

**CITY COUNCIL OF THE CITY OF SACHSE  
MEETING MINUTES  
JUNE 5, 2023**

The City Council of the City of Sachse held a regular meeting on Monday June 5 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 and Matt Prestenberg

**Members absent** Councilmember Lindsay Buhler

**MEETING OPENING**

**1 Call to Order**

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

**2 Invocation and Pledges of Allegiance**

Councilmember Howarth offered the invocation and Mayor Pro Tem Franks led the pledges

**3 Administer the Oath of Office to the recently elected Councilmembers**

Ms Granger administered the Oath of Office to recently elected Councilmembers Millsap and Lindsey

**4 Consider approving the May 15, 2023, meeting minutes**

Ms Granger noted that as stated in the Charter the meeting minutes that reflected the canvass of a general election should be the second item of business after the Oath of Office

Mr Holboke addressed Council about a previous meeting s minutes

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

**5 Consider electing the Mayor Pro Tem for 2023/2024**

Councilmember Howarth made a motion to reappoint Brett Franks as the Mayor Pro Tem Councilmember Prestenberg seconded the motion and it passed unanimously

**PUBLIC COMMENT**

- Matthew Holboke commented on a public information request

## **SPECIAL ANNOUNCEMENTS**

### **1 Proclamation recognizing June 3 July 29, 2023, as Summer Reading 2023 in the City of Sachse**

Mayor Bickerstaff presented a proclamation recognizing the 2023 Summer Reading program

### **2 Mayor and City Council announcements regarding special events, current activities, and local achievements**

Mayor Pro Tem Franks commented on the recent opening of J K Sachse Park with roughly 1 500 attendees It was a great success He also announced the Red White and Blue Blast on July 3 at Heritage Park Councilmember Millsap encouraged people to join the summer reading program and check the calendar for events

Ms Nash announcements

- Bradley Hood and Alek Matson were recently promoted to Fire Lieutenant
- Gloria Huerta and Norma Galvan have joined staff as Police Dispatchers
- Izai Melendez started as a new Maintenance Technician – Streets
- Andrew Leach was hired as a Recreation Aide

Mayor Bickerstaff's announcements

- Great comments from community about the J K Sachse Park opening event and thanked staff
- Many activities for kids this summer through the Library and Parks and Recreation Department – check website for details
- Red White and Blue Blast at Heritage Park on July 3
- The Sachse Police Department presents C R A S E Civilian Response to an Active Shooter Event on June 17 at the Public Safety Building All are welcome to attend
- The next Citizens Police Academy class starts on August 15 and registrations are open Gain an understanding of the inner workings of the Sachse Police Department and have an opportunity to share your thoughts and concerns Some requirements apply please check the City website for details
- City offices will be closed on Monday June 19 in observance of the Juneteenth Holiday The Council meeting regularly scheduled for that day was moved to Tuesday June 20

## **CONSENT AGENDA**

- 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**

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

### **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**

Chief Sylvester presented the amendment for the GMP with Steele and Freeman for the Animal Shelter Completion is anticipated in late Summer or early Fall 2024

Mayor Pro Tem Franks made a motion to approve the amendment as presented Councilmember Prestenberg seconded the motion and it passed unanimously

- 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**

Ms Rose provided a brief summary of prior conversations related to a rental registration program and the requests and comments from Council that have been incorporated The program includes mandatory registration for single family rental properties Initial registration will be open until January 2024 There are no fees associated with the registration however the program does include a fine for non compliance to encourage participation The maximum fee would be set at \$200 but the judge always has discretion to set and lower the fine Registration is only triggered with a change in ownership and City notification is required when there is a change in tenancy There will not be a registration requirement when tenants change only notification This change was added to reduce the burden on property owners and to encourage participation in the program Each rental property will need separate registration but again there are no fees associated with registration

Councilmembers asked about logistics advertising and enforcement Ms Rose reiterated that the registration only applies to single family properties rather than commercial properties

- Matthew Holboke addressed Council about short term rental properties Ms Rose noted that short term rentals are a separate matter and are not included in this amendment but could be explored if Council wishes
- Jeanie Marten addressed Council about the program
- Butch Kemper addressed Council about registrations Ms Rose clarified that the goal of the program is to provide the City with contact information for single family rental property

owners. Mr. Gorfida interjected that there are much more intrusive ordinances that have been upheld by the courts for health and safety purposes.

Councilmember Lindsey asked if tenant information is subject to public information requests. Mr. Gorfida commented that if the resident's information is already excepted from public information, such as a judge or peace officer, the information would remain excepted.

Councilmember Prestenberg made a motion to approve the item as presented. Councilmember Howarth seconded the motion and it carried 4-2, with Councilmembers Millsap and Lindsey voting against the measure.

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

Ms. Nash commented that this is the first formal opportunity for public input on the 2023-2024 fiscal year (FY) budget process. Mr. Baldwin noted that there will be additional opportunities for residents and stakeholders to engage in the budget process including a budget hearing and at any Council meeting during the Public Comment section of the meetings. Residents are also welcome to contact councilmembers or the finance department. The information to do so is located at [www.cityofsachse.com/budget](http://www.cityofsachse.com/budget). All information related to the budget can be found on this website page. Mr. Baldwin laid out the remainder of the process with pertinent dates. Mr. Baldwin stated that the budget calendar is on the website and is a six-month process, starting internally in March. The proposed budget will be submitted internally to Council on August 15 and will be available for the public on the website or upon request in the City Secretary's office. The City Manager will formally present the proposed budget to Council at the August 21 Council meeting. The latest opportunity to approve a budget for 2023-2024 is September 22. Councilmember Prestenberg appreciates the detailed calendar presented that aids in transparency.

Resident, Cullen King, addressed the Council about the budget.

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

Ms. Granger explained that each year after an election, Council has the opportunity to review liaison assignments to boards and commissions and leave them as they are or make changes as they see fit.

Councilmember Howarth made a motion to keep the current Council liaison assignments. Councilmember Prestenberg seconded the motion and it passed unanimously.

### **5. Consider an appointment to the Board of Adjustments.**

Ms. Granger noted that there is a vacancy on the Board of Adjustments. She reminded Council that they interviewed applicants at the May 9 special meeting and asked if they would like to make an appointment.

Councilmember Howarth made a motion to appoint Chris Alvarez to the Board of Adjustments. Councilmember Lindsey seconded the motion, and it carried 5-1 with Councilmember Millsap voting no.

**EXECUTIVE SESSION:**

Mayor Bickerstaff adjourned the Council to Executive Session at 7:39 p.m.

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.**

The Council returned to Regular Session at 8:34 p.m.

**REGULAR AGENDA ITEMS / MEETING CLOSING:**

1. **Take any action as a result of Executive Session regarding the mid-year review of the City Manager.**

No action at this time.

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.**

No action at this time.

3. **Adjournment.**

Mayor Bickerstaff adjourned the meeting at 8:34 p.m.

  
Jeff Bickerstaff, Mayor

ATTEST:

  
Leah K Granger, City Secretary

