

CITY COUNCIL OF THE CITY OF SACHSE
MEETING MINUTES
MARCH 4, 2024

The City Council of the City of Sachse held a regular meeting on Monday, March 4, 2024, at 6:30 p.m. at Sachse City Hall, 3815-B Sachse Road. Councilmembers present were Mayor Jeff Bickerstaff; Mayor Pro Tem Brett Franks; Councilmembers Michelle Howarth, Frank Millsap, Chance Lindsey, Lindsay Buhler, and Matt Prestenberg.

MEETING OPENING

1. Call to Order

Mayor Bickerstaff called the meeting to order at 6:30 p.m.

2. Invocation and Pledges of Allegiance.

Councilmember Howarth offered the invocation and Mayor Pro Tem Franks led the pledges.

PUBLIC COMMENT:

Resident, Matthew Holboke, addressed Council regarding the budget and commercial trash pickup.

COUNCIL/STAFF REPORTS AND UPDATES:

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

Councilmember Prestenberg thanked the Leisure Services team for a fantastic Daddy/Daughter Dance. Mayor Pro Tem Franks announced Toddler Time at the Michael J. Felix Community Center on March 15.

City Manager's announcements:

- The City welcomes Firefighter/Paramedic Scott Castillo and Police Officer Jesse Legazpi to the team.
- The J.K. Sachse splash pad opens Monday, April 1, from 9 a.m. to 9 p.m. daily. She also asked patrons to clean up after themselves to help keep the park nice for all.
- Congratulations to Kyle Murray on his promotion to Plans Examiner.

Mayor Bickerstaff's announcements:

- The Primary Election is March 5.
- Carter BloodCare will be on the Municipal Complex for a blood drive on March 5.
- The first Pop-Up Park experience is on March 6 from 4:30 – 6 p.m. at Heritage Park.
- The Police Department's Senior Fraud and Scam Prevention seminar is on March 12.
- There are several Easter Egg hunts happening on Saturday, March 23. Check out the Parks and Recreation Special Events page for details.

- City offices will be closed on March 29 in observance of Good Friday.
- The Sachse Local Business Grant Program is open for applicants. This matching-grant program is to help “Renovate 78” and available to businesses in certain areas along the Highway 78 corridor. Eligible projects include infrastructure/site improvements, landscaping, demolition, remodels, and more. Visit www.SachseEconomicDevelopment.com to view the complete program guidelines and see if your business is eligible for a grant. You may also reach out directly to Economic Development Manager Jerod Potts at jpotts@cityofsachse.com.
- Registration for the third class of the Sachse Citizens Fire Academy is now open. Classes will be held every Wednesday from April 26 through June 28 from 6 – 8:30 p.m. Participants will have the opportunity to ride along with fire crews and experience a day in the life of a firefighter. Check out the City website for details.

CONSENT AGENDA:

- 1. Approve the February 17, 2024, special retreat meeting minutes.**
- 2. Approve the February 19, 2024, regular meeting minutes.**
- 3. Accept the monthly revenue and expenditure report for the period ending January 31, 2024.**
- 4. Accept the Quarterly Budget and Investment Reports for the quarter ending December 31, 2023.**

Councilmember Howarth made a motion to approve the Consent Agenda as presented. Councilmember Buhler seconded the motion, and it carried unanimously.

REGULAR AGENDA ITEMS:

- 1. Receive the City's Annual Comprehensive Financial Report (ACFR) and Federal Single Audit Report for the fiscal year ending September 30, 2023.**

Assistant Finance Director Ryan Bredehoeft announced that the Fiscal Year 2023 Annual Comprehensive Financial Report (CAFR) and Single Audit Report have been completed and are available to the public electronically on the City website and physically in the Library and the City Secretary’s office. He introduced Louis Breedlove, Senior Audit Manager with Brooks Watson and Company, the City’s auditors, to Council to present the report’s highlights.

Mr. Breedlove presented an overview of the process and explained balances in each of the City funds. No control issues or inefficiencies in policies or procedures were found during the audit. He noted that the City received an unmodified opinion, also known as a “clean” opinion, from the auditors. This is the highest level of assurance that can be provided.

Resident, Matthew Holboke, addressed Council related to insurance expenditures from previous years. Councilmember Howarth responded that any unspent funds return to the General Fund.

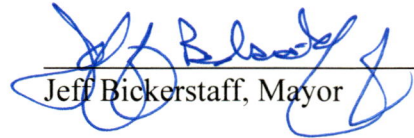
- 2. Discuss and consider an Ordinance adopting the City of Sachse Engineering Design Manual; providing a repealing clause; providing a severability clause; and providing for an effective date.**

Director of Public Works and CIP Corey Nesbit explained that updating the Engineering Design Manual is a huge undertaking and includes researching industry standards, comparative cities, and best management practices. He introduced Engineer IV Cameron Cermin who was the lead on the project. Mr. Cermin presented the proposed manual to Council. He noted that the purpose of the document is to provide prospective developers and engineers a single location for all relevant design standards and requirements for new development in the city. He reviewed the current manual, noting the layout is not easy to use and contains outdated information. Mr. Cermin outlined the new document sections and emphasized some of the significant changes.

After some discussion, Councilmember Lindsey made a motion to approve the manual as presented. Councilmember Prestenberg seconded the motion and it passed 6-1, with Councilmember Millsap voting against the measure.

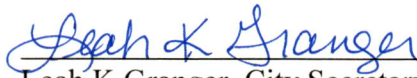
3. Adjournment.

Mayor Bickerstaff adjourned the meeting at 7:22 p.m.



Jeff Bickerstaff, Mayor

ATTEST:



Leah K Granger, City Secretary

