

CITY COUNCIL OF THE CITY OF SACHSE

MEETING MINUTES

MAY 6, 2019

The City Council of the City of Sachse held a workshop and regular meeting on Monday, May 6, 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; Development Services Director, Matt Robinson; Finance Director, Teresa Savage; IT Manager, Danny Wheeler; Parks and Recreation Director, Lance Whitworth; Fire Chief, Marty Wade; and Police Chief, Bryan Sylvester.

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

BOARDDOCS TRAINING: Receive training on the BoardDocs meeting and voting software.

Diana Freeman, Implementation Specialist with BoardDocs, provided training to the City Council to review the agenda management and voting software. The Council went through a mock meeting agenda to try to detect any issues with the voting system.

SCHOLARSHIP APPLICATIONS: Discuss and review applications for the 2019 City of Sachse Scholarship.

The City Council reviewed and discussed applications.

ADJOURNMENT:

Mayor Felix adjourned the workshop at 7:17 p.m.

Mayor Felix opened the regular meeting at 7:33 p.m.

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

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 April 15, 2019, combined meeting.**
- 2. Accept the monthly revenue and expenditure report for the period ending March 31, 2019.**
- 3. Authorize the purchase of a Dell "VxRail" Hyperconverged Server and backup solution along with all associated software as well as five (5) years of Next Business Day solution support, directly from DellEMC through the Texas Department of Information Resources (DIR) cooperative purchasing contract #DIR-TSO-4299 in the amount of one hundred forty-three thousand, eight hundred and one dollars and seventy-three cents. (\$143,801.73)**
- 4. Approve an ordinance correcting Ordinance 3906 adopted on January 22, 2019, to correct a scrivener's error; by amending Chapter 11 titled "Zoning" by amending Exhibit 1 titled "Zoning Ordinance" by amending Article 2 titled "Definitions" to include a definition for Retail CBD and Hemp Based Products; by amending Article 3 titled "Districts" by amending Section 13 titled "Use Designations" by amending 13.2 titled "Use Chart Organization" by amending use Chart 13.2.4 titled "Commercial Uses" to include Retail CBD and Hemp Based Products; by amending Article 4 titled "General Provisions Applying to All or Several Districts" by amending Section 5 titled "Off-Street Automobile and Vehicle Parking and Loading" by amending Section 5.4 titled "Off-Street Parking" to include parking requirements for Retail CBD and Hemp Based Products.**
- 5. Approve an ordinance amending the Code of Ordinances by amending Chapter 10 titled "Utilities" by amending Article 1 titled "in general" by amending Section 10-7 titled "Water Conservation and Drought Contingency and Water Emergency Response Plan" by renaming Section 10-7 "Water Conservation Plan" and by adopting the "2019 Model Water Conservation Plan for North Texas Municipal Water District Member Cities and Customers."**

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 and closings due to Memorial Day.

Mayor Pro Tem King commented on the success of the recent shot clinic held at the Animal Shelter.

Mayor Felix invited citizens to attend Backyard on 5th.

CITIZENS INPUT:

Butch Kemper, 7107 Longmeadow Drive, requested a future agenda item regarding the four-way stop at Blackburn/Ingram and Dewitt.

REGULAR AGENDA ITEMS:

Receive an update on the administration of the City's Public Improvement District and Tax Increment Financing Reinvestment Zone and authorize the City Manager to negotiate and execute an agreement with P3 Works for Public Improvement District and Tax Increment Financing Reinvestment Zone Administrative Services.

Mary Petty with P3Works presented an overview to the City Council regarding the duties and services that will be provided as the administrator for the Public Improvement District and Tax Increment Financing Reinvestment Zone.

Mayor Pro Tem King asked how the City will educate the residents. Ms. Petty stated that the City can impose several notification requirements, including having the builder display information about the PID in the model homes, among other items. Ms. Petty also indicated that P3 Works' contact information can be included in materials at the model homes so that potential buyers could contact them with any questions they may have about the PID. Additionally, Ms. Petty explained that P3 Works maintains a website with a property assessment database. Potential and current residents in a PID can search that database to learn more about the assessments levied in a particular area.

Councilman Bickerstaff made a motion to approve an agreement with P3 Works for Public Improvement District and Tax Increment Financing Reinvestment Zone Administrative Services. Mayor Pro Tem King seconded that motion and the motion was unanimously approved.

Receive the 2018 Year in Review from the Sachse Fire Department.

Chief Wade presented the City Council with an overview from 2018, which included staffing, operational statistics regarding response data, types of calls, calls per month, fire loss data, ambulance service fees, mutual aid calls, training, community outreach, the CERT program, 2018 achievements, and what's planned for 2019.

The City Council all thanked and expressed appreciation to him and the entire Fire Department for all they do and their education efforts. The City Council also discussed and expressed concern regarding the volume of mutual aid assistance provided to other communities. The Council also discussed the amount of time staff is responding to incidents in other cities and if the City's VERT will be able to keep up with the cost of future apparatuses.

Conduct a public hearing to consider and act on an ordinance amending the Code of Ordinances by amending Chapter 8 titled "Subdivisions".

Mr. Robinson presented an overview of the notable proposed revisions to the subdivision ordinance. The revisions are intended to update the ordinance to reflect the regulations established in the PGBT and Old Town zoning districts, streamline processes to facilitate development, and clean up outdated references and provisions. Mr. Robinson reviewed the residential lot frontage parking and noted that an Engineering Design Manual will become a separate document. The Planning and Zoning Commission unanimously recommended approval at its April 22, 2019 meeting. Staff recommends approval as presented.

Mayor Felix opened the public hearing.

No comments were made.

Mayor Felix closed the public hearing.

Mayor Pro Tem King asked about emergency vehicle access on the frontage lots. Mr. Robinson indicated that dedicated off-street parking and appropriate alley/drive widths for emergency vehicles will be required as a part of the new standards.

Councilman Bickerstaff made a motion to approve an ordinance amending the Code of Ordinances by amending Chapter 8 titled "Subdivisions". Councilman Watkins seconded that motion and the motion was unanimously approved.

Consider and act on an ordinance adopting an Engineering Design Manual.

Councilwoman Howarth made a motion to approve an ordinance adopting an Engineering Design Manual. Councilman Bickerstaff seconded that motion and the motion was unanimously approved.

Discuss policy goals pertaining to traffic signalization needs and intersection improvements within city limits.

Mr. Peters indicated that due to its location, a majority of the traffic in the rapidly growing eastern Collin County region must pass through Sachse to get from home to work. This results in a great deal of "pass-through" traffic, which affects the quality of life for Sachse residents. While there is no way to force traffic outside of the community, there are steps by which the City can improve transportation, minimize congestion and limit the impacts felt by residents. Mr. Peters provided an overview of activity growth estimates and traffic congestion estimates. Mr. Peters also indicated that the North Central Texas Council of Governments (NCTCOG) has several major projects planned that will assist with the flow of traffic in the future. Until then, small-scale projects can be organized to help improve efficiency in the interim. Based on existing conditions and the continued growth, it has been determined that traffic signals are, or will soon be, required in several locations along major Collin County transportation corridors. Mr. Peters outlined budgetary impacts and funding options. Staff is seeking feedback on the potential re-allocation of funding. Staff recommends taking the funds assigned to the Dewitt/Ingram signal construction project and re-allocating them towards a larger citywide traffic signal project in conjunction with Collin County's efforts.

The City Council discussed the funding request to Collin County, including timelines and risks of doing the project now versus later. The City Council also discussed unifying names for streets with multiple names. Councilman Adams asked about the viability of a three-way stop sign at 3rd Street and Blackburn.

Butch Kemper, 7107 Longmeadow, asked if all the intersections referenced in the presentation were in Collin County and asked if the City is eligible to seek funding from Collin County for an intersection in Dallas County. Mr. Peters stated that majority of the traffic is directly correlated to

residents in Collin County passing through the City corridor, and believes that these are the kind of projects that Collin County will evaluate.

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

Mrs. Nash stated as part of the budget process, staff will provide a breakdown of capital improvement projects by category throughout the next several Council meetings. Tonight's presentation will focus on utility projects.

Mr. Peters reviewed active and completed utility projects within the city, as well as capital utility maintenance and expansion project needs and funding options. Funding for maintenance projects is allocated through the Utility Fund (UF) and funding for expansion projects is allocated through water and sewer impact fees. Mr. Peters outlined a list of recommended utility projects. The rehabilitation projects include Anthony Lane sewer rehabilitation, Natchez sewer main, 3rd Street water main, and Cartwright water main. The expansion projects include a 12" water main on Pleasant Valley Road and Phase 3 of the Southeast Sewer expansion. Staff is seeking feedback on any individual utility projects that the Council would like more detail on or further analysis. These projects will be incorporated into the FY 2019-2020 CIP.

Bob Jensen, 7200 Bailey Road, expressed his concerns regarding the condition of Bailey Road.

Councilwoman Howarth asked if improvements could be made to the water/sewer to the 5th Street/Sachse Road area as they "build" the downtown area. Mr. Peters stated Dallas County has Community Development Block Grant monies that may be able to be used for those projects.

Discuss and review applications for the 2019 City of Sachse Scholarship.

Mayor Felix stated the City Council completed the review of the applications during the workshop and will award the scholarship in a future upcoming meeting.

ADJOURNMENT:

Mayor Felix adjourned the regular meeting at 9:33 p.m.

ATTEST:

Michelle Lewis Sirianni
Michelle Lewis Sirianni, City Secretary


MIKE J. FELIX, MAYOR

