CITY COUNCIL OF THE CITY OF SACHSE

MEETING MINUTES

APRIL 6, 2020

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

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

EXECUTIVE SESSION:

The City Council shall convene into Executive Session pursuant to the Texas Government Code, Section §551.071(2) to consult with legal counsel on matters in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Government Code; wholesale water rates imposed by North Texas Municipal Water District (NTMWD) paid by Sachse as a customer city.

The City Council will convene into Executive Session pursuant to the Texas Government Code, Section §551.087 Economic Development Deliberations: Deliberate the offer of a financial or other incentive relating to the development of Project Trinity.

At 6:31 p.m., the City Council recessed into Executive Session.

At 7:47 p.m., the City Council reconvened back into the workshop session.

ADJOURNMENT:

Mayor Felix adjourned the workshop at 7:47 p.m.

Mayor Felix opened the regular meeting at 7:48 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE TO U.S. AND STATE FLAGS:
Councilman King offered the invocation and Councilman Bickerstaff led the pledges.

ACTION OF EXECUTIVE SESSION:

Councilman Bickerstaff made a motion to authorize the City Manager to engage the legal services of Jackson/Walker to represent the City of Sachse in the cost of service review as it relates to the North Texas Municipal Water District (NTMWD). Councilman Lindsey seconded that motion and the motion was unanimously approved.

No action was taken regarding Project Trinity.

MAYOR AND CITY COUNCIL ANNOUNCEMENTS REGARDING SPECIAL EVENTS:

Councilman King recognized and thanked those who are currently working, especially those in public safety and medical fields.

Mayor Pro Tem Howarth highlighted all the virtual and digital platforms the Library has available including weekly story time through Facebook Live.

Councilman Franks announced the Easter Egg Pickup on Wednesday, April 8. There will be two time slots. There is still availability for those who want to sign up. Interested residents can contact the Parks and Recreation Department.

The City Council sang and wished Happy Birthday to Gina Nash, the City Manager.

Mayor Felix thanked those that are virtually joining the meeting and staying home. He encouraged everyone to continue to stay home, stay safe and healthy, and wash their hands.

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

1. Approve the minutes of the March 2, 2020, combined meeting.

2. Approve the minutes of the March 19, 2020, special meeting.

3. Approve an ordinance postponing the May 2, 2020 General Election for the purpose of electing two City Councilmembers for Councilmember Place 3 and Councilmember Place 4 to the November 3, 2020 uniform election date.

4. Accept the monthly revenue and expenditure report for the period ending February 29, 2020.

5. An ordinance of the City Council of the City of Sachse, Texas, continuing the Declaration of Local Disaster; providing for implementation of the City's Emergency Management Plan; adopting the Governor's executive orders by reference as may be amended from time to time; adopting Dallas County's emergency orders by reference as may be amended from time to time; granting the Mayor the power and authority to review, adopt, ratify, and execute any subsequent emergency orders on behalf of the City Council.

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

REGULAR AGENDA ITEMS:

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

Mrs. Nash stated that they continue to closely monitor the situation and stay informed through the Garland Health Authority. Any reports received come directly from them. It is important to note that there are some delays on the maps with the counties, but all information coming from the City is current, relevant, and most up-to-date. Staff is taking every precaution and appreciates everyone for being patient and flexible. Residents may visit the City's website or Facebook for updates and/or reach out to the City's Communications division if they have any questions.

Councilman Bickerstaff asked about the Dallas County maps being updated and if they are able to make changes. Mrs. Nash responded that the Communications staff is working with those at Dallas County to make these corrections. It gets a little tricky since the City is in two counties.

Consider authorizing the City Manager to negotiate and execute an agreement with PMB Station Developer, LLC to provide for reimbursement of costs relating to the design, construction, and administration of certain authorized public improvements within Sachse Public Improvement District #1 from assessment revenues and/or bond proceeds received by said district.

Mrs. Nash presented an overview of the reimbursement agreement. She stated that a reimbursement agreement is a standard component of PID developments. The agreement authorizes the City to reimburse the developer for upfront costs associated with specified and designated public infrastructure components of their development. PMB fronted and will continue to front the costs for the public improvements that were already included and approved by the City Council as a part of the Development Agreement. PMB will continue to front these costs until PID bonds are sold or PID assessments are levied. As a reminder, PID assessments are only collected from the properties within the development and not collected from any other properties. Mrs. Nash reviewed projects completed to date. Mrs. Nash stated that approval of a reimbursement agreement is an important next step to take in support of the development. The date for the sale of the PID bonds is forthcoming and as they work through the details. Council is being asked to consider authorizing the City Manager to negotiate and execute said agreement.

Councilman Watkins made a motion to authorize the City Manager to negotiate and execute an agreement with PMB Station Developer, LLC to provide for reimbursement of costs relating to the design, construction, and administration of certain authorized public improvements within Sachse Public Improvement District #1 from assessment revenues and/or bond proceeds received by said district. Councilman King seconded that motion and the motion was unanimously approved.

Discuss and consider the authorization of the City Manager to release one hundred ninety-two thousand dollars and zero cents ($192,000.00) from retainage to Ratcliff Constructors, L.P. and release the remaining one hundred thousand dollars and zero cents ($100,000.00) upon completion of the project.

Mr. Whitworth presented this item stating that, as customary with construction projects, the City held back 5% of each payment to Ratcliff Construction as retainage. It is standard to pay out the retainage at the end of a construction project, once all work has been satisfactorily completed. With the project nearing completion, staff is recommending that after consent is received from the surety company for a partial release of retainage, the City pays $192,000 of the retainage and holds the remaining $100,000 until all remaining punch list work is complete.

Councilman Franks asked if there was concern about items not being complete and should they consider retaining more. Mr. Whitworth stated they are working diligently to resolve the outstanding items and he doesn't believe it to be an issue.

Councilman Bickerstaff asked if there were any concerns from the architect. Mr. Whitworth replied no, he has no concerns.

Councilman King asked if there were any other projects with outstanding issues. Mr. Whitworth stated there are a few including the corridor at the south end, the wallpaper down the ramp, and the volleyball poles being anchored. He noted that they have their punch list and are working through each item.

Councilman Franks made a motion to authorize the City Manager to release one hundred ninety-two thousand dollars and zero cents ($192,000.00) from retainage to Ratcliff Constructors, L.P. and release the remaining one hundred thousand dollars and zero cents ($100,000.00) upon completion of the project. Councilman Bickerstaff seconded that motion and the motion was unanimously approved.

Discuss and consider allocating an additional one hundred eighty-two thousand dollars and zero cents ($182,000.00) from the Utility Fund and one hundred thousand dollars and zero cents ($100,000.00) from the sale of old City Hall for the completion of the Michael J. Felix Community Center project.

Mr. Whitworth presented an overview of the initial funding and funding sources of the project. Throughout the project, several changes were required to facilitate construction. Changes were made to the scope of work for Ratcliff Constructors, KIK Underground, and McMahon Contracting. Mr. Whitworth noted some of these changes included utility work, additional pavement and drainage, and electrical services. Staff is requesting to allocate $100,000 from the sale of Old City Hall towards the $118,787.34 in change orders, as well an additional $182,000.00 from the Utility Fund towards the completion of the Community Center project.

Councilman Bickerstaff made a motion to approve allocating an additional one hundred eighty-two thousand dollars and zero cents ($182,000.00) from the Utility Fund and one hundred thousand dollars and zero cents ($100,000.00) from the sale of old City Hall for the completion of the Michael J. Felix Community Center project. Councilman King seconded that motion and the motion was unanimously approved.

Consider a resolution authorizing the City Manager to execute a Project Specific Agreement (PSA) with Dallas County for "Type B" Road and Bridge Maintenance Street Striping.

Mrs. Nash stated Dallas County requires a resolution be approved by the governing body for any agreements for projects. This agreement is for the striping of several roadway projects outlined within their agenda packet. The City will begin working on these projects once approved and as weather permits.

Councilman Bickerstaff asked for a clarification on the striping project for Sachse Road from Hwy 78 to 5th Street. Mrs. Nash responded that this was already included in the previous agreement and that this project has already been completed.

Councilman King made a motion to approve a resolution authorizing the City Manager to execute a Project Specific Agreement (PSA) with Dallas County for "Type B" Road and Bridge Maintenance Street Striping. Councilman Franks seconded that motion and the motion was unanimously approved.

ADJOURNMENT:

Mayor Felix adjourned the meeting at 8:40 p.m.

MIKE J. FELIX, MAYOR

ATTEST:

Michelle Lewis Sirianni

Michelle Lewis Sirianni, City Secretary

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