



**Monday, May 4, 2020
City Council Combined Meeting**

This meeting will begin at 6:30 p.m.

This meeting will be closed to in person attendance by the public.

A temporary suspension of the Open Meetings Act to allow telephone or videoconference public meetings has been granted by Governor Greg Abbott. These actions are being taken to mitigate the spread of COVID-19 by avoiding meetings that bring people into a group setting and in accordance with Section 418.016 of the Texas Government Code.

**Citizens may join the Zoom Meeting by logging on at: <https://us02web.zoom.us/j/82892993948>
Or Telephone: 888 788 0099 (Toll Free)
Webinar ID: 828 9299 3948**

**Members of the public who wish to submit their written comments on a listed agenda item must submit their comments by filling out the public meeting speaker form at:
<http://www.cityofsachse.com/328/Agendas-Minutes-Videos> or by visiting the Agendas & Minutes button on the homepage of the City's website.**

Comments must be received before 4:00 p.m. on Monday, May 4, 2020.

The City of Sachse reserves the right to reconvene, recess or realign the workshop meeting, regular meeting, called Executive Session or order of business at any time prior to adjournment.

As authorized by Section 551.071(2) of the Texas Government Code, these meetings may be convened into closed Executive Session at any time during the City Council 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. 6:30 PM WORKSHOP MEETING

1. Call to Order: The City Council of the City of Sachse will hold a Workshop Meeting on Monday, May 4, 2020 at 6:30 p.m. to consider the following items of business:
2. Discuss and review applications for the 2020 City of Sachse Scholarship.
3. Discussion of City Council meeting agenda items.
4. Adjournment.

B. 7:00 PM REGULAR MEETING

1. Call to Order: The City Council of the City of Sachse will hold a Regular Meeting on Monday May 4, 2020 at 7:00 p.m. to consider the following items of business:
2. Invocation and Pledges of Allegiance.

C. Special Announcements

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

D. Citizen Input

1. Citizen Input: The City Council is prohibited by state law from discussing any item not posted on the agenda according to the Texas Open Meetings Act, but may take them under advisement. Issues raised may be referred to City Staff for research and possible future action.

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

1. Approve the minutes of the April 20, 2020, regular meeting.
2. Accept the monthly revenue and expenditure report for the period ending March 31, 2020.
3. Approve a resolution that Oncor Electric Delivery Company LLC's application for approval to amend its distribution cost recovery factor to increase distribution rates within the City should be denied.
4. Approve the Consent Agenda Items as presented.

F. Regular Agenda Items

1. Receive an update regarding actions taken by the City as a result of the COVID-19 pandemic and any future measures that may be necessary including city operations and facilities, public safety, financial employee impact, and the Families First Coronavirus Response Act.
2. Receive Sachse's Fire-Rescue 2019 annual review.

G. Executive Session

1. The Sachse City Council shall convene into Executive Session pursuant to Texas Government Code Section §551.087: Deliberation Regarding Economic Development Negotiations: Deliberation regarding a program to provide grants to local small businesses impacted by COVID-19.
2. Take any action as a result of Executive Session.

H. Regular Meeting Closing

1. Adjournment.

I, the undersigned authority, do hereby certify that this notice of meeting was posted in accordance with the regulations of the Texas Open Meetings Act and was posted on the bulletin board, an accessible location at Sachse City Hall.



Michelle Lewis Sirianni, City Secretary

Accommodation requests for persons with disabilities should be made at least 48 hours prior to the meeting by contacting Lauren Rose, ADA Coordinator, via phone at 972.429.4770, via email at lrose@cityofsachse.com, or by appointment at 3815 Sachse Road, Building B, Sachse, Texas 75048.

**Agenda Item Details**

Meeting	May 04, 2020 - City Council Combined Meeting
Category	A. 6:30 PM WORKSHOP MEETING
Subject	2. Discuss and review applications for the 2020 City of Sachse Scholarship.
Access	Public
Type	Discussion
Goals	Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse.

Public Content**BACKGROUND**

The City of Sachse's contract with Community Waste Disposal (CWD) provides for \$1,000.00 to be used for a scholarship to a local youth residing in Sachse. This is the 7th year for the City of Sachse scholarship. Staff met and reviewed the applications and narrowed those down to the top candidates for the City Council to review.

RECOMMENDATION

Staff recommends that the City Council discuss, review, and select a recipient for the 2020 City of Sachse Scholarship.

**Agenda Item Details**

Meeting	May 04, 2020 - City Council Combined Meeting
Category	E. Consent Agenda - All items listed on the consent agenda will be considered by the City Council and will be enacted on by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests.
Subject	1. Approve the minutes of the April 20, 2020, regular meeting.
Access	Public
Type	Action (Consent), Minutes
Recommended Action	Approve as presented.
Minutes	View Minutes for Apr 20, 2020 - City Council Regular Meeting

Public Content**BACKGROUND**

Minutes of the April 20, 2020, regular meeting.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Approve the minutes of the April 20, 2020, regular meeting.

04.20.20 Minutes.pdf (56 KB)

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

CITY COUNCIL OF THE CITY OF SACHSE
MEETING MINUTES
APRIL 20, 2020

The City Council of the City of Sachse held a regular meeting on Monday, April 20, 2020, at 6:30 p.m. via virtual teleconference. Those present were Mayor Mike Felix, Mayor Pro Tem Michelle Howarth, Councilmembers Brett Franks, Paul Watkins, Chance Lindsey, Cullen King, and Jeff Bickerstaff; City Manager, Gina Nash; City Secretary, Michelle Lewis Sirianni; Parks and Recreation Director, Lance Whitworth; Library Manager, Daniel Laney; IT Manager, Danny Wheeler; Strategic Services Manager, Lauren Rose; Finance Director, Teresa Savage; Public Works and CIP Director, Corey Nesbit; Development Services Director, Matt Robinson; Human Resources Director, Melinda Walter; Fire Chief, Marty Wade; and Police Chief, Bryan Sylvester.

Mayor Felix opened the regular meeting at 6:35 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE TO U.S. AND STATE FLAGS:

Councilman Franks offered the invocation and Councilman King led the pledges.

MAYOR AND CITY COUNCIL ANNOUNCEMENTS REGARDING SPECIAL EVENTS:

Councilman King asked for citizens to continue to support 5 Loaves Food Pantry or any surrounding food banks in the community during this time. They rely on and need our donations to support those who are in need.

Councilman Franks reminded everyone of the Wellbeats program offered through the Community Center that allows residents to workout at home virtually.

CITIZEN INPUT:

No comments were submitted.

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 6, 2020, combined meeting.

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

REGULAR AGENDA ITEMS:

Receive an update regarding actions taken by the City as a result of the COVID-19 pandemic and any future measures that may be necessary including city operations and facilities, public safety, financial employee impact, and the Families First Coronavirus Response Act.

Mrs. Nash gave an update regarding recent changes to the Dallas County amended order requiring face coverings when patronizing an essential business or using public transportation and Governor Abbott's Executive Order announcing the closure of schools through the end of this school year. The City has been continuing to operate the last weeks in the same manner with the buildings remaining closed to the public, with the option for residents to make appointments to meet with staff. At this time, the City has eight active COVID-19 cases. Details about the active and recovered cases are available on the City's COVID-19 website.

Councilman Watkins asked if the order of face coverings includes the Collin County portion that is in the City limits. Mrs. Nash replied yes it does.

Councilman King asked what impacts the citizens may see as far as road work, sidewalk repair, etc. and what areas can they ask for residents to be patient with City staff on during this time. Mrs. Nash replied the Public Works Department continues to do their work and the projects they can do while maintaining appropriate social distancing. Mrs. Nash added the biggest area needed for grace and patience is in Code Enforcement. The City's Code Enforcement team is conscientious of the shelter in place order and other additional challenges residents are working with during this time. As such, staff is holding off on proactive enforcement measures unless there is a public safety or emergency issue. Lastly, Mrs. Nash added that residents may wish to avoid Merritt Road while the overlay project is completed.

Councilman Bickerstaff asked if Governor Abbott issues a more lenient executive order, can Dallas County issue more stringent regulations. Mrs. Nash stated that it depends on how the executive order is structured. They are working through this now as areas that are more urban will most likely be different than rural areas. Dallas County continues to see new positive cases in the triple digits each day, which may impact their stance on regulations.

Consider approving a resolution awarding The American National Bank of Texas as the City's primary depository bank for the City of Sachse and authorizing the City Manager to execute the agreements necessary for said bank services.

Mrs. Savage presented an overview of the process including the timeline, eligible institutions, and selection criteria used. The City received proposals from three banks: BBVA USA, Prosperity Bank, and The American National Bank of Texas. All three exhibited acceptable financial strength and service abilities. Due to the major changes in the financial markets since the initial submittal and final analysis, the selection team agreed it was fair to request a "Best and Final Offer" from each of the applicants to allow proposers to respond to the recent changes in the market. The stability and consistency of services during these times resulted in consensus to retain the

incumbent depository bank. Therefore, staff recommends The American National Bank of Texas as the City's primary depository bank.

Councilman Watkins made a motion to approve a resolution awarding The American National Bank of Texas as the City's primary depository bank for the City of Sachse and authorizing the City Manager to execute the agreements necessary for said bank services. Mayor Pro Tem Howarth seconded that motion and the motion was unanimously approved.

Receive a report regarding Library activities for 2019-2020.

Daniel Laney, Library Manager, presented an overview of the last year to the City Council. He reviewed statistics, which reflected increases in participation for all areas. He highlighted new programs and services including Hoopla, the board game collection, and 3D design classes. Most notably, the Library has received, for the second consecutive year, the Achievement of Excellence in Libraries from the Texas Municipal Library Directors Association. Mr. Laney stated the Library went fine free beginning in October 2019. Since that time, the Library has seen a decrease in both the 30-day overdue rate and item renewal rate, and overall has received a positive response from its patrons. As a result of COVID-19, the Library has made changes and additions in its online resources, creating a digital library card, hosting virtual story times, developing videos featuring songs, rhymes, and felt board stories, and using social media as a way to communicate educational resources and the new online book club. Lastly, Mr. Laney stated the Summer Reading Program this year will be done online via Beanstack. Registration and reading logs will be available through a mobile app and staff will track participation and conduct prize drawings.

Councilman King asked if the Library has experienced any technology road blocks as they have made changes due to COVID-19. Mr. Laney said everything has been going smoothly with only a few small hurdles. One being how to handle renewing all checked out items so that it didn't impact patron's ability to use the online resources. They are still learning Beanstack, but not anticipating any concerns.

Consider approving a four (4) year lease agreement with Dell Financial Services, purchased through GTS Technology Solutions, for a refresh of employee computers in the amount of one hundred and fifty-one thousand, eight hundred and twenty-five dollars and forty-eight cents (\$151,825.48).

Mr. Wheeler stated the majority of the current PC environment at the City is more than five years old and is out of warranty, with some machines approaching more than ten years in age. The IT Department currently fields multiple service requests per week for slow or failing equipment in all departments. Prior to 2018, PCs have been purchased mostly on an ad-hoc basis, with no standard specifications or platform defined. The needs have changed and technology has evolved since most of the fleet was purchased. Mr. Wheeler stated the COVID-19 pandemic has placed the aging technology into sharper focus. Most desktops are large and cumbersome to move, requiring some users to come to the office to file reports and complete other tasks instead of being able to work remotely. In addition, there are departments that use resource intensive software platforms that do not work well on older machines and struggle even more when used remotely. Many machines are

still using outdated operating systems and cannot be upgraded to Windows 10, which would allow users to take advantage of more of the City's cloud services. Hardware failures have drastically increased the number of "touches" required to assist users. Mr. Wheeler commented that they are coordinating with each department to determine what machine types and specifications are needed for replacements. This will be the first phase of replacements that will eventually have all machines on four-year lifecycles to ensure users have technology and equipment to adequately perform their roles and responsibilities. Mr. Wheeler provided an overview of the type of equipment and quantity breakdown, as well as an overview of the purchasing and financing costs within the fiscal year 2020 budget. Staff is recommending approval.

Councilman Lindsay asked if the City is set up to utilize a VDI (virtual desktop infrastructure) and if they foresee any software upgrades needed once machines are upgraded due to compatibility concerns. Mr. Wheeler responded that a VDI or remote desktop delivered through a remote connection is not in place at this time. The city is utilizing VPN and cloud services that allows users to work remotely. He noted that they also have been as proactive as they can to ensure and bring up to date any older software updates off legacy machines and onto the server, virtualizing to avoid any issues that could arise.

Councilman King asked how long it would take to roll through all the machines and if the Animal Shelter software will be able to be moved over to a new machine. Mr. Wheeler responded that the goal is to do majority now, with year two focused on 25 to 50 machines, with years three and four focused on the remaining machines. It will take four years to place all City machines on the four-year cycle, with concentration on being the oldest machines first. In regards to the Animal Shelter, they are on list to be upgraded. They are also looking into upgrading their internet line as well.

Councilman Franks encouraged virtual repairs as much as possible and is concerned about security of machines in general. He would rather see software updated to meet current technology if needed.

Councilman King made a motion to approve a four (4) year lease agreement with Dell Financial Services, purchased through GTS Technology Solutions, for a refresh of employee computers in the amount of one hundred and fifty-one thousand, eight hundred and twenty-five dollars and forty-eight cents (\$151,825.48). Councilman Lindsey 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 §551.087: Economic Development Negotiations: Deliberation regarding economic development incentive for retail or commercial business projects seeking to locate within the City of Sachse.

At 7:40 p.m., the City Council recessed into Executive Session.

At 9:00 p.m., the City Council reconvened back into the regular session.

No action was taken.

ADJOURNMENT:

Mayor Felix adjourned the meeting at 9:00 p.m.

MIKE J. FELIX, MAYOR

ATTEST:

Michelle Lewis Sirianni, City Secretary

**Agenda Item Details**

Meeting	May 04, 2020 - City Council Combined Meeting
Category	E. Consent Agenda - All items listed on the consent agenda will be considered by the City Council and will be enacted on by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests.
Subject	2. Accept the monthly revenue and expenditure report for the period ending March 31, 2020.
Access	Public
Type	Action (Consent)
Preferred Date	May 04, 2020
Fiscal Impact	No
Recommended Action	Accept the monthly revenue and expenditure report for the period ending March 31, 2020.
Goals	Be a model of financial stewardship through growth management, responsible investment, and financial transparency.

Public Content**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 Sachse Municipal Development District, as well as an analysis of sales tax revenue received year-to-date.

POLICY CONSIDERATIONS

The City Charter requires that the City Manager submit a monthly report covering revenues and expenditures.

RECOMMENDATION

Accept the monthly revenue and expenditure report for the period ending March 31, 2020.

[All Funds 3-31-20.pdf \(110 KB\)](#)[Sales Tax Analysis May 2020.pdf \(79 KB\)](#)

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
March 31, 2020
(Unaudited)

GENERAL FUND

50% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference
Revenue Summary					
Property Tax	\$ 12,586,210	\$ 88,763	\$ 12,844,039	102.05%	A
Sales Tax	1,633,000	143,324	1,006,745	61.65%	
Franchise Fees	1,809,027	49,962	904,814	50.02%	
Licenses and Permits	579,500	32,046	262,810	45.35%	
Service Fees	833,000	146,451	821,048	98.57%	
Fines	250,000	28,267	121,627	48.65%	
Interest Income	100,000	15,566	113,278	113.28%	
Miscellaneous Income	432,853	32,326	162,530	37.55%	
Intergovernmental Revenue	1,363,897	113,658	681,949	50.00%	
Total Revenue	\$ 19,587,487	\$ 650,363	\$ 16,918,839	86.38%	
Expenditure Summary					
City Manager	\$ 752,099	\$ 64,253	\$ 324,761	43.18%	D
City Secretary	192,702	18,820	141,381	73.37%	
Human Resources	393,974	27,333	173,997	44.16%	
Finance	684,177	42,851	290,209	42.42%	
Municipal Court	242,307	17,163	103,768	42.82%	
Parks	990,022	126,267	475,282	48.01%	C
Senior Programs	175,778	39,141	91,331	51.96%	
Library Services	520,532	37,960	234,877	45.12%	
Community Development	721,743	73,157	329,621	45.67%	
Streets & Drainage	2,279,892	1,048,481	1,550,392	68.00%	
Facility Maintenance	568,276	94,779	288,341	50.74%	
Police	5,436,091	545,455	2,697,296	49.62%	
Animal Control	236,067	29,640	120,610	51.09%	
Fire/EMS	4,541,005	540,372	2,339,498	51.52%	
Combined Services	407,310	15,553	304,869	74.85%	B
Recreation	332,695	26,133	153,243	46.06%	
City Engineer	347,000	21,974	126,089	36.34%	C
Information Technology	741,473	107,225	309,170	41.70%	
Total Expenditures	\$ 19,563,143	\$ 2,876,555	\$ 10,054,735	51.40%	
Total Revenue Over/Under Expenses	\$ 24,344	\$ (2,226,192)	\$ 6,864,104		

Explanation of Major Variances:

- A** Property Tax receipts peak in December and January
- B** Total annual property and liability premium paid in October
- C** Recreation is a separate department for FY2020, but included in Parks for FY2019
- D** Special Election costs posted in December

City of Sachse
Monthly Revenue and Expenditure Report
March 31, 2020
(Unaudited)

UTILITY FUND

50% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference 0%
Revenue Summary					
Water Revenue	\$ 6,945,622	\$ 403,134	\$ 2,852,411	41.07%	
Sewer Revenue	4,790,920	401,746	2,410,358	50.31%	
Drainage Revenue	210,000	17,552	105,166	50.08%	
Fees	164,500	5,105	93,612	56.91%	
Interest Income	150,000	12,206	123,917	82.61%	
Transfer In-Impact Fee	1,047,000	-	-		
Miscellaneous Income	-		23,698		
Total Revenue	\$ 13,308,042	\$ 839,742	\$ 5,609,161	42.15%	
Expenditure Summary					
Utility Administration	\$ 430,387	\$ 28,110	\$ 208,735	48.50%	
Water Operations	6,227,956	470,652	3,176,011	51.00%	
Sewer Operations	4,405,115	341,743	2,165,666	49.16%	
Drainage Projects	100,000	-	62,500	62.50%	
Total Expenditures	\$ 11,163,457	\$ 840,505	\$ 5,612,912	50.28%	
Total Revenue Over/Under Expenses	\$ 2,144,585	\$ (762)	\$ (3,751)		

Explanation of Major Variances:

City of Sachse
Monthly Revenue and Expenditure Report
March 31, 2020
(Unaudited)

Debt Service Fund

50% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference 0%
Revenue Summary					
Property Tax	\$ 4,713,027	\$ 31,995	\$ 4,741,661	100.61%	
Interest Income	8,000	1,504	14,641	183.01%	
Miscellaneous Receipts					
Total Revenue	\$ 4,721,027	\$ 33,499	\$ 4,756,302	100.75%	
Expenditure Summary					
Fees	\$ 42,320		\$ 35,747	84.47%	B
Principal	3,420,000		3,420,000	100.00%	A
Interest	1,353,750		687,787	50.81%	A
Transfer Out-Utility Fund					
Total Expenditures	\$ 4,816,070	\$ -	\$ 4,143,534	86.04%	
Total Revenue Over/Under Expenses	\$ (95,043)	\$ 33,499	\$ 612,768		

- A** Principal payments are due in February and interest payments in February and August
B Includes Financing Costs on 2019 Tax Notes all incurred in October

City of Sachse
Monthly Revenue and Expenditure Report
March 31, 2020
(Unaudited)

SACHSE ECONOMIC DEVELOPMENT CORPORATION

50% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference
Revenue Summary					
Sales Tax	\$ 775,000	\$ 71,662	\$ 495,693	63.96%	
Other Income	\$ 12,500	\$ -	\$ 2,166	17.33%	
Interest Income	4,000	1,492	11,106	277.66%	A
Total Revenue	\$ 791,500	\$ 73,154	\$ 508,965	64.30%	
Expenditure Summary					
Expenditures	808,349	26,489	382,005	47.26%	
Total Expenditures	\$ 808,349	\$ 26,489	\$ 382,005	47.26%	
Total Revenue Over/Under Expenses	\$ (16,849)	\$ 46,665	\$ 126,959		

Explanation of Major Variances:

A Allocation of pooled money market better than projected

City of Sachse
Monthly Revenue and Expenditure Report
March 31, 2020
(Unaudited)

MUNICIPAL DEVELOPMENT DISTRICT

50% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference
Revenue Summary					
Sales Tax	\$ 355,000	\$ 32,777	\$ 232,491	65.49%	
Other Income	\$ -				
Interest Income	1,000		-		
Total Revenue	\$ 356,000	\$ 32,777	\$ 232,491	65.31%	
Expenditure Summary					
Expenditures	80,000	-	79,715	99.64%	
Total Expenditures	\$ 80,000	\$ -	\$ 79,715	99.64%	
Total Revenue Over/Under Expenses	\$ 276,000	\$ 32,777	\$ 152,776		

Explanation of Major Variances:

CITY OF SACHSE

2019/2020 SALES TAX ANALYSIS

FY 2019	Total Sales tax	General Fund Sales Tax	General Fund Year-To-Date	YTD Percent of Budget	FY 2020	Total Sales tax	General Fund Sales Tax	General Fund Year-To-Date	YTD Percent of Budget
October	208,112	118,915	118,915	9.75%	October	240,829	137,609	137,609	8.63%
November	295,677	168,950	287,865	19.52%	November	316,904	181,079	318,688	19.98%
December	216,610	123,771	411,635	27.91%	December	252,331	144,182	462,870	29.02%
January	230,470	131,690	543,326	36.84%	January	272,241	155,558	618,429	38.77%
February	337,215	192,685	736,011	49.90%	February	401,877	229,633	848,061	53.17%
March	209,463	119,687	855,698	58.01%	March	250,829	143,324	991,385	62.16%
April	200,166	114,375	970,073	65.77%	April	224,183	128,098	1,119,483	70.19%
May	290,146	165,789	1,135,862	77.01%	May				
June	186,681	106,670	1,242,532	84.24%	June				
July	233,228	133,266	1,375,798	93.27%	July				
August	309,283	176,724	1,552,523	105.26%	August				
September	239,512	136,857	1,689,380	114.53%	September				
TOTAL	2,956,564	1,689,380			TOTAL	1,959,194	1,119,483		
BUDGET		1,475,000			BUDGET		1,595,000		

**Agenda Item Details**

Meeting	May 04, 2020 - City Council Combined Meeting
Category	E. Consent Agenda - All items listed on the consent agenda will be considered by the City Council and will be enacted on by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests.
Subject	3. Approve a resolution that Oncor Electric Delivery Company LLC's application for approval to amend its distribution cost recovery factor to increase distribution rates within the City should be denied.
Access	Public
Type	Action (Consent)
Preferred Date	May 04, 2020
Fiscal Impact	No
Recommended Action	Approve a resolution that Oncor Electric Delivery Company LLC's application for approval to amend its distribution cost recovery factor to increase distribution rates within the City should be denied.
Goals	Provide excellent government services to Sachse citizens.

Public Content**BACKGROUND**

On April 3, 2020, Oncor Electric Delivery Company LLC ("Oncor" or "Company") filed an application with the Public Utility Commission for approval to amend its distribution cost recovery factor ("DCRF"). In the filing, the Company is seeking an increase in distribution revenues of \$75,889,531.00, which equals an approximately \$0.88 increase to the average residential customer's bill. This is Oncor's third DCRF filing under a law adopted in 2011 allowing electric utilities to file limited issue, limited review cases.

The Steering Committee of Cities Served by Oncor ("OCSC") has engaged the services of a consultant to review the Company's filing. The Commission's rules allow cities 60 days to act on this application, which does not allow the consultant enough time to complete the analysis. OCSC is recommending that all cities retaining original jurisdiction deny the request.

POLICY CONSIDERATIONS

The City of Sachse has retained original jurisdiction over utility rate filings with the City.

RECOMMENDATION

Approve a resolution that Oncor Electric Delivery Company LLC's application for approval to amend its distribution cost recovery factor to increase distribution rates within the City should be denied.

Denial Resolution (Oncor 2020 DCRF).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.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF SACHSE, TEXAS FINDING THAT ONCOR ELECTRIC DELIVERY COMPANY LLC'S APPLICATION FOR APPROVAL TO AMEND ITS DISTRIBUTION COST RECOVERY FACTOR TO INCREASE DISTRIBUTION RATES WITHIN THE CITY SHOULD BE DENIED; AUTHORIZING PARTICIPATION WITH ONCOR CITIES STEERING COMMITTEE; AUTHORIZING THE HIRING OF LEGAL COUNSEL AND CONSULTING SERVICES; FINDING THAT THE CITY'S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL.

WHEREAS, the City of Sachse, Texas ("City") is an electric utility customer of Oncor Electric Delivery Company LLC ("Oncor" or "Company"), and a regulatory authority with an interest in the rates and charges of Oncor; and

WHEREAS, the Oncor Cities Steering Committee ("OCSC") is a coalition of similarly situated cities served by Oncor that have joined together to efficiently and cost effectively review and respond to electric issues affecting rates charged in Oncor's service area in matters before the Public Utility Commission ("Commission") and the courts; and

WHEREAS, on or about April 3, 2020, Oncor filed with the Commission an Application to Amend its Distribution Cost Recovery Factor ("DCRF"), Commission Docket No. 50734, seeking to increase distribution rates by \$75.9 million annually (an approximately \$0.88 increase to the average residential customer's bill); and

WHEREAS, the City of Sachse will cooperate with OCSC in coordinating their review of Oncor's DCRF filing with designated attorneys and consultants, prepare a common response, negotiate with the Company, and direct any necessary litigation, to resolve issues in the Company's filing; and

WHEREAS, all electric utility customers residing in the City will be impacted by this ratemaking proceeding if it is granted; and

WHEREAS, working with the OCSC to review the rates charged by Oncor allows members to accomplish more collectively than each city could do acting alone; and

WHEREAS, OCSC's members and attorneys recommend that members deny Oncor's DCRF.

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

SECTION 1. That the City is authorized to participate with OCSC in Commission Docket No. 50734.

SECTION 2. That, subject to the right to terminate employment at any time, the City of Sachse hereby authorizes the hiring of the law firm of Lloyd Gosselink Rochelle & Townsend, P.C. and consultants to negotiate with the Company, make recommendations to the City regarding reasonable rates, and to direct any necessary administrative proceedings or court litigation associated with an appeal Oncor's DCRF application.

SECTION 3. That the rates proposed by Oncor to be recovered through its DCRF charged to customers located within the City limits, are hereby found to be unreasonable and shall be denied.

SECTION 4. That the Company shall continue to charge its existing rates to customers within the City.

SECTION 5. That the City's reasonable rate case expenses shall be reimbursed in full by Oncor within 30 days of the adoption of this Resolution.

SECTION 6. That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.

SECTION 7. That a copy of this Resolution shall be sent to Tab Urbantke, Attorney for Oncor, at Hunton Andrews Kurth LLP, 1445 Ross Avenue, Suite 3700, Dallas, Texas 75202, and to Thomas Brocato, General Counsel to OCSC, at Lloyd Gosselink Rochelle & Townsend, P.C., P.O. Box 1725, Austin, TX 78767-1725, or tbrocato@lglawfirm.com.

DULY RESOLVED AND ADOPTED by the City Council of the City of Sachse, Texas on this 4th day of May, 2020.

CITY OF SACHSE, TEXAS:

Mike J. Felix
Mayor

ATTEST:

Michelle Lewis Sirianni
City Secretary

**Agenda Item Details**

Meeting	May 04, 2020 - City Council Combined Meeting
Category	F. Regular Agenda Items
Subject	1. Receive an update regarding actions taken by the City as a result of the COVID-19 pandemic and any future measures that may be necessary including city operations and facilities, public safety, financial employee impact, and the Families First Coronavirus Response Act.
Access	Public
Type	Discussion, Information

Public Content

**Agenda Item Details**

Meeting	May 04, 2020 - City Council Combined Meeting
Category	F. Regular Agenda Items
Subject	2. Receive Sachse's Fire-Rescue 2019 annual review.
Access	Public
Type	Information
Goals	Provide excellent government services to Sachse citizens. Meet the public safety needs of a growing citizen, student, and business population.

Public Content**BACKGROUND**

Sachse Fire-Rescue (SFR) updates the City Council annually to keep them apprised of departmental accomplishments, challenges, and goals for the upcoming year.

OVERVIEW

Chief Wade will provide an overview of the department, its accomplishments, and activities from 2019.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Receive Sachse Fire-Rescue's annual update from Chief Wade.



Sachse Fire-Rescue

2019 ANNUAL UPDATE

MAY 4, 2020

MARTY WADE – FIRE CHIEF

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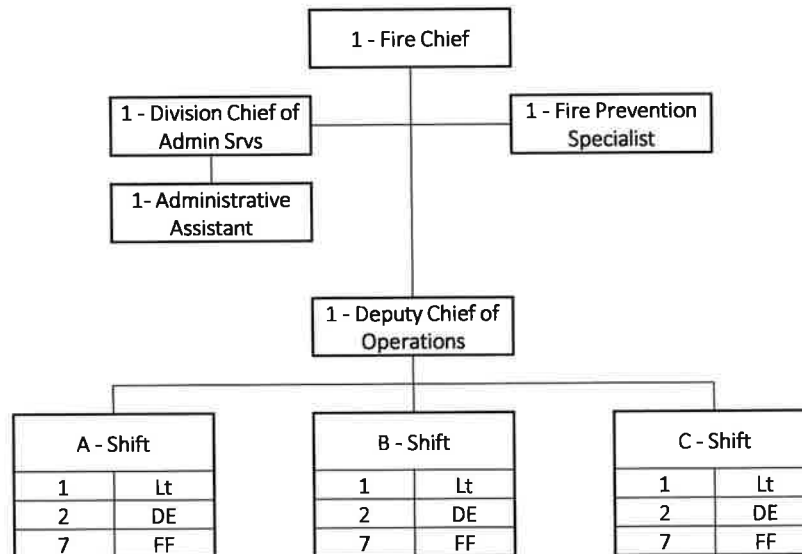
OBJECTIVES

- * Staffing
- * Operational Statistics
- * Training
- * Prevention & Community Outreach
- * Major Accomplishments
- * What's Next



STAFFING - CURRENT

SFR Personnel 2018/2019



1	Fire Chief
1	Division Chief of Administrative Services
1	Fire Prevention Specialist
1	Administrative Assistant
1	Deputy Chief of Operations
3	Lieutenants
6	Driver Engineers
21	Firefighters



STAFFING – Historical

January 2016 – 6 full-time and 2 part-time personnel protected the city utilizing 2 fire stations each day.



STAFFING – Current (FY 19/20)

All three shifts have 10 personnel assigned

STATION 1

4 
Truck 1

2 
Ambulance 1

STATION 2

4 
Engine 1

0
Ambulance 2

SFR maintains a
MINIMUM of 3
personnel at Station 2.

Chief Richardson – The Deputy Chief of Operations adds 1 more



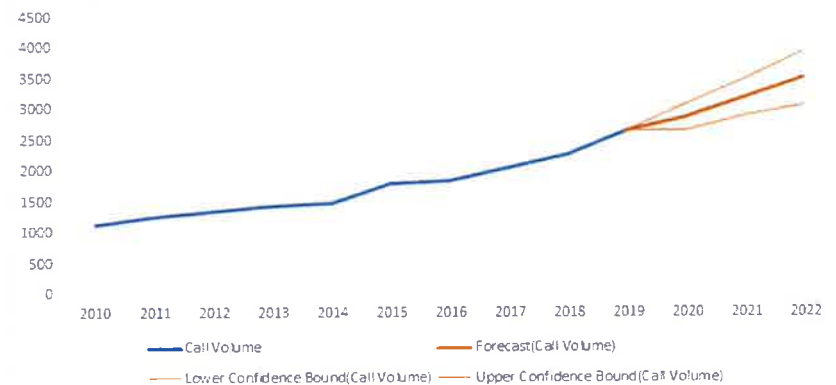
OPERATIONAL STATISTICS

Response Data – Total Incidents

The total number of Incidents projected for 2018 was 2,108; the actual number was **2,257**.

The total number of incidents projected for 2019 was 2,500; the actual number was **2,631**.

Year	Call Volume	Forecast(Call Volume)	Lower Confidence Bound(Call Volume)	Upper Confidence Bound(Call Volume)
2010	1110			
2011	1248			
2012	1331			
2013	1423			
2014	1455			
2015	1780			
2016	1813			
2017	2034			
2018	2257			
2019	2631	2631	2631.00	2631.00
2020		2850.077162	2639.33	3060.82
2021		3162.478964	2864.59	3460.37
2022		3474.880765	3040.82	3908.94



OPERATIONAL STATISTICS

Response Data – Types of Calls

EMS

63.13% 64.51% 66.16%

General Service

22.17% 22.42% 20.53%

False Alarm

8.75% 7.71% 8.25%

Hazardous Condition – No Fire

3.54% 2.97% 3.12%

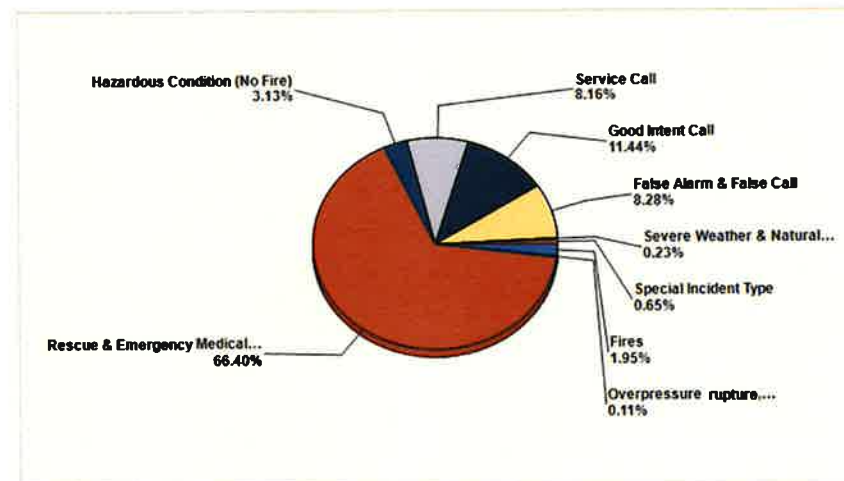
Fire

2.41% 2.39% 1.95%

Red – 2017

Black – 2018

Blue - 2019



OPERATIONAL STATISTICS

Calls Per Month

Busiest Months

2019 - May & October

2018 - October & December

2017 - May & December

Busiest Days of the Week

2019 - Tuesday & Wednesday/Monday (tie)

2018 - Tuesday & Friday

2017 - Tuesday & Wednesday

Busiest Time of Day

8 AM to 8 PM - approximately



OPERATIONAL STATISTICS

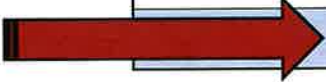
Fire Loss vs. Save Data

	2017	2018	2019
Total Property Value	\$ 2,573,933.00	\$ 1,680,982.00	\$ 2,659,758.00
Fire Loss Value	\$ 67,400.00	\$ 699,440.00	\$ 486,800.00
Fire Loss Percentage	2.60%	42%	18.30%



OPERATIONAL STATISTICS

Ambulance Service Fees

	Charge	Sachse Resident	Non-Resident
Advanced life Support 2 (ALS-2)	\$1,000	*Waive	\$1,000
Advanced Life Support (ALS)	\$850	*Waive	\$850
Basic Life Support (BLS)	\$750	*Waive	\$750
Mileage	\$15 / Mile	*Waive	\$15 / Mile
 * CO-Pays & Deductibles are Waived for Citizens of Sachse			

OPERATIONAL STATISTICS

Revenue - **\$445,575**

Ambulance Transports

2016 - \$289,838

2017 - \$292,404

2018 - \$387,875

2019 - \$430,335

Mutual Aid Calls
Murphy – 36 (10)
Wylie – 71 (22)
Rowlett – 7 (4)
Garland – 1 (2)

County Calls Revenue
2018 – \$53,100
2019 – \$91,130

Fire Inspection Fees

2016 – \$ 4,750

2017 – \$ 11,175

2018 - \$ 4,600

2019 - \$ 6,620

Dallas County Mutual Aid Agreement

Type	Incidents	Revenue
Fire Apparatus Response	115 @ \$450	\$51,630
EMS (Ambulance) Response	112 @ \$350	\$39,500
Total Billed		\$91,130

TRAINING



SFR Personnel completed **8,246.7** hours of training

- Averaging **249.9** hours per firefighter
- **6,336** of these hours are ISO requirements



PREVENTION & COMMUNITY OUTREACH

	2018	2019
Fire Investigations	3	5
Fire Inspections	76	93
Plans reviewed FD	14	16
Plans Reviewed 3rd Party	0	1
Permits Issued	18	17
Public Education	15	16
Community Events	38	32
Stations Tours	15	13

PREVENTION & COMMUNITY OUTREACH

Interacting with over 4,000 People

- | | | | |
|---------------------------|----------------------------|---|------------------|
| * Fire Station Tours | * Block Parties | * Parades | * JABiztown |
| * Walks & Runs | * Birthday Party Tours | * Special Requests | * Mustang Splash |
| * Hands Only CPR | * Pancakes with Santa | * Pop In Visits | |
| * CPR Classes | * PD – Cops and Campers | * Scout Tours & Badge | |
| * School Fire Safety | * Fire Extinguisher Class | * Eagle Scout Projects | |
| * Fired Up for Literature | * Sparky | * H2O XPO | |
| * Sachse Clean-Up | * R W & B Blast Splashdown | * EMT-Ride Outs | |
| * Fire Station Open House | * Reading at the Library | * Seniors – Remember When | |
| * Puppet Shows | * Whitt Walk | * Christmas Extravaganza – Tunnel of Lights | |
| * Sachse HS Tech Class | * Sprinkler Demonstration | * R W & B Blast First Aid Station | |



2017 Total Hours = 2718.75

2018 Total Hours = 1225

2019 Total Hours = **2923.5**

3 Structure Fire Call Outs, 1
Tornado , 2 Days Tornado Clean up.
12 New Members Joined



MAJOR ACHIEVEMENTS

Customer Satisfaction



144 Surveys were randomly mailed out

20 were returned (13.9%)

4 Categories were Rated

- Did the Fire Department Arrive in a Timely Manner?
- Did you like the Services Provided?
- Were the Responders Nice and Receptive?
- How Would You Rate the Responders' Appearance?

Results:

72 – Exceeded Expectations

8 – Met Expectations

0 - Did Not Meet Expectations



Major Achievements

Created the **Deputy Chief of Operations Position** – Chief Lee Richardson

Added 1 Firefighter – **(12 Firefighter Positions over the past 4 years)**

Received 1 **New Ambulance**

The City Council **Mini Fire Academy**

Redefined the **Fire Prevention Bureau**

- 1 New Fire Prevention Specialist, 6 Inspectors, 4 Plans Reviewers, 2 Arson Investigators

Changed **Outdoor Warning Siren Maintenance** Vendor

Emergency Operations Plan – Completed 75% Revision – Completion Date May 2020

Renewed **EMS Provider License** – Texas Department of State Health Services (TDSHS)





COVID-19 EMTF-2 Deployment

SFR currently has 1 Medical Incident Support Team (MIST) member deployment to the Emergency Medical Coordination Center (EMCC) in Arlington, Tx.

Current missions involvement:

Community Testing with Mobile Testing Teams (MTT)

Rapid Assessment Quick Reaction Force (RA-QRF) in Long Term Care Facilities (LTC)

Mobile Integrated Healthcare (MIH) for LTC

This is a collaborative effort between; Local, County, Regional, State, and Federal resources.



What's Next

ISO 1

COVID-19 Impact evaluation and plan

EOP - Emergency Support Functions & Annexes

Training Needs – Facility & Props

Continue with **Fire Prevention Bureau** plan

Community Outreach & Public Education

New Norms?



What's Next Cont.

STAFFING, STATIONS, & SERVICES.....A SELF-ASSESSMENT **Community Risk Assessment & Standards of Cover**

- Community Baseline
- Risk Assessment
- Standards, Goals, and Objectives
- Critical Task Capabilities
- Set Service Level Objectives
- Evaluate Reliability of Fire Companies
 - Distribution & Concentration
- Policy Recommendations



This Self-Assessment is a Data Driven Analysis



Questions?



**Agenda Item Details**

Meeting	May 04, 2020 - City Council Combined Meeting
Category	G. Executive Session
Subject	1. The Sachse City Council shall convene into Executive Session pursuant to Texas Government Code Section §551.087: Deliberation Regarding Economic Development Negotiations: Deliberation regarding a program to provide grants to local small businesses impacted by COVID-19.
Access	Public
Type	Closed Session

Public Content