



Monday, April 15, 2019
Regular Combined City Council Meeting

Council Chambers
3815 Sachse Road, Building B
6:30 p.m.

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, April 15, 2019 at 6:30 p.m. in the Council Chambers at Sachse City Hall, 3815 Sachse Road, Building B, Sachse, Texas to consider the following items of business:
2. Receive an update on the Merritt Road project.
3. Discussion of City Council meeting agenda items.
4. Adjournment.

B. 7:30 PM REGULAR MEETING

1. Call to Order: The City Council of the City of Sachse will hold a Regular Meeting on Monday, April 15, 2019 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:
2. Invocation and Pledges of Allegiance.

C. 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 1, 2019, combined meeting.
2. Authorize the City Manager to extend the depository contract with American National Bank through May 31, 2020.
3. Approve a resolution amending authorized signers to transact business on behalf of the City of Sachse and American National Bank related to Treasury Management Services.
4. Approve the Consent Agenda Items as presented.

D. Special Announcements

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

E. Citizen Input

1. Citizen Input: The public is invited at this time to address the Council. Please 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. Issues raised may be referred to City Staff for research and possible future action.

F. Regular Agenda Items

1. Conduct a public hearing and take action on a revised water and sewer rate plan.
2. Consider a resolution amending the Master Fee Schedule by amending library service fees, refuse service fees and water and wastewater rates and providing an effective date.
3. Consider a resolution awarding the bid for the construction of the Vicksburg-Ponderosa Drainage Improvement Project to KIK Underground, LLC in an amount not to exceed four hundred fifty-one thousand four hundred eight dollars and seventy-five cents (\$451,408.75).
4. Consider an amendment to Section 8.09, Market Adjustments, of the City's Personnel Policies and Procedures Manual, regarding market adjustments and receive an update on market cities.
5. Discuss and consider design of light pole banners on State Highway 78.

G. 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	Apr 15, 2019 - Regular Combined City Council Meeting
Category	A. 6:30 PM WORKSHOP MEETING
Subject	2. Receive an update on the Merritt Road project.
Access	Public
Type	Information
Goals	Strategically invest in the City's existing and future infrastructure.

Public Content**BACKGROUND**

Halff & Associates was selected by the City of Sachse to perform the engineering analysis and design for the Merritt Road Capital Improvement Project. The project is in the early stages of analysis. The consulting team and City staff are working to begin the formal processes required by TxDOT as a part of the project.

OVERVIEW

Halff & Associates will provide a project overview and update on the status of the project.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

There are no recommendations affiliated with this item. This item is for information only.

**Agenda Item Details**

Meeting	Apr 15, 2019 - Regular Combined City Council Meeting
Category	C. 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 1, 2019, combined meeting.
Access	Public
Type	Action (Consent), Minutes
Recommended Action	Approve as presented.
Minutes	View Minutes for Apr 1, 2019 - Regular Combined City Council Meeting

Public Content**BACKGROUND**

Minutes of the April 1, 2019, combined meeting.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Approve the minutes of the April 1, 2019, combined meeting.

04.01.19 Combined Minutes.pdf (188 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 1, 2019

The City Council of the City of Sachse held a workshop and regular meeting on Monday, April 1, 2019 at 6:30 p.m. at the City Council Chambers, 3815 Sachse Road, Sachse, Texas. Those present were Mayor Mike Felix, Mayor Pro Tem Cullen King, Councilmembers Brett Franks, Michelle Howarth, Bill Adams, and Jeff Bickerstaff; City Manager, Gina Nash; City Secretary, Michelle Lewis Sirianni; Assistant to the City Manager, Lauren Rose; Director of Public Works and Engineering, Greg Peters; Director of Development Services, Matt Robinson; Finance Director, Teresa Savage; Finance Manager, Berna Fitzpatrick; IT Manager, Danny Wheeler; Parks and Recreation Director, Lance Whitworth; Recreation Supervisor, Cynthia Wiseman; Library Manager, Daniel Laney; Human Resources Director, Melinda Walter; Fire Chief, Marty Wade; and Police Chief, Bryan Sylvester. Councilman Watkins was absent.

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

CITY FACILITIES: Discuss City facilities to include the Public Works facility, the Animal Shelter, and the Parks maintenance facility.

Mr. Peters provided an overview of the conditions at the existing Public Works facility. The building was initially reviewed in the 2003 City Facility Study. The findings at that time indicated the building was already at capacity. In 2019, many of the problems have worsened and new issues have been identified. These include significant mold issues, drainage issues, foundation failure in several spots contributing to the mold/drainage issues, inadequate storage, poor layout/ lack of workable space, and an insufficient power supply. Furthermore, the building is not compliant with the Americans with Disabilities Act (ADA).

Mr. Whitworth provided an overview of the conditions of the existing Parks Maintenance facility. The building was converted from a Fire Station to the current facility in 2011. The primary concerns related to the building include lack of space for maintenance projects, inadequate storage for expensive equipment, dilapidated working areas, and issues with ADA compliance. Additionally, the facility is located on a prime piece of property along SH 78.

Chief Sylvester provided an overview of the conditions at the existing Animal Shelter. The City purchased and re-purposed the building in 2003. The retrofit of the original space included dog/cat kennels, storage area, a laundry room, and an employee workspace. In 2014, the access roadway to the shelter was re-paved, and in 2016, minor remodeling was completed to expand the cat room. The primary concerns related to the building include lack of space for staff, lack of usable space for the visiting public, lack of dedicated space for veterinarians, inadequate housing for the volume

and type of animals brought to the shelter, drainage issues, and inadequate electrical, plumbing, and security features.

Mr. Peters outlined the current and future needs for the Parks and Public Works building. Specifically, Mr. Peters indicated that the Public Works facility and the Parks Maintenance facility could likely share the same space due to the amount of cross-over between functions.

Chief Sylvester outlined the current and future needs for the Animal Shelter.

Mrs. Nash stated staff is seeking feedback on whether to move forward with planning efforts for the replacement of these aging facilities. Planning efforts will include a proposed scope and replacement plan, along with cost estimates and potential funding options.

Mayor Pro Tem King stated based on a health and safety standpoint, new facilities are needed. He expressed interest in designs for a standalone Animal Shelter and a combined Public Works and Parks facility. He also would like staff to explore all funding options including bonds, if necessary.

Councilman Bickerstaff agreed with Mayor Pro Tem King and echoed his comments.

Councilman Adams asked about mold mitigation and regulations tied to it. He agreed with previous comments by Councilmembers King and Bickerstaff.

Councilman Franks agreed that the City should build new facilities. He inquired about location options and if the buildings would be in the same spot as the current facilities. He also discussed the potential to build one big building versus two separate facilities.

Councilwoman Howarth requested when building the facilities, that they be built for ultimate buildout. She also indicated that she would like to see the current Parks facility located on SH 78 cleaned up and sold.

Mayor Felix stated it is time for the Council to explore design, funding, and construction of new facilities.

Mrs. Nash noted that staff will bring back a scope and generalized cost estimates for the City Council to begin narrowing down the scope.

Mayor Pro Tem King asked if the cost-estimates could be generated in-house. Mrs. Nash replied that the initial estimates would be done in-house and brought back to the City Council for consideration. If they decide to move forward at that point, then an outside specialist would be brought in.

SUBDIVISION REGULATIONS: Discuss proposed revisions to the Subdivision Regulations (Chapter 8 of the Code of Ordinances).

Mr. Robinson stated this item will discuss updates in order to implement standards proposed by the PGBT and Old town zoning districts, streamline processes to facilitate development, and clean up outdated references and provisions. The notable proposed changes are under the plat approval

authority process, block requirements, lot requirements, and the creation of an Engineering Design Manual.

Mr. Robinson outlined the following updates within the plat approval process. It would be updated to name the Planning and Zoning Commission as the final approval board for preliminary plats. Preliminary plats are ministerial and state law requires that a plat must be approved if it meets the City's regulations. It would allow a 90-day filing extension to be approved by the Director of Development Services. It would also include the addition of administratively complete section, so a 30-day window for action on a plat would not be triggered at submittal, but rather when the application is deemed complete.

Mr. Robinson outlined the proposed changes under the block and lot requirements, which would align with the requirements established under the PGBT Zoning District. One of the main changes is the allowance of residential lots to front directly onto a park, open space, or common area on a case-by-case basis.

Mr. Peters stated the current engineering design standards are located within multiple sections of the City Code of Ordinances, including Building Regulations, the Subdivision Ordinance, and the Zoning Ordinance. This can make it difficult and confusing for developers and engineers when trying to locate the appropriate design standards. A complete Engineering Design Manual will place all of these standards/requirements in a simple, easy to follow document. Mr. Peters added the manual will address the new street cross-sections with different street and alley standards within the PGBT Zoning District as well as address the design needs for streets and drainage systems in estate residential areas.

Mr. Robinson stated staff is seeking feedback from the City Council on the proposed changes. If the City Council decides to move forward, public hearings would take place at the April 22 Planning and Zoning meeting and the May 6 City Council meeting.

Mayor Pro Tem King asked if the changes would be brought to the Planning and Zoning Commission along with the Engineering Design Manual. He likes the proposed changes, but his concern is the amount of material to evaluate and allowing for sufficient time for each body to review. Mr. Peters indicated they would bring back the changes with a separate document highlighting the specific changes.

Councilman Franks likes the Engineering Design Manual and especially the changes to the preliminary plat approval process.

No further comments were made.

ADJOURNMENT:

Mayor Felix adjourned the workshop at 7:27 p.m.

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

INVOCATION AND PLEDGE OF ALLEGIANCE TO U.S. AND STATE FLAG: The invocation was offered by Mayor Pro Tem King and pledges by Councilwoman Howarth.

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.

A. Approve the minutes of the March 18, 2019 combined meeting.

B. Authorize the purchase of one (1) 25' Allstar 16 Passenger Bus with two wheelchair connections, E450 from Creative Bus Sales through Houston-Galveston Area Council purchasing program for the City of Sachse Senior Center in the amount of sixty-five thousand, five hundred thirty-three dollars and two cents. (\$65,533.02).

C. Accept the monthly revenue and expenditure report for the period ending February 28, 2019.

D. Approve a resolution authorizing the City Manager to execute an easement and right-of-way to Oncor Electric Delivery Company, LLC. for underground electrical supply and communication facilities for the construction of the southeast sewer lift station.

E. Approve a resolution authorizing the City Manager to sign closing documents related to the sale of Old City Hall.

Mayor Felix stated there is a resident that would like to pull item E for discussion.

Councilman Adams made a motion to approve items A, B, C, and D presented. Mayor Pro Tem King seconded that motion and the motion was unanimously approved.

Frank Millsap, 3904 Miles Road, asked in regards to item E, if it had been discussed in a public forum, who is buying it, how much is the City getting, and is it being zoned something specific as part of the purchase agreement. He expressed concern relative to the tax rolls.

Mrs. Nash responded that this item was on-going and was discussed during an executive session. The property was sold through a simultaneous transaction with the EDC then to a developer for commercial use. The intent is to bring the building back to productive use on the tax rolls.

Councilman Adams made a motion to approve item E. Mayor Pro Tem King seconded that motion and the motion was unanimously approved.

MAYOR AND CITY COUNCIL ANNOUNCEMENTS REGARDING SPECIAL EVENTS:

Mayor Pro Tem King welcomed members of Troop 57 that were in the audience working on their merit badges. He announced that this month is National Autism Awareness month. He noted the

new playground equipment at Firefighters Park and the initiatives being done through the City of Sachse for those with special needs.

Councilman Franks announced the Easter events taking place on Saturday, April 13 at Heritage Park beginning at 10:00 a.m. The Doggie Bone Hunt will take place at 7:30 p.m., followed by a Flashlight Egg Hunt around 8:15 p.m.

Councilwoman Howarth announced upcoming Library events.

Councilman Adams recognized and welcomed the high school students in attendance.

Mayor Felix announced the Arbor Day / Clean Up event on Saturday, April 6.

Presentation of the Texas Municipal Library Directors Association 2018 Achievement of Excellence in Libraries Award to the Sachse Public Library.

Thomas Finley, Adult Services Manager with the City of Frisco Public Library, presented Daniel Laney, Sachse Library Manager, with the Texas Municipal Library Directors Association 2018 Achievement of Excellence in Libraries Award. Mr. Finley noted that libraries are scored in ten categories. He stated the TML award it is not easily achieved and recognized the Library's continuing efforts.

Proclamation recognizing April 6, 2019 as Keep America Beautiful Great American Cleanup Day in Sachse.

Mayor Felix read and presented a proclamation to the Parks and Recreation Department.

Proclamation recognizing April 6, 2019 as Arbor Day in the City of Sachse.

Mayor Felix read and presented a proclamation to the Parks and Recreation Department.

Mr. Whitworth thanked the Mayor and commented on the upcoming Arbor Day /Clean Up event happening on April 6.

CITIZENS INPUT:

No comments were made.

REGULAR AGENDA ITEMS:

Discuss proposed revisions to the Subdivision Regulations (Chapter 8 of the Code of Ordinances). (Continuation from the Workshop if necessary.)

Mayor Felix noted this discussion took place in the Workshop session and no further discussion was necessary.

Receive a report regarding Library activities for 2018-2019.

Mr. Laney presented an overview of the 2018 Library statistics highlighting the 10,886 persons attending Library events, the 2018 Summer Reading Program, and the new programs and services that were added. Among the new programming added were three story times for three different age groups, family game nights, speakers and seminars, and the 3D printer. Mr. Laney discussed the upcoming additions to the Library programs and services including the 2019 Summer Reading Program, the circulating board game collection, and the button maker and supplies.

The City Council thanked Mr. Laney for all he does and the continued improvements being made to the Library.

Receive and consider the City's Comprehensive Annual Financial Report (CAFR) for the fiscal year ending September 30, 2018.

Mrs. Savage introduced Susan LaFollett with LaFollett and Abbott, PLLC, the City's audit firm to provide an overview of the CAFR.

Ms. LaFollette noted where to find the auditor's report, financial statements and notes within the CAFR presented to the City Council. She highlighted various areas of the CAFR including the changes and the Governmental Accounting Standards Board (GASB) implementations and General Fund balance policy goal of the unassigned fund balance.

No questions or comments were made.

Receive early citizen input regarding the fiscal year 2019-2020 budget.

Mrs. Savage stated the budget kickoff with Department Heads began on March 19. Early citizen input was moved from June to April this year to provide citizens the opportunity to make requests as departments are preparing their budgets for consideration.

Mayor Felix opened the floor for comments.

No comments were made.

ADJOURNMENT:

Mayor Felix adjourned the regular meeting at 8:29 p.m.

MIKE J. FELIX, MAYOR

ATTEST:

Michelle Lewis Sirianni, City Secretary

**Agenda Item Details**

Meeting	Apr 15, 2019 - Regular Combined City Council Meeting
Category	C. 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. Authorize the City Manager to extend the depository contract with American National Bank through May 31, 2020.
Access	Public
Type	Action (Consent)
Preferred Date	Apr 15, 2019
Fiscal Impact	No
Recommended Action	Authorize the City Manager to extend the depository contract with American National Bank through May 31, 2020.
Goals	Be a model of financial stewardship through growth management, responsible investment, and financial transparency.

Public Content**BACKGROUND**

On August 20, 2015 the City Council approved a depository services agreement with American National Bank. The agreement covered an initial period of twenty months from October 1, 2015 through May 31, 2017, with options for three one-year extensions. This will be the final extension available for the current contract.

RECOMMENDATION

Authorize the City Manager to extend the depository contract with American National Bank through May 31, 2020.

Bank Depository Extension letter 2019-LR.pdf (45 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.



Finance Department
3815-B Sachse Rd.
Sachse, TX 75048
972-495-1212

April 15, 2019

Anita Collins, Market President
American National Bank of Texas
5430 Highway 78
Sachse, TX 75048

Dear Ms. Collins:

The City of Sachse desires to continue the contract for Bank Depository Services for another year beginning June 1, 2019 and ending May 31, 2020. In consideration of an extension, the City of Sachse desires to extend at the same terms and conditions per the original Bank Depository Services Agreement dated August 20, 2015.

The City of Sachse values the professional and courteous banking relationship that we have established over the years. We are looking forward to working with you and your staff as we move forward.

Sincerely,

Gina Nash, City Manager
City of Sachse

**Agenda Item Details**

Meeting	Apr 15, 2019 - Regular Combined City Council Meeting
Category	C. 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 amending authorized signers to transact business on behalf of the City of Sachse and American National Bank related to Treasury Management Services.
Access	Public
Type	Action (Consent)
Preferred Date	Apr 15, 2019
Recommended Action	Approve as submitted.

Public Content**BACKGROUND**

The City's existing depository services agreement is with American National Bank. A separate signature resolution is necessary to utilize Treasury Management services. The purpose of this action is to update the list of authorized signers.

RECOMMENDATION

Approve a resolution amending authorized signers to transact business on behalf of the City of Sachse and American National Bank related to Treasury Management Services and providing for an effective date.

Resolution Amending Treasury Management Signers 2019.pdf (96 KB)

Treasury Management Signature Resolution 2019.pdf (92 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 COUNCIL OF THE CITY OF SACHSE, TEXAS,
AMENDING AUTHORIZED SIGNERS TO TRANSACT BUSINESS ON BEHALF OF THE
CITY OF SACHSE AND AMERICAN NATIONAL BANK RELATED TO TREASURY
MANAGEMENT SERVICES AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, The City of Sachse, Texas is a local government of the State of Texas and is empowered to delegate representatives to act for the City in the delivery of treasury management services related to the existing depository agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS, THAT, WITHSTANDING ANY PREVIOUS OR PAST RESOLUTION WHICH REQUIRES EITHER MULTIPLE SIGNATURES OR OTHER SIGNATURES TO TRANSACT BUSINESS ON BEHALF OF THE CITY, EACH OF THE UNDERSIGNED IS HEREBY AUTHORIZED TO:

SECTION 1. Execute the Treasury Management Services Agreement with Bank;

SECTION 2. Accept on behalf of Customer and Related Entities designated in the Treasury Management Services Agreement and Related Entities Schedule A, the terms and conditions governing the use of such Services, including acceptance of the Security Procedures;

SECTION 3. Enroll the Customer and Related Entities in any Treasury Management Service(s) through the execution of Schedule B, a Treasury Management Services Request;

SECTION 4. Perform any transactions pursuant to the Agreement and Treasury Management Services Request;

SECTION 5. Appoint and remove Authorized Administrators (as that term is defined in Section 5(c) of the General Provisions of the Treasury Management Services – Procedures, Terms and Conditions).

SECTION 6. List the Authorized Signers:

1. Name: Gina Nash Title: City Manager

Phone/Email: 469-429-4777 / gnash@cityofsachse.com

Signature: _____

2. Name: Teresa C. Savage Title: Director of Finance

Phone/Email: 469-429-4772 / tsavage@cityofsachse.com

Signature: _____

3. Name: Berna Fitzpatrick-Walker Title: Finance Manager

Phone/Email: 469-429-4760 / bfitzpatrick@cityofsachse.com

Signature: _____

SECTION 7. That this Resolution and its authorization shall continue in full force and effect until amended or revoked by the City.

DULY RESOLVED AND ADOPTED by the City Council of the City of Sachse, Texas, this the 15th day of April, 2019.

CITY OF SACHSE, TEXAS

Mike J. Felix, Mayor

ATTEST:

Michelle Lewis Sirianni, City Secretary

The American National Bank of Texas
Schedule C
Treasury Management Resolution

I, the undersigned, do hereby certify that I hold the title of City Secretary
at City of Sachse (Company), organized under the laws of the State of Texas,
and that at a meeting of the governing authority duly held on _____
at which time a quorum was present and acting throughout, the following resolutions were adopted and have
not been rescinded, revoked, or modified, but are still in full force and effect:

Customer wishes to request that Bank, by written instruction, telephone, terminal communication device, or otherwise, implement one or more of the Treasury Management services; (NetTeller, Multi-User, ACH Origination, ACH Block/Filter, ZBA, CD Rom, Online Wires, Remote Deposit Capture, Image Cash Letter, Positive Pay, Account Recon, Premium Business Bill Pay, EDI, and BAI) pursuant to specific agreements.

Notwithstanding any previous or past resolution which requires either multiple signatures or other signatures to transact business on behalf of Customer, each of the undersigned is hereby authorized to:

- A. Execute the Treasury Management Services Agreement with Bank;
- B. Accept on behalf of Customer and Related Entities designated in the Treasury Management Services Agreement and Related Entities Schedule A, the terms and conditions governing the use of such Services, including acceptance of the Security Procedures;
- C. Enroll the Customer and Related Entities in any Treasury Management Service(s) through the execution of Schedule B, a Treasury Management Services Request;
- D. Perform any transactions pursuant to the Agreement and Treasury Management Services Request;
- E. Appoint and remove Authorized Administrators (as that term is defined in Section 5(c) of the General Provisions of the Treasury Management Services – Procedures, Terms and Conditions).

Name	Title	Signature
Gina Nash	City Manager	
Teresa Savage	Finance Director	
Berna Fitzpatrick-Walker	Finance Manager	

Certification: The undersigned represents and warrants to the Bank on behalf of the Customer and any Related Entities listed in Schedule A that the signatures appearing above are the true and authentic signatures of the Administrators Signatures (as that term is defined in Section 5(c) of the General Provisions of the Treasury Management Services - Procedures, Terms and Conditions) and further certifies that the Customer and Related Entities have taken all action required by their governing documents to appoint the Administrators to act on behalf of the Customer and Related Entities and that the undersigned has full authority to execute this Agreement. This authorization shall be binding and the authority conferred hereby shall remain in full force and effect until specific written notice of modification or revocation of this Resolution by a duly appointed official of Customer is received by the Bank. This authorization replaces any and all previous resolutions or authorizations. The Bank will be indemnified and held harmless of any liability in acting upon any form of written notice that it believes to be genuine.

Name	Title	Signature
Michelle Lewis-Siriann	City Secretary	



Agenda Item Details

Meeting	Apr 15, 2019 - Regular Combined City Council Meeting
Category	F. Regular Agenda Items
Subject	1. Conduct a public hearing and take action on a revised water and sewer rate plan.
Access	Public
Type	Action
Preferred Date	Apr 15, 2019
Fiscal Impact	Yes
Budgeted	Yes
Budget Source	Utility revenues
Recommended Action	Conduct a public hearing and take action on a revised water and sewer rate plan.
Goals	Be a model of financial stewardship through growth management, responsible investment, and financial transparency.

Public Content

BACKGROUND

In August 2014, City Council adopted a five-year rate plan for water and sewer service fees. At that time, revenues were not sufficient to cover operating expenses. The City was in the third year of mandatory watering restrictions due to drought conditions, and in order to restore financial viability to the Utility Fund, a five-year rate plan that included annual increases was adopted. The rate model that was adopted was designed to fund approximately half of the anticipated capital and rehabilitation projects that were planned during that five-year window.

Drought restrictions were lifted in 2015 and revenues exceeded expectations for the ensuing two years. The additional revenue made it possible to fund additional capital and rehab projects and delay issuance of debt. The FY 2018-2019 budget included funding for an update to the 2014 rate study, and the results of that study were presented to City Council on March 4. The study was conducted using a cost-of-service model, which involves building known and projected costs for operation, maintenance and enhancements to service. Consumption trends, growth projections and inflationary assumptions are included in building the cost-of-service model, with a goal of structuring rates to cover costs, maintain financial health of the fund, and provide funding for future growth and expansion, as well as maintenance and rehabilitation of aging infrastructure.

OVERVIEW

One finding from the 2019 update was that sewer charges are not currently covering the cost of providing sewer services; the sewer segment of the fund is being subsidized by water revenues. One of the two rate options that was presented on March 4 was to maintain the current rate design for the foreseeable future, but it did not address this subsidy. The other option was to raise sewer base charges and volume rates to cover the costs of providing sewer service, but offset those increases with volume price reductions for water. An additional option presented was to implement the rate changes at mid-year of FY 2019 rather than wait until October. This will provide maximum rate relief during the months that typically include the highest outdoor water use. The reduced volume rates for water will also help to compensate for the contractual increase in solid waste services and the increase to sewer base and volume charges.

The proposal before City Council tonight is to adopt the rates as shown in the attached presentation effective April 1, 2019. The revised rates include the elimination of one of the volume tiers, reducing the total tiers from five to four. The new rates will be used in computing bills for water consumed in April, which will be issued on May 6.

Immediately following this item in tonight's agenda will be adoption of a revised master fee schedule, which will include the revisions to water, sewer and solid waste charges effective April 1, 2019.

POLICY CONSIDERATIONS

Utility rates shall be set at levels sufficient to cover operating expenditures (direct and indirect), meet debt obligations and debt service coverage, provide fund for capital improvements and provide adequate levels of working capital.

RECOMMENDATION

Conduct a public hearing and take action on a revised water and sewer rate plan.

[Utility Rates Update Presentation.pdf \(774 KB\)](#)

City of Sachse Utility Rates Update

CITY COUNCIL

APRIL 15, 2019



2014 Adopted Rate Plan

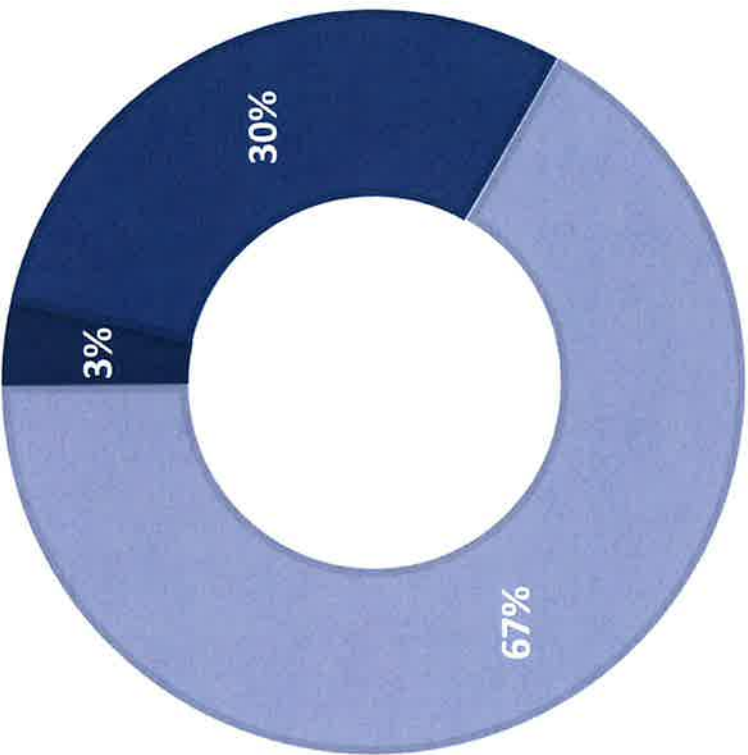
- Existing rates were not covering operating expenses
- Plan adopted effective October 2014 designed to fund 50% of capital and rehabilitation
- Stage 3 drought restrictions in place and anticipated for the five-year term of the plan
- Annual increases ranged from 6% to 25% for water and 4% to 15% for sewer
- Drought restrictions were eased during 2015; revenues exceeded expectations
- Additional revenues were used to fund additional capital expenditures, including AMI

2019 Rate Study

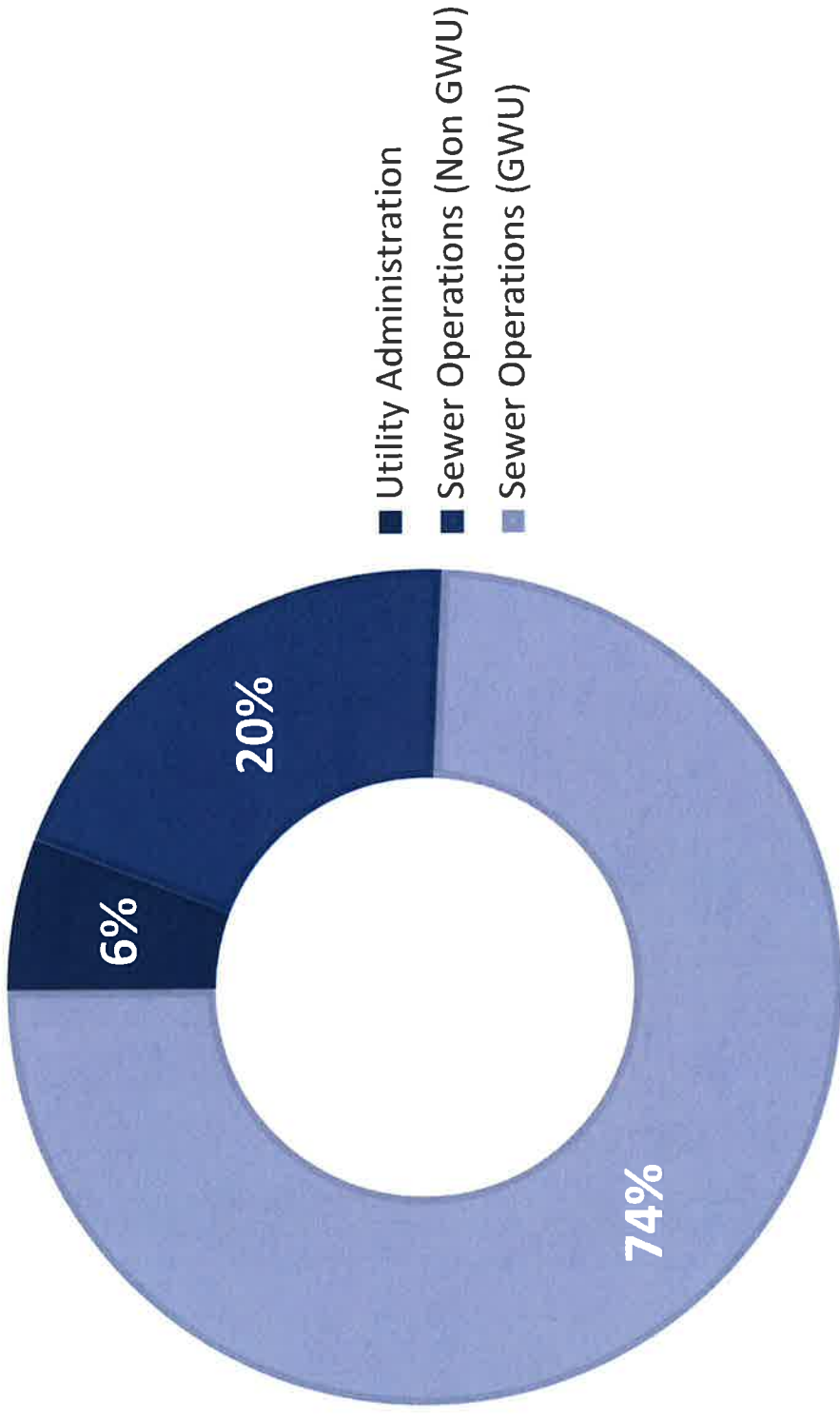
- Current rates sufficient for operating costs and capital/rehabilitation
- Sewer charges are not covering sewer cost of service, require upward adjustment
- Water charges are sufficient, can support downward adjustment
- Multi-year projections based on stable consumption, would require annual review to adjust for reduction in billed gallons due to drought restrictions or unpredicted cost increases
- Recommend adopting rates one year at a time to allow adjustment for changes to assumptions
- Propose implementing first year rates 6 months early to maximize volume rate reductions during summer irrigation season
- Base water rate stays the same; volume rates reduced from 9% to 16%
- Sewer base and volume rates increased by 5%

WATER OPERATIONS

- Utility Administration
- Water Operations (Non NTMWD)
- Water Operations (NTMWD)



WASTEWATER OPERATIONS



Where do our expenditures come from?

Water

- North Texas Municipal Water District provides water to the City of Sachse, as well as many other cities in North Texas
- The costs associated for purchasing and delivering the water from NTMWD amount to

66.7% NTMWD Costs

Of our total operating costs

Sewer

- The City's wastewater is treated by the City of Garland
- The costs associated with treating the City of Sachse's wastewater amount to

74.3% City of Garland

Costs

Of our total operating costs

Tentative Five Year Rate Plan

	Current	May 2019	Oct 2020	Oct 2021	Oct 2022	Oct 2023
Water Base Charge	16.50	16.50	16.50	16.50	16.83	17.34
Water 0-10,000	5.38	4.90	4.90	4.90	5.00	5.15
Water 10,001-15,000	7.11	6.55	6.55	6.55	6.68	6.88
Water 15,001-20,000	8.56	6.55	6.55	6.55	6.68	6.88
Water 20,001-30,000	9.98	8.50	8.50	8.50	8.67	8.93
Water 30,001+	11.41	10.00	10.00	10.00	10.20	10.51
Sewer Base Charge	11.71	12.30	12.91	13.43	13.83	14.24
Sewer Volume/1000	6.52	6.85	7.19	7.48	7.70	7.85

Additional Changes-Non-residential

	Current	May 2019
Sewer		
5/8" X 3/4"	18.92	22.00
1"	30.95	35.00
1 1/2"	45.41	50.00
2"	59.99	67.00
4"	59.99	70.00
6"	59.99	70.00
8"	59.99	90.00
Non-Residential Volume	6.52	7.04

Customer and Consumption Statistics

- Average monthly residential consumption 8,368 gallons
- 5 month winter averaging period 5,500
- Remaining 7 months (including summer) 10,417

Customers by Maximum Billing Tier

Month	Less than 10,000	10,001- 15,000	15,001- 20,000	20,001- 30,000	30,000 and up
March 2018	7,678	269	42	27	14
August 2018	3,140	1,702	1,372	1,288	564

Average Customer Winter Bill

5,500 Water/5,500 Sewer	Current	Proposed	Change
Water	\$46.09	\$43.45	\$-2.64
Sewer	47.57	49.98	+2.41
Trash	15.41	17.85	+2.44
Total	\$109.07	\$111.28	\$+2.21



Average Customer Summer Bill

10,400 Water/5,500 Sewer	Current	Proposed	Change
Water	\$73.14	\$68.12	\$-5.02
Sewer	47.57	49.98	+2.41
Trash	15.41	17.85	+2.44
Total	\$136.12	\$135.95	\$-0.17



Sample Customer Bill Comparison

20,000 Water/5,500 Sewer	Current	Proposed	Change
Water	\$148.65	\$131.00	\$-17.65
Sewer	47.57	49.98	+2.41
Trash	15.41	17.85	+2.44
Total	\$211.63	\$198.83	\$-12.80



Sample Customer Bill Comparison

40,000 Water/5,500 Sewer	Current	Proposed	Change
Water	\$362.55	316.00	\$-46.55
Sewer	47.57	49.98	+2.41
Trash	15.41	17.85	+2.44
Total	\$425.53	\$383.83	\$-41.70



Water My Yard

- **Watermyyard.org** is a program that accurately measures the atmospheric conditions in the local area and provides detailed advice on when and how much to water yards
- The site depends on the meteorological information supplied to it from weather stations throughout the North Texas area
- For Sachse residents, the information is highly localized
- We have our very own weather station that measures the conditions right here on the City Hall premises.
- So, the advice Sachse residents get is indeed customized to conditions present in Sachse

My Water Advisor

- It is easy to get access to the *My Water Advisor* application
- Visit the Utility Billing page on the City's website
- Search for it in your Apple, Android, or Google stores and download it directly to your smart phone
- Enter your account number/information
- Use the account number setup including dashes, e.g., 12-12345-00
- The My Water Advisor setup must match the name on the account-exactly as it is shown on the bill
- Only one email can be registered by account number
- Consumption information updates every 12 hours



Upcoming Events

Tonight—Approve revised rates effective April 1

April 24—Sachse Live meeting: briefing on water rates

May 6—April bills mailed with new rates for water, sewer and trash services



City of Sachse Utility Rates Update

CITY COUNCIL

APRIL 15, 2019



**Agenda Item Details**

Meeting	Apr 15, 2019 - Regular Combined City Council Meeting
Category	F. Regular Agenda Items
Subject	2. Consider a resolution amending the Master Fee Schedule by amending library service fees, refuse service fees and water and wastewater rates and providing an effective date.
Access	Public
Type	Action
Preferred Date	Apr 15, 2019
Absolute Date	Apr 15, 2019
Fiscal Impact	Yes
Budgeted	Yes
Recommended Action	Approve as submitted.

Public Content**BACKGROUND**

The Master Fee Schedule is a convenient tool for citizens and customers to access to acquaint themselves with various charges for City services. The schedule can be updated periodically for necessary changes without amending the associated Ordinance.

OVERVIEW

The Master Fee Schedule is considered annually during the budget approval process. Amendments that occur during the year are presented as necessary for effective date consideration. Library Service Fees were approved by the Library Board on March 11, 2019, for inclusion mid-year. Building Permits includes clarification language and reorganization by category without any fee changes. Refuse service fees were approved during Solid Waste RFP acceptance for inclusion with new contract effective date, April 1. Water and Wastewater rates were presented and considered during the 2019 Water Rate Study discussions performed by NewGen Strategies and Solutions.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Approve a resolution amending the Master Fee Schedule by amending library service fees, building permits, refuse service fees, and water and wastewater rates and providing an effective date.

Master Fee FY2019 Revisions highlighted 04.1.19.pdf (336 KB)

Master Fee FY2019 FINALRev 04.1.19.pdf (151 KB)

Resolution Amending Master Fee Schedule 2019.pdf (87 KB)

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS, AMENDING THE MASTER FEE SCHEDULE ADOPTED BY RESOLUTION 3433 BY AMENDING LIBRARY SERVICES; BUILDING PERMITS, REFUSE SERVICE FEES, WATER AND WASTEWATER RATES AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, The City Council desires to amend the Master Fee Schedule adopted by Resolution 3433, as provided herein.

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

SECTION 1. The Master Fee Schedule adopted by Resolution 3433 is hereby amended, as set forth in the attached Exhibit "A".

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

DULY RESOLVED AND ADOPTED by the City Council of the City of Sachse, Texas, this the 15th day of April, 2019.

CITY OF SACHSE, TEXAS

Mike Felix, Mayor

ATTEST:

Michelle Lewis Sirianni, City Secretary

APPENDIX A
MASTER FEE SCHEDULE FY2019



MASTER FEE SCHEDULE

I. PUBLIC SAFETY FEES

A. Alarm monitoring

		\$10 initial and renewal Valid 2 years from date of issuance
1.	Residential alarm permit fee	
2.	Nonvalid burglar alarms responded to during a 12-month period	
a.	Five (5) or less	No charge
b.	Six (6)	\$25.00
c.	Seven (7)	\$50.00
d.	Eight (8)	\$100.00 plus permit suspension
3.	Nonvalid fire alarms responded to during a 12-month period	
a.	Two (2) or less	No charge
b.	Three (3) or more	\$100.00
4.	Nonvalid robbery alarms responded to during a 12-month period	
a.	Two (2) or less	No charge
b.	Three (3) or more	\$100.00
5.	Nonvalid emergency medical assistance responded to during a 12-month period	
a.	Five (5) or less	No charge
b.	Six (6) or more	\$100.00
		\$30.00 plus \$10.00 per additional person

B. Solicitation Registration Fee (not to exceed 90 days)

C. Animal control

1.	Adoption fee with sterilization	\$80.00
a.	Cats/kittens/dogs/puppies receive sterilization/combo vaccine/rabies vaccine/microchip	
2.	Adoption fee without sterilization	\$25.00
a.	Cats/kittens/dogs/puppies already sterilized receive combo vaccine/rabies vaccine/microchip	
3.	Dangerous dog annual registration	\$100.00
4.	Annual permits	
a.	Pot-bellied pig (per animal)	\$20.00
b.	Pigeon (fancy or racing loft/per animal)	\$5.00
c.	Dog/Cat	
	1) Application fee w/o sterilization proof	\$7.00
	2) Application fee w sterilization proof	\$2.00
5.	Replacement tag (w proof of original registration)	\$1.00
6.	Impoundment (registration additional if animal currently not on file)	
a.	1st pickup of animal	\$25.00 plus \$5 boarding fee



MASTER FEE SCHEDULE

b.	2nd pickup of animal	\$50.00 plus \$5 boarding fee
c.	3rd pickup of animal	\$75.00 plus \$5 boarding fee
d.	4th pickup of animal	\$100.00 plus \$5 boarding fee
D. Fire Services		
1.	Installation/replacement/re-model of fire protection systems	
a.	Plan review fee	\$100.00
b.	Fire sprinkler installation permit (per building)	
1)	1 to 100 sprinklers	\$275.00
2)	101 to 200 sprinklers	\$325.00
3)	201 to 300 sprinklers	\$350.00
4)	301 to 400 sprinklers	\$375.00
5)	401 to 500 sprinklers	\$425.00
		\$500.00 plus \$.33 per sprinkler over 500
6)	Over 500 sprinklers	
c.	Fire alarm installation permit (per building)	
1)	Ten (10) or less devices	\$50.00
2)	Eleven (11) to twenty-five (25) devices	\$75.00
3)	Twenty-six (26) to 100 devices	\$150.00
4)	101 to 200 devices	\$200.00
5)	201 or more devices	\$400.00
d.	Fire alarm panel replacement only	\$100.00
e.	Hydro & flush (per system)	\$50.00
f.	Fire pump (per system)	\$50.00
g.	Hydrant flow test (2 hydrants)	\$50.00
h.	Vent/hood/booth extinguishing system (per system)	\$50.00
i.	Work started without a permit	\$100.00 plus required fee
j.	Replacement	
1)	Fire department permit replacement	\$10.00
2)	Job site plan re-stamp	\$15.00
k.	Re-inspection fee	
1)	Two (2) or more	\$50.00 per re-inspection
2.	Inspection/occupancy permits	
a.	Carnivals and fairs	\$50.00
b.	Exhibits and trade shows	\$50.00
c.	Temporary structures, tents or canopies (used for permits not included in community development permit fee)	\$50.00
d.	In-home day care certificate of occupancy	\$50.00
e.	Multi-family certificate of occupancy	\$50.00
f.	Foster care/adoption home inspection	\$25.00
g.	Dangerous building abatement admin fee	\$250.00
h.	After hour inspection fee	\$50.00/hour min 2 hr/\$100.0
3.	Fire permits	



MASTER FEE SCHEDULE

		\$150.00
a.	Outdoor/open burning	
b.	Pyrotechnic special effects	\$100.00
		\$400.00/hr each engine plus \$200.00/hr each ambulance plus supplies
c.	Hazardous material response reimbursement	
d.	Fire watch/stand-by	\$50.00/hr each fire employee
E.	Ambulance services	
1.	Resident	
a.	ALS (Waive co-pay and deductible)	\$850.00
b.	ALS2 (Waive co-pay and deductible)	\$1,000.00
c.	BLS (Waive co-pay and deductible)	\$750.00
d.	SCT	No charge
2.	Non-resident	
a.	ALS	\$850.00
b.	ALS2	\$1,000.00
c.	BLS	\$750.00
d.	SCT	No charge
3.	Mileage	\$15.00
4.	Supplies	
a.	Oxygen	\$125.00
b.	BLS supplies	\$350.00
c.	ALS supplies	\$400.00
d.	Extra attendant	\$75.00
5.	Extrication	\$500.00
6.	Technology fee	\$0.00
7.	No transport	\$150.00

II. ENGINEERING, HEALTH AND SANITATION

A.	Engineering permits	\$50.00
1.	Traffic calming application	\$100.00
2.	Floodplain	\$150.00
3.	Grading	Fee shall equal one-half of the state fee for each permit 4.5% of cost of public improvements
B.	Engineering inspections and review fees	
1.	Engineering inspection fee	\$300.00
2.	Construction plan review	Hourly fee based on current hourly wage of City maint. Workers
C.	Care of public trees in street or right of way	
D.	Health and Sanitation permits	



MASTER FEE SCHEDULE

1.	Health	\$225.00
2.	Temporary food sales (must be obtained from Dallas County Health department. Applies to all applicants providing food products.	\$50.00
3.	Public swimming pool	\$100.00
4.	Alcohol	Fee shall equal one-half of the state fee for each permit
5.	Liquid waste transport	\$25.00 per vehicle

III. FACILITY ROOM RENTAL DEPOSIT/FEES

A.	Library meeting room	
1.	Deposit	
a.	Without food served	\$25.00
b.	With food served	\$50.00
c.	VGA/audio cable	\$15.00
2.	Room rental	
a.	Non-profits	No charge
b.	All other groups	\$25.00
B.	Former City Hall meeting room	
1.	Deposit	
a.	Without food served	\$25.00
b.	With food served	\$50.00
2.	Room rental	
a.	Non-profits	No charge
b.	All other groups	\$25.00
C.	Senior activity center multi-purpose room A	
1.	Deposit	\$100.00
2.	Room rental	\$25.00 per hour

IV. LIBRARY

A.	Library card	
1.	Initial library card request	No charge
2.	Replacement	\$1.00
B.	Ear Buds available	\$1.00
C.	Pin-back button materials available	\$0.25
D.	Texshare card	No charge
E.	Nontimely return of materials	



MASTER FEE SCHEDULE

1.	Book/ CD (per day)	\$0.15
2.	DVD (per day)	\$1.00
3.	Board game, card game, puzzle (per day)	\$1.00
4.	Backpack kits (per day)	\$1.00
F.	Lost and/or Damaged Items	
		Replacement cost plus \$5.00 processing fee
1.	Lost or damaged beyond repair	Replacement item plus \$5.00 processing fee
2.	Replacement item in lieu of fee	\$5.00 processing fee
3.	Damaged item but not requiring replacement	Replacement fee
4.	Damaged case or container	
G.	Interlibrary loan	
1.	Pickup materials	
a.	Timely pickup	No charge
b.	Within seven (7) days	No charge
c.	Eight (8) days or more	\$5.00 per item
2.	Return materials	
a.	Timely return	No charge
b.	Untimely return	\$1.00 per day per item
		\$5.00 processing fee plus fees assessed by lending library
c.	Non-return	
H.	Copy services	
1.	Black/white copy	\$0.20
2.	Color copy	\$0.50
3.	Computer print out	\$0.25
4.	3D printer	.15 per gram/\$1.50 minimum

V. MUNICIPAL COURT FINES/FEES

A.	Set by state statute	
1.	Building security fund	\$3.00
2.	Technology fund	\$4.00
B.	Dismissal	
1.	Granting defensive driving course	Not to exceed \$10.00
		\$10 or \$20 depending on offense type
2.	Dismissal fee for certain traffic cases	\$50.00
C.	Warrant Fee	



MASTER FEE SCHEDULE

VI. PARK FACILITY RENTAL FEES

A.	Ball field reservations/deposits	
1.	Reservation fee	
a.	Four (4) hours or less	\$25.00 per field
b.	Five (5) hours or more	\$10.00 per field per hour
2.	Deposits	
a.	Light key	\$25.00
b.	Clean-up deposit for tournaments and/or concession stand use	\$50.00
B.	Covered picnic facilities (based on daily rates)	
1.	Reservation fee	
a.	Four (4) hours or less	\$25.00 per facility
b.	Five (5) hours or more	\$10.00 per facility per hour
2.	Deposit	
a.	Light key	No charge
C.	City complex amphitheater (based on daily rates)	
1.	Reservation fee	
a.	Four (4) hours or less	\$25.00 per facility
b.	Five (5) hours or more	\$10.00 per facility per hour
c.	Restroom during amphitheater rental	\$25.00/hour
2.	Deposit	
a.	Light key	No charge

VII. LAURIE SCHWENK SENIOR ACTIVITY CENTER

A.	Annual membership	
1.	Resident	\$6.00
2.	Non-resident	\$12.00
B.	Daily pick-up/drop-off within the City limits only	\$.50/one way or \$1.00 roundtrip
1.	Resident	
2.	Non-resident	Not available

VIII. BUILDING PERMITS AND DEVELOPMENT SERVICES FEES

A.	Building permit fee schedule	
1.	Total valuation	
a.	\$1.00 to \$500	\$50.00



MASTER FEE SCHEDULE

		\$50.00 for the first \$500 plus \$3.05 for each additional \$100
b.	\$501 to \$2,000	
		\$95.75 for the first \$2,000 plus \$14 for each additional \$1,000
c.	\$2,001 to \$25,000	
		417.75 for the first \$25,000 plus \$10 for each additional \$1,000
d.	\$25,001 to \$50,000	
		\$667.75 for the first \$50,000 + \$7 for each additional \$1,000
e.	\$50,001 to \$100,000	
		\$1017.75 for the first \$100,000 + \$5.60 for each additional \$1,000
f.	\$100,001 to \$500,000	
		\$3,257.75 for the first \$500,000 + \$4.75 for each additional \$1,000
g.	\$501,000 to \$1,000,000	
		\$5,632.75 for the first \$1,000,000 + \$3.65 for each additional \$1,000
h.	\$1,000,001 and up	
B.	Residential home construction	
		30% of total building permit fee (based on Building Permit Fee Schedule)
1.	Plan Review fee (New single-family homes)	
		Declared Valuation [minimum \$100.00 per sq ft (including garages, porches, and/or patios)]
2.	New home construction, additions and remodels	\$250.00
3.	Additional plan review (required by changes, additions or revisions to plans after permit approval)	
C.	Commercial construction	
		30% of total building permit fee (based on Building Permit Fee Schedule)
1.	Plan review (new construction and remodel)	
		Declared Valuation (minimum \$95.00 per sq ft)
2.	Remodels	
		Declared Valuation (minimum \$150.00 per sq ft)
3.	New construction	\$250.00
4.	Additional plan review (required by changes, additions or revisions to plans after permit approval)	
D.	Certificate of Occupancy	\$75.00
E.	Inspections	
		\$100.00
1.	Outside of normal business hours	
		\$75.00 per inspection
2.	Re-inspection fee after permit approval	
		Annual
F.	Licenses and contractor registration	
		State Law \$0.00
1.	Plumber - Master	



MASTER FEE SCHEDULE

2.	Electrician - Master, Journeyman, or Residential	State Law \$0.00
3.	Mechanical - License Holder	\$100.00
4.	Backflow Specialist - Testers	\$100.00
5.	Irrigation - License Holder	\$100.00
6.	General Contractor	\$100.00
7.	Contractors (other than listed above)	\$100.00
G. Permits		
1.	Electrical	
a.	Residential	\$75.00
b.	Non-residential	\$100.00
2.	Mechanical permits	
a.	Initial fee for issuance	\$50.00
b.	New Installations (includes but not limited to heating, ventilating, ductwork, air-conditioning, exhaust, venting, combustion air, pressure, vessel, solar, fuel oil and refrigeration systems and appliance installation)	\$15.00 for the first \$1,000.00 valuation plus \$5.00 for each additional \$1,000.00 or fraction thereof
c.	Repair (includes but not limited to repairs, alterations and additions to an existing system)	\$10.00 for the first \$1,000.00 valuation plus \$3.00 for each additional \$1,000.00 or fraction thereof
d.	Boiler	\$100.00
e.	Residential (minimum)	\$75.00
d.	Non-Residential (minimum)	\$100.00
3.	Plumbing	
a.	Residential	\$75.00
b.	Non-residential	\$100.00
4.	Antenna permit - private	\$50.00
5.	Demolition	
a.	Residential structure	\$100.00
b.	Non-Residential structure	\$200.00
6.	Fence/screen wall/retaining wall	
a.	Residential - Fence	\$50.00
b.	Residential - Screen wall	\$250.00
c.	Residential - Retaining wall	\$50.00
d.	Commercial (fence, retaining wall and screen wall)	\$250.00
7.	Lawn irrigation	\$100.00
8.	Miscellaneous	
a.	Flatwork (patios, driveways, pads, sidewalks)	Based on valuation of construction materials only-see section VIII. A. Building permit fee schedule



MASTER FEE SCHEDULE

		Based on valuation of construction materials only-see section VIII. A. Building permit fee schedule
b.	Accessory - Residential (buildings greater than 120 square feet)	
		Based on valuation of labor and materials-see section VIII. A. Building permit fee schedule
c.	Accessory - Non-Residential	
d.	All other Residential permits (includes but not limited to foundation repair, flag poles, roofing, re-brick)	\$50.00
d.	Use of outside consultants for plan checking and/or inspections	Actual costs plus 15% administrative fee
e.	Taxicab and limousine	\$200.00 per vehicle per year
f.	Massage establishment	\$400.00 per year
g.	Sexually-oriented business license (initial and renewal)	\$500.00
9.	Sign	
a.	Permanent (attached or freestanding)	\$125 per sign
b.	Temporary	\$25 per sign
c.	Repair	\$10 per sign
d.	Sign variance application fee	\$25.00
e.	Sign variance	\$300.00
H.	Park land dedication by developers	
1.	Single-family residential	\$1,100 per lot
2.	Multi-family	\$600 per unit
I.	Swimming Pools	
1.	Storable Swimming Pool	\$50.00
2.	Above Ground	\$200.00
3.	In-Ground	\$500.00
4.	Spa/Hot Tub	\$200.00
J.	Temporary Retail and seasonal sales	
1.	Temporary seasonal sales	
a.	Church/school/civic/City-sponsored events	No charge
b.	All other	\$200.00
2.	Temporary retail sales (five (5) consecutive days, at six (6) month intervals by the same merchant holding certificate of occupancy.)	\$50.00
3.	Temporary food sales	See Section II. D-2
K.	Board of adjustment or appeals	
1.	Variance request	\$300.00
L.	Plat applications	
1.	Preliminary plat	\$400.00 per plat plus \$15.00 per acre



MASTER FEE SCHEDULE

2.	Final plat, (includes replats and minor plats)	\$450.00 per plat plus \$15.00 per acre
3.	Conveyance plat	\$350.00 per plat plus \$15.00 per acre
3.	Amending plat	\$350.00 per plat plus \$15.00 per acre
3.	Vacating plat	\$350.00 per plat plus \$15.00 per acre
Water System		
1.	Water meter installation fee when tap is present (single family and/or multi-family)	
a.	5/8" X 3/4"	\$225.00
b.	1"	\$300.00
c.	1 1/2"	\$520.00
d.	2"	\$675.00
e.	3" (including Octave)	\$675.00 City installation. Developer installs vault/bears cost.
f.	4" and above (including Octave)	\$800.00 Developer installs vault/bears cost.
2.	Water meter installation fee when tap is not present (single family and/or multi-family)	
a.	5/8" X 3/4"	\$225.00
b.	1"	\$300.00
c.	1 1/2"	\$520.00
d.	2"	\$675.00
e.	3" (including Octave)	\$675.00 City installation. Developer installs vault/bears cost.
f.	4" and above (including Octave)	\$800.00 Developer installs vault/bears cost.
3.	Water system tap charges	
a.	5/8" X 3/4"	\$300.00
b.	1"	\$300.00
c.	1 1/2"	\$322.00
d.	2"	\$345.00
e.	3" (including Octave)	\$675.00 City installation. Developer installs vault/bears cost.
f.	4" and above (including Octave)	\$800.00 Developer installs vault/bears cost.
4.	Water system bore charges	
a.	5/8" X 3/4"	\$450.00
b.	1"	\$500.00
c.	1 1/2"	\$500.00
d.	2"	\$500.00



MASTER FEE SCHEDULE

		\$675.00 City installation. Developer installs vault/bears cost.
e.	3" (including Octave)	
		\$800.00 Developer installs vault/bears cost.
f.	4" and above (including Octave)	
4.	Water Meter Cost	
a.	5/8" X 3/4"	\$255.00
b.	1"	\$351.54
c.	1 1/2"	\$600.17
d.	2"	\$777.49
e.	3" (including Octave)	\$2,450.44
f.	4" and above (including Octave)	\$3,143.53
N.	g. 6"	\$4,585.20
	h. 8"	\$5,493.37

Zoning

		\$400.00 per request plus \$15.00 per acre
1.	Standard	
2.	Special use permit	\$650.00
		\$750.00 per request plus \$15.00 per acre
3.	Planned development zoning request	
4.	Zoning verification letter	\$150.00

VIX. NETWORK PROVIDER FEES (Resolution 3846, adopted January 2018)

A.	Small Cell Application Fees:	
1.	One - Five network nodes	\$500.00
2.	More than 5 nodes	\$250.00
3.	Per Pole	\$1,000.00
B.	Small Cell User Fees	
1.	Annual fee for each network node	\$250.00
2.	Annual City pole attachment fee	\$20.00
C.	Transport Facility Monthly user fee	\$28.00 multiplied by the #of network provider's network

X. IMPACT FEE (State requires update every 5 years. Last revision 12/3/12. Reviewed 2017)

A.	Roadway impact fee (land use category)	
1.	Port and Terminal	
a.	Truck Terminal (acre)	\$15,880.78
B.	Industrial	
1.	General Light Industrial (1,000 SF GFA)	\$2,356.57
2.	General Heavy Industrial (1,000 SF GFA)	\$458.80
3.	Industrial Park (1,000 SF GFA)	\$2,085.46



MASTER FEE SCHEDULE

4.	Warehousing (1,000 SF GFA)	\$771.62
5.	Mini-Warehouse (1,000 SF GFA)	\$625.64
C. Residential		
1.	Single-Family Detached Housing (Dwelling Unit)	\$2,450.42
2.	Apartment / MultiFamily (Dwelling Unit)	\$1,501.53
3.	Residential Condominium/ Townhome (Dwelling Unit)	\$1,261.70
4.	Mobile Home Park / Manufactured Housing (Dwelling Unit)	\$1,428.54
5.	Senior Adult Housing-Detached (Dwelling Unit)	\$656.92
6.	Senior Adult Housing-Attached (Dwelling Unit)	\$385.81
7.	Assisted Living (Beds)	\$531.79
D. Lodging		
1.	Hotel (Room)	\$761.55
2.	Motel / Other Lodging Facilities (Room)	\$761.51
E. Recreational		
1.	Golf Driving Range (Tee)	\$3,034.34
2.	Golf Course (acre)	\$729.91
3.	Recreational Community Center (1,000 SF GFA)	\$2,063.42
4.	Ice Skating Rink (Seats)	\$291.96
5.	Miniature Golf Course (Hole)	\$802.90
6.	Multiplex Movie Theater (Screens)	\$16,076.19
7.	Racquet / Tennis Club (Court)	\$8,122.87
F. Institutional		
1.	Church (1,000 SF GFA)	\$0.00
2.	Day Care Center (1,000 SF GFA)	\$2,537.90
3.	Primary / Middle School (1-8) (Students)	\$385.81
4.	High School (Students)	\$312.82
5.	Junior / Community College (Students)	\$291.96
6.	University / College (Students)	\$510.94
G. Medical		
1.	Clinic (1,000 SF GFA)	\$6,277.74
2.	Hospital (Beds)	\$2,200.15
3.	Nursing Home (Beds)	\$531.79
4.	Animal Hospital / Veterinary Clinic (1,000 SF GFA)	\$4,577.59
H. Office		
1.	Corporate Headquarters Building (1,000 SF GFA)	\$2,549.48
2.	General Office Building (1,000 SF GFA)	\$2,705.89
3.	Medical-Dental Office Building (1,000 SF GFA)	\$6,287.66
4.	Single Tenant Office Building (1,000 SF GFA)	\$3,143.83
5.	Office Park (1,000 SF GFA)	\$2,690.24
I. Commercial – Automobile Related		
1.	Automobile Care Center (1,000 SF Occ. GFA)	\$4,921.69



MASTER FEE SCHEDULE

2.	Automobile Parts Sales (1,000 SF GFA)	\$8,258.42
3.	Gasoline / Service Station (Vehicle Fueling Position)	\$19,373.92
4.	Gasoline / Service Station w/ Conv Market (Vehicle Fueling Position)	\$14,274.97
5.	Gasoline / Service Station w/ Conv Market and Car Wash (Vehicle Fueling Position)	\$14,869.33
6.	New Car Sales (1,000 SF GFA)	\$5,025.96
7.	Quick Lubrication Vehicle Shop (Servicing Bays)	\$6,287.66
8.	Self-Service Car Wash (Stall)	\$6,715.18
9.	Tire Store (1,000 SF GFA)	\$7,246.97
J.	Commercial – Dining	
1.	Fast Food Restaurant with Drive-Thru Window (1,000 SF GFA)	\$12,057.22
2.	Fast Food Restaurant without Drive-Thru Window (1,000 SF GFA)	\$4,441.03
3.	High Turnover (SitDown) Restaurant (1,000 SF GFA)	\$1,903.33
4.	Quality Restaurant (1,000 SF GFA)	\$1,268.79
5.	Coffee / Donut Shop with Drive-Thru Window (1,000 SF GFA)	\$10,788.44
K.	Commercial – Other Retail	
1.	Free-Standing Retail Store (1,000 SF GFA)	\$4,363.83
2.	Nursery (Garden Center) (1,000 SF GFA)	\$3,686.05
3.	Home Improvement Superstore (1,000 SF GFA)	\$1,496.32
4.	Pharmacy / Drugstore without Drive-Thru Window (1,000 SF GFA)	\$4,796.56
5.	Pharmacy / Drugstore with Drive-Thru Window (1,000 SF GFA)	\$6,397.15
6.	Shopping Center (1,000 SF GFA)	\$2,982.21
7.	Supermarket (1,000 SF GFA)	\$8,143.72
8.	Toy / Children's Superstore (1,000 SF GFA)	\$4,233.49
9.	Department Store (1,000 SF GFA)	\$1,511.96
10.	Video Rental Store (1,000 SF GFA)	\$16,485.56
L.	Services	
1.	Walk-In Bank (1,000 SF GFA)	\$17,642.99
2.	Drive-In Bank (Drive-In Lanes)	\$33,179.67
3.	Hair Salon (1,000 SF GFA)	\$2,815.37
M.	Water impact fee	
1.	Simple	
a.	5/8" X 3/4"	\$2,521.69
b.	Residential 3/4"	\$2,521.69
c.	Commercial 3/4"	\$3,782.54
d.	1"	\$6,304.24
e.	1 1/2"	\$12,608.48
f.	2"	\$20,173.57
2.	Compound	
a.	2"	\$20,173.57
b.	3"	\$40,347.13
c.	4"	\$63,042.39



MASTER FEE SCHEDULE

	d.	6"	\$126,084.78
	e.	8"	\$201,735.65
	f.	10"	\$289,995.00
3.	Turbine		
	a.	2"	\$25,216.95
	b.	3"	\$60,520.70
	c.	4"	\$105,911.22
	d.	6"	\$231,996.00
	e.	8"	\$403,471.30
	f.	10"	\$630,423.91
	g.	12"	\$832,159.56
N.	Wastewater impact fee (meter equivalent)		
	Simple		
	a.	5/8" X 3/4"	\$1,857.68
	b.	Residential 3/4"	\$1,857.68
	c.	Commercial 3/4"	\$2,786.53
	d.	1"	\$4,644.21
	e.	1 1/2"	\$9,288.42
	f.	2"	\$14,861.47
	Compound		
	a.	2"	\$14,861.47
	b.	3"	\$29,722.94
	c.	4"	\$46,442.09
	d.	6"	\$92,884.17
	e.	8"	\$148,614.68
	f.	10"	\$213,633.60
	Turbine		
	a.	2"	\$18,576.83
	b.	3"	\$44,584.40
	c.	4"	\$78,022.71
	d.	6"	\$170,906.88
	e.	8"	\$297,229.36
	f.	10"	\$464,420.87
	g.	12"	\$613,035.55

XI. REFUSE SERVICES FEES Current contract expires April 2024.

A.	Residential		
1.	Trash Collection		\$7.34
2.	Recycle Collection		\$4.77
3.	Bulk Collection		\$3.02



MASTER FEE SCHEDULE

4.	Residential Franchise Fees	\$1.21
5.	Administrative Fee	\$0.26
6.	Additional Solid Waste Polycart	\$7.25
7.	Additional Recycle Polycart	\$3.25
8.	Polycart replacement Fee	\$75.00
9.	Excess Individual Bulk collection (Billed direct to customer)	\$12 per yard
B.	Small Commercial Container Service (95 gallon cart) Does not include franchise fees, billing fees or taxes)	
1.	Monthly per unit charge	\$17.00
2.	Additional Polycart	\$15.50
3.	Commercial Franchise Fees	3%

XII. WATER RATE SCHEDULE (Rate Study conducted 2019 by New GenStrategies concludes 09/30/23)

A.	Residential	
1.	Base Rate by meter size	
a.	5/8" X 3/4"	\$16.50
b.	1"	\$16.50
c.	1 1/2"	\$16.50
d.	2"	\$16.50
2.	Tier Rate usage per 000's gallons	
a.	0-10,000	\$4.90
b.	10,001-20,000	\$6.55
c.	20,001-30,000	\$8.50
d.	Over 30,000	\$10.00
B.	Non-Residential	
1.	Base Rate by meter size	
a.	5/8" X 3/4"	\$16.50
b.	1"	\$26.10
c.	1 1/2"	\$42.16
d.	2"	\$61.39
e.	3"	\$85.60
f.	4"	\$114.10
g.	6" and above	\$285.30
2.	Tier Rate usage per 000's gallons	
a.	0-10,000	\$4.90
b.	10,001-20,000	\$6.55
c.	20,001-30,000	\$8.50
d.	Over 30,000	\$10.00
C.	Irrigation	
1.	Base Rate by meter size	
a.	5/8" X 3/4"	\$16.50



MASTER FEE SCHEDULE

b.	1"	\$26.10
c.	1 1/2"	\$42.16
d.	2"	\$61.39
e.	3"	\$85.60
f.	4"	\$114.10
g.	6" and above	\$285.30
2.	Tier Rate usage per 000's gallons	
a.	0-10,000	\$4.90
b.	10,001-20,000	\$6.55
c.	20,001-30,000	\$8.50
d.	Over 30,000	\$10.00

XIII. WATER SERVICE CONNECTION FEES

A.	Deposit by meter size	
1.	5/8" X 3/4"	\$150.00
2.	1"	\$150.00
3.	1 1/2"	\$175.00
4.	2"	\$200.00
5.	3"	\$300.00
6.	4"	\$400.00
7.	6" and above	\$600.00
B.	Multi-family unit deposit	
		\$100.00
C.	Real Estate properties deposit (per 5 units)	
		\$150.00
D.	Fire Hydrant Meter	
1.	Deposit (refundable)	\$875.00
2.	Connection fee	\$25.00
3.	Minimum monthly billing	\$25.00
		10%. Not to exceed \$50 per statement
E.	Late charge	
F.	Disconnection service fee	
1.	Monday-Friday, 8:00 a.m. - 5:00 p.m.	\$35.00
G.	Personnel onsite meter review - after two trips in a 12-month period	
		See K. Trip fee charge
H.	Reconnection service fee	
1.	After hours	\$40.00
I.	Returned check fee	
		\$35.00
J.	Same day connect fee for all new services	
		\$40.00
K.	Transfer fee	
		\$10.00
L.	Trip charge	
		\$50.00
M.	Meter-related	



MASTER FEE SCHEDULE

		Reimburse the City actual costs of meter testing plus shipping and handling
1.	Meter Testing	
2.	Meter box replacement	\$75.00
3.	Meter lid replacement	\$25.00
4.	Meter locking device replacement	\$30.00
5.	Meter register replacement	\$212.00
6.	Octave encoder & Allegro module with antenna replacement	\$497.79
7.	Obstruction charge	\$50.00
8.	Usage report requested in-house versus mywateradvisor.com	\$5.00
		\$250.00 minimum plus the actual costs of any damage to City property
9.	Tampering fee	

XIV. WASTE WATER RATE SCHEDULE

A.	Residential	
1.	Meter	\$12.30
2.	Volume charge per 1,000 gallons	\$6.85
B.	Non-Residential	
1.	Per meter size	
a.	5/8" X 3/4"	\$22.00
b.	1"	\$35.00
c.	1 1/2"	\$50.00
d.	2"	\$67.00
e.	4"	\$70.00
f.	6"	\$70.00
g.	8"	\$90.00
2.	Volume charge per 1,000 gallons	\$7.04

XV. MUNICIPAL DRAINAGE UTILITY SYSTEM FEE effective January 1, 2018

Based on Equivalent Residential Unit (ERU) of impervious surface area on the property. The impervious area (IA) on the property is measured and divided by 4,300 sq ft to determine the number of billing units for non-residential properties. Single family residential properties equal 1 ERU.

A.	Single Family Residential (1 ERU)	\$1.66 monthly per household
B.	Non-Residential	



Agenda Item Details

Meeting	Apr 15, 2019 - Regular Combined City Council Meeting
Category	F. Regular Agenda Items
Subject	3. Consider a resolution awarding the bid for the construction of the Vicksburg-Ponderosa Drainage Improvement Project to KIK Underground, LLC in an amount not to exceed four hundred fifty-one thousand four hundred eight dollars and seventy-five cents (\$451,408.75).
Access	Public
Type	Action, Discussion, Information
Preferred Date	Apr 15, 2019
Absolute Date	Apr 15, 2019
Fiscal Impact	Yes
Dollar Amount	451,408.75
Budgeted	Yes
Budget Source	Stormwater Utility
Recommended Action	Approve as presented.
Goals	Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse. Strategically invest in the City's existing and future infrastructure.

Public Content

BACKGROUND

During the Stormwater Utility project in 2017, the City of Sachse identified a drainage maintenance concern in the easements on and across the properties located along the south side of Ponderosa Drive and the north side of Vicksburg Drive. The project was included as one of the key projects to be completed through the establishment of a Stormwater Utility for the City of Sachse. This item is to award the project for construction.

OVERVIEW

There are existing drainage concerns along the drainage easement, utility easement, and bridle path located on the property line between the southern lots on Ponderosa Drive and the northern lots on Vicksburg Drive. During the large rainfall events of 2015, several homeowners on Vicksburg Drive reported having water damage on their properties and in their homes. This area is not located within the floodplain.

The existing 30' drainage easement along the Vicksburg lots contains a poorly defined drainage swale which has been insufficient in handling stormwater. In addition, for many years, property owners on Vicksburg Drive have constructed fences, carports, and other structures within the 30' drainage easement. Not every property has these items within the easement, but many do. Many of these DIY projects were completed without a permit, City review, or approval. Images of this can be seen in Attachment 1. These non-permitted improvements have negatively impacted drainage. Some homeowners have installed small diameter storm pipes in the easement, which are undersized for the actual volume of runoff.

Staff completed in in-house design project for a storm system to capture and convey the stormwater down to the existing creek to the west. This is in accordance with the natural drainage pattern for the area and will not negatively impact the existing creek. Due to the location of private improvements within the existing 30' drainage easement and the use of the adjacent area as a bridle path, the only available design solution was to construct an underground storm system with inlets within the existing utility easement and bridle path on the back side of the Ponderosa lots. The design includes large 4'x4' grate inlets along the main line, and smaller catch basins to be located further in on private property. These catch basins will be placed in a location determined by the property owner, will allow for the drainage of low-lying areas, and will serve as a connection point for private drainage systems on the property.

Staff sent letters out to all surrounding property owners and has been meeting with property owners individually to discuss the project.

The project was advertised in the Sachse News, and two bids were received. The lowest qualified bid was received from KIK Underground LLC, in the amount of 421,408.75. This includes a \$25,000 contingency. The bid tabulation is attached. However, staff is recommending to include an additional \$30,000 in contingency funding after meeting with many property owners on Vicksburg and Ponderosa, and reviewing all of their concerns. The additional contingency funds will allow staff and the contractor to make sure that the project adequately addresses citizen concerns.

The Stormwater Utility only generates approximately \$200,000 per year. In order to ensure that the Stormwater Utility remains viable and other smaller annual projects are able to be completed, staff is recommending that the Utility Fund be utilized to provide the initial project funding. The Stormwater Utility will then make an annual payment of \$75,000/year to the Utility Fund to reimburse the project costs. The estimated payback period is just over six years. Staff has confirmed that this is an acceptable method by which to finance the project.

POLICY CONSIDERATIONS

The City of Sachse created the Stormwater Utility in 2018 in order to fund important drainage projects in the City. This project is listed in the City's Capital Improvement Plan for the FY 18-19 budget.

RECOMMENDATION

Staff recommends approval of a resolution awarding the bid for the construction of the Vicksburg-Ponderosa Drainage Improvement Project to KIK Underground, LLC in an amount not to exceed four hundred fifty-one thousand four hundred eight dollars and seventy-five cents (\$451,408.75).

Attachment 1 - Vicksburg Drainage Easement Blocked.pdf (13,514 KB)

Bid Tab Vicksburg.pdf (29 KB)

Resolution for Award of Sachse Vicksburg Ponderosa Drainage Project.docx.pdf (11 KB)

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS, AWARDED THE BID FOR THE CONSTRUCTION OF THE VICKSBURG-PONDEROSA DRAINAGE IMPROVEMENT PROJECT TO KIK UNDERGROUND, LLC, IN AN AMOUNT NOT TO EXCEED FOUR HUNDRED FIFTY-ONE THOUSAND FOUR HUNDRED EIGHT DOLLARS AND SEVENTY-FIVE CENTS (\$451,408.75); AUTHORIZING THE CITY MANAGER TO EXECUTE SUCH AGREEMENT IN A FORM APPROVED BY THE CITY ATTORNEY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, it is necessary for a contractor to construct stormwater drainage improvements in the City of Sachse Texas in order to resolve drainage issues between two residential neighborhoods; and

WHEREAS, the project will improve drainage for the citizens of the City of Sachse;

WHEREAS, the project is included in the 2018-2019 Capital Improvement Plan as a rehabilitation project D-17-15 with a total project budget of \$100,000.00; and

WHEREAS, upon further analysis and design it was determined that an underground storm drainage system was required, increasing the required project cost; and

WHEREAS, upon final engineering design and completion of the public bidding process, the lowest qualified bid received was for \$421,408.75, which includes a \$25,000 contingency; and

WHEREAS, upon the recommendation of staff, the contingency funds allocated for the project shall be increased by an additional \$30,000.00 to allow for additional required earthwork, sloping of the ground, and erosion protection in order to address additional concerns identified during meetings with the adjacent property owners; and

WHEREAS, the project funding source includes funding from the Utility Fund for the City of Sachse, Texas; and

WHEREAS, the Stormwater Utility Fund shall make annual payments back to the Utility Fund for the project costs at an annual payment of \$75,000 per year until the full project cost is repaid; and

WHEREAS, the total City funding for the project shall not exceed \$451,408.75; and

WHEREAS, the City has taken sealed bids and City staff is recommending award to the lowest responsible bidder meeting the specifications; and

WHEREAS, the City Council of the City of Sachse, Texas desires to award the contract.

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

SECTION 1: That the Bid for the construction of the Vicksburg-Ponderosa Drainage Improvement Project is hereby awarded to KIK Underground, LLC, in an amount not to exceed four hundred fifty-one thousand four hundred eight dollars and seventy-five cents (\$451,408.75).

SECTION 2: That the City Manager is authorized to execute an agreement with KIK Underground, LLC, in a form approved by the City Attorney.

SECTION 3: That this resolution shall take effect immediately from and upon its adoption and it is so resolved.

DULY RESOLVED AND APPROVED by the City Council of the City of Sachse, Texas this 15th day of April, 2019.

APPROVED:

Mike J. Felix, Mayor

ATTEST:

Michelle Lewis Sirianni, City Secretary

CITY OF SACHSE, TEXAS

BID TABULATION

Vicksburg and Ponderosa Drainage Improvments

Summary By: SP

Checked By:

Date: 04/04/2019

Base Bid

				McMahon Contracting L.P.		KIK Underground LLC	
ITEM NO.	EST. QTY.	UNIT	DESCRIPTION / UNIT PRICE	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
1	1	LS	Mobilization				
				\$81,472.60	\$81,472.60	\$6,500.00	\$6,500.00
			per Lump Sum				
2	35,000	SF	Clearing and grubbing				
				\$1.52	\$53,200.00	\$0.20	\$7,000.00
			per Square Foot				
3	35,000	SF	Fine grading (maximum of 1-foot depth)				
				\$0.63	\$22,050.00	\$0.25	\$8,750.00
			per Square Foot				
4	665	LF	36" HDPE or RCP (contractor's choice) storm pipe				
				\$130.34	\$86,676.10	\$100.85	\$67,065.25
			per Linear Foot				
5	800	LF	30" HDPE or RCP (contractor's choice) storm pipe				
				\$106.16	\$84,928.00	\$88.00	\$70,400.00
			per Linear Foot				
6	800	LF	24" HDPE or RCP (contractor's choice) storm pipe				
				\$91.09	\$72,872.00	\$68.00	\$54,400.00
			per Linear Foot				
7	300	LF	18" HDPE or RCP (contractor's choice) storm pipe				
				\$67.70	\$20,310.00	\$53.70	\$16,110.00
			per Linear Foot				
8	6	EA	4ft x 4ft grate inlet with grouted bottom (depth varies)				
				\$4,640.00	\$27,840.00	\$4,200.00	\$25,200.00
			per Each				
9	1	EA	36" Type "B" Concrete Headwall				
				\$4,640.00	\$4,640.00	\$2,850.00	\$2,850.00
			per Each				
10	2,000	SF	12" thick grouted rock rip-rap				
				\$10.44	\$20,880.00	\$11.80	\$23,600.00
			per Square Foot				
11	35,000	SF	Re-seed distributed areas				
				\$0.52	\$18,200.00	\$0.12	\$4,200.00
			per Square Feet				
12	1	EA	Number 24 catch basin with 2 foot depth				
				\$1,121.90	\$1,121.90	\$1,150.00	\$1,150.00
			per Each				
13	1	LS	Erosion control				
				\$14,152.00	\$14,152.00	\$2,500.00	\$2,500.00
			per Lump Sum				
14	1	LS	Project Contingency				
			Twenty-Five Thousand Dollars				
				\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
			And Zero				
			(\$25,000.00 per Lump Sum)				
Base Bid Total					\$533,342.60		\$514,725.25
					No		No
				Discrepancy in Final Total			

Bid Alternate 1

ITEM NO.	EST. QTY.	UNIT	DESCRIPTION / UNIT PRICE	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
A-1	550	LF	12: HDPE or RCP (contractor's choice) storm pipe				
				\$25.00	\$13,750.00	\$62.75	\$34,512.50
			per Slinear Foot				
A-2	7	EA	Sawcut and remove 260 LF of concrete curb and gutter				
				\$126.67	\$886.69	\$1,675.00	\$11,725.00
			per Each				
A-3	9	EA	12"x30" 60-degree HDPE or RCP (contractor's choice) wye connection				
				\$102.29	\$920.61	\$1,415.00	\$12,735.00
			per Each				
A-4	10	EA	12" x 24" 60-degree HDPE or RCP (contractor's choice) wye connection				
				\$87.26	\$872.60	\$1,095.00	\$10,950.00
			per Each				
A-5	3	EA	12" x 18" 60-degree HDPE or RCP (contractor's choice) wye connection				
				\$63.87	\$191.61	\$977.00	\$2,931.00
			per Each				
A-6	34	EA	No. 14 catch basin (18" internal depth)				
				\$420.00	\$14,280.00	\$995.00	\$33,830.00
			per Each				
Bid Alternate 1 Total					\$30,901.51		\$106,683.50
					No		No
				Discrepancy in Final Total			

No

\$564,244.11

No

\$421,408.75

**Agenda Item Details**

Meeting	Apr 15, 2019 - Regular Combined City Council Meeting
Category	F. Regular Agenda Items
Subject	4. Consider an amendment to Section 8.09, Market Adjustments, of the City's Personnel Policies and Procedures Manual, regarding market adjustments and receive an update on market cities.
Access	Public
Type	Action, Discussion, Information
Recommended Action	Approve as presented.
Goals	Provide excellent government services to Sachse citizens.

Public Content**BACKGROUND**

In 2014 the City contracted with Evergreen Consulting to conduct a citywide compensation and classification study. In 2015 eighteen (18) market comparison cities were recommended by Evergreen and implemented by the City. Those cities are used for market adjustments, which is referenced in Section 8.09 of the City of Sachse's Personnel Policies and Procedures Manual. Currently, the section addressing market adjustments reads:

"The City Council establishes benchmark cities to serve as a resource to generate comparable data regarding employee compensation. To retain a skilled workforce and to remain competitive in the market, the City Council will periodically authorize a compensation market study and implement market adjustments specific to positions that are deemed below acceptable market levels. The City Council selected the following cities to serve as benchmarks for compensation analysis:"

Please note, the aforementioned section currently ends in an incomplete sentence in the City of Sachse's Personnel Policies and Procedures Manual. Addressing the incomplete sentence is one of the recommendations in the amendment of the statement.

POLICY CONSIDERATIONS

The proposed amended language is as follows:

"To retain a skilled workforce and to remain competitive in the market, the City Council may periodically authorize a compensation market study and implement market adjustments specific to positions that are deemed below acceptable market levels. The City Council establishes benchmark cities that may be used as a resource to generate comparable data regarding employee compensation for purposes of a compensation study."

This amendment cleans up the current language and removes references to any specific market cities in the Manual.

In addition, staff is proposing several modifications to the current list of market cities as a part of this item. The current list includes:

- Fairview*
- Highland Village*
- Addison*
- Murphy
- Prosper
- Colleyville
- Coppell
- Little Elm

- Wylie
- Rowlett
- Allen
- Lewisville*
- Richardson
- Carrollton*
- Frisco*
- McKinney*
- Garland
- Plano*

Cities with the (*) indicate recommended removal.

Proposed addition:

- Rockwall

Staff will make recommendations to remove several cities and add others, based on comparable data.

RECOMMENDATION

Approve the item as presented.

Market Cities Proposal Presentation.pdf (438 KB)

Personnel Policies and Procedures - Revision

MARKET COMPARISON CITIES



Market Comparison Cities for Compensation Analysis

- 2014 – The City contracted with Evergreen consulting to conduct a citywide compensation and classification study.
- 2015 – Eighteen (18) market comparison cities were recommended by Evergreen and implemented.
- Cities on average designate 8-12 comparison cities. Market comparison cities are typically chosen based on geographic location and size. Other factors considered are the frequency of classification matches and cities that Sachse employees leave us to join.

Market Comparison Cities for Compensation Analysis - Current

City	County	City Population
Fairview	Collin	9,520
Highland Village	Denton	15,540
Addison	Dallas	15,760
Murphy	Collin	20,010
Prosper	Collin/Denton	22,650
Sachse	Collin/Dallas	24,720
Colleyville	Tarrant	25,010
Coppell	Dallas	41,100
Little Elm	Denton	42,040
Wylie	Collin/Dallas/Rockwall	49,500
Rowlett	Dallas/Rockwall	58,830
Allen	Collin	96,870
Lewisville	Denton	104,780
Richardson	Collin/Dallas	110,140
Carrollton	Collin/Dallas/Denton	132,330
Frisco	Collin/Denton	172,940
McKinney	Collin	179,970
Garland	Collin/Dallas/Rockwall	236,030
Plano	Collin/Denton	281,390

Market Comparison Cities for Compensation Analysis - Modifications

REMOVE:

City	Population
Fairview	9,520
Highland Village	15,540
Addison	15,760
Lewisville	104,780
Carrollton	132,330
Frisco	172,970
McKinney	179,970
Plano	281,390

ADD:

City	Population
Rockwall	43,750



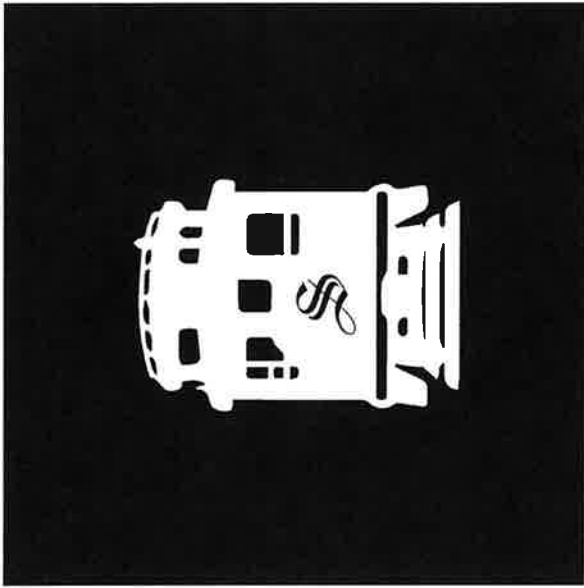
Market Comparison Cities for Compensation Analysis - Proposed

City	County	City Population
Murphy	Collin	20,010
Prosper	Collin/Denton	22,650
Sachse	Collin/Dallas	24,720
Colleyville	Tarrant	25,010
Coppell	Dallas	41,100
Little Elm	Denton	42,040
Rockwall	Rockwall	43,750
Wylie	Collin/Dallas/Rockwall	49,500
Rowlett	Dallas/Rockwall	58,830
Allen	Collin	96,870
Richardson	Collin/Dallas	110,140
Garland	Collin/Dallas/Rockwall	236,030

Next Steps

- Council approve the proposed amendment as presented.
- Staff continues to monitor compensation changes of cities removed.





**Agenda Item Details**

Meeting	Apr 15, 2019 - Regular Combined City Council Meeting
Category	F. Regular Agenda Items
Subject	5. Discuss and consider design of light pole banners on State Highway 78.
Access	Public
Type	Action, Discussion, Information

Public Content**BACKGROUND**

As part of the approved 2019 Marketing Plan, the SEDC has been working in conjunction with the City of Sachse to implement the design and hanging of street pole banners on State Highway 78. Options were presented to the SEDC Board of Directors at its regular meeting on March 21, 2019. The designs are being presented to Council for final comment and approval.

OVERVIEW

Sachse EDC, CEO Leslyn Blake will be presenting the design options.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Discuss and provide feedback on the proposed design options.