

CITY COUNCIL OF THE CITY OF SACHSE

MEETING MINUTES

MARCH 15, 2021

The City Council of the City of Sachse held a regular meeting on Monday, March 15, 2021, at 6:30 p.m. via virtual teleconference. Those present were Mayor Mike Felix, Mayor Pro Tem Brett Franks, Councilmembers Michelle Howarth, Frank Millsap, Chance Lindsey, Cullen King, and Jeff Bickerstaff; City Manager, Gina Nash; City Attorney, Joe Gorfida; City Secretary, Michelle Lewis Sirianni; IT Manager, Danny Wheeler; Director of CIP and Public Works, Corey Nesbit; Parks and Recreation Director, Lance Whitworth; Recreation Manager, Cynthia Wiseman; Director of Strategic Services, Lauren Rose; Finance Director, Teresa Savage; Development Services Director, Matt Robinson; Human Resources Director, Melinda Walter; Fire Chief, Marty Wade; and Police Chief, Bryan Sylvester.

Mayor Felix opened the workshop meeting at 6:31 p.m.

EXECUTIVE SESSION: The City Council shall convene into Executive Session pursuant to the Texas Government Code, Section §551.074 Personnel: Regarding the mid-year review of the City Secretary.

At 6:32 p.m., the City Council recessed into Executive Session.

At 7:10 p.m., the City Council reconvened back into the workshop meeting.

CODE OF ETHICS: Discussion regarding amendments to the City's Code of Ethics for City Officials.

Mayor Felix stated this item is for the Council to discuss if they would like to see the Ethics policy revised regarding city councilmembers serving on other boards.

Councilman Lindsey notated the recent comments received during the previous meeting and his involvement in CERT and the Sachse Citizen Corp. He stated that he no longer has a leadership role with these organizations, and understands where the conflict arises. However, he hates to discourage individuals from volunteering.

Mayor Pro Tem Franks stated that he believes volunteering is okay, but as a councilmember, they should not hold a voting position on another board or organization.

Councilwoman Howarth expressed concern about how the duality of roles may cause confusion when attending an event. It has the potential to confuse residents and to create unnecessary conflicts.

Councilman Millsap stated that in the current policy, he believes there is contradicting statements regarding 'personal opinions' that he would like to see addressed. He also encouraged the other councilmembers to actively recruit for the city boards and commissions to prevent them from them having to step in and serve.

Councilman Bickerstaff stated he believes that as a councilmember, they should not serve on any other boards nor should their spouses serve on a City board or commission.

The City Council discussed other Sachse organizations such as the Chamber of Commerce, Historical Society, Lions Club, etc. and how they may differentiate the role of a volunteer versus withholding a voting position.

Mr. Gorfida stated he would draft a proposed amendment to the policy with parameters to include the City Council from serving leadership roles, the types of organizations, and whether to extend it to spouses also.

ADJOURNMENT:

Mayor Felix adjourned the workshop at 7:59 p.m.

Mayor Felix opened the regular meeting at 7:59 p.m.

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

Councilman King offered the invocation and Mayor Pro Tem Franks led the pledges.

MAYOR AND CITY COUNCIL ANNOUNCEMENTS REGARDING SPECIAL EVENTS:

Councilman King encouraged residents to adopt from the Animal Shelter and to volunteer or donate to 5 Loaves Food Pantry.

Mayor Pro Tem Franks announced the Easter festivities taking place from March 26 to 28 at the Municipal Complex.

Proclamation recognizing Chase Oaks Church and 5 Loves Food Pantry for their efforts during the winter storm.

Mayor Felix read and presented a Proclamation to Todd Baughman from Chase Oaks Church and Audrey Wallace with 5 Loaves Food Pantry.

Proclamation recognizing CERT for their efforts during the winter storm.

Mayor Felix read and presented a Proclamation to Tricia Lindsey with CERT.

Recognize the Sachse Public Library for the receipt of the 2020 Achievement of Excellence in Libraries Award from the Texas Municipal Library Directors Association.

Mayor Felix read the congratulatory letter and presented the plaque to Daniel Laney, Library Manager.

Recognize the City of Sachse as a Heart Safe Community.

Casey Rauschber, Chair of the NCTTRAC Cardiac Committee, recognized and congratulated the Fire Department for their efforts on becoming a Heart Safe Community, as well as being part of the program.

CITIZEN INPUT:

Mayor read the following into the record from Matthew Holboke, 5511 Oakridge Circle.

“Bailey Road has been ignored for at least the last ten years. SOUND FAMILIAR. There still is no plan or action from the City. SOUND FAMILIAR. And even if rebuild is your choice (curb and gutter) at least 3 years away. If you buy a new car you still have to change the oil and tires on the one you got. At least ERCOT had the decency to resign.”

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 1, 2021, combined meeting.**
- 2. Accept the monthly revenue and expenditure report for the period ending January 31, 2021.**
- 3. Authorize the City Manager to execute a renewal of the Microsoft Enterprise Software Licensing Agreement through the State of Texas' agreement with SHI Government Solutions.**

Councilman Millsap stated there is a typographical error on page 4 under the board appointments. It should read ‘Councilman Millsap appointed John McKinney’.

Councilman Bickerstaff made a motion to approve the consent agenda items as presented with correction noted by Councilman Millsap. Mayor Pro Tem Franks seconded that motion and the motion was unanimously approved.

REGULAR AGENDA ITEMS:

Receive an update on the City of Sachse efforts during the winter storm of February 2021.

Chief Wade presented a review from the winter storm indicating that they had near record freezing temperatures and millions were without power for extended times or experienced rolling outages. There were an estimated 70 fatalities resulting from the weather across the state. The City strategically prepared in various areas and through risk management activities. They utilized agreements, shelter options, and activated the faith-based coalition in response to the storm. Chief Wade commented on the response of the Fire Department, the Police Department, and Public Works. Each of these groups were out checking on residents and businesses throughout the duration of the storm. As part of the recovery, the City is providing relief through leak adjustments, continuing to check fire sprinkler systems, and encouraging residents to provide information to FEMA for individual assistance. Chief Wade indicated they are completing their after-action review, reviewing eligible expenditures with FEMA, and planning a tabletop exercise with staff and City Council.

Councilwoman Howarth asked if there was anything they could do to prepare if this should happen again. Chief Wade replied he would do more informational pushes out to the residents on what and how to prepare for situations.

The City Council expressed thanks to public safety and staff for being proactive and providing assistance to those they could reach.

Consider and act on a resolution authorizing a one-time credit up to 2,000 gallons of water per residential water account on all utility bills issued by the City in March 2021.

Mrs. Savage stated that, as a result of the winter storm, many water utility customers were forced to continuously run water in their homes to prevent major damage to the plumbing systems. The City's existing policy includes adjustments for volume usage due to leaks and being limited to one per year. Staff is recommending waiving this requirement due to the storm. Staff is continuing to monitor leaks and contacting customers directly. Staff is proposing a temporary change to the rate table allowing the first 2,000 gallons of water to be eliminated from the billing calculation in March, since the February billing has already been calculated. Residential customers using more than 2,000 gallons in March will not be billed the first 2,000 gallons; customers using less than 2,000 gallons, will not be billed for volume charges. This change will help provide relief to residents who dripped their faucets during the storm to prevent damage to pipes.

Councilman Bickerstaff made a motion to approve a resolution authorizing a one-time credit up to 2,000 gallons of water per residential water account on all utility bills issued by the City in March 2021. Mayor Pro Tem Franks seconded that motion and the motion was unanimously approved.

Consider adjustments to the employee pay plan effective April 1, 2021.

Mrs. Savage stated the fiscal year 2020-2021 included mid-year adjustments. These adjustments were postponed to mid-year to allow for review of the budget to actual revenues. The City Manager has recommended a one step increase to sworn public safety, a 3% cost of living adjustment (COLA) increase to general employees, for those topped out of pay range to receive 1% of annual pay in a lump sum, and to reclassify three Firefighter/Paramedic positions to Driver/Engineer positions.

Councilman King made a motion to approve a mid-year COLA/step plan adjustment for City staff and the reclassification of three positions in the Fire Department. Councilman Millsap seconded that motion and the motion was unanimously approved.

Take any action as a result of Executive Session.

Councilman King made a motion to increase the annual salary of the City Secretary by 3%. Councilman Bickerstaff seconded that motion and the motion was unanimously approved.

Discuss a re-opening plan for City of Sachse facilities including City Hall, the Public Safety building, the Animal Shelter, the Sachse Public Library, the Laurie Schwenk Senior Center, and the Michael J. Felix Community Center.

Mrs. Nash stated as of March 10, 2021, all businesses statewide were permitted to re-open to 100% capacity and the mask mandate was lifted. However, Governor Abbott did continue to extend the disaster declaration related to the Texas Open Meetings Act, which allows open meetings to continue virtually. Mrs. Nash indicated that City Hall currently closed, but residents can meet with by staff appointment only. Due to flooding damage on the first floor, employees were relocated and all staff continue to work on site. She proposed reopening City Hall for all customer related services with safety measure in place. Masks would be encouraged for guests, but required for employees. The same would apply to the Public Safety Building lobby and the Animal Shelter.

Mrs. Wiseman reviewed the current status of the Community Center including COVID precautions in place and appointments being made in one-hour increments. Class sizes and hours of operation are limited. Staff is proposing to expand services by allowing walk-ins but limiting participants in the gymnasium, on the walking track, and game room. Class sizes would remain limited but allow parents to stay, extend hours of operation, and the outdoor pavilion reservations would resume with a limit of 50 people. Mrs. Wiseman noted staffing positions to consider and that summer hours would be reviewed by the City Council in April.

Mrs. Nash recommended delaying the opening of the Senior Center due to the manager being on leave until the end of April, as well as staff using the facility due to the water damage at City Hall. Staff will continue to monitor the timing of when the Senior Center can open.

Mr. Laney reviewed the current service level status of the Library including COVID precautions in place. Staff is proposing expanding services by increasing capacity to 40 visitors, resuming story

time in mid-April with limited attendees, reducing quarantine period, allowing the check out of board games, and offering a limited number of computers. Mr. Laney noted that they are currently balancing their services with staffing. Therefore, hours of operation and in-person programs and events could change as they are able to do so.

Mrs. Nash stated that Governor Abbot continues to extend the disaster declaration on a month-to-month basis. It has been indicated that the Governor's office has no immediate plans to change this, but will let cities know before a change is made. Staff is seeking direction from City Council regarding the status of public meetings being held virtual or in-person. Mrs. Nash stated meetings could be in-person as early as April 5, but they cannot be hybrid due to not having the technology to do so.

Mayor Felix stated he would like to have just the City Council back in-person, but no public. City Council discussed their concerns with receiving citizen input and in what formats that would be available.

Mayor Pro Tem Franks stated he they go back to in-person meetings, then they should be open to the public.

Jim Mathis, 7002 Burning Bush, asked how residents at home can view the meeting with the ongoing PEG channel challenges. At least now they can get through ZOOM.

Mayor Pro Tem Franks asked if they were deciding for all boards and commissions too or if the decision is being left up to them.

Mayor Felix commented they could keep ZOOM and continue to take comments through the chat and the public form as they have been doing.

Councilman King requested having socially distanced meetings open to the public.

Teddy Kinzer, 5304 Getha Lane, noted via the chat function that "...businesses have continued using ZOOM and other tools. A question here is does everyone think we will come back to the previous state. At least short term, I believe a hybrid method needs to be considered, an all or nothing approach would be difficult at best."

No further comments or questions were made.

Discuss and consider amendments to the Sachse Economic Development Corporation's Bylaws.

Councilman Bickerstaff opened the discussion regarding the proposed changes in the Bylaws. He indicated that the City Manager would be the Executive Director moving forward and they would have the ability to hire or designate someone. He added this model is used by several other cities and believes it would be a good one for Sachse.

Mr. Gorfida added if the City Manager chose to hire someone, that person would be an employee of the City not the EDC Corporation.

The City Council discussed what the proposed change would mean to the board. Councilman Lindsey noted it was a subtle change, but is a significant change.

Mayor Pro Tem Franks stated he believes the change is a better way to manage the board and that there has been a lack of communication between the board and City Council. He encourages more meetings between both.

Councilman Millsap questioned the current City Council liaison to the EDC and why concerns were not brought forward if there were any.

Councilman Millsap made a motion to hold off on any further discussions until a joint meeting was held between the City Council and EDC. Councilman Lindsey seconded that motion.

Teddy Kinzer, 5304 Getha Lane, asked "...if this been vetted through the EDC Board and the Council. Given this is not a minor change, is it appropriate to make this change right now without appropriate due diligence? We have just had a resignation of the EDC Director with no questions asked and now not even a week later a change in the bylaws is being proposed? How does this look? And now the EDC Board's capabilities/responsibilities are being questioned with no feedback or discussion. Did the board even know this was an issue? Where was the communication from stakeholders (Council and City) so that the board would know changes need to be looked at. It seems we are considering a change without appropriate due diligence. Not that this is a good or a bad decision, but has it been discussed to know the change will make the appropriate result. I believe this more of a leadership and communication issue... not just change the model and all will be well."

Councilman King stated he doesn't want to rush things. Although he feels this is the best long-term change, he wasn't counting on recent activities.

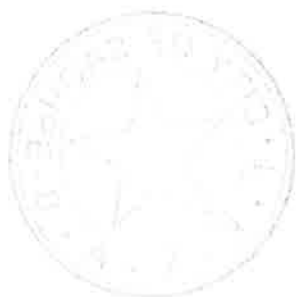
Mayor Felix stated the City Manager would be stepping in to handle the job. He stated he agreed there should be more joint meetings since they distribute funds and especially since they have not seen any items brought forward from the EDC.

Councilwoman Howarth expressed her concern about the timing and there being an EDC agenda posted already for an upcoming meeting.

Mayor Felix stated they have a motion and second on the floor.

Motion fails with a 3 to 4 vote. Councilmembers King, Lindsey, and Millsap voting in favor of holding off on any further discussions until a joint meeting was held between the City Council and EDC. Councilmembers Franks, Bickerstaff, Howarth, and Mayor Felix voting in opposition.

Councilman Bickerstaff made a motion to approve amendments to the Sachse Economic Development Corporation's Bylaws as presented. Councilman King seconded that motion. Motion passes with a 5-1-1 vote. Councilman Millsap voting in opposition and Councilman Lindsey abstaining.



Review a list of potential projects for consideration as a part of the Bond 2021 program and issue a charge to the Bond 2021 committee.

Mr. Nesbit provided an overview of a series of major capital projects that have been presented on several occasions in the last year to the City Council. The projects included major roads, neighborhood streets, as well as city facilities (Animal Shelter and Public Works/Parks Facility), and a screening wall project. Staff will be seeking additional feedback from the Bond Committee to supplement these based on input provided through their meetings. In light of these projects and the committee in place, staff is requesting the City Council issue a charge to the 2021 Bond Committee.

The City Council discussed keeping an open project list and if operating costs will be included for each project.

Councilman Bickerstaff made a motion to issue a charge to the 2021 Bond Committee that they make a recommendation to the City Council regarding the need and size of a bond package to submit to Sachse voters in a November 2, 2021, referendum of: the condition of residential, collector, and arterial streets citywide; the condition of drainage systems citywide; the condition of select city facilities; the condition of select screening walls; the tax rate impact of various bond package amounts; and, the potential for a successful election outcome. Councilman Lindsey seconded that motion and the motion was unanimously approved.

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, the CARES Act, and the American Rescue Plan.

Mrs. Nash stated with the recent passing of the American Rescue Plan allocating \$65 billion to cities. The City is looking to receive approximately \$5.68 million dollars sixty days after it's enacted. The requirements at this time are vague. Staff will research further with information brought back during an upcoming meeting.

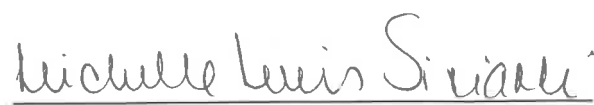
ADJOURNMENT:

Mayor Felix adjourned the meeting at 11:32 p.m.



MIKE J. FELIX, MAYOR

ATTEST:



Michelle Lewis Sirianni, City Secretary

