

CITY COUNCIL OF THE CITY OF SACHSE

MEETING MINUTES

JUNE 3, 2019

The City Council of the City of Sachse held a workshop and regular meeting on Monday, June 3, 2019 at 6:30 p.m. at the City Council Chambers, 3815 Sachse Road, Sachse, Texas. Those present were Mayor Mike Felix, Mayor Pro Tem Cullen King, Councilmembers Brett Franks, Michelle Howarth, Paul Watkins, Bill Adams, and Jeff Bickerstaff; City Manager, Gina Nash; City Secretary, Michelle Lewis Sirianni; Strategic Services Manager, Lauren Rose; Director of Public Works and Engineering, Greg Peters; Finance Director, Teresa Savage; IT Manager, Danny Wheeler; Parks and Recreation Director, Lance Whitworth; Park and Recreation Supervisor, Cynthia Wiseman; Fire Chief, Marty Wade, and Police Chief, Bryan Sylvester.

Mayor Felix opened the workshop meeting at 6:33 p.m.

COMMUNITY CENTER OPERATIONS: Discuss Community Center operations.

Mr. Whitworth presented an overview of items regarding the operations of the Community Center. A comparison was given between a community center versus a recreation center including the amenities and fees associated with both. Mr. Whitworth indicated that research was conducted on neighboring cities regarding operating hours and staffing. He noted that staff visited several of them as well. Three options were proposed to the City Council.

Option One: 48-hours of operation total. Staffing would entail the Recreation Manager, Recreation Specialist, and two part-time Recreation Aides. This proposal would require one additional Recreation Aide.

Option Two: 60-hours of operation total. Staffing would entail the Recreation Manager, Recreation Specialist, and three part-time Recreation Aides. This proposal would require two additional Recreation Aides.

Option Three: 72-hours of operation total. Staffing would entail the Recreation Manager, Recreation Specialist, and four part-time Recreation Aides. This proposal would require three additional Recreation Aides.

A side-by-side comparison was given between option one versus option two, and option two versus option three. Mr. Whitworth stated the Parks and Recreation Board recommended option one. Staff recommends starting conservatively and adjusting as necessary based on demands.

Councilman Watkins asked if the proposed hours match with the usage of hours at Old City Hall with classes, and how easy it would be to on-board or make adjustments.

Councilman King questioned mid-day usage and is in favor of option one. He asked if a budget amendment would be done for additional personnel and encouraged creative programming.

Councilman Bickerstaff stated he likes option one, but has concerns with doing budget amendments for staffing based on the budget impact of option one versus option two. Mrs. Nash commented that they could budget for option two, but would come back for City Council approval. She indicated that staff recommends adding hours instead of taking them away.

Mayor Pro Tem Adams stated he likes option one and understands Councilman Bickerstaff's point for option two. He believes staff should start conservative and remain flexible with ability to ramp up, based on demand.

Councilwoman Howarth questioned the daytime usage as well and whether staff should consider closing mid-day. She likes option one, but would like to see a few early morning and late-evening hours, based on demand.

Councilman Franks likes option one. He asked how often the hours would be evaluated. He commented that with the Center opening in January, they would be able to prepare for the summer.

Mayor Felix liked option one. He stated that they should use the Library to gauge hours and look at summer versus winter hours.

Mr. Whitworth addressed membership fees based on neighboring cities, the Sachse Senior Center, and resident versus non-resident and amenities. The Parks and Recreation Board recommended \$20 a year fee for residents and \$50 a year for non-residents at 12 plus years old, and a reduced fee for seniors and veterans. Staff is recommending \$20 per year for residents, \$40 per year for non-residents at 12 plus years old, a family rate of \$50 per year for residents, \$100 per year for non-residents, and reduced fees for seniors and veterans.

Councilman King stated he is concerned and feels that \$20 seems high. Mayor Pro Tem Adams asked about the fees for the Wylie Recreation Center. Mr. Whitworth indicated that they are \$175 per year for residents and \$225 per year for non-residents, and added that thirty percent (30%) of classes are for non-residents. Mayor Pro Tem Adams suggested \$10 per year for residents and \$50 per year for non-residents (individual rates).

Councilwoman Howarth stated she would like to see free membership for residents for the first year of operations, so residents could check out the new amenities.

Councilman Franks stated he likes \$20 per year for residents and likes the options for families. He asked what the fee would be for veterans and seniors. Mr. Whitworth commented \$10 per year for veterans and seniors.

Councilman Watkins stated he agrees with Councilwoman Howarth. It should be free for residents for the first year of operations.

Councilman Bickerstaff stated he proposes \$15 per year for residents. All others proposed are fine.

Mr. Whitworth presented proposed reservation fees. He compared neighboring cities with the City's current facilities (Senior Center, Library and Old City Hall), resident versus non-resident fees, and amenities. Mr. Whitworth stated the City currently only rents out facilities to residents and non-profits are free if they can provide proof of 501(c)3 status.

Mayor Felix stated they would resume the discussion in the regular meeting.

ADJOURNMENT:

Mayor Felix adjourned the workshop at 7:29 p.m.

Mayor Felix opened the regular meeting at 7:43 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE TO U.S. AND STATE FLAG: The invocation was offered by Mayor Pro Tem King and Councilman Watkins led the pledges.

OATHS OF OFFICE: Administer the Oath of Office to recently elected Councilmembers.

Mrs. Nash administered the Oath of Office to Mayor Felix.

Mayor Felix administered the Oath of Office to Councilmembers King and Bickerstaff.

A brief recess was taken for a reception to recognize the Mayor and Councilmembers.

CONSENT AGENDA: All items listed on the Consent Agenda are considered routine and will be acted on by one motion, with no separate discussion of these items unless a City Councilmember or citizen so requests.

1. Approve the minutes of the May 20, 2019, combined meeting.

2. Accept the monthly revenue and expenditure report for the period ending April 30, 2019.

Councilman Bickerstaff made a motion to approve the consent agenda items as presented. Mayor Pro Tem King seconded that motion and the motion was unanimously approved.

MAYOR AND CITY COUNCIL ANNOUNCEMENTS REGARDING SPECIAL EVENTS:

Councilwoman Howarth announced upcoming Library events.

Mayor Felix announced the Red, White, and Blue Blast on July 3.

Presentation of scholarship award to Sachse High School Senior, Cindy Hong.

Mayor Felix presented the scholarship award and certificate to Cindy Hong.

Recognize members of the Chase Oaks Church for the #LoveDoesTheUnexpected community service project.

Mayor Felix recognized and presented a certificate to members of Chase Oaks Church for the following projects: Cleaned up the railroad right-of-way along SH 78, installed a new shed at 5 Loaves, repaired an old shed at 5 Loaves, worked on two fences that had code violations, and served participants at 5 Loaves' Client Appreciation Day.

CITIZENS INPUT:

Diana Smith, 4802 Sachse Road, announced that the Community BBQ has given the Sachse Historical Society a wall space for pictures, items, etc. to share with the community and invited everyone to view when they visit.

REGULAR AGENDA ITEMS:

Discuss Community Center operations. (Continuation from the workshop meeting.)

Councilwoman Howarth and Councilman King reiterated that they both liked the idea waiving the membership fee for residents only during the first year.

Councilman Bickerstaff asked about non-operational versus operational hours and after hour usage. Mr. Whitworth noted that more than half of the current usage is during non-operational hours.

No further comments were made.

Consider appointment of a Mayor Pro Tem.

Ms. Lewis Sirianni stated, per the City Charter, the Mayor Pro Tem is elected by the City Council at the first regular meeting after each regular election of the City Council Members and/or Mayor, which has historically been done during the first meeting in June.

Councilman Watkins nominated Councilman Bill Adams to serve as Mayor Pro Tem. Mayor Pro Tem King seconded that motion and the motion was unanimously approved.

Consider appointments to the City's Boards and Commissions including the Municipal Development District (MDD) Board, Library Board, and the Animal Shelter Board.

Ms. Lewis Sirianni stated last year the City Council made appointments to the Municipal Development District Board. Three of the members were appointed for only a one-year term in order to initiate the staggered terms. The City also had vacancies on the Library and Animal Shelter Boards. On May 20, the City Council interviewed candidates to be considered. Staff is asking the City Council to consider and make appointments.

Councilman Watkins made a motion to appoint the following:

Municipal Development District Board: Diana Smith, Brett Franks, and Valarie Pike

Animal Shelter Board: Brandi Petee

Library Board: Jarvis Chambers and Rhia Johnson

Ms. Lewis Sirianni clarified the MDD appointments would now be for two-year terms.

Councilwoman Howarth seconded that motion and the motion was unanimously approved.

Consider an Interlocal Radio System Usage Agreement with the cities of Garland and Mesquite to provide for the additional capacity of the P-25 700MHz system.

Chief Sylvester stated in 2015, the City began the process of upgrading to a P-25 compliant radio system and entered into a contract with the cities of Garland and Mesquite to participate in the subscriber program. In 2017, the system became operational and the City migrated to this system. The existing agreement does not conform to the operation system being utilized. The proposed agreement encompasses the current technology and entails a five-year initial term with options for a five-year renewal. Chief Sylvester stated there is no budget impact for the FY 2019-2020 and no change to the how the system works. However, there will be a significant increase in FY 2020-2021 budget due to the warranty with Motorola expiring in September 2020. Staff is recommending approval of this item.

Councilman Bickerstaff asked if there would be a need for more capacity. Chief Sylvester commented it would not be needed in the near future. If additional capacity was ever needed, it would have to go before the governance board for approval.

Councilman King made a motion to approve an Interlocal Radio System Usage Agreement with the cities of Garland and Mesquite to provide for the additional capacity of the P-25 700MHz system. Councilman Franks seconded that motion and the motion was unanimously approved.

Discuss the 2019-2020 Capital Improvement Plan (CIP) proposed street projects.

Mr. Peters reviewed key active and completed projects with staff identifying projects needs through street expansion projects, maintenance projects, and lighting projects. Mr. Peters went through each area outlining the project scoring based on several factors and level of impact. Arterial and collector road projects were scored, as well as the unimproved arterial and collector roads based on maintenance versus expansion, and the funding methodology behind each. He commented that additional considerations would need to be made regarding arterial and collector roads, which are not currently funded for expansion. The remaining unimproved arterial roads, which are not yet funded for expansion, are Blackburn-Ingram, Pleasant Valley Road, and future phases of Sachse Road. The remaining unimproved collector roads, which are not yet funded for expansion, are Bailey Road/Hooper, Williford Road, and Third Street.

Mr. Peters reviewed the City's Street Maintenance Tax Program with anticipated available funding for the FY 2019-2020 year. The majority of this funding has gone towards maintenance and rehabilitation project for local neighborhood streets. The City continues to use the PASER System to evaluate conditions of streets on an annual basis. Proposed projects are Park Lake Boulevard panel replacement, Third Street, and Brookview Drive, Phase I. Staff also has identified key

projects to be completed through the Street Department's annual operating budget. As part of the budget process, staff reviews potential projects based on street condition, project size, and available funding. A list of optional supplemental street maintenance projects, which could be considered by the City Council if funding is available included Salmon Estates rehabilitation, Peachtree and Park Lake Estates rehabilitation, asphalt rehabilitation to Hilltop Trail and Meadow Lane, and Anthony Lane, and an alley rehabilitation package for several alleys within the city. Lastly, Mr. Peters commented on proposed street lighting projects. Staff is seeking feedback on overall policy pertaining to the Capital Improvement Plan (CIP), feedback on any individual projects, which the City Council would like staff to provide more detail on, further analysis, or move up/down the priority list to include in the FY 2019-2020 CIP.

Councilman Bickerstaff stated that he would like to see the City Council find a way to fix Bailey/Hooper and asked how the projects were listed in priority. Mr. Peters noted that options one and two were options three and four last year. Mayor Pro Tem Adams agreed with Councilman Bickerstaff.

Councilman Franks expressed he would prefer concrete to asphalt for replacements. Councilman Watkins agreed in regards to concrete and stated he would like to see Bailey Road moved up the priority list, as well as utilize partnerships whenever possible.

Consider a resolution approving the terms and conditions of a professional services agreement between the City of Sachse and Freese & Nichols, Inc. in an amount not to exceed One hundred seven thousand and zero cents (\$107,000.00); authorizing its execution by the City Manager; and providing for an effective date.

Mr. Peters stated Longbranch Creek was identified as a key project in the Stormwater Utility Study. The proposed scope by Freese & Nichols, Inc. identifies projects, construction scope, and cost to address the issues in the watershed. The final solution will likely be multi-phased construction plan. The cost of the proposed project is \$107,000.00 and includes hydraulic and hydrologic analysis of the existing watershed, creation of flood models, and multiple proposed solutions with proposed phasing and construction cost estimates. Staff recommends approval. If approved, staff will present draft options in the fall with anticipated project completion in early 2020.

Councilman Bickerstaff made a motion to approve a resolution approving the terms and conditions of a professional services agreement between the City of Sachse and Freese & Nichols, Inc. in an amount not to exceed one hundred seven thousand and zero cents (\$107,000.00); authorizing its execution by the City Manager; and providing for an effective date. Councilman King seconded that motion and the motion was unanimously approved.

EXECUTIVE SESSION:

The City Council shall convene into Executive Session pursuant to the Texas Government Code, Section §551.072: Deliberation regarding the purchase, exchange, lease, or value of real property generally located along Sachse Road in the City of Sachse.

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

At 9:20 p.m., the City Council recessed into Executive Session.

At 10:44 p.m., the City Council reconvened back into regular session.

No action was taken.

ADJOURNMENT:

Mayor Felix adjourned the regular meeting at 10:45 p.m.


MIKE J. FELIX, MAYOR

ATTEST:


Michelle Lewis Sirianni, City Secretary

