

CITY COUNCIL OF THE CITY OF SACHSE

MEETING MINUTES

MARCH 19, 2018

The City Council of the City of Sachse held a regular meeting on Monday, March 19, 2018 at 7:30 p.m. at the City Council Chambers. Those present were Mayor Mike Felix, Mayor Pro Tem Paul Watkins, Council Members Brett Franks, Charlie Ross, Bill Adams, Cullen King, and Jeff Bickerstaff. City Manager, Gina Nash; City Attorney, Joe Gorfida; City Secretary, Michelle Lewis Sirianni; Assistant to the City Manager, Lauren Rose; Human Resources Director, Melinda Walter; Development Services Director, Dusty McAfee; Finance Director, Teresa Savage; Parks and Recreation Director, Lance Whitworth; Parks and Recreation Supervisor, Cynthia Wiseman; Fire Chief, Marty Wade, and Police Chief, Bryan Sylvester.

Mayor Felix opened the meeting at 7:41 p.m.

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

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

18-4183 - Approve the minutes of the March 5, 2018 workshop meeting.

18-4184 – Approve the minutes of the March 5, 2018 regular meeting.

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

MAYOR AND CITY COUNCIL ANNOUNCEMENTS REGARDING SPECIAL EVENTS:

Councilman King gave kudos to those involved with the opening of the Rowlett dog park, which included a group of Sachse citizens. He encouraged residents to visit and use the park.

Councilman Ross announced the following upcoming events at the Library: on March 20 at 11:30 a.m., there will be kids yoga with the theme “Frozen”; on March 24 at 12:30 p.m., the family movie “Frozen” will be shown; and both upcoming story times will include Easter egg hunts. Councilman Ross also reminded everyone that the Library will be closed on Friday, March 30 for the holiday and will re-open on Monday, April 2.

Councilman Adams congratulated the Sachse High School girls basketball team for a great season.

Mr. Hobbs continued his presentation by stating the project will be bid out in April-May. Mr. Hobbs asked the City Council if they had any further questions on the cost estimates and/or the alternatives included. Mr. Hobbs recommended that the project bid includes the base bid amount plus alternatives to give the City Council more leeway when making their decision.

Councilman King asked what was the initial amount placed on the project. Mrs. Nash responded \$10.8 million and it includes funding for Merritt Road. Councilman King asked if there was a plan if the cost would increase on the Merritt Road project. Mrs. Nash stated the City is waiting on the North Central Texas Council of Governments for the approval of the partnership, which should be in June. She indicated the timing would be similar on both projects. Mrs. Nash noted that these are just cost estimates and recommended including the base bid plus alternatives when going out to bid, allowing the City Council to look at all the information once it comes back and evaluate what they would prefer to do.

Councilman Bickerstaff indicated that he is in favor of moving forward with additional alternatives giving them the most options as possible.

Mayor Pro Tem Watkins asked what the cost difference would be on the roof of the gymnasium if a different roof was constructed. He would like to see a different roof material due to the cost of the proposed.

Councilman Ross asked if specific pricing can be done on the interior façade including flooring. Mr. Hobbs replied that the bid will be a sum of everything included and the contract will be awarded on the base bid. Councilman Ross asked if the base bid would be itemized and what if it is too high. Mr. Hobbs responded that it will not be itemized and, if it is too high, they will have the option to look at value engineering materials, downsizing the building by possibly eliminating rooms, and can look at the budget.

Councilman Franks stated he is in favor of putting the project out to bid with alternatives. He would like the building to be consistent with the appearance of the entire campus.

Mayor Felix stated he would be in favor of adding in the additional alternatives the base bid.

Mayor Felix opened comments to the public.

Mike Kellam, 5619 Pinnacle Circle, asked if this item could be placed online so that he could educate himself on the project.

Cyndi Mitchell, 3128 Welch Lane, asked if they can do line item bids or finish items. Mr. Hobbs stated that line items for a project of this nature does not work and they would run the risk of receiving no bids.

Kathy Cobb, 3820 6th Street, asked if there were other meetings with public input, if the drainage of the property has been addressed, expressed safety of children crossing from the Library to the Community Center, and if defibrillators, security cameras, and staffing have been considered.

Councilman Bickerstaff made a motion to approve the bid including the base bid with additional alternatives. Councilman King seconded that motion.

Councilman Franks announced the Easter egg events on Saturday, March 24 at Heritage Park. The Easter Bunny will make an appearance at 10:00 a.m., with the Doggie Bone Hunt occurring at 7:30 p.m., and the Flashlight Egg Hunt occurring at 8:00 p.m.

Mayor Felix announced the Arbor Day Jubilee: Team Up & Clean Up event will take place on Saturday, April 7. Mayor Felix also recognized individuals from the Texas Home School Coalition that were in attendance.

18-4182 - Proclamation recognizing the month of March as National Athletic Training Month.

Councilman Franks read a brief introduction and introduced Sachse High School staff and student trainers for National Athletic Training Month. Mayor Felix followed with a proclamation declaring March as “National Athletic Training Month” in Sachse.

CITIZENS INPUT:

Rick Bernas with Republic Services apologized to the City Council regarding the error in bulk collections. Mr. Bernas stated they will have trucks out through the end of the week to complete any missed areas.

Tricia Lindsey, 3718 Rock House Road, stated that the dog park in Rowlett opened over the weekend and they have social media sites that everyone can visit to find out more information. She also requested that the presentations regarding the Community Center be placed on the City website for public viewing.

REGULAR AGENDA ITEMS:

18-4174 Discuss and consider an ordinance amending the Code of Ordinances by amending Chapter 1 titled “General Provisions” by adding a new Section 1-22 titled “Code of Ethics” setting forth a Code of Ethics for City Officials.

Mayor Felix stated this is a continuation from the Workshop meeting and asked if there were any additional questions from Council.

Councilman Bickerstaff made a motion to approve an ordinance amending the Code of Ordinances by amending Chapter 1 titled “General Provisions” by adding a new Section 1-22 titled “Code of Ethics” setting forth a Code of Ethics for City Officials. Mayor Pro Tem Watkins seconded that motion and the motion was unanimously approved.

18-4177 Receive an update, discuss, and consider cost estimates regarding the design of the Sachse Community Center from Ron Hobbs Architects.

Mayor Felix indicated this was a continuation from the Workshop meeting.

on a combination of rates received during the RFP process and current claim drivers, which are not anticipated to decrease during the next eight months. With an eight-month contract, the City anticipates increases in January 2019 in line with the RFP responses of 38-57% increases, which would exceed the cost of the 20-month contract.

The City Council discussed the longer term contract versus evaluating after eight months and any cost savings associated with each option.

Councilman Bickerstaff made a motion to approve a resolution approving the acceptance of the bid proposals submitted by United Healthcare Dental for the purpose of providing group dental insurance benefits, renewing an agreement with United Healthcare for group medical insurance and benefits; renewing an agreement with Dearborn for life insurance, accidental death/dismemberment insurance, and disability insurance. Councilman King seconded that motion.

Mayor Felix asked the difference between Teledoc and the Virtual Visits. Councilman Franks indicated virtual visits allow users to visit with a doctor virtually without having to go to an office.

The motion was unanimously approved.

18-4175 Discuss and consider the development of a special needs advisory task force.

Mrs. Rose stated she will be providing a recap of previous discussions, discuss Title II of the Americans with Disabilities Act, discuss the establishment of an Americans with Disabilities Act Coordinator position, and discuss opportunities with the Special Needs Advisory Task Force. Mrs. Rose noted that the City Council discussed this item during the February 5 City Council Workshop meeting and requested more information about the coordinator position and framework of a task force. The Americans with Disabilities Act addresses requirements of state and local governments. Title II specifically requires local governments to develop a grievance process, designate an ADA Coordinator, perform and retain a self-evaluation plan for three years, and develop a transition plan if structural changes are needed. Mrs. Rose outlined the ADA Coordinator position and indicated that she would serve in this role. She will create a grievance process including a statement of purpose, formal policy, and corresponding complaint forms, as well as create an idea suggestion form to correspond with the grievance process.

Mrs. Rose presented the idea of a Special Needs Community Roundtable. The purpose is to provide Sachse residents with a forum to discuss needs within the community and to foster ideas for the future, ultimately encouraging greater participation in the governmental process. Mrs. Rose stated this structure has a two-pronged approach. First, it addresses the topic of special needs in the community by way of input from the residents and second, it supports the ADA public input needs by outlining the issues facing the community. The format of the roundtable was outlined. Once feedback is received and discussed, the ADA Coordinator will bring input to the City Council for consideration. Mrs. Rose stated staff is seeking direction on the formulation of a Special Needs Community Roundtable and will return to the City Council with a summary to determine the next steps.

Councilman Adams asked if the additional alternatives would require separate bids. Mrs. Nash replied that the City Council is directing staff to go to bid with additional alternatives and/or anything else they would like to add. The motion was unanimously approved.

18-4185 Consider an ordinance approving a tariff authorizing an annual rate review mechanism as a substitution for the annual interim rate adjustment process defined by Section 104.301 of the Texas Utilities Code, and as negotiated between Atmos Energy Corp., Mid-Tex Division and the Steering Committee of Cities served by Atmos.

Mrs. Savage stated that negotiations have taken place over the past several months and has resulted in a revised RRM Tariff that has been agreed to by Atmos Energy. The Steering Committee of Cities served by Atmos (the Steering Committee) recommends acceptance of the revised RRM Tariff. The revised RRM Tariff captures the reduction in federal income tax rates from 35% to 21%, and should result in a rate reduction effective by mid-March 2018. Mrs. Savage stated that the Steering Committee recommends approval of the proposed ordinance. The City Council discussed the proposed ordinance and the rate review mechanism versus the process of reviewing a rate adjustment. Eva Hummel with Atmos Energy indicated that an annual rate review will still be done.

Councilman Adams made a motion to approve an ordinance approving a tariff authorizing an annual rate review mechanism as a substitution for the annual interim rate adjustment process defined by Section 104.301 of the Texas Utilities Code, and as negotiated between Atmos Energy Corp., Mid-Tex Division and the Steering Committee of Cities served by Atmos. Councilman King seconded that motion. The motion passed with a 6-1 vote. Mayor Pro Tem Watkins abstained.

18-4197 Discuss and consider a resolution approving the acceptance of the bid proposals submitted by United Healthcare Dental for the purpose of providing group dental insurance benefits, renewing an agreement with United Healthcare for group medical insurance and benefits; renewing an agreement with Dearborn for life insurance, accidental death/dismemberment insurance, and disability insurance.

Mrs. Nash stated that IPS is back and Andrew Weegar will present proposals and recommendations on moving forward.

Mr. Weegar began with presenting the *2017 Claims versus Premiums* report to indicate where the City currently sits with its loss ratio. Mr. Weegar stated that the City released an RFP for insurance with a May 1, 2018 effective date and that the City is realigning the benefit plan dates to a calendar year basis. Due to this realignment, eight-month contract rates and 20-month contract rates were requested. Mr. Weegar outlined the vendor responses and recommendations based on the RFP. The City recommends discontinuing the Teledoc and Compass professional services based on costs associated with these services and that United Health Care provides similar features with their plans. Unaffected benefits include vision, the employee assistance program, and the HSA/FSA/HRA, as they are not up for renewals until 2019-2021. Mr. Weegar stated IPS recommends a 20-month medical contract with United Healthcare. This recommendation is based

Councilman Ross stated he would like to see the appointment cycle align with existing boards.

Mayor Felix added that he would like to see everyone interviewed with the exception of the City Manager. Councilman Franks agreed with the interview process.

Councilman Bickerstaff made a motion to approve the composition of the Municipal Development District Board of Directors as follows: one City Council Member, one City Manager, two Park Board members, and three residents. Mayor Pro Tem Watkins seconded that motion and added that all interested individuals will be interviewed.

Councilman Franks asked if they should let the Park Board appoint their own two members. Mayor Pro Tem Watkins stated that they should let all apply and give a fair opportunity to everyone.

The vote passed with a 5-2 vote. Councilman King and Adams were opposed.

18-4192 Discuss and consider a resolution approving the revised Laurie Schwenk Senior Activity Center Operations Manual.

Mr. Whitworth stated the original manual was approved by the City Council in 2008. The City has continued to see increases in membership with more than 300 active members in 2018. Due to this increase in membership and activities, staff recommends updating the Senior Center Operations Manual to add specific sections to address issues that may arise. Sections of the manual that were updated with minor edits including the gift shop purchases, contact information, signage, the Senior Center exercise room, and staff supervision. Sections and forms added to the manual included a complaint and grievance procedure, a code of conduct, membership information form, and a membership waiver and release. Staff recommends approval.

The City Council discussed how long members would be given to sign off on waivers. Mr. Whitworth stated that for existing members, it is an annual requirement. Staff will work with them as needed since no formal deadline has been set.

Kathy Cobb, 3820 6th Street, expressed concern on the privacy of the forms.

Councilman Franks made a motion to approve the revised Laurie Schwenk Senior Activity Center Operations Manual. Councilman Ross seconded that motion and the motion was unanimously approved.

18-4196 Present the Sachse Police Department's "Take Me Home" program.

Chief Sylvester presented the City Council with the new Take Me Home program. The purpose of the program is to assist law enforcement officials during contacts with members of the community. It will include a searchable database to provide for a safe and quick return to their home and family, and an investigative tool if the person goes missing. Chief Sylvester stated residents will be able to enroll the family member through an online registration or complete and submit a registration form in person to the Sachse Police Department. The registration form will have a series of questions to assist the officer with identification, communication, and emergency contact information. The database will contain the information provided in order to contact the caregiver immediately. Residents may enroll at www.cityofsachse.com/TakeMeHome.

Councilman Adams stated that he was open to this idea and was averse to a formal committee based on getting attendance.

Councilman King supports this idea and interested in compiling interested parties.

Councilman Ross likes the concept and asked what the kick-off date would be. Mrs. Nash commented that they will be reaching out to several individuals and would anticipate holding the meeting in the summer.

Councilman Franks asked if the roundtable would consist of staff. Mrs. Rose noted that staff would help coordinate the process and the group would be focused, but not limited.

Mayor Pro Tem Watkins stated he likes the idea. He believes having someone with expertise and a knowledge base in this area is imperative.

Mrs. Nash stated that she will have Mrs. Rose put together a meeting for the public and will return with an update to the City Council.

Councilman King made a motion to direct staff to proceed with the development of a Special Needs Roundtable. Councilman Franks seconded that motion and the motion was unanimously approved.

18-4191 Discuss and consider the appointment of a Board of Directors for the Municipal Development District (MDD) and other responsibilities associated with the MDD Board.

Mr. Whitworth stated during the 2017 Comprehensive Plan, it was recommended to allocate the City's remainder quarter cent sales tax for parks and other projects. Mr. Whitworth outlined the steps that were taken and that the Special Election held in November 2017 resulted in passage of the proposed measure by 58.90%. In December 2017, the City Council approved a resolution establishing the Municipal Development District (MDD) and specified that funds may only be used to fund parks and recreation development projects within the city. Mr. Whitworth outlined the MDD Board composition requirements. The MDD Board must contain at least four directors appointed by the governing body of the municipality. The directors serve two-year staggered terms and may be removed at any time without cause. Directors must live in the municipality that created the MDD and can be an employee, officer, or member of the governing body, but may not have a personal interest in a contract executed by the MDD. Mr. Whitworth added that the Texas Municipal League recommends that boards be comprised of an odd number of members to avoid issues in the event of a split vote. Staff recommends that the MDD Board be comprised of either five or seven members and include City Council members, a City employee, Park Board members, and Sachse residents. Staff is requesting that the City Council determine the make-up and number of directors to serve on the MDD Board and outline the selection process.

Councilman Franks stated that he was interested in serving on the MDD Board and would like to see an odd number, preferably with seven directors, and three on the first staggered term and the remaining four on the second year.

The City Council discussed variations of compositions of the MDD Board.

Councilman Adams state this is a great program and in favor of it.

Councilman Ross echoed Councilman Adams comments. He added that he appreciates his leadership and how he seeks to serve the citizens.

Mayor Pro Tem Watkins thanked the Chief for creating the program along with the many others he's initiated since becoming the City's Police Chief.

ADJOURNMENT:

Mayor Felix adjourned the meeting at 10:28 p.m.

ATTEST:


Michelle Lewis Sirianni, City Secretary


MIKE J FELIX, MAYOR

