ A.1.1.3 The Construction Manager's Fee is set forth in Section 6.1.2 of the Agreement.

§ A.1.1.4 The method of adjustment of the Construction Manager's Fee for changes in the Work is set forth in Section 6.1.3 of the Agreement.

§ A.1.1.5 Alternates

§ A.1.1.5.1 Alternates, if any, included in the Guaranteed Maximum Price:

Item	Price
Reference Exhibit "F" Alternates – 1 page dated 6/5/2023	

§ A.1.1.6 Unit prices, if any:

(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)
Reference Exhibit "G" Unit Prices – 1 Page dated 6/5/2023		

ARTICLE A.2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ A.2.1 The date of commencement of the Work shall be:

(Check one of the following boxes.)

☐ The date of execution of this Amendment.

☒ Established as follows:

(Insert a date or a means to determine the date of commencement of the Work.)

The commencement date will be the first business day after the Construction Manager's receipt of the written notice to proceed and/or issuance of the Building Permit, whichever is later, as outlined in Exhibit "E" Schedule – 1 page - dated 6/5/2023.

a date of commencement of the Work is not selected, then the date of commencement shall be the date of execution of this Amendment.

§ A.2.2 Unless otherwise provided, the Contract Time is the period of time, including authorized adjustments, allotted in the Contract Documents for Substantial Completion of the Work. The Contract Time shall be measured from the date of commencement of the Work.

§ A.2.3 Substantial Completion

§ A.2.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Construction Manager shall achieve Substantial Completion of the entire Work:

Reference Exhibit “E” Schedule, 1 page, dated 6/5/2023.

§ A.2.3.3 If the Construction Manager fails to achieve Substantial Completion as provided in this Section A.2.3, liquidated damages, if any, shall be assessed as set forth in Section 6.1.6 of the Agreement.

ARTICLE A.3 INFORMATION UPON WHICH AMENDMENT IS BASED

§ A.3.1 The Guaranteed Maximum Price and Contract Time set forth in this Amendment are based on the Contract Documents and the following:

§ A.3.1.1 The following Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
Reference Exhibit “B”	Project Manual & Drawings	6/5/2023	Pages 1-6

§ A.3.1.2 The following Specifications:

(Either list the Specifications here, or refer to an exhibit attached to this Amendment.)

Section	Title	Date	Pages
Reference Exhibit “B”	Project Manual & Drawings	6/5/2023	Pages 1-6

§ A.3.1.3 The following Drawings:

(Either list the Drawings here, or refer to an exhibit attached to this Amendment.)

Number	Title	Date
Reference Exhibit “B”	Project Manual & Drawings	6/5/2023

Other identifying information:

§ A.3.1.5 Allowances, if any, included in the Guaranteed Maximum Price:
(Identify each allowance.)

Item	Price
Reference Exhibit "C" Allowances, 1 Page, dated 6/5/2023.	

§ A.3.1.6 Assumptions and clarifications, if any, upon which the Guaranteed Maximum Price is based:
(Identify each assumption and clarification.)

Reference Exhibit "D" Clarifications, Pages 1-4 dated 6/5/2023.

This Amendment to the Agreement entered into as of the day and year first written above.

OWNER (Signature)

Gina Nash, City Manager
(Printed name and title)

CONSTRUCTION MANAGER (Signature)

Michael D. Freeman, President
(Printed name and title)



STEELE & FREEMAN, INC.
CONSTRUCTION MANAGERS

Amendment I AIA A133/CMo
Exhibit 'B' - Project Manual Drawings
06/05/2023 : Date

PROJECT:
CITY OF SACHSE - NEW ANIMAL SHELTER

SFI JOB No. :
5512

ARCHITECT:
RON HOBBS ARCHITECTURE
614 W. MAIN STREET, SUITE 200
GARLAND, TEXAS 75040

DRAWINGS	ITEM / SHEET N	DESCRIPTION	DATED	ADDENDUM
		<u>GENERAL</u>		
	COVER	COVER	March 22, 2023	
		<u>CIVIL</u>		
	CD1	PRE-DEVELOPMENT DRAINAGE AREA MAP	March 22, 2023	
	CD2	POST-DEVELOPMENT DRAINAGE AREA MAP	March 22, 2023	
	CD3	DRAINAGE PLAN	April 7, 2023	ADDENDUM No. 2
	CD4	DRAINAGE PROFILES	April 7, 2023	ADDENDUM No. 2
	CD5	DETENTION CALCULATIONS	March 22, 2023	
	CDT1	SITE DETAILS	April 7, 2023	ADDENDUM No. 2
	CDT2	SITE DETAILS	April 7, 2023	ADDENDUM No. 2
	CE1	EROSION CONTROL PLAN	April 7, 2023	ADDENDUM No. 2
	CE2	EROSION CONTROL NOTES	March 22, 2023	
	CG1	GRADING PLAN	April 10, 2023	ADDENDUM No. 3
	CP0	PLAT	March 22, 2023	
	CP1	PAVING PLAN	April 7, 2023	ADDENDUM No. 2
	CWS1	WATER & SEWER PLAN	March 22, 2023	
		<u>ARCHITECTURAL SITE</u>		
	SP101	SITE PLAN	March 22, 2023	
	SP102	SITE DETAILS	March 22, 2023	
		<u>ARCHITECTURAL</u>		
	A101	FLOOR PLAN	April 7, 2023	ADDENDUM No. 2
	A102	SCHEDULES	April 7, 2023	ADDENDUM No. 2
	A201	EXTERIOR ELEVATIONS	March 22, 2023	
	A202	EXTERIOR ELEVATIONS	April 7, 2023	ADDENDUM No. 2
	A203	EXTERIOR ELEVATIONS	March 22, 2023	
	A301	ROOF PLAN	March 22, 2023	
	A401	REFLECTED CEILING PLAN	March 22, 2023	
	A402	REFLECTED CEILING PLAN	March 22, 2023	
	A501	FLOOR FINISH PLAN	March 22, 2023	
	A601	INTERIOR ELEVATIONS	March 22, 2023	
	A602	INTERIOR ELEVATIONS	March 22, 2023	
	A701	MILLWORK SECTIONS	March 22, 2023	
	A702	MILLWORK DETAILS	March 22, 2023	
	A801	WALL SECTIONS	March 22, 2023	
	A802	WALL SECTIONS	April 10, 2023	ADDENDUM No. 3
	A803	WALL SECTIONS	March 22, 2023	
	A804	WALL SECTIONS	March 22, 2023	
	A805	WALL SECTIONS	March 22, 2023	
	A901	DETAILS	March 22, 2023	
	A902	DETAILS	March 22, 2023	
	A903	DETAILS	March 22, 2023	



<u>STRUCTURAL</u>			
S0.1	GENERAL NOTES	April 7, 2023	ADDENDUM No. 2
S0.2	TYPICAL DETAILS	April 7, 2023	ADDENDUM No. 2
S0.3	TYP. FRAMING DETAILS	April 7, 2023	ADDENDUM No. 2
S1.0	FOUNDATION PLAN	April 7, 2023	ADDENDUM No. 2
S2.0	MAIN ROOF FRAMING PLAN	April 7, 2023	ADDENDUM No. 2
S3.0	HIGH ROOF FRAMING PLAN	April 7, 2023	ADDENDUM No. 2
S4.0	FOUNDATION SECTIONS	April 7, 2023	ADDENDUM No. 2
S4.1	FOUNDATION SECTIONS	April 7, 2023	ADDENDUM No. 2
S4.2	FOUNDATION SECTIONS	April 7, 2023	ADDENDUM No. 2
S4.3	FOUNDATION SECTIONS	April 7, 2023	ADDENDUM No. 2
S4.4	FOUNDATION SECTIONS	April 7, 2023	ADDENDUM No. 2
S4.5	FOUNDATION SECTIONS	April 7, 2023	ADDENDUM No. 2
S5.0	LOW ROOF FRAMING SECTIONS	April 7, 2023	ADDENDUM No. 2
S5.10	LOW ROOF FRAMING SECTIONS	April 7, 2023	ADDENDUM No. 2
S6.0	HIGH ROOF FRAMING SECTIONS	April 7, 2023	ADDENDUM No. 2
<u>MECHANICAL</u>			
M0.0	LEGEND & GENERAL NOTES - ELECTRICAL	March 22, 2023	
M0.1	SCHEDULES - ELECTRICAL	April 7, 2023	ADDENDUM No. 2
M2.1	FLOOR PLAN - DUCTWORK	April 7, 2023	ADDENDUM No. 2
M3.1	FLOOR PLAN - HVAC PIPING	March 22, 2023	
M4.11	DETAILS - MECHANICAL	March 22, 2023	
<u>PLUMBING</u>			
P0.0	LEGEND & GENERAL NOTES - PLUMBING	March 22, 2023	
P0.1	SCHEDULES - PLUMBING	March 22, 2023	
P0.2	SCHEDULES - PLUMBING	March 22, 2023	
P2.0	UNDERFLOOR PLAN - PLUMBING	April 7, 2023	ADDENDUM No. 2
P2.1	FLOOR PLAN - WASTE/VENT	March 22, 2023	
P3.1	FLOOR PLAN - PRESSURE PIPE	March 22, 2023	
P4.1	DETAILS - PLUMBING	March 22, 2023	
<u>FIRE PROTECTION</u>			
FP2.1	FLOOR PLAN - FIRE PROTECTION	March 22, 2023	
<u>ELECTRICAL</u>			
E0.0	FLOOR PLAN - POWER TO MECH	March 22, 2023	
E0.1	ONE LINE / SCHEDULES	April 7, 2023	ADDENDUM No. 2
E0.2	SCHEDULES	April 7, 2023	ADDENDUM No. 2
E1.0	SITE PLAN - ELECTRICAL	April 7, 2023	ADDENDUM No. 2
E1.1	SITE PLAN - ELECTRICAL	March 22, 2023	
E2.1	FLOOR PLAN - LIGHTING	April 7, 2023	ADDENDUM No. 2
E2.2	LOBBY & EXTERIOR SOFFIT - LIGHTING	April 7, 2023	ADDENDUM No. 2
E3.1	FLOOR PLAN - POWER	March 22, 2023	
E4.11	FLOOR PLAN - POWER TO MECH	March 22, 2023	
E5.11	DETAILS - ELECTRICAL	March 22, 2023	



PROJECT MANUAL FOR SACHSE ANIMAL SHELTER
DATED MARCH 22, 2023

SPECIFICATION SECTION, NUMBER & TITLE

DATED

DIVISION 00 - PROCUREMENT AND CONTRACTING REQUIREMENTS

Table of Contents

March 22, 2023

AIA 201 Draft General Conditions of Contract

March 22, 2023

SFI Front End Documents and Proposal Package Manual

March 31, 2023

ADDENDUM No. 1

DIVISION 01 - GENERAL REQUIREMENTS

01030 - Owner Furnished Items

March 22, 2023

01070 - Cutting and Patching

March 22, 2023

01100 - Alternates

April 10, 2023

ADDENDUM No. 3

01200 - Project Meeting

March 22, 2023

01310 - Construction Schedules

March 22, 2023

01340 - Shop Drawings, Product Data and Samples

March 22, 2023

01370 - Schedule of Values

March 22, 2023

01410 - Testing Laboratory Services

March 22, 2023

01500 - Temporary Facilities and Controls

March 22, 2023

01640 - Substitutions

March 22, 2023

01700 - Project Closeout

March 22, 2023

01710 - Cleaning Up

March 22, 2023

01720 - Project Record Documents

March 22, 2023

01740 - Operations and Maintenance Data

March 22, 2023

DIVISION 02 - SITEWORK

02010 - Subsurface Conditions

March 22, 2023

02200 - Earthwork

March 22, 2023

02251 - Termite Control

March 22, 2023

02341 - Drilled Piers

March 22, 2023

02620 - Curbs, Gutters, Walks and Concrete Paving

March 22, 2023

02711 - Chain Link Fences

April 7, 2023

ADDENDUM No. 2

DIVISION 03 - CONCRETE

03100 - Concrete Formwork

March 22, 2023

03200 - Concrete Reinforcement

March 22, 2023

03300 - Cast-in-Place Concrete

March 22, 2023

03410 - Precast Concrete Deck

March 22, 2023

03700 - Synthetic Turf

March 22, 2023

DIVISION 04 - MASONRY

04100 - Mortar and Grout

March 22, 2023

04200 - Unit Masonry

March 22, 2023

04300 - Stone Masonry

March 22, 2023

04730 - Thin Veneer Stone

March 22, 2023

DIVISION 05 - METALS

05100 - Structural Metal

March 22, 2023

05310 - Metal Roof Deck

March 22, 2023

05400 - Lightgauge Framing

March 22, 2023

05500 - Miscellaneous Metal

March 22, 2023

05520 - Cable Railing System

March 22, 2023

DIVISION 06 - WOOD, PLASTICS AND COMPOSITES

06100 - Rough Carpentry

March 22, 2023

06165 - Air and Water Resistant Sheathing

March 22, 2023

06400 - Architectural Woodwork

March 22, 2023

06605 - Fiberglass Reinforced Plastic Panels

March 22, 2023



DIVISION 07 - THERMAL AND MOISTURE PROTECTION

07120 - Fluid Applied Waterproofing	March 22, 2023
07151 - Base and Through Wall Flashinh	March 22, 2023
07210 - Building Insulation	March 22, 2023
07215 - Spray Applied Insulation	April 10, 2023
07243 - Exterior Finish System Soffit	March 22, 2023
07411 - Preformed Metal Siding	March 22, 2023
07531 - Single-Ply Roofing	March 22, 2023
07600 - Flashing and Sheet Metal	March 22, 2023
07830 - Hatches	March 22, 2023
07951 - Caulking and Sealants	March 22, 2023

ADDENDUM No. 3

DIVISION 08 - OPENINGS

08110 - Hollow Metal Work	March 22, 2023
08200 - Wood Doors	March 22, 2023
08305 - Access Doors	March 22, 2023
08700 - Finished Hardware	March 22, 2023
08735 - Weatherstripping and Thresholds	March 22, 2023
08800 - Glazing	March 22, 2023
08950 - Storefront System	March 22, 2023

DIVISION 09 - FINISHES

09250 - Gypsum Drywall	March 22, 2023
09310 - Ceramic Tile	March 22, 2023
09510 - Acoustical Tile	March 22, 2023
09581 - Acousctical Gyp Board Ceiling System	March 22, 2023
09650 - Resilient Flooring	March 22, 2023
09672 - Resinous Flooring	March 22, 2023
09900 - Painting	March 22, 2023

DIVISION 10 - SPECIALTIES

10200 - Louvers and Vents	March 22, 2023
10400 - Identifying Devices	March 22, 2023
10500 - Lockers	March 22, 2023
10800 - Toilet and Bath Accessories	March 22, 2023
10990 - Miscellaneous Specialties	March 22, 2023

DIVISION 11 - EQUIPMENT

11900 - Residential Equipment	March 22, 2023
-------------------------------	----------------

DIVISION 12 - FURNISHINGS

12200 - Blinds and Shades	March 22, 2023
---------------------------	----------------

DIVISION 13 - SPECIAL CONSTRUCTION

13301 - Animal Equipment	March 22, 2023
13350 - Fabric Covered Awnings	March 22, 2023

DIVISION 14 through 20 - (NOT USED)

DIVISION 21 - FIRE SUPPRESSION

210010 - Fire Suppression Submittal Process	March 22, 2023
210500 - Common Work Results for Fire Suppression	March 22, 2023
210519 - Meters and Gages for Fire Suppression Piping	March 22, 2023
210523 - General Duty Valves for Water Based Fire Suppression Piping	March 22, 2023
210529 - Pipe Hangers and Supports for Fire Suppression Piping and Equipment	March 22, 2023
210553 - Identification for Fire Suppression Piping and Equipment	March 22, 2023
210000 - Fire Protection Systems	March 22, 2023
211300 - Wet-Pipe Sprinkler Systems	March 22, 2023

ADDENDUM No. 1



DIVISION 22 - PLUMBING

220010 - Plumbing Submittal Process	March 22, 2023
220500 - Common Work Results for Plumbing	March 22, 2023
220513 - Common Motor Requirements for Plumbing Equipment	March 22, 2023
220516 - Expansion Fittings and Loops for Plumbing Piping	March 22, 2023
220519 - Meters and Gages for Plumbing Piping	March 22, 2023
220523 - General Duty Valves for Plumbing Piping	March 22, 2023
220529 - Hangers and Supports for Plumbing Piping and Equipment	March 22, 2023
220553 - Identification for Plumbing Piping and Equipment	March 22, 2023
220700 - Plumbing Insulation	March 22, 2023
221100 - Facility Water Distribution	March 22, 2023
221123 - Domestic Water Pumps	March 22, 2023
221300 - Facility Sanitary Sewerage	March 22, 2023
223437 - Electric Domestic Water Heater	March 22, 2023
224200 - Commercial Plumbing Fixture	March 22, 2023

DIVISION 23 HEATING, VENTILATING, AND AIR-CONDITIONING (HVAC)

230010 - Mechanical Submittal Process	March 22, 2023
230500 - Common Results For HVAC	March 22, 2023
230513 - Common Motor Requirements For HVAC Equipment	March 22, 2023
230529 - Hangers And Supports For HVAC Piping And Equipment	March 22, 2023
230548 - Vibration and Seismic Controls for HVAC Piping and Equipment	March 22, 2023
230553 - Identification For HVAC Piping And Equipment	March 22, 2023
230593 - Testing-Adjusting-Balancing For HVAC	March 22, 2023
230700 - HVAC Insulation	March 22, 2023
230993 - Sequence of Operations for HVAC Equipment	March 22, 2023
232300 - Refrigerant Piping	March 22, 2023
233113 - Air Distribution	March 22, 2023
233150 - Hangers And Supports For Duct Work	March 22, 2023
233423 - HVAC Power Ventilators	March 22, 2023
233713 - Diffusers, Registers And Grilles	March 22, 2023
237500 - Dedicated Outside Air Unit	March 22, 2023
237600 - DX Split System	April 7, 2023
238239 - Unit Heaters	March 22, 2023

DIVISION 24 and 25 - (NOT USED)

DIVISION 26 ELECTRICAL

260010 - Electrical Submittal Process	March 22, 2023
260100 - General Requirements for Electrical Work	March 22, 2023
260500 - Common Work Results for Electrical	March 22, 2023
260503 - Fire Stopping	March 22, 2023
260505 - Site Electrical	March 22, 2023
260519 - Low-Voltage Electrical Power Conductors and Cables	March 22, 2023
260526 - Grounding and Bonding for Electrical Systems	March 22, 2023
260529 - Hangers and Supports for Electrical Systems	March 22, 2023
260533 - Raceways and Boxes for Electrical Systems	March 22, 2023
260544 - Sleeves and Sleeve Seals for Electrical Raceways and Cabling	March 22, 2023
260553 - Identification for Electrical Systems	March 22, 2023
260574 - Overcurrent Protection Devices	March 22, 2023
260593 - Electrical Testing	March 22, 2023
260620 - Disconnect Switches	March 22, 2023
260923 - Lighting Control Devices	March 22, 2023
262116 - Low Voltage Underground Electrical Service Equipment	March 22, 2023
262416 - Panelboards	March 22, 2023
262713 - Electricity Metering	March 22, 2023
262726 - Wiring Devices	March 22, 2023
265119 - LED Interior Lighting	March 22, 2023

DIVISION 27 COMMUNICATIONS - (NOT USED)

ADDENDUM No. 2



STEELE & FREEMAN, INC.
CONSTRUCTION MANAGERS

Amendment I AIA A133/CMc
Exhibit 'B' - Project Manual Drawings
06/05/2023 : Date

DIVISION 28 ELECTRONIC SAFETY AND SECURITY

283111 - Fire Detection and Alarm Systems

March 22, 2023

DIVISION 31 through 49 - (NOT USED)

PRE-BID RFI'S

PRE-BID RFI No. & TYPE		DATED	RETURNED
Pre-BID RFI No. 1	Landscape Clarifications	March 31, 2023	March 31, 2023
Pre-BID RFI No. 2	Storefront Clarifications	March 31, 2023	March 31, 2023
Pre-BID RFI No. 3	Fencing Clarifications	March 31, 2023	April 7, 2023
Pre-BID RFI No. 4	Striping Clarifications	March 31, 2023	March 31, 2023



STEELE & FREEMAN, INC.
CONSTRUCTION MANAGERS

Amendment I AIA A133/CMc

Exhibit 'C' - Allowances

06/05/2023 : Date

PROJECT:
CITY OF SACHSE - NEW ANIMAL SHELTER

SFI JOB No. :
5512

ARCHITECT:
RON HOBBS ARCHITECTURE
614 W. MAIN STREET, SUITE 200
GARLAND, TEXAS 75040

ALLOWANCES	DESCRIPTION	AMOUNT	
1	Construction Contingency	\$88,918	
2	Owner Betterment	\$66,689	
3	Landscape	\$40,000	

ALLOWANCES INCLUDED IN GMP \$195,607

PROJECT:
CITY OF SACHSE - NEW ANIMAL SHELTER

SFI JOB No. :
5512

ARCHITECT:
RON HOBBS ARCHITECTURE
614 W. MAIN STREET, SUITE 200
GARLAND, TEXAS 75040

List of Clarifications, Qualifications, & Assumptions

- 1 COVID-19 or Pandemics issues may delay delivery of equipment and/or labor. Any and all delays related to COVID-19 or unforeseen circumstances outside the Construction Managers control shall be claimed on a day for day basis.
- 2 Design-Builder Fee and General Conditions are a fixed lump sum cost.
- 3 Force Majeure /Pandemic/Supply Chain Matters. Design-Builder shall not be liable for delays in performance or for nonperformance due to Acts of God; actions or inactions of Contractor or Owner or Owner's Design Team; war (including impacts from the Russia/Ukrainian War); epidemic/pandemic; fire; flood; hurricane; tornado; extreme weather; sabotage; terrorism (domestic or foreign); labor shortages, labor strikes or labor disputes; riots and civil disturbances; governmental requests, demands, restrictions and/or allocations; newly-passed/imposed laws, regulations and/or tariffs; governmental and/or judicial orders or actions; unavailability of or delays in transportation due to any of the aforementioned activities or occurrences; default of suppliers due to any of the aforementioned activities or occurrences (including materials, supply shortages, labor shortages or discontinuations and/or spikes in supplier prices greater than 10% as of date the bid was submitted); or, other unforeseen circumstances, events or causes beyond Contractor's reasonable control. Subject to the survival of viable communication systems, Design-Builder will timely notify Owner if and when one or more of the above identified matters have occurred and whether and to what extent the same may result in delay of performance or in a specified non-performance.

Div 01

General Requirements

- 1 We have excluded state sales tax on INCORPORATED materials.
- 2 We have excluded tap, impact & meter fees.
- 3 The Building Permit cost has been excluded.
- 4 Plat and easements by others.
- 5 Bids are based on Construction Documents as noted in Exhibit 'B' and Alternates as noted in Exhibit 'F'.
- 6 We have excluded materials testing and special inspections.
- 7 It is assumed that the contract documents have been thoroughly reviewed to meet Federal, state and local codes.
- 8 We exclude all seismic requirements referenced in the specifications due to the Project's location in Sachse does not require any Seismic consideration.
- 9 Schedule does account for weather delays; any weather events, will have a day-for-day impact on the schedule.
- 10 Submittal schedule is excluded, priority submittals will be identified as they are transmitted to the architect.
- 11 Recovery schedules are excluded.
- 12 All telephone, paging, low voltage, computer, server, switching, network, cable TV, radio and DAS equipment and testing is excluded.
- 13 Deposits required in advance to procure materials will be included on the pay application within the same pay period in which payment is due for deposit to the subcontractors / suppliers, when approved by Haltom City.
- 14 Materials that are stored onsite or stored at subcontractor's warehouse will be included on pay applications. Invoices and photos of stored materials will be provided upon request.
- 15 The contract contingency is for the Design-Builder's exclusive use to cover those costs considered reimbursable as the Cost of the Work but not included in a Change Order. All construction contingency expenditures will be documented monthly with each application for payment.
- 16 All unforeseen scope not clearly identified , not quantified and/or not properly referenced in the contract will be presented to the Owner as a Proposed Change (PC).
- 17 This project is not a LEED project, therefor VOC Content Restriction (greater than federal or state requirements) and Commissioning is excluded.
- 18 Video of recorded training, if any, will be provided on a thumb drive.
- 19 Temporary Environmental Controls, Flush Out & Air contaminant testing is not included in this scope of work.
- 20 Materials Testing Laboratory Services shall be provided by the owner and is excluded from this scope of work.
- 21 TDLR/TAS review and inspections are excluded. To be provided by Owner.
- 22 SFI will provide access to the ProjectSight project management software for project documentation, if requested.

- 23 SFI will notify City of Sachse of any priority submittals requiring Owner's approval to ensure project stays on schedule. If additional time is required for approval, then delay to material fabrication and delivery could affect the construction schedule.
- 25 Perspective drawings and/or architectural renderings are for visualization concepts only. Details, dimensions, and materials shall not be inferred from perspectives and architectural renderings.
- 26 Franchise utility service charges have been excluded for communication lines, electrical power, Atmos gas, etc.
- 27 Delegated Design submittals are recognized for the following sections: 05-4000 Lightgauge Framing, 22-0516 Plumbing Piping, 26-0529 Supports for Electrical Systems, 28-311 Fire Alarm System; as described in the Design Professional Specifications. No other Delegated Design requirements are recognized.
- 28 Unforeseen material delivery and availability issues beyond Steele & Freeman's control shall be a day-for-day schedule delay.
- 29 All utilities, including but not limited to, domestic water, irrigation water, electricity, gas and communications shall be transferred into the Owner's name at Substantial Completion. All utilities from this date shall not be funded thru the GMP Budget.
- 30 Due to the current market with shortages of material, we reserve the right to provide substitutions for approval if the shortage or material causes an increase in material pricing, color, or finish limitations or affects the construction schedule or availability of those materials during construction.

Div 02 **Existing Conditions**

- 1 Hazardous materials identification, testing, abatement, removal, demolition, and/or disposal is excluded.
- 2 Removal of underground storage tanks, contaminated soils and related remediation is excluded.
- 3 Items not detailed in the contract documents to be removed or demolished are excluded from this work.

Div 03 **Concrete**

- 1 All piers have been bid as dry.
- 2 All exposed slab finishes to be Class B (1/4" vertical variance in 10')
- 3 All concrete is bid as hand-finished. Mechanical screed, vibratory screed and paving machines is excluded.
- 4 Piers are included as uncased, unit prices and a mobilization cost for the casing and hoisting will apply if water is encountered.
- 5 Any underground obstructions discovered to the new foundation will be handled as a change order to contract contingency on an individual basis.
- 6 Hot or cold weather cooling or heating of concrete. Proposal may be requested if conditions fall within hot or cold weather parameters.
- 7 Rock coring or rock drilling are excluded.
- 8 Monument sign foundation excluded, none shown.

Div 04 **Masonry**

- 1 Mortar shall be grey in color.

Div 05 **Metals**

- 1 We have excluded all AESS steel finishes. None shown.
- 2 Upsizing of steel beyond what is clearly shown, sized and located in the contract documents is excluded.
- 3 Any finishes on galvanized metals are excluded.

Div 06 **Woods, Plastics, and Composites**

- 1 All millwork has been bid to be built to AWI Standards per the specs. AWI Labels are excluded.
- 2 Wood blocking shall be untreated dimensional lumber.
- 3 Artwork handling and installation is excluded.

Div 07 **Thermal & Moisture Protection**

- 1 Exterior wall sheathing shall be DensElement glass-mat-faced or approved equal.
- 1 Roof sheathing shall be untreated APA rated exposure 1 sheathing.
- 2 Fireproofing is excluded as none is shown.

Div 08 **Openings**

- 1 Access controls have been identified for the following doors: 101A, 101B, 107B, 109A, 11A, 114C, 121A, 214A, 127B, 128A. Conduit and back box to door frame is included. Access controls, wiring, and programming by Owner.
- 2 Automatic door openers excluded, none are shown.
- 3 Door hardware finish will be provided as brushed chrome/satin chrome, 26D / 626.
- 4 Storefront finish has been identified as clear anodized aluminum.

Div 09 **Finishes**

- 1 Wax and wax stripping of flooring is excluded.

Div 11 **Equipment**

- 1 The following appliances are Owner Furnished Contractor Installed: Refrigerators, Undercounter Ice Maker, Dishwasher, Food Prep Dishwasher, Dryer, Washer. All other appliances are excluded.

Div 12 **Furnishings**

- 1 We have excluded all furniture, except as noted as millwork in Div 6

Div 21 **Fire Suppression**

- 1 The fire suppression system is delegated-design, wet pipe system.
- 2 Flexible type sprinkler heads are included.

Div 22 **Plumbing**

- 1 Gas lines are excluded, none for this project.

Div 23 **Mechanical**

- 1 Gas equipment is excluded, none shown for this project.
- 2 We have excluded indoor air quality control inspections.
- 3 Fire dampers that are not specifically shown on the drawings are excluded.
- 4 Screening of roof mounted equipment is excluded.

Div 26 **Electrical**

- 1 Oncor or electrical provider charges for primary conductors and transformer scope is excluded.
- 2 We have excluded the primaries from the Electrical Power Provider but have provided conduits. Primary wire by Oncor.
- 3 Concrete encasement of Oncor primary conduit is not shown on the drawings and is excluded.
- 4 Lighting protection is excluded.
- 5 Empty conduits and back box for low voltage cabling in building to nearest plenum space for are supplied as shown on E3.1
- 6 (1) 2" Empty conduit from electrical room to Public works building included. No pull boxes located or identified.

Div 27 **Communications**

- 1 Telephone lines or other means of communication for the Fire Alarm Annunciator are by Owner.
- 2 Low Voltage structured cabling is by the Owner.
- 3 AV Systems is by the Owner.
- 4 Communications Systems is by the Owner.
- 5 VOIP phone/paging system is by the Owner.
- 6 Sound Reinforcing is by the Owner.

Div 28 **Electronic Safety and Security**

- 1 Access control is by the Owner.
- 2 Video Surveillance is by the Owner.
- 3 Intrusion Detection is by the Owner.
- 4 Public Safety Radio Enhancement System (ERRS) is excluded. A proposal for testing can be provided upon Owner request once the building envelope is complete.

Div 31 **Earthwork**

- 1 We have excluded the disposal of any contaminated soils.
- 2 No or limited below grade water was found on the Boring Logs; therefore, all below grade water remediations is excluded.
- 3 Identification of geological stratas including bearing strata are to be identified by the Owner's Testing Laboratory Service.



STEELE & FREEMAN, INC.
CONSTRUCTION MANAGERS

Amendment I AIA A133/CMc
Exhibit 'D' - Clarifications
06/05/2023 : Date

- 4 Earthwork is to grade (within 0.2')
- 5 Scarified, water added and recompactd subgrade under the areas of 4", 5", 6" and 7" concrete paving is included. No lime stabilization is included.

Div 32

Exterior Improvements

- 1 Landscape and irrigation scopes are unknown and included as an allowance.
- 2 We have excluded the removing of rock that is smaller than 2" from landscape area.
- 3 Monument sign, foundation and lighting are excluded as none are shown.

Div 33

Utilities

- 1 Underground utilities not shown by the contract documents (unknown conditions) are specially excluded.



STEELE & FREEMAN, INC.
CONSTRUCTION MANAGERS

Amendment I AIA A133/CMc

Exhibit 'E' - Schedule

06/05/2023 : Date

PROJECT:
CITY OF SACHSE - NEW ANIMAL SHELTER

SFI JOB No. :
5512

ARCHITECT:
RON HOBBS ARCHITECTURE
614 W. MAIN STREET, SUITE 200
GARLAND, TEXAS 75040

COMPLETION SCHEDULE

GENERAL CONSTRUCTION

Estimated Substantial Completion to be within **420 calendar days** from notice to proceed or the issuance of the full and unrestricted building permit, which ever is the later.



STEELE & FREEMAN, INC.
CONSTRUCTION MANAGERS

Amendment I AIA A133/CMc

Exhibit 'F' - Alternates

06/05/2023 : Date

PROJECT:
CITY OF SACHSE - NEW ANIMAL SHELTER

SFI JOB No. :
5512

ARCHITECT:
RON HOBBS ARCHITECTURE
614 W. MAIN STREET, SUITE 200
GARLAND, TEXAS 75040

ALTERNATES

No. 1	State in the proposal form the amount to for Synthetic Turf.	\$8,252	REJECTED
No. 2	State in the proposal form the amount to be deducted for Resinous Flooring equal to Rio Flooring Systems	-\$3,700	REJECTED

VALUE OPPORTUNITIES

Concrete	Slab on Grade in lieu of Hollow Core Plank and Crawl Space, Removing Exterior Patio Scope, Reducing the Entry Canopy Roof Structure and Foundations	-\$167,112	ACCEPTED
Masonry	Slab on Grade in lieu of Hollow Core Plank and Crawl Space, Removing Exterior Patio Scope	-\$24,199	ACCEPTED
Structrural Steel	Removing Exterior Patio Scope, Reducing the Entry Canopy Roof Structure and Foundations	-\$50,706	ACCEPTED
Railings	Slab on Grade in lieu of Hollow Core Plank and Crawl Space, Removing Exterior Patio Scope	-\$32,340	ACCEPTED
Roofing & Metal Panels	Removing Exterior Patio Scope, Reducing the Entry Canopy Roof Structure and Foundations	-\$50,858	ACCEPTED
Spray Applied Insulation	Slab on Grade in lieu of Hollow Core Plank and Crawl Space	-\$29,980	ACCEPTED
Storefront & Glazing	Removing Exterior Patio Scope, Reducing the Entry Canopy Roof Structure and Foundations	-\$19,200	ACCEPTED
Drywall	Removing Exterior Patio Scope, Reducing the Entry Canopy Roof Structure and Foundations	-\$80,951	ACCEPTED
Plaster	Removing Exterior Patio Scope, Reducing the Entry Canopy Roof Structure and Foundations	-\$18,705	ACCEPTED
Plumbing	Remove Metal Trench Drain Inserts	-\$20,000	ACCEPTED
Electrical	Removing Exterior Patio Scope, Reducing the Entry Canopy Roof Structure and Foundations, Reduced Light Fixture Package	-\$40,500	ACCEPTED
Earthwork	Slab on Grade in lieu of Hollow Core Plank and Crawl Space, Removing Exterior Patio Scope, Remove Denention Pond from CMAR Scope	-\$25,574	ACCEPTED
Site Utilities	Remove Storm Drain Utilities from CMAR Scope	-\$115,454	ACCEPTED



STEELE & FREEMAN, INC.
CONSTRUCTION MANAGERS

Amendment I AIA A133/CMc

Exhibit 'G' - Unit Prices

06/05/2023 : Date

PROJECT:
CITY OF SACHSE - NEW ANIMAL SHELTER

SFI JOB No. :
5512

ARCHITECT:
RON HOBBS ARCHITECTURE
614 W. MAIN STREET, SUITE 200
GARLAND, TEXAS 75040

UNIT PRICES	DESCRIPTION	ADD	DEDUCT
1	16" Pier	\$48.48 /LF	\$12.12 /LF
	24" Pier	\$71.38 /LF	\$17.85 /LF
	30" Pier	\$78.31 /LF	\$19.58 /LF
2	16" Pier Casing	\$64.68 /LF	\$16.17 /LF
	24" Pier Casing	\$91.43 /LF	\$22.86 /LF
	30" Pier Casing	\$102.21 /LF	\$25.55 /LF



STEELE & FREEMAN, INC.
CONSTRUCTION MANAGERS

Amendment I AIA A133/CMc
Exhibit 'H' - Guaranteed Maximum Price
06/05/2023 : Date

PROJECT:
CITY OF SACHSE - NEW ANIMAL SHELTER

SFI JOB No. :
5512

ARCHITECT:
RON HOBBS ARCHITECTURE
614 W. MAIN STREET, SUITE 200
GARLAND, TEXAS 75040

COST SUMMARY - GUARANTEED MAXIMUM PRICE

BIDS

DIVISION	BID PACKAGE DESCRIPTION	TOTAL COST	
01	GENERAL REQUIREMENTS	\$241,974	
02	SITE WORK ¹	\$189,526	9
03	CONCRETE ¹	\$412,892	8
04	MASONRY ¹	\$91,146	8
05	METALS ¹	\$250,568	4
06	WOODS, PLASTICS and COMPOSITES ³	\$90,608	6
07	THERMAL and MOISTURE PROTECTION ³	\$233,569	20
08	OPENINGS ⁴	\$184,331	9
09	FINISHES ^{1,4}	\$380,648	37
10	SPECIALTIES ¹	\$12,899	7
11	EQUIPMENT ¹	\$184,394	2
12	FURNISHINGS ¹	\$554	2
13	SPECIAL CONSTRUCTION ¹	\$54,997	1
21	FIRE SUPPRESSION ²	\$32,012	6
22/23	PLUMBING & MECHANICAL ¹	\$498,155	16
26	ELECTRICAL ²	\$292,000	3
27	COMMUNICATIONS ¹	\$17,424	1
28	ELECTRONIC SAFETY and SECURITY ²	\$34,824	4
32	EXTERIOR IMPROVEMENTS ¹	\$109,873	11
33	UTILITIES ¹	\$269,971	2

COST OF WORK - SUBTOTAL

\$3,582,365

156

00	LABOR BURDEN	\$21,636	
00	SUBCONTRACTOR DEFAULT INSURANCE FEE	\$59,996	
00	CONTRACTOR CONTINGENCY (2.00%)	\$88,918	
00	OWNER BETTERMENT (1.50%)	\$66,689	
00	CONSTRUCTION MANAGER FEE (4.00%)	\$177,836	
00	PAYMENT and PERFORMANCE BONDS (1.13%)	\$50,239	
00	BUILDERS RISK (0.16%)	\$7,113	
00	GENERAL / EXCESS LIABILITY (0.52%)	\$23,119	
01	GENERAL CONDITIONS	\$368,000	

TOTAL PROJECT GMP

\$4,445,912

- 1 ACCEPTED LOW BIDDER
2 QUALIFICATION REQUESTED FROM LOW BIDDER, NON-RESPONSIVE
3 ACCEPTED LOWEST COMPLETE SCOPE
4 ACCEPTED LOWEST QUALIFIED

E. Regular Agenda Items

Subject	2. Consider an ordinance of the City Council of the City of Sachse, Texas, amending the Sachse Code of Ordinances by amending Chapter 3 titled "Building Regulations" by adding a new Article iii titled "Rental Registration" to establish regulations for the registration of single-family rental units located within the city.
Meeting	Jun 5, 2023 - City Council Meeting
Access	Public
Type	Action, Discussion
Preferred Date	Jun 05, 2023
Absolute Date	Jun 05, 2023
Fiscal Impact	No
Recommended Action	Approve an ordinance of the City Council of the City of Sachse, Texas, amending the Sachse Code of Ordinances by amending Chapter 3 titled "Building Regulations" by adding a new Article III titled "Rental Registration" to establish regulations for the registration of single-family rental units located within the city.
Goals	Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse. Provide excellent government services to Sachse citizens.

BACKGROUND

The City Council requested that staff evaluate options relative to the creation of a possible rental registration and/or inspection program for the City of Sachse. At its April 17 regular City Council meeting, staff presented an overview of options available to the City Council. At that time, the City Council requested that staff return with several options for consideration. Staff returned at the May 15 regular City Council meeting with three options for the Council's consideration including:

- Option One: Registration program only
- Option Two: Registration and inspection program
- Option Three: Take no action regarding rental properties

After discussion, the Council's consensus was to move forward with the creation of a rental registration program. Staff was asked to prepare a program that would require all rental properties be registered with the City of Sachse and to include information about tenant resources for renters to use when considering a rental property in Sachse. Staff recommends the registration requirement go into effect on January 31, 2024, to provide staff the opportunity to market the program and work with property owners notifying them of the registration requirement with sufficient time. Staff also structured the program to have registrations triggered with a change in ownership and notification required with change in tenancy, reducing the burden on property owners.

OVERVIEW

Per Council's request, staff has prepared the ordinance amendment. If the ordinance amendment is approved, the requested tenant resource checklist and associated registration form will be completed and published as a part of the marketing for the announcement of the program.

POLICY CONSIDERATIONS

The establishment of the rental registration program would be achieved through an amendment to the existing ordinance that currently regulates the inspection of multi-family and duplex properties in Sachse.

RECOMMENDATION

Approve an ordinance of the City Council of the City of Sachse, Texas, amending the Sachse Code of Ordinances by amending Chapter 3 titled "Building Regulations" by adding a new Article III titled "Rental Registration" to establish regulations for the registration of single-family rental units located within the city.

File Attachments

[E2.1 Presentation Rental Registration Program Final Details -FINAL.pdf \(146 KB\)](#)

[E2.2 Ordinance Rental Registration Article III Chapter 3 Building Regulations.pdf \(128 KB\)](#)

Rental Registration

City Council

June 5, 2023



Overview

- Prior Conversations
- Rental Registration Program in Sachse
- Next Steps



Prior Conversations

- Originally presented concept at the April 17 City Council meeting
 - Council provided feedback to further explore a potential structure for Sachse
- Staff returned with three options for the Council's consideration at the May 15 City Council meeting
 - Council consensus was to move forward with creating a rental registration only program that was not cumbersome for the property owners and was beneficial to the tenants



Rental Registration Program in Sachse

- Program Framework:

- All rental properties are required to register with the City of Sachse
- Initial registration period will be open until January 2024 to give property owners sufficient time to get their properties registered
- No fee associated with registration of properties as the goal is compliance with registration, not to generate revenue
- There is a fine associated with non-compliance to ensure that an ordinance can be enforced (max fine of \$200)
- Also, the Judge always has the discretion to set and lower the fine, \$200 is just the maximum



Rental Registration Program in Sachse

- Registration triggered with change in ownership with notification required when change in tenancy
- Property owners will have the initial registration and then will only have to notify the City if there is a change of tenancy—**they will not be required to re-register each time there is a new tenant**
- They are only required to register once they acquire the property and simply notify the City each time there is a change of tenancy
- Distinction is important to ease burden on property owners



Next Steps

- Based on the direction provided by Council, staff recommends approving the amendment to the ordinance
- If approved, staff will announce the program and work with property owners to begin the registration process and build the registry

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS, AMENDING THE SACHSE CODE OF ORDINANCES BY AMENDING CHAPTER 3 TITLED “BUILDING REGULATIONS” BY ADDING A NEW ARTICLE III TITLED “RENTAL REGISTRATION” TO ESTABLISH REGULATIONS FOR THE REGISTRATION OF SINGLE-FAMILY RENTAL UNITS LOCATED WITHIN THE CITY; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR A PENALTY OF A FINE NOT TO EXCEED THE SUM OF TWO HUNDRED DOLLARS (\$200.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.

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

SECTION 1. The Code of Ordinances, City of Sachse, Texas, be amended, by amending Chapter 3 titled “Building Regulations”, by adding a new Article III titled “Rental Registration”, to read as follows:

“CHAPTER 3 BUILDING REGISTRATION

...

ADD NEW ARTICLE III TITLED “RENTAL REGISTRATION,” AS FOLLOWS:

ARTICLE III RENTAL REGISTRATION

§ 3-54 Definitions.

When used in this article, the following words and terms, unless the context indicates a different meaning, shall be interpreted as follows:

Code official means the Neighborhood Services Manager for the City of Sachse, Texas, or designee.

Owner Any person, agent, operator, firm, or corporation having a legal or equitable interest in the property; or recorded in the official records of the state, county, or municipality as holding title to the property; or otherwise having control of the property, including the guardian of the estate of any such person, and the executor or administrator of the estate of such person if ordered to take possession of real property by a court.

Person means an individual, corporation, business trust, estate, trust, partnership or association, two or more persons having a joint interest, or any other legal or community entity.

Property manager means a person whom for compensation has managing control of a rental unit.

Rent means the offering, holding out, or actual leasing of a rental unit to a person other than the owner and generally involves the payment of an amount of money as consideration for the right to occupy the rental unit, although other forms of consideration or no consideration at all may be involved.

Rental unit means a single-family dwelling unit, duplex dwelling unit, and a townhome dwelling unit, or portion thereof that is rented or offered for rent as a residence.

Tenant means any person who rents or leases a rental unit for living or dwelling purposes with the consent of the landlord.

§ 3-55 **Rental registration.**

- A.** Each owner of a rental unit within the city shall register each rental unit with the code official. The registration is valid until there is a change in the ownership of the rental unit. Upon acquiring ownership, the owner shall register each unit within 30 days of the first tenant occupying the rental unit. A separate registration shall be required for each rental unit.
- B.** Application for rental registration shall be made upon a form provided by the City for such purpose, and shall include at least the following information:
 - (1) Name, address, and work, and home telephone number of the owner;
 - (2) If owner is a partnership, the name of all partners, the principal business address, and telephone number of each partner;
 - (3) If owner is a corporation, the person registering must state whether it is organized under the laws of this state or is a foreign corporation, and must show the mailing address, business location, telephone number, name of the main individual in charge of the local office of such corporation, if any, and the names of all officers and directors or trustees of such corporation, and, if a foreign corporation, the place of incorporation;
 - (4) Name, address, and telephone number of the property manager;
 - (5) Street address of the rental unit;
 - (6) Name of each primary or principal tenant;
 - (7) Whether there has been a change of occupancy of the rental unit since the date of last registration; and
 - (9) Signed by the owner or owner's agent.
- D.** The code official shall within 30 days after receipt of the registration application either issue a certificate of registration or notify the owner that the application does not comply with the requirements of this article.
- E.** A certificate of registration shall be valid until there is a change of ownership.
- F.** It is an offense for an owner to fail to register the owner's rental units within the city, and each and every day that the owner continues to fail to register the owner's rental units within the city shall constitute a separate offense.

G. It shall be unlawful for any person to file a false registration application with the code official.

§ 3-56 **Notification of change in occupancy.**

The owner shall notify the code official within 30 days of a change in occupancy by completing a change in occupancy form and delivering said form to the Neighborhood Services office. A change in occupancy shall mean any change in tenant(s) that are occupying the rental unit. It is an offense for the owner to fail to notify the code official within 30 days of a change in occupancy.

SECTION 2. All provisions of the Ordinances of the City of Sachse, Texas, in conflict with the provisions of this ordinance be, and the same are hereby, repealed, and all other provisions of the Ordinances of the City not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION 3. An offense committed before the effective date of this Ordinance is governed by prior law and the provisions of the Code of Ordinances, as amended, in effect when the offense was committed and the former law is continued in effect for this purpose.

SECTION 4. Should any word, sentence, paragraph, subdivision, clause, phrase, or section of this Ordinance be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said Ordinance, which shall remain in full force and effect.

SECTION 5. Any person violating any of the provisions or terms of this Ordinance shall be subject to the same penalty as provided for in the Code of Ordinances of the City of Sachse as heretofore amended and upon conviction shall be punished by a fine not to exceed the sum of Two Hundred Dollars (\$200.00) for each offense.

SECTION 6. This Ordinance shall take effect immediately from and after its passage and the publication of the caption, as the law and charter in such cases provides.

PASSED AND APPROVED by the City Council of the City of Sachse, Texas, on the 5th day of June, 2023.

APPROVED:

Jeff Bickerstaff, Mayor

DULY ENROLLED:

Leah K Granger, City Secretary

APPROVED AS TO FORM:

Joseph J. Gorfida, Jr.
City Attorney
(05-19-2023: TM 135148)

E. Regular Agenda Items

Subject	3. Receive early resident and stakeholder input regarding the fiscal year 2023-2024 budget.
Meeting	Jun 5, 2023 - City Council Meeting
Access	Public
Type	Discussion, Information
Goals	Be a model of financial stewardship through growth management, responsible investment, and financial transparency.

BACKGROUND

Preparations have begun for the FY 2023-2024 budget. The City Manager is reviewing the draft budget and considering requests for service enhancements and new programs. This is an opportunity for residents and other stakeholders to provide input on the budget to aid the City Manager and staff in development of the FY 2023-2024 Budget in advance of being transmitted to Council in August for consideration, modification, and adoption.

OVERVIEW

Requests from residents and stakeholders are considered as part of the budget process.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Receive early resident and stakeholder input regarding the fiscal year 2023-2024 budget.

File Attachments

[E3 2023-2024 Budget Calendar.pdf \(213 KB\)](#)

Budget Calendar (2023-2024 Fiscal Year)

All dates subject to change. Assumes property tax rate doesn't exceed voter-approval tax rate

March 15 (Wed.)	Budget Kick-off Meeting
April 6 (Thurs.)	Personnel requests due to HR; Technology requests due to IT
May 1 (Mon.)	Department budgets completed in Incode financial system and locked by Finance
May 8 (Mon.)	Preliminary values available from appraisal districts
May 25 (Thurs.)	First draft budget to City Manager
June 5 (Mon.)	City Council Meeting — early citizen input on budget
June 7-16 (Wed.-Fri.)	City Manager meetings with department heads to review budget requests
June 22 (Thurs.)	Economic Development Corporation Board Meeting — review and discuss proposed budget
June 26 (Mon.)	Department budget revisions due to Finance, if applicable
July 7 (Fri.)	Finance provides preliminary budget to City Manager
July 20 (Thurs.)	Economic Development Corporation Board Meeting — approve budget
July 25 (Tues.)	Certified values available from Appraisal Districts <i>(by July 25)</i>
July 31 (Mon.)	City Council Meeting — Budget Workshop; health insurance, long-range financial plan
August 7 (Mon.)	Dallas County submits completed No-New-Revenue and Voter-Approved Tax Rate worksheets to entities <i>(by Aug. 7)</i>
August 10 (Thurs.)	Municipal Development District Board Meeting — review, discuss and approve budget
August 21 (Mon.)	City Council Meeting — City Manager presents proposed budget to Council <i>(by Aug. 29)</i> ; schedule public hearings on tax rate (if necessary) and budget; record vote on maximum tax rate to consider; discuss budget, present no-new revenue and voter approval tax rates and certify appraisal roles
August 22 (Tues.)	Continuous Internet and T.V. “Notice of Tax Rate Public Hearing” begins <i>(by Sept. 22 if rate exceeds no-new-revenue rate, at least 7 days from tax rate hearing)</i>
August 24 (Thurs.)	Publish the “Notice of Budget Hearing” <i>(by Sept. 18, 10-30 days from hearing)</i> and “Notice of Tax Rate Hearing” <i>(if proposed rate exceeds no-new-revenue rate, by Sept. 24)</i> or “Meeting to Adopt the Tax Rate” <i>(if tax rate does not exceed no-new-revenue rate, by Sept. 24)</i>
September 5 (Tues.)	City Council Meeting — hold public hearing on budget <i>(by Sept. 28, at least 16 days from proposed budget, Council must take some sort of action on budget)</i> ; budget discussion; and take action on budget (ex. set date for adoption)
September 18 (Mon.)	City Council Meeting — hold public hearing on tax rate (if rate exceeds NNR); adopt budget <i>(by Sept. 29)</i> ; ratify tax rate in the budget <i>(if raise total property tax revenue)</i> ; and approve proposed tax rate <i>(requires 60% vote of Council if tax rate exceeds NNR rate. If rate is less than NNR rate, by Sept. 22)</i>

E. Regular Agenda Items

Subject	4. Consider appointments of Council liaisons to the City's boards and commissions.
Meeting	Jun 5, 2023 - City Council Meeting
Access	Public
Type	Action, Discussion
Recommended Action	Appoint and make any necessary changes to the Council liaison positions for the City's boards and commissions.

BACKGROUND

Each year, the City Council reviews the Council appointed liaison to each board and commission.

OVERVIEW

The current liaison to each board, commission, or committee is as follows:

- Mayor Bickerstaff: North Texas Tollway Authority, North Central Texas Council of Governments, NCT911
- Mayor Pro Tem Franks: Parks and Recreation Board and Municipal Development District Board
- Councilmember Howarth: Economic Development Corporation Board
- Councilmember Millsap: Library Board
- Councilmember Lindsey: Planning and Zoning Commission and TIF #1 Board
- Councilmember Buhler: Wylie ISD
- Councilmember Prestenberg: Garland ISD, Animal Shelter Board, and voting member of the Animal Shelter Advisory Committee

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Appoint and make any necessary changes to the Council liaison positions for the City's boards and commissions.

E. Regular Agenda Items

Subject	5. Consider an appointment to the Board of Adjustments.
Meeting	Jun 5, 2023 - City Council Meeting
Access	Public
Type	Action, Discussion
Recommended Action	Appoint a new board member to the Board of Adjustments.

OVERVIEW

Each appointee to a board or commission for the City of Sachse serves a two-year term that expires in October. The City Council reviews applications and conducts interviews to reappoint members or fill vacancies as needed. The City Council interviewed applicants at the May 9 special meeting.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Appoint a new board member to the Board of Adjustments.

F. Executive Session

Subject	1. 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.
Meeting	Jun 5, 2023 - City Council Meeting
Access	Public
Type	Closed Session

OVERVIEW

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.

F. Executive Session

Subject	2. The City Council shall convene into Executive Session pursuant to Texas Government Code Section §551.087 Economic Development Deliberations: Deliberate the offer of a financial or other incentive relating to the development of Project Spoke.
Meeting	Jun 5, 2023 - City Council Meeting
Access	Public
Type	Closed Session

G. Regular Agenda Items / Meeting Closing

Subject	1. Take any action as a result of Executive Session regarding the mid-year review of the City Manager.
Meeting	Jun 5, 2023 - City Council Meeting
Access	Public
Type	Action, Discussion
Recommended Action	Motion to...

G. Regular Agenda Items / Meeting Closing

Subject	2. Take any action as a result of Executive Session - deliberate the offer of a financial or other incentive relating to the development of Project Spoke.
Meeting	Jun 5, 2023 - City Council Meeting
Access	Public
Type	Action, Discussion
Recommended Action	Motion to...