



City of Sachse, Texas

Meeting Agenda

City Council

Monday, April 16, 2018

7:30 PM

Council Chambers

The Mayor and Sachse City Council request that all cell phones be turned off or set to vibrate. Members of the audience are requested to step outside the Council Chambers to respond or to conduct a phone conversation.

The City Council of the City of Sachse will hold a Regular Meeting on Monday, April 16, 2018, at 7:30 p.m. in the Council Chambers at Sachse City Hall, 3815 Sachse Road, Building B, Sachse, Texas to consider the following items of business:

Invocation and Pledges of Allegiance to U.S. and Texas Flags.

A. Pledge of Allegiance to the Flag of the United States of America: I pledge allegiance to the flag of the United States of America, and to the Republic for which it stands: one nation under God, indivisible, with liberty and justice for all.

B. Pledge of Allegiance to the Texas State Flag: Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.

1. 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 Council Member or citizen so requests.

[18-4215](#) Approve the minutes of the April 2, 2018 workshop meeting.

Attachments: [04.02.18 Minutes Workshop](#)

[18-4216](#) Approve the minutes of the April 2, 2018 regular meeting.

Attachments: [04.02.18 Minutes](#)

2. MAYOR AND CITY COUNCIL ANNOUNCEMENTS REGARDING SPECIAL EVENTS, CURRENT ACTIVITIES, AND LOCAL ACHIEVEMENTS.

[18-4218](#) Recognize the Sachse High School Girls Basketball team.

3. CITIZEN INPUT.

The public is invited at this time to address the Council. The Mayor will ask you to come to the microphone and state your name and address for the record. If your remarks pertain to a specific agenda item, please hold them until that item, at which time the Mayor may solicit your comments. Time limit is 3 minutes per speaker. 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.

4. REGULAR AGENDA ITEMS.

[18-4235](#) Receive an update on the southeast sanitary sewer expansion project.

Attachments: [Presentation](#)

[18-4226](#)

Consider a resolution approving the terms and conditions of an Interlocal Cooperation Agreement between the City of Sachse and Collin County for the City's road and bridges improvements located within Collin County.

Attachments: [Resolution](#)

[Exhibit A - Interlocal Cooperation Agreement](#)

[Court Order No. 97-576-08-25](#)

[18-4220](#)

Receive the 2017 Year in Review from the Sachse Fire Department.

Attachments: [Presentation](#)

5. ADJOURNMENT.

Vision Statement: Sachse is a friendly, vibrant community offering a safe and enjoyable quality of life to all who call Sachse home.

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

As authorized by Section 551.072(2) of the Texas Government Code, this meeting 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.

Posted: April 13, 2018; 5:00 p.m.

Michelle Lewis Sirianni, City Secretary

If you plan to attend this public meeting and you have a disability that requires special arrangements, please contact Michelle Lewis Sirianni, City Secretary, at (972) 495-1212, 48 business hours prior to the scheduled meeting date.



City of Sachse, Texas

Legislation Details (With Text)

File #: 18-4215 **Version:** 1 **Name:** April 2, 2018 Council workshop minutes.
Type: Agenda Item **Status:** Agenda Ready
File created: 4/3/2018 **In control:** City Council
On agenda: 4/16/2018 **Final action:**
Title: Approve the minutes of the April 2, 2018 workshop meeting.
Sponsors:
Indexes:
Code sections:
Attachments: [04.02.18 Minutes Workshop](#)

Date	Ver.	Action By	Action	Result
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Title
April 2, 2018 workshop minutes.

Background
Minutes of the April 2, 2018 workshop meeting.

Policy Considerations
There are no policy considerations affiliated with this item.

Budgetary Considerations
There are no budgetary considerations affiliated with this item.

Staff Recommendations
Approve the minutes of the April 2, 2018 workshop meeting.

CITY COUNCIL OF THE CITY OF SACHSE

WORKSHOP MEETING MINUTES

APRIL 2, 2018

The City Council of the City of Sachse held a workshop meeting on Monday, April 2, 2018 at 6:30 p.m. at the City Council Chambers. Those present were Mayor Mike Felix, Mayor Pro Tem Paul Watkins, Councilmembers Charlie Ross, Bill Adams, Cullen King, and Jeff Bickerstaff; City Manager, Gina Nash; City Secretary, Michelle Lewis Sirianni; Assistant to the City Manager, Lauren Rose; Human Resources Director, Melinda Walter; Fire Captain, Chris Hall, and Police Chief, Bryan Sylvester. Councilmember Brett Franks was absent.

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

BOARD/COMMISSION INTERVIEWS: Conduct interviews for the City's Boards and Commissions.

The City Council interviewed candidates to serve on a City board or commission with current openings.

No further discussion or action was taken.

MEETING AGENDA ITEMS: Discuss any City Council meeting agenda items.

Mayor Felix stated that the City Council would like to discuss item 18-4210, regarding the composition of the Board of Directors for the Municipal Development District (MDD).

Councilman Bickerstaff stated he would like to see a City Council member on the MDD Board. Councilman King agreed and added that he would not mind having two City Councilmembers with a larger percentage of Park Board members. Councilman King suggested considering the City Manager, two City Councilmembers, four Park Board members or three Park Board members and one resident to serve on the MDD Board.

Councilman Ross stated that over time, the dynamic or composition may shift and questions if they should have a rigid composition in place. Councilman Ross suggested it be a seven-member board without specifications to leave more flexibility in the future. He added that he would like to have all applicants go through the interview process with the City Council appointing the best candidates.

Councilman Adams suggested that five citizens serve on the MDD Board. Councilman Adams questioned that if the MDD Board has its own by-laws, will the City Council be able to change the composition later if they wanted to do so. Mrs. Nash commented that the by-laws would state just the number of members on the MDD Board. The City Council would have the ability to change the composition.

Mayor Pro Tem Watkins suggested having the City Manager and one City Councilmember. He likes the idea of listing it as a seven-member board with possibly five at-large residents.

Councilman King stated that he agrees with Councilman Ross. He would like the City Council's intent to be understood in the future. He noted he would be okay with the City Manager, one City Councilmember, and five residents serving on the MDD Board.

Mayor Pro Tem Watkins commented that he would like at least a minimum of two Park Board members along with the City Manager and one City Councilmember.

Mayor Felix questioned how the proposed compositions are different from the composition that the City Council established during the March 19 meeting. Councilman Bickerstaff commented that adding clarity to the original composition would be helpful and that what they have now is more open-ended. He noted that it is the responsibility of the City Council to place the most qualified people on the board.

No further comments were made by the City Council.

ADJOURNMENT:

At 7:28 p.m., Mayor Felix adjourned the meeting.

MIKE J. FELIX, MAYOR

ATTEST:

Michelle Lewis Sirianni, City Secretary



City of Sachse, Texas

Legislation Details (With Text)

File #: 18-4216 **Version:** 1 **Name:** April 2, 2018 Council minutes.
Type: Agenda Item **Status:** Agenda Ready
File created: 4/3/2018 **In control:** City Council
On agenda: 4/16/2018 **Final action:**
Title: Approve the minutes of the April 2, 2018 regular meeting.
Sponsors:
Indexes:
Code sections:
Attachments: [04.02.18 Minutes](#)

Date	Ver.	Action By	Action	Result
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Title
April 2, 2018 regular minutes.

Background
Minutes of the April 2, 2018 regular meeting.

Policy Considerations
There are no policy considerations affiliated with this item.

Budgetary Considerations
There are no budgetary considerations affiliated with this item.

Staff Recommendations
Approve the minutes of the April 2, 2018 regular meeting.

CITY COUNCIL OF THE CITY OF SACHSE

MEETING MINUTES

APRIL 2, 2018

The City Council of the City of Sachse held a regular meeting on Monday, April 2, 2018 at 7:30 p.m. at the City Council Chambers. Those present were Mayor Mike Felix, Mayor Pro Tem Paul Watkins, Councilmembers Charlie Ross, Bill Adams, Cullen King, and Jeff Bickerstaff; City Manager, Gina Nash; City Secretary, Michelle Lewis Sirianni; Assistant to the City Manager, Lauren Rose; Human Resources Director, Melinda Walter; Development Services Director, Dusty McAfee; Finance Director, Teresa Savage; Parks and Recreation Director, Lance Whitworth; Parks; Recreation Supervisor, Cynthia Wiseman; Director of Public Works and Engineering, Greg Peters; Fire Captain, Chris Hall, and Police Chief, Bryan Sylvester. Councilmember Brett Franks was absent.

Mayor Felix opened the meeting at 7:42 p.m.

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

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.

18-4198 - Approve the minutes of the March 19, 2018 workshop meeting.

18-4199 – Approve the minutes of the March 19, 2018 regular meeting.

18-4200 – Accept the Monthly Revenue and Expenditure Report for the period ending February 28, 2018.

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

MAYOR AND CITY COUNCIL ANNOUNCEMENTS REGARDING SPECIAL EVENTS:

Councilman King stated it was World Autism Awareness Day and encouraged everyone to increase knowledge and understanding of those around us.

Councilman Ross stated on April 7 at 12:30 p.m., the Library will show the family movie “Ferdinand.” This week is also National Library Week. To celebrate, the Library will host a game night on April 10 at 6:00 p.m. The Library encourages all guests attending to dress up as a Librarian.

Mayor Felix provided a recap of last weekend's Easter events. Mayor Felix thanked the Parks and Recreation Department for all their hard work with a special thanks to Cynthia Wiseman. Mayor Felix added that the City will be featured during the *Good Morning Texas* show on April 5 at 9:00 a.m. to promote the upcoming Arbor Day Jubilee: Team up and Cleanup event.

18-4205 - Proclamation recognizing April 7, 2018 as Arbor Day in the City of Sachse.

Mayor Felix read and presented a proclamation to Mr. Whitworth and Mrs. Wiseman of the Parks and Recreation Department.

18-4206 – Proclamation recognizing April 7, 2018 as Keep America Beautiful Great American Clean-up Day in Sachse.

Mayor Felix read and presented a proclamation to Mr. Whitworth and Mrs. Wiseman of the Parks and Recreation Department.

CITIZENS INPUT:

No comments were made.

REGULAR AGENDA ITEMS:

18-4202 Discuss and consider options for audio-visual upgrades to the City Council Chambers.

Mrs. Rose began the presentation with an overview of the audio-visual upgrades, which included an equipment review and the three-part proposal for the City Council to consider. The first being the audio-visual upgrades, the second being the agenda management and voting upgrades, and the third being the video streaming upgrades. Mrs. Rose stated that a technical expert conducted a full assessment of the equipment and indicated that the core system uses outdated analog technology. Any modifications made to the room will be limited. The proposal to make the analog-to-digital upgrades with the equipment in the City Council Chambers includes VGA to HDMI conversion, upgrades to all panels, upgrades to all projection equipment, and new microphones that are separate from the voting platform. These are capital costs and are eligible for purchase using the Public, Education, and Governmental (PEG) Fund as well as the Court Technology Fund.

Mrs. Lewis Sirianni stated that the agenda management and voting solution offered in the proposal is called BoardDocs Pro. It is a cloud-based agenda management and voting platform so it is not tied to any hardware or software. This solution would replace the current agenda management software, Legistar, as well as the current document storage platform, Laserfiche. Mrs. Lewis Sirianni stated it is also important to note that the City will have a local client, so if we are disconnected for any reason during a meeting, we will still have the ability to continue working off of a local server. An example from the City of Bryan's platform was displayed and navigated to help visualize how user-friendly the interface is. The voting solution is also cloud-based and is not tied to any hardware. This means that voting can occur on any device and is not

specific to any piece of equipment compared to how it is today. Lastly, an example of how the votes are cast and integrated after the fact was shown. Mrs. Lewis Sirianni indicated that all of the meeting content is located in one spot, making it easier for the public to view after the fact.

Mrs. Nash presented the video streaming upgrades of the proposal. Swagit Productions offers live-streaming, video indexing, and archiving services for local governments. Staff proposes the 25-meeting package. The cameras would be remotely operated by Swagit as their staff follows along with the meeting. Once the meeting concludes, Swagit staff indexes the meeting agenda with the recording and has it posted two to four hours later on the City's website. Mrs. Nash outlined some of the features including the ability to stream over high-speed connections at higher image qualities and having 24-7 streaming support. Many area North Texas cities, as well as other national and international clients, utilize services provided by Swagit. Mrs. Nash broke down the costs associated with this project into two categories: capital and annual costs. Mrs. Nash indicated that each of these entities have been fully vetted and satisfies the mandatory competitive bidding requirements. Staff recommends that the City Council move forward with this three-pronged solution to address the audio-visual equipment needs. Mrs. Nash stated staff is seeking City Council direction and feedback.

Councilman Ross asked if these would be accounted for in this fiscal year and when would it be ready. Mrs. Nash replied that the project would be accounted for in this fiscal year and the infrastructure would be installed first, which would take up to 60 hours of work. Having two five-Monday months in a row will be helpful as well. Councilman Ross also questioned the life expectancy on the new equipment. He would also like to include protections on the new equipment.

Mayor Pro Tem Watkins asked about the current Laserfiche usage. Ms. Lewis Sirianni responded that the top three departments currently using Laserfiche are the City Secretary's Office, Community Development, and Police. It is primarily being used for archival storage. Mrs. Lewis Sirianni indicated that BoardDocs would be able to export and import all documents that are currently stored in Laserfiche into BoardDocs.

Councilman Adams stated that it is worth the money for the transparency. He asked if City Council were to have any special meetings, what would be the cost of any additional meetings. Mrs. Nash replied Swagit offers bundles of 25 meeting packages or can purchase additional at a higher cost. Russell Towers, Account Manager with Swagit, stated that the City Council could purchase meetings a la carte at \$325.00 per meeting and a contract amendment could be done to change the number of meeting package.

Councilman King stated that it would be a long time before the new equipment became outdated as digital technology is expected to continue for the foreseeable future. He would like to make sure the equipment is protected and would like to consider a higher meeting package to include Planning and Zoning meetings in the next budget cycle.

Mrs. Nash stated the next steps would be to authorize her as the City Manager to use the funds available in the PEG Fund and the Court Technology Fund to acquire the capital needed to make the analog-to-digital upgrades, proceed with the acquisition of the agenda management and voting platform upgrades, and the acquisition of the video streaming upgrades.

18-4207 Consider and approve a resolution authorizing the City Manager to negotiate and execute the terms and conditions of an agreement, by and between the City of Sachse and Visionality-Designs That Compute (DTC) for audio-visual upgrades in an amount not to exceed seventy-seven thousand, one hundred eighteen dollars and thirteen cents (\$77,118.13).

Councilman Bickerstaff made a motion to approve a resolution authorizing the City Manager to negotiate and execute the terms and conditions of an agreement, by and between the City of Sachse and Visionality-Designs That Compute (DTC) for audio-visual upgrades in an amount not to exceed seventy-seven thousand, one hundred eighteen dollars and thirteen cents (\$77,118.13). Mayor Pro Tem Watkins seconded that motion and the motion was unanimously approved.

18-4208 Consider and approve a resolution authorizing the City Manager to negotiate and execute the terms and conditions of an agreement, by and between the City of Sachse and Emerald Data Solutions, Inc. for the purchase of BoardDocs Pro in an annual fee amount not to exceed ten thousand, two hundred dollars and zero cents (\$10,200.00).

Councilman King made a motion to approve a resolution authorizing the City Manager to negotiate and execute the terms and conditions of an agreement, by and between the City of Sachse and Emerald Data Solutions, Inc. for the purchase of BoardDocs Pro in an annual fee amount not to exceed ten thousand, two hundred dollars and zero cents (\$10,200.00). Councilman Ross seconded that motion and the motion was unanimously approved.

18-4209 Consider and approve a resolution authorizing the City Manager to negotiate and execute the terms and conditions of an agreement, by and between the City of Sachse and Swagit Productions LLC. For digital recording and video production in an amount not to exceed thirty-six thousand, six hundred ninety-seven dollars and fifty cents (\$36,697.50).

Mayor Pro Tem Watkins made a motion to approve a resolution authorizing the City Manager to negotiate and execute the terms and conditions of an agreement, by and between the City of Sachse and Swagit Productions LLC. For digital recording and video production in an amount not to exceed thirty-six thousand, six hundred ninety-seven dollars and fifty cents (\$36,697.50). Councilman Adams seconded that motion and the motion was unanimously approved.

18-4204 Receive an update on drainage maintenance projects and the City's Stormwater Utility.

Mrs. Nash stated the City began collecting the fee in January 2018. Mr. Peters will present an update on the associated projects.

Mr. Peters stated in October 2017, the City Council approved the creation of the Stormwater Utility. The fee collected for single-family residential is \$1.66. The fee for other types of properties is a calculation based upon the amount of impervious area when compared to an equivalent residential unit. The fee went into effect in January and is included in the monthly bill. Mr. Peters stated that year-to-date, the Stormwater Utility Fund has received \$34,095 in revenues and there

have been \$5,400 in expenditures. The Stormwater Utility Fund is anticipated to generate approximately \$200,000 per year, which can only be used on drainage projects. The 2018 maintenance project list includes the erosion at the end of Meadowcreek Lane, the drainage problems at 4602 Lee Hutson Lane, the property flooding at 6201 Anthony Lane, the creek erosion south of Williford and west of Anthony Lane and the erosion behind 6612 Dewitt Road. Mr. Peters provided a brief outline of each project that included budget, scope, status, and estimated completion date. Mr. Peters noted that future projects have been identified and will be scoped and budgeted as part of the FY 2018-2019 budget process. Staff will continue to identify maintenance needs throughout the City on an ongoing basis. The current focus is on addressing long-standing drainage maintenance needs that are already known. As these projects are completed, the focus will shift toward pro-active maintenance activities to minimize and prevent stormwater concerns. Mr. Peters stated he will continue to bring forward maintenance projects as part of the annual budget process.

The City Council discussed the current project list, funding as the fee is collected, and when projects would be done. Mr. Peters stated that he will aim to do projects in the summer when it is dry and will work with the Public Works Department budget throughout the year as the monies are collected within the fund.

No further discussion or comments were made by the City Council.

18-4210 Discuss and reconsider the City Council action taken on March 19, 2018, regarding the composition of the Board of Directors for the Municipal Development District (MDD).

Mayor Felix stated the City Council discussed this item briefly in the workshop session and opened discussion back to the City Council.

Councilman King stated he would like to see the City Manager, one City Councilmember, a minimum of two Park Board members, and three residents without restrictions.

Councilman Ross stated he would leave it open as a seven-member board, providing maximum flexibility.

Councilman Bickerstaff stated he agrees with Councilman King. He is in favor of the City Manager, one City Councilmember, a minimum of two Park Board members, and three qualified residents without restrictions.

Councilman Bickerstaff made a motion to amend the composition of the Municipal Development District (MDD) Board of Directors to create a new composition that includes the following members: one (1) seat held by City Councilmember, one (1) seat held by the City Manager, two (2) seats, minimum, held by Park Board members, and three (3) seats held by any qualified residents. 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 §551.074: regarding the mid-year review of the City Secretary.

Consider any action necessary as a result of Executive Session.

At 9:00 p.m., City Council recessed into Executive Session.

At 9:26 p.m., City Council reconvened back into Regular Session.

No action was taken.

ADJOURNMENT:

Mayor Felix adjourned the meeting at 9:26 p.m.

ATTEST:

MIKE J FELIX, MAYOR

Michelle Lewis Sirianni, City Secretary



City of Sachse, Texas

Legislation Details (With Text)

File #:	18-4218	Version:	1	Name:	Recognize the Sachse High School Girls Basketball team.
Type:	Agenda Item	Status:		Status:	Agenda Ready
File created:	4/3/2018	In control:		In control:	City Council
On agenda:	4/16/2018	Final action:		Final action:	
Title:	Recognize the Sachse High School Girls Basketball team.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result
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Title

Recognize the Sachse High School Girls Basketball Team.

Background

The Sachse High School Girls Basketball Team was the first girls team from Sachse High School to make it to a state tournament along with being the smallest 6A school in attendance. They held a season record of 30-9. They ended their season at the state tournament with a loss only by five points in the semi-finals. Although young, they are very talented and hoping to make it back next year.

Policy Considerations

There are no policy considerations affiliated with this item.

Budgetary Considerations

There are no budgetary considerations affiliated with this item.

Staff Recommendations

Recognize the Sachse High School Girls Basketball Team, coaches, and staff.

Team

Avery Crouse - 5
Kayla Demus - 10
Morgan Mundy - 11
Tia Harvey - 12
Jayla Brooks - 13
Athena Phan - 15
Brea Bradley - 20
Malia Brantley - 21
Adhel Tac - 23

Delaney Friel - 32
Elizabeth Woods - 33

Coaches

Donna McCullough, Head Coach
Alison Holmes, Assistant Coach
Brittany Roberson, Assistant Coach

Managers, Trainers, Statisticians

Bailey Trosper, Manager
Karaya Ingram, Manager
Brendan Price, Manager
Erin Smith, Manager
Silvia Hausknecht, Athletic Trainer
Kathy Mihecoby, Athletic Trainer
Jeremy Lande, Student Trainer



City of Sachse, Texas

Legislation Details (With Text)

File #: 18-4235 **Version:** 1 **Name:** Southeast Sewer Update
Type: Agenda Item **Status:** Agenda Ready
File created: 4/12/2018 **In control:** City Council
On agenda: 4/16/2018 **Final action:**
Title: Receive an update on the southeast sanitary sewer expansion project.
Sponsors:
Indexes:
Code sections:
Attachments: [Presentation](#)

Date	Ver.	Action By	Action	Result
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Title

Staff update on the southeast sanitary sewer expansion project.

Background

In 2017, the City Council approved the funding plan and engineering design for the southeast sewer expansion project. The project is essential to providing sanitary sewer to the entirety of the PGBT corridor, along with meeting the long-term sewer needs of the community.

The project has been divided into two phases, both of which are in different stages of engineering design. This phasing plan is based upon the more urgent need for sewer in the PGBT corridor.

Phase 1 includes a new sewer lift station in the southeast portion of the city, gravity mains, and a force sewer main from Miles Road to the lift station. This phase provides sewer to the portions of the PGBT corridor that currently do not have access to a public sewer system. Phase 1 is critical to commercial development.

Phase 2 includes the large diameter trunk sewer main along Muddy Creek from Sachse Road to the new lift station. This phase will allow the City to abandon the Sachse Road lift station and decrease the amount of sewer flow to the Merritt Road Lift station. The Merritt Road lift station currently handles approximately 70% of the City's entire sewage flow. Phase 2 is critical for the build-out of the community, and will require additional approvals from the US Army Corps of Engineers and FEMA due to floodplain and waterways.

Policy Considerations

There are no policy considerations affiliated with this item.

Budgetary Considerations

Funding for design and construction was approved in 2017. Staff will bring the projects to the City Council for award once bidding is complete.

Staff Recommendations

There are no staff recommendations affiliated with this item. Staff will bring the projects to the City Council for award once bidding is complete.

Southeast Sewer Expansion Update

CITY COUNCIL

APRIL 16, 2018

Overview

- Project Overview
- Project Status
- Construction Plans
- Easement & Property Needs
- Next Steps

Project Overview

- In 2017, the City Council approved funding for design and construction of the Southeast sewer expansion, including:
 - Southeast Lift Station (Phase 1)
 - PGBT Force Main & Gravity Main (Phase 1)
 - Muddy Creek Trunk Sewer (Phase 2)
- The Phase 1 portions of the project are more time sensitive, as they are required to facilitate commercial development in the eastern half of the PGBT corridor.

Project Overview

- Phase 1 **RED**
- Phase 2 **YELLOW**



Easement & Property Needs

- Property Needs
 - One piece of property is required for the proposed lift station (0.25 acres).
- Easement Needs
 - Most of the sewer mains will be placed in new utility easements, where there is not an existing easement or public right-of-way.

Project Status

- Phase 1 Engineering Plans
 - 90% complete
 - Easement acquisition underway
 - Property acquisition underway
- Phase 2 Engineering Plans
 - 30% complete

Next Steps

- Staff is currently working with property owners to obtain the needed easements for the project.
- Staff is working with the engineer to advertise the Phase 1 sewer project for bid in May.
- Staff plans to bring the project to the City Council at the second meeting in June to award (June 18th).
- Construction of Phase 1 will begin in July, with substantial completion at the end of 2018.
- The engineering plans for Phase 2 are anticipated to be complete in July, and will be submitted to the Army Corps of Engineers and FEMA for review and approval.
- Once Federal approval is received, the project will be advertised for bid.



City of Sachse, Texas

Legislation Details (With Text)

File #:	18-4226	Version:	1	Name:	Collin County Road and Bridge ILA
Type:	Agenda Item	Status:		Status:	Agenda Ready
File created:	4/9/2018	In control:		In control:	City Council
On agenda:	4/16/2018	Final action:		Final action:	
Title:	Consider a resolution approving the terms and conditions of an Interlocal Cooperation Agreement between the City of Sachse and Collin County for the City's road and bridges improvements located within Collin County.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Resolution Exhibit A - Interlocal Cooperation Agreement Court Order No. 97-576-08-25				

Date	Ver.	Action By	Action	Result
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Title

Consider a resolution approving the terms and conditions of an Interlocal Cooperation Agreement for road and bridge improvements between the City of Sachse and Collin County.

Background

The City of Sachse is currently in an Interlocal Cooperation Agreement with Collin County for road and bridge improvements within the City of Sachse, Texas. This agreement has helped to ensure a mutually beneficial infrastructure partnership on key road and bridge projects in the City of Sachse.

Over the past 5 years, Collin County has assisted in the funding and construction of multiple roadway projects, including Ranch Road, Maxwell Creek Road, and Woodbridge Parkway.

The current agreement is set to expire on September 30, 2018. The County has presented the City with the opportunity to enter into a new agreement, which will begin on October 1, 2018, and end on September 30, 2022.

Policy Considerations

Chapter 791 of the Texas Government Code and Chapters 251 and 472 of the Texas Transportation Code provide authorization for local governments to contract amongst themselves for the performance of governmental functions and services.

Budgetary Considerations

This agreement allows the City to partner with Collin County to share up to 50% of the costs of critical road and bridge construction projects in the City of Sachse.

Staff Recommendation

Approve a resolution approving the terms and conditions of an Interlocal Cooperation Agreement for road and bridge improvements between the City of Sachse and Collin County.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF THE INTERLOCAL COOPERATION AGREEMENT, BY AND BETWEEN THE CITY OF SACHSE, TEXAS AND COLLIN COUNTY, TEXAS, FOR IMPROVEMENTS TO THE CITY'S ROAD AND BRIDGES LOCATED WITHIN COLLIN COUNTY; AND PROVIDING FOR AN EFFECTIVE DATE .

WHEREAS, Chapter 791 of the Texas Government Code and Chapter 251 and 472 of the Texas Transportation Code provide authorization for local governments to contract amongst themselves for the performance of governmental functions and services; and

WHEREAS, the City of Sachse, Texas, and Collin County, Texas entered into an Interlocal Cooperation Agreement on January 19, 2015, whereby Collin County agreed to provide partial funding for qualified road and bridge projects that are situated within the territorial limits and jurisdiction of the City of Sachse; and

WHEREAS, said 2015 agreement is set to expire on or about September 30, 2018; and

WHEREAS, upon full review and consideration of the Interlocal Cooperation Agreement and all matters related thereto, the City Council is of the opinion and finds that the terms and conditions thereof should be approved, and that the City Manager should be authorized to execute the Interlocal Cooperation Agreement on behalf of the City of Sachse, Texas.

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

SECTION 1. The City Manager is hereby authorized to execute the Interlocal Cooperation Agreement attached hereto as Exhibit "A".

SECTION 2. This Resolution shall take effect immediately from and after its passage, and it is accordingly so resolved.

DULY RESOLVED AND APPROVED by the City Council of the City of Sachse, Texas, this the 16th day of April, 2018.

APPROVED:

Mike J. Felix, Mayor

ATTEST:

Michelle Lewis Sirianni, City Secretary

EXHIBIT “A”
INTERLOCAL COOPERATION AGREEMENT

INTERLOCAL COOPERATION AGREEMENT

WHEREAS, the Interlocal Cooperation Act, Title 7, Chapter 791, Vernon's Texas Statutes and Codes Annotated (the "Act"), and the Constitution of the State of Texas, Article III, Section 64(b) (the "Constitution") specifically authorizes counties and other political subdivisions comprised or located within the county, to contract with one another for the performance of governmental functions and/or services required or authorized by the Constitution, or the laws of this State, under the terms and conditions prescribed in the Act: and

WHEREAS, the functions and/or services contemplated to be performed by Collin County, Texas, as set out herein, are governmental functions and/or services contemplated by the terms of the Act and are functions and/or services which each of the parties hereto have independent authority to pursue, notwithstanding this Agreement; and

WHEREAS, both the county and the political subdivision named herein are desirous of entering into this Interlocal Cooperation Agreement, as is evidenced by the resolutions or orders of their respective governing bodies approving this Agreement which are attached hereto and made a part hereof.

NOW, THEREFORE, THIS AGREEMENT is hereby made and entered into by and between Collin County, Texas a political subdivision of the State of Texas, and the City of Sachse, political subdivision of the State of Texas, which is wholly or partially located within Collin County, Texas. Consideration for this Agreement consists of the mutual covenants contained herein, as well as any monetary consideration, which may be stated herein. This agreement is as follows, to wit:

I.

As requested by the political subdivision named herein, Collin County, Texas, acting by and through its duly authorized agents and employees, agrees to provide said political subdivision with the following described governmental functions and/or services:

ROAD IMPROVEMENTS IN ACCORDANCE WITH
COURT ORDER NO. 97-576-08-25 (Copy Attached)

II.

As consideration for the above-described governmental functions and/or services, said political subdivision agrees to timely pay to Collin County, Texas, in accordance with the advance cost estimate submitted to them for

work they have requested in the amount and upon the following terms and conditions:

- 1) PAYMENT IN FULL UPON COMPLETION OF WORK AND RECEIPT OF BILL FOR SAME.
- 2) PAYMENT TO EQUAL REIMBURSEMENT IN FULL FOR LABOR, EQUIPMENT, AND MATERIAL EXPENDED BY COLLIN COUNTY.

Any payments for Work performed under this Agreement that are not made within thirty days from when such payments are due shall accrue interest as prescribed by the Texas Prompt Payment Act (Tex. Gov't Code Ch. 2251).

III.

To the fullest extent allowed by law, each party hereto agrees to defend and indemnify the other from any claims, demands, costs or judgments arising out of any negligent act or omission of their respective employees or agents in the performance of the governmental functions and/or services under this Agreement.

IV.

This Agreement shall be effective October 1, 2018, or from the passage of enabling resolutions or orders by the governing bodies of the parties hereto and the execution hereof by each of the authorized representatives of the political subdivision who are parties hereto and shall remain in effect through September 30, 2022 unless terminated by either party upon giving thirty (30) days written notice to the other party of its intent to terminate the agreement.

6. Notices, correspondence, and all other communications shall be addressed as follows:

If to Collin County:

Name: _____

Address: _____

E-mail: _____

Phone: _____

FAX: _____

If to City:

Name: _____

Address: _____

E-mail: _____

Phone: _____

FAX: _____

Notwithstanding the foregoing, it is understood that each party paying for the performance of governmental functions or services must make those payments from current revenues available to the paying party. In the event of a non-appropriation by the paying party, the performing party shall be relieved of its responsibilities hereunder as of the first day of the fiscal year of such non-appropriation. All payments must be in an amount that fairly compensates the performing party for the services or functions performed under this agreement.

Dispute Resolution

Notice & Conference

If a party believes that the other party has not met, or is not meeting, an obligation under this agreement, the party will contact the other's representative to discuss the issue. If the aggrieved party does not believe that this informal contact, discussion, and ensuing efforts have fixed the issue, then the party will notify the other party's representative in writing of the party's belief or complaint with reasonable detail to permit the other party to address the issue. The other party will then have a reasonable time to address the issue and improve its performance. This initial process will take no more than 14 calendar days, unless the parties agree otherwise.

If discussions between the parties' representatives do not resolve the issue, then the County Judge, or County Administrator from Collin County and the Mayor, City Manager, from the City of Sachse will meet in person to discuss and try to resolve the issue. This process will take no more than 5 business days, unless the parties agree otherwise.

Prerequisites to Filing for ADR or a Lawsuit

Neither party may file a claim or lawsuit in any forum before (i) the parties are finished using the cooperation procedures set forth above.

By entering into this Agreement, the parties do not intend to create any obligations, express or implied, other than those specifically set out in this Agreement.

By signing this agreement, no party waives any immunity or defense that would otherwise be available to it against claims arising in the exercise of governmental powers and functions.

Nothing in this Agreement shall create any rights or obligations as to any party who is not a signatory to this Agreement.

A party will not assign its rights or obligations under this agreement, in whole or in part, to another person or entity without first obtaining the other party's written consent.

COLLIN COUNTY, TEXAS

Date: _____

By: _____

Title: County Judge

CITY OF SACHSE

Date: _____

By: _____

Title: _____

THE STATE OF TEXAS

COUNTY POLICIES: ADOPTION OF REVISED
COUNTY ROAD POLICY/RESCIND PREVIOUSLY
APPROVED COURT ORDERS
COUNTY ROAD SUPERINTENDENT

COUNTY OF COLLIN

On August 25, 1997, the Commissioners' Court of Collin County, Texas, met in special session with the following members present and participating, to wit:

Ron Harris
Phyllis Cole
Jerry Hoagland
Joe Jaynes
Jack Hatchell

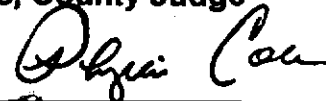
County Judge, Presiding
Commissioner, Precinct 1
Commissioner, Precinct 2
Commissioner, Precinct 3
Commissioner, Precinct 4

During such session the court considered a request from the County Road Superintendent for approval to rescind previously adopted court orders pertaining to County Road Policies, furthermore, adoption of a revised County Road Policy.

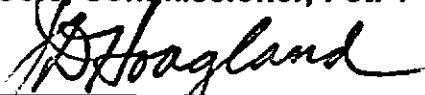
Thereupon, a motion was made, seconded and carried with a majority vote of the court to adopt a revised County Road Policy effective October 1, 1997, and rescind previously adopted court orders pertaining to same. Same is hereby approved in accordance with the attached documentation.



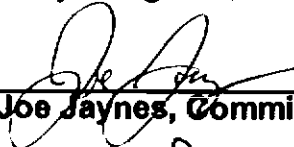
Ron Harris, County Judge



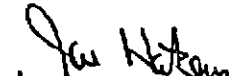
Phyllis Cole, Commissioner, Pct. 1



Jerry Hoagland, Commissioner, Pct. 2



Joe Jaynes, Commissioner, Pct. 3



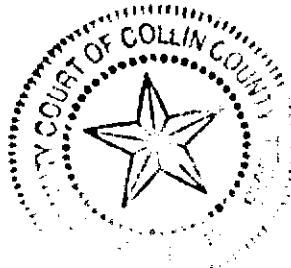
Jack Hatchell, Commissioner, Pct. 4

ATTEST:



Helen Starnes, Ex-Officio Clerk
Commissioners' Court
Collin County, T E X A S

c:\cour\97\courtorders\roadpol



COUNTY ROAD POLICIES

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**COUNTY ROAD
POLICIES
(GENERAL)**

COUNTY ROAD POLICIES (GENERAL)

Section I Maintenance of Public Roads

- A. All public roads located in unincorporated areas of Collin County which are determined by the Commissioners' Court to be county roads, will be maintained by the County. All others shall be considered private roads and will not be maintained by Collin County.
- B. Roads or sections of roads which are bordered by a city or cities shall not be maintained by Collin County as follows:
 - (a) Any portion of a public road which has been annexed by a city or cities shall not be maintained at county expense.
 - (b) Public roads or portions of public roads which are bordered by a city or cities on one side will be considered to lie in an incorporated area from the centerline of the public road to the city border. That portion which is considered to be in an incorporated area shall not be maintained at county expense.
 - (c) Public roads or portions of public roads which are bordered by a city or cities on both sides will be considered to lie in an incorporated area and shall not be maintained by Collin County.

Section II Upgrade of County Roads

- A. Commissioners' Court will consider upgrading a rock road to an asphalt road provided one of the following conditions are met:
 - (a) Roads with traffic counts of 150 cars per day or greater, which by the determination of Commissioners' Court, should be asphalted due to maintenance costs or other appropriate criteria when the adjacent property owners donate the right-of-way described in Section VI of this policy; or;
 - (b) Roads not on the Collin County Thoroughfare Plan with traffic counts of 125 cars per day or greater, which when determined by the Director of Public Works (County Road Supt.) to have adequate width and drainage can be asphalted due to maintenance costs or other appropriate criteria without obtaining additional right-of-way; or;
 - (c) Roads with traffic counts of 100 cars per day or greater can be asphalted when the adjacent property owners donate the right-of-way described in Section VI of this policy; or;
 - (d) When the adjacent property owners donate the right-of-way described in Section VI of this policy and reimburse the County for the cost of materials required to upgrade the subject road to asphalt by current county standards.

To be considered for asphalt, a road must tie into an existing asphalt road, unless the road in question is a "Dead End" road. A "Dead End" road which does not tie into an existing asphalt road can be upgraded, provided its entire length is asphalted. A cul-de-sac shall be required when a dead end road is upgraded.

B. The Commissioners' Court will consider upgrading a dirt road to a rock road provided that the adjacent property owners:

- (a) Donate the right-of-way described in Section VI of this policy; and
- (b) Reimburse the county for the cost of materials to upgrade the subject road to the appropriate depth and width of rock

Section III Re-opening of County Roads

The Commissioners' Court will consider re-opening a county road which has not been maintained by the county in the last 10 years provided that the adjacent property owners:

- (a) Donate the right-of-way described in Section VI of this policy; and
- (b) Reimburse the County for the total cost of improvements if the road is to be improved from its existing state

Section IV Abandonment of County Roads

The Commissioners' Court, by unanimous vote, may abandon a county road upon following procedures required by Vernon's Civil Statute's and the Texas Transportation Code.

Section V Subdivisions

- A. To be considered for maintenance by Collin County, private roads in recorded subdivisions must be asphalt and meet current county standards in regards to width, drainage, culverts, base material type and thickness.
- B. Private roads in subdivisions which were filed in the County Clerk's Office prior to May 18, 1981 will be accepted for maintenance by the county provided there is adequate right-of-way, the roads are asphalt and meet current county standards.
- C. Private roads in subdivisions which were approved by Commissioners' Court and filed in the County Clerk's Office prior to October 23, 1995 will be accepted for maintenance provided such roads are asphalt and have been built and maintained to county standards.
- D. Private roads in subdivisions which were filed in the County Clerk's Office after May 18, 1981 that were not approved by Commissioners' Court shall meet the following conditions prior to acceptance:
 - (a) Road right-of-ways must be dedicated to the public and accepted by Commissioners' Court
 - (b) Roads must be asphalt and meet current county standards as described in this policy
- E. Private roads in recorded subdivisions which do not meet county standards can be considered for maintenance by the county provided the landowners donate additional right-of-way, when needed, and provide total funding to upgrade such roads to county standards.

- F. Private roads in unrecorded subdivisions will not be upgraded by Collin County under this policy. To be accepted for maintenance, the subdivision must be platted and the roads constructed, by a private contractor, in accordance with the Collin County Subdivision Regulations

Section VI Right-of-Way

- A. Right-of -Way shall be in the following form:

- (a) Right-of-Way which is donated may be in Deed or Easement form; or
- (b) Right-of-Way which is purchased through negotiations or by eminent domain shall be in Deed form with an actual ownership (Title) transfer of the land.

- B. Right-of-Way Width

- (a) The right-of-way width for roads on the Collin County Thoroughfare Plan shall conform to Collin County design standards.
- (b) The right-of-way width of roads to be upgraded which are not on the Collin County Thoroughfare Plan shall be a minimum of (60) sixty feet.
- (c) When a road which is not on the Collin County Thoroughfare Plan is a candidate for upgrading, the requirements for right-of-way may be waived by Commissioners' Court provided the required pavement width and drainage are adequate within the existing right-of-way.
- (d) Right-of-way widths may be waived by Commissioners' Court upon review of engineering information which indicates a different width is appropriate.

Section VII Other Cost

The cost involved for surveying, to prepare Deeds or Easements, re-locate fences, utilities (if in a private easement beyond the existing prescriptive right-of-way), culverts or other existing improvements may be borne by the county if such cost does not exceed twenty-five percent (25%) of the total project cost. When property owners are required to incur total cost to upgrade a road, the above cost shall not be borne by the County.

Section VIII County Projects

All projects shall be brought to the attention of Commissioners' Court for consideration.

Section IX Extending the Length of a Road Project

A road project which has been approved by Commissioners' Court may be extended in length when approved by the Director of Public Works (County Road Superintendent), provided that all requirements outlined in this policy have been met.

Section X Signs

Regulatory and warning signs placed along county roads shall be in accordance with the Texas Manual on Uniform Traffic Control Devices.

Section XI Reimbursement by Property Owners

Upon Commissioners' Court approval of a road project which requires reimbursement from the adjacent property owners, the property owners involved must place the required amount of money in escrow in a Collin County bank and provide the required right-of-way prior to the commencement of the project.

Section XII Culverts

Drive culverts within county road right-of-ways shall be permitted and sized by the County. Only corrugated metal or high-density polyethylene culverts will be permitted. Culverts shall be a minimum of thirty (30) feet in length unless the driveway over the pipe is concrete. In which case, the culvert may be the width of the driveway. New drive culverts must be installed at the expense of the property owner. Existing culverts within county road right-of-ways will be replaced as needed by the County at county expense.

Section XIII Extenuating Circumstances

Any extenuating circumstances not covered under this policy shall be brought to the attention of Commissioners' Court for consideration

APPLICATION FOR ROAD UPGRADING

Requesters' Name: _____ Date: _____

Mailing Address: _____

Home Phone _____ Work Phone _____ Mobil/Pager _____

Type of upgrade requested: Dirt to Rock _____ Dirt to Asphalt _____ Rock to Asphalt _____ Private Road _____

County Road No./Name: _____ Subdivision Name: _____

Location/Extent of Road(s) to be upgraded: _____

FOR COUNTY USE

Is Road on Thoroughfare Plan? Yes _____ No _____ Right-of-Way Required: _____

Comments: _____

Utility Comments: _____

Culvert/Drainage Comments: _____

Fence Comments: _____

Initial Cost Estimate: Materials _____ Labor _____ Other _____ Total _____

Comments: _____

Prepared By: _____ Date: _____ Date Mailed: _____

GENERAL REQUIREMENTS FOR UPGRADING COUNTY ROADS

An application requesting a road upgrade must be submitted to the Public Works Department specifying the location and approximate length of road or section of road to be upgraded. If more than one person is involved, please designate a single contact.

An approximate cost estimate with right-of-way requirements will be prepared by the Public Works Department and sent to the requester.

To proceed with the upgrade, the Public Works Department must be notified in writing of the requester(s) willingness to pay for material costs and donate right-of-way, when applicable.

The request will be brought to the attention of Commissioners' Court for consideration.

The Public Works Department will notify the requester in writing of the Court's action. A firm cost estimate will be provided, if different than the original estimate.

Right-of-Way documents, when required, will be prepared by Collin County for signature. Money for material costs shall be placed in an escrow account by the requester(s). The project will be scheduled for construction after these items have been addressed.

UPGRADING / ACCEPTANCE OF PRIVATE ROADS IN RECORDED SUBDIVISIONS

Subdivision must be recorded and meet the requirements specified in Section V of the County Road policies.

All roads in the subdivision must be upgraded / accepted.

Minimum right-of-way width shall be sixty (60) feet as required by Section VI.B.,(b) of the County Road Policies. When engineering information indicates that the existing right-of-way is not adequate, additional right-of-way will be required.

A request must be submitted to the Public Works Department specifying the name and location of the subdivision in question. Please designate a single contact person for the county regarding this project.

An approximate cost estimate will be prepared by the Public Works Department and sent to the requester.

To proceed, the Public Works Department must be notified in writing of the requester(s) willingness to pay for all costs involved with the upgrade.

The request will be brought to the attention of Commissioners' Court for approval.

The Public Works Department will notify the requester in writing of the Court's action. A firm cost estimate will be provided if different from the original estimate.

Money must be placed in an escrow account prior to the project being scheduled. If applicable, all fences, utilities or other improvements must be relocated prior to scheduling.

COSTS

Since material costs fluctuate, the written cost estimate we have provided you will be honored for the period indicated (typically 6 months).

The cost estimate for materials will be based on the type upgrade requested.

Dirt to Rock: A blend of (6" loose) crushed native white rock with (3" loose) flex base to improve traction and minimize dust.

Dirt to Asphalt: A blend of (4" compacted) crushed native whiterock with (6" compacted) flex base and two layers of asphalt surface treatment.

Rock to Asphalt: Two layers of asphalt surface treatment, any additional rock will be paid for by Collin County since it is an existing rock road.

Private Road in Recorded Subdivision: Since conditions vary, subdivisions will be evaluated on a case by case basis.

If you have any additional questions, please feel free to call the Public Works Department at Metro 424-1460 ext. 3700 or (972) 548-3700.

Mail or Fax Application To:

**Collin County Service Center
700A West Wilmeth Road
McKinney, Texas 75069
Fax Number (972) 548-3754**

**COUNTY ROAD
POLICY
(CITIES)**

COUNTY ROAD POLICY (CITIES)

Section I Maintenance/Improvements to Roads Within City Limits

- A. Each city in Collin County is responsible for maintaining the roads and bridges within their city limits.
- B. Commissioners' Court desires that a consistent policy be continued concerning road work performed by the county within the corporate limits of cities as Collin County has limited funds, personnel and equipment available for these projects.
- C. Commissioners' Court may consider making or participating in improvements to roads and bridges within the corporate limits of a city as follows:
 - (a) General maintenance items to include rocking, grading, asphalt level up, sealcoating, oiling for dust control, installation of culverts, cleaning of drainage ditches, mowing or brushcutting and emergency repairs to bridges.
 - (b). Major improvements such as the construction or reconstruction of roadways will only be considered if the road is on the Collin County Thoroughfare Plan.
- D. A city must be entered into an Interlocal Cooperation Agreement with Collin County prior to work being performed by Collin County for that city.
- E. All requests must be submitted to the Director of Public Works by April 1st of the year prior to the year improvements are desired to be made. Emergency requests will be evaluated by Commissioners' Court upon the merits presented by the requesting city.
- F. Authorization for work in cities can only be given by Commissioners' Court.

Section II Reimbursement for Work Performed by Collin County

- A. Costs for road and bridge repairs or improvements will be as follows:
 - (a) Cost of materials used for the project or one-half of the total project (including labor and equipment), whichever is greater, if the road is on the Collin County Thoroughfare Plan.
 - (b) Total cost, including materials, labor and equipment if the road is not on the Collin County Thoroughfare Plan.

**COUNTY ROAD
POLICY
(OILING/DUST)**

COUNTY ROAD POLICIES (OILING/DUST CONTROL)

Section I Oiling of County Roads

County funds shall be expended to spray county roads for dust control as follows:

- a) When a person has a chronic respiratory condition, substantiated by a physician, the county will oil up to 500 feet in front of their house. If the house is located at a road intersection, the roads will be oiled for up to 500 feet in both directions from the intersection. Priority will be given to elderly residents.
 - b) When the traffic count on a road reaches a minimum of 150 cars per day, oil will be applied on an interim basis until the road can be upgraded to asphalt. If the right-of-way required to upgrade a road is unobtainable, the road will no longer be oiled at county expense.
 - c) When county trucks are hauling materials to or from a project site damaging the road surface and creating a severe dust problem.
 - d) Other conditions as approved by action of the Commissioners Court.
- B. All other requests for oiling in unincorporated areas of the county would be at the requester's expense. Collin County shall be reimbursed for the cost of materials.

Collin County Department
of Public Works
700 A West Wilmeth Road
McKinney, Texas 75069
(972) 548-3700
FAX No. (972) 548-3754

Application for dust control oiling due to chronic respiratory condition

RESIDENT

Name: _____
Physical Address: _____

Mailing Address: _____

Phone: _____

PATIENT

Name: _____
Physical Address: _____

Mailing Address: _____

Phone: _____
Date of Birth: _____

County Road No.: _____ Application is good for this calendar year only
.....

1) Approximate distance residence is from county road, _____ feet

2) Number of years lived at this residence, _____ years

3) What side of road is residence located?
Circle one: North South East West

.....
To be completed by physician.

_____ Allergy which interferes with breathing or is life threatening	
_____ Interstitial	_____ Pulmonary TB
_____ Pulmonary Fibrosis	_____ Lung Abscess
_____ Hypoxemia	_____ Asthma
_____ Sarcoidosis	_____ Bronchiolitis
_____ Asbestosis	_____ Dyspnea
_____ Emphysema	_____ Cystic Fibrosis

Other chronic/life threatening respiratory
conditions: _____

How long has patient had this condition: _____ Last episode: _____

Other
comments: _____

Physician Name (Please print) _____

Physician signature/specialty _____

Date: _____ Phone No.: _____

APPLICATION SHOULD BE MAILED OR FAXED FROM THE DOCTOR

**ASSESSMENT
POLICY FOR
SUBDIVISIONS**

ASSESSMENT POLICY FOR SUBDIVISION ROADS

Section I Assessment to Upgrade Roads in Subdivisions

- A. Collin County may upgrade county roads as outlined in Senate Bill 314, Article 6702-3, on a first come basis or as specified by Commissioners' Court provided the initial funds are available or made available to the county. Only roads in recorded subdivisions will be considered for upgrade by assessment.
- B. Commissioners' Court may consider upgrading a road or roads by assessment within subdivisions in un-incorporated areas of Collin County upon receipt of a written request from the Property Owner's Association or individual landowners agreeing to adhere to the following terms prior to construction:
 - (a) Donation of additional right-of-way, drainage or utility easements, when required.
 - (b) If a road lies within an unrecorded subdivision, the addition must be approved by Commissioners' Court and a plat filed for record at the County Clerk's Office.
 - (c) Payment for all utility relocations. These costs will not be included in the assessment.
 - (d) Payment for all surveying platting, replatting and legal fees (to include title fees, assignment of liens, etc.). These costs will not be included in the assessment.
 - (e) Payment for all project cost to include materials, equipment and labor. This includes all cost whether by in-house forces or contract.
 - (f) Placement of 10% of the construction cost in an escrow account in a Collin County Bank.
 - (g) Placement of 50% of the utility relocation cost in an escrow account in a Collin County Bank.

Section II Assessment Procedures

- A. After the conditions in Section I have been met, the following procedures are required before the assessment can take place:
 - (a) Commissioners' Court must give notice of the proposed improvement and assessment and must hold a public hearing. The notice must be published at least twice in a newspaper of general circulation in the county and shall state that a public hearing will be held to consider whether or not the improvement and assessment will be ordered.

- (b) Within 10 days of the public hearing, Commissioners' Court shall send by certified mail, a ballot to each owner of real property showing the maximum amount of assessment for each property in the subdivision should a majority of the record owners of real property in the subdivision vote in favor of the proposition.
- (c) If the vote passes, Commissioners' Court may provide the time, terms and conditions of payment and default to the assessment, except that no interest on the payment of the assessment shall be allowed.
- (d) If the vote fails, Commissioners' Court may not order the improvement and assessment, and may not propose the order again until four years after the date the County Clerk declares the results of the vote to Commissioners' Court.
- (e) An assessment shall be secured by a lien against the real property of the assessed property owner.

Section III Appeals

An assessment may be appealed by filing a petition in the district court having jurisdiction in the county not later than the 15th day after the date that a property owner receives an assessment.

Section IV Liens

An assessment shall be secured by a lien against the real property of the assessed property owner. Liens on all property shall remain in place until such time that the entire assessed amount has been paid to Collin County. Property owners are separately, not jointly, liable for their assessed amounts.

Section V Acceptance

When all of the requirements set out in Section I and II of this policy have been met and if funds are available from Collin County the project will be accepted. If it will require an excessive amount of time to relocate the utilities and begin the actual upgrading of the road/roads the Commissioners' Court may direct that a minimum amount of maintenance be performed to assure the health and safety of the property owners.

Section VI Status of Roadway after Acceptance

A road improved under this article is a county road, and the county shall maintain the road in accordance with county road standards.

Section VII Reimbursement of Funds

- A. Prior to the actual road upgrading and upon completion of the utility relocation the balance of the utility relocation cost shall be paid to Collin County or the respective utility company. (This includes the 50% escrowed monies plus the remaining 50% balance of the relocation cost)**
- B. Upon completion of the upgrading, the 10% escrowed monies shall be reimbursed to Collin County.**
- C. The 90% balance of the project cost including construction and other related cost as noted in Section I of this policy shall be the total assessed amount and shall be collected by the county over an amortized period, not to exceed sixty months.**



City of Sachse, Texas

Legislation Details (With Text)

File #: 18-4220 **Version:** 1 **Name:** 2017 Sachse Fire Year in Review
Type: Agenda Item **Status:** Agenda Ready
File created: 4/4/2018 **In control:** City Council
On agenda: 4/16/2018 **Final action:**
Title: Receive the 2017 Year in Review from the Sachse Fire Department.
Sponsors:
Indexes:
Code sections:
Attachments: [Presentation](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Title

Receive the 2017 Year in Review from the Sachse Fire Department.

Background

Chief Wade will provide an overview of Sachse Fire Department's accomplishments and future plans.

Policy Considerations

There are no policy considerations affiliated with this item.

Budgetary Considerations

There are no budgetary considerations affiliated with this item.

Staff Recommendations

Receive presentation from the Fire Chief.



Sachse Fire-Rescue

2017 ANNUAL UPDATE

APRIL 16, 2018



OBJECTIVES

- * Staffing
- * Operational Statistics
- * Training
- * Prevention & Community Outreach
- * SFR Harvey Response & CERT Activities
- * Major Accomplishments
- * What's Next



STAFFING - CURRENT

SFR Personnel 2017/2018



1	Fire Chief
1	Administrative Assistant
1	Captain – Administrative / Operations
1	Captain – Fire Marshal
3	Lieutenants
6	Driver Engineer
19	Fire Rescue Specialists (Full - Time)
8	Fire Rescue Specialists (Part – Time)



STAFFING – Historical

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

STATION 1

4 
Engine 1

2 
Ambulance 1

Part-Time

STATION 2

0
Engine 2

2 
Ambulance 2



STAFFING – Current (FY 17/18)

A and B Shifts have 9 full-time personnel assigned to protect the city utilizing 2 fire stations. (C-Shift Has 10 Assigned due to 1 additional Firefighter FY 17/18)

STATION 1



4

Engine 1



2

Ambulance 1

STATION 2



3

Engine 2

0

Ambulance 2

The 3rd Man allows Engine 2 to be placed in service short staffed. If a medical call comes in they move to the ambulance.

Part-Time personnel are now utilized to supplement this model



STAFFING

Optimal Vs. Perfect World

- In a perfect world, we would have redundancy in both Fire and EMS response capabilities
- It would consist of two fire stations fully staffed with full time personnel 24-hours a day. (13 full-time personnel each day)

STATION 1

4 
Engine 1

2 
Ambulance 1

STATION 2

4 
Truck 2

2 
Ambulance 2

1 
Shift Commander



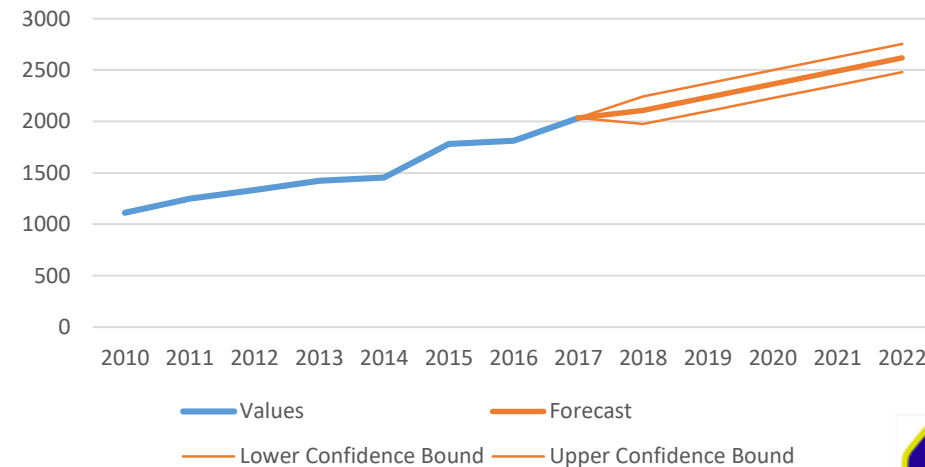
OPERATIONAL STATISTICS

Response Date – Total Incidents

The total number of Incidents projected for 2017 was 2,021; the actual number was **2,034**.

The total number of incidents projected for 2018 is **2,108**. This is an approximate 3.6 % increase.

Timeline	Values	Forecast	Lower Confidence Bound	Upper Confidence Bound
2010	1110			
2011	1248			
2012	1331			
2013	1423			
2014	1455			
2015	1780			
2016	1813			
2017	2034	2034	2034.00	2034.00
2018		2108.8273	1973.92	2243.73
2019		2235.7086	2100.12	2371.30
2020		2362.5899	2226.30	2498.88
2021		2489.4712	2352.48	2626.46
2022		2616.3524	2478.64	2754.06



OPERATIONAL STATISTICS

Response Data – Types of Calls

*FEMA, 2017, Fire department overall run profile as reported to the national fire incident reporting system 2014, Topical Fire Report Series, Volume 17, issue 8/January 2017

EMS

(64.1%)* (65.6%) 63.13%

General Service

(18.8%) (17.9%) 22.17%

False Alarm

(8.7%)* (7.9%) 8.75%

Hazardous Condition No Fire

(3.7%)* (5.4%) 3.54%

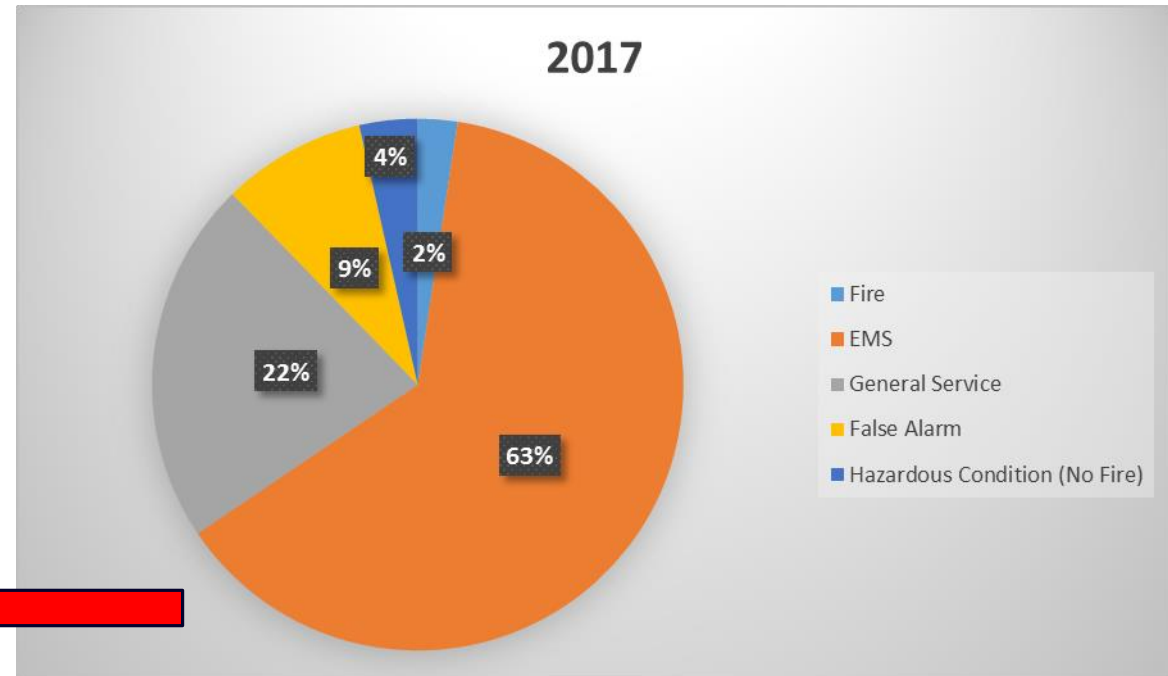
Fire

(4.7%)* (4.7%) 2.41%

Blue – National Average

Red – 2016

Black - 2017



OPERATIONAL STATISTICS

Calls Per Month

Busiest Months

2017 – May & December

2016 – April & May

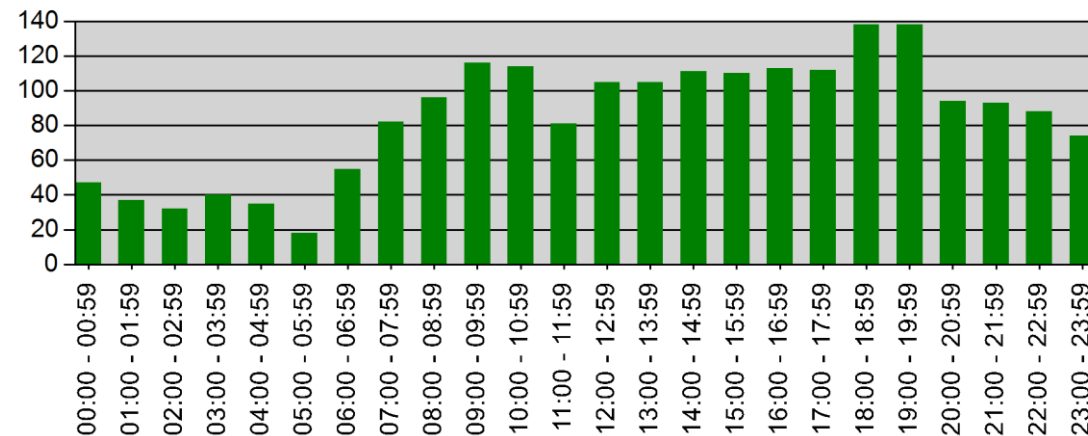
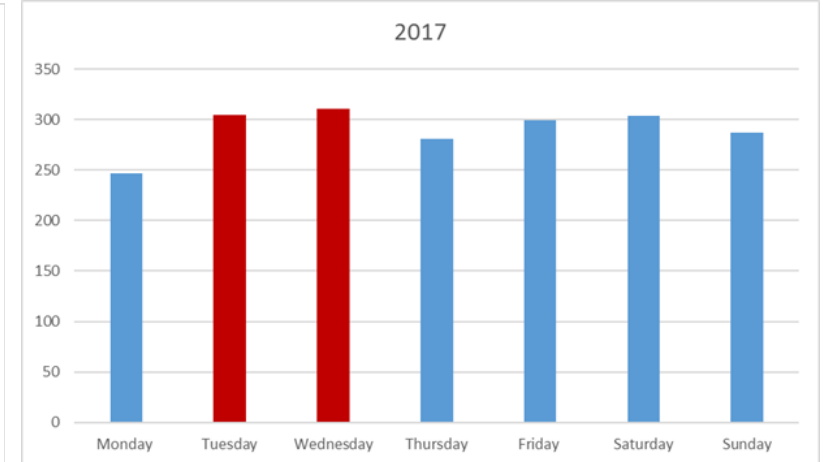
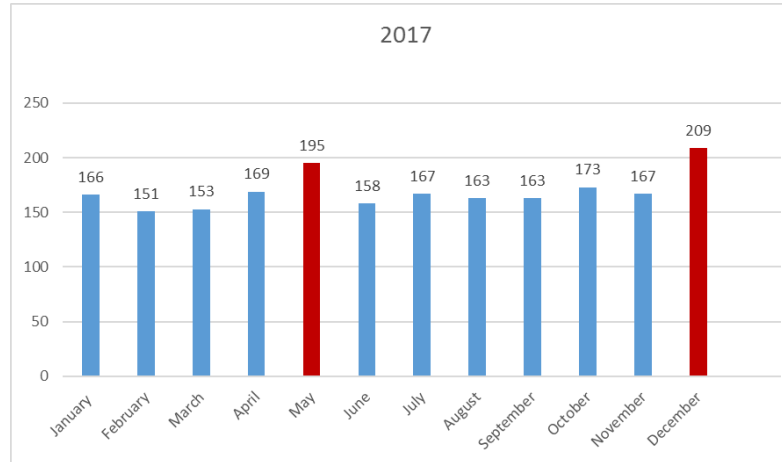
Busiest Days of the Week

2017 – Tuesdays & Wednesdays

2016 – Wednesdays & Saturdays

Busiest Time of Day

8 AM to 8 PM – approximately



OPERATIONAL STATISTICS

Average Response Time

Average Response Times	
2016	2017
5 Minutes 00 Seconds	4 Minutes 54 Seconds

*In 2017 SFR demonstrated a decrease in Response Times by **06 Seconds***

Note: Many variables have been in play with collecting response data. It is unknown if this decrease is due to process (data input) or actual improvements in procedure (turn out and travel)

OPERATIONAL STATISTICS

Fire Loss vs. Save Data

	2016	2017
Total Property Value	\$4,298,641	\$2,573,933
Fire Loss Value	\$465,989	\$67,400
Fire Loss Percentage	10.8%	2.6%



OPERATIONAL STATISTICS

Revenue - **\$347,379**

Ambulance Transports

2015 - \$246,102

2016 - \$289,838

2017 - \$292,404

Ambulance Billing Contract
Renegotiated in 2017 from 10% of
Revenues to 6%

Fire Inspection Fees

2015 – \$ 5,200

2016 – \$ 4,750

2017 - \$ 11,175

Dallas County Mutual Aid Agreement

Type	Incidents	Revenue
Fire Apparatus Response	60 @ \$450	\$27,000
EMS (Ambulance) Response	48 @ \$350	\$16,800
Total		\$43,800

TRAINING



SFR Personnel completed **6,233** hours of training

- Averaging **230** hours per firefighter
- **4,100** of these hours are ISO requirements



PREVENTION & COMMUNITY OUTREACH



Fire Marshal's Office

Fire Investigations - 5

Fire Inspections - 50

Plans Reviewed - 30

Permits Issued – 20



PREVENTION & COMMUNITY OUTREACH

Interacting with over 4,000 People

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



Hurricane Harvey Response

1st Wave 8/30 – 9/7

2nd Wave 9/7 – 9/12



When a call for resources came from the **State of Texas**, Sachse Fire-Rescue responded. The following personnel deployed as part of the **Emergency Medical Task Force 2 (EMTF -2)**

Ambulance Strike Team Leader (ASTL); 1st - Capt. Chris Hall, 2nd Chief Marty Wade

Ambulance Strike Team (AST) Member;

1st - Lt. Clint Willoughby, DE Scott Potter,

2nd - DE Brian Crutcher, FF Hunter Willard

Approximately 1/3 of the
Department Deployed in some way
to support the effort

Medical Incident Support Team (MIST); 1st - Capt. Robert Knappage

The City of Garland Health Department requested the Decontamination Trailer be deployed to Wharton Texas to function as temporary showers for their shelter. It was delivered and retrieved by; DE Cory Cave, FF Kyle Potraza, & FF Billy Martin



2016 Total Hours = 1860

2017 Total Hours = **2718.75**

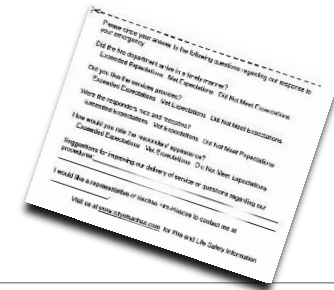
QUARTER S	TOTAL ALL EVENTS	TOTAL # VOLUNTEERS	VOLUNTEER HOURS
1 st	13	115	714
2 nd	16	199	671.25
3 rd	15	164	774
4 th	11	158	559.50
ANNUAL TL	55	636	2718.75



Harvey Response
Many CERT Members spent their days in the Dallas Shelter helping Evacuated Hurricane Victims

MAJOR ACHIEVEMENTS

Customer Satisfaction



120 Surveys were randomly mailed out

39 were returned (32.5%)

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:

137 – Exceeded Expectations

19 – Met Expectations

0 - Did Not Meet Expectations (2nd Consecutive Year)



Major Achievements

Earned an ISO Class 2 Rating

Increased Staffing by 1 Full-Time Firefighter Position

Reduced Part-Time Firefighters to 8 Active Members

Adopted 2015 International Fire Code

Completed the “Rookie Book” Credentialing Program

1st Annual Public Safety Day

Implemented the Fire Sprinkler simulation prop

New Truck 1 was delivered

Renegotiated Ambulance Billing Contract – 10% commission down to 6%



MAJOR ACHIEVEMENTS Continued

Reduced Response Times by 6 Seconds

Reduced Fire Loss from 10.8% to **2.6%**

Capt. Knappage Speaker at the Texas Fire Marshal Conference 2017

Medical Supplies – Joined Purchasing Cooperative saving up to 20% on EMS Purchases

And.....We Enjoyed Being a Part of the Community!



What's Next

ISO 1

Call Volume & Coverage - Anticipate Growth

Staffing

Training Needs – Facility & Props

Apparatus – Reserve Engine, Brush Truck

Administration Realignment

Community Outreach & Public Education

The City Council Mini Fire Academy (May 19th, 2018)



Thank You!
Questions?

Chief Wade



Capt. Hall



Capt. Knappage



Ms. Navarrete



Lt. Slone



DE Cave



DE Krizan



FF/P Kearney



FF/P Dacus



FF/P Duncan



FF/P Fullen



FF/P Hood



Vacancy

Lt. Messick



DE Crutcher



DE Angle



FF/P Hodges



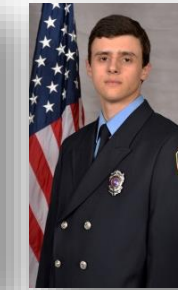
FF/P Martin



FF/P Ojeda



FF/E Whisenhunt



FF/P Canales



Vacancy

Lt. Willoughby



DE Morris



DE Potter



FF/P Potraza



FF/P Anderson



FF/P Jones



FF/P Matson



FF/P Goodwin



FF/P Jeffcoat

