



**Monday, February 20, 2023
City Council Meeting**

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

Sachse City Council Meetings are streamed live online (<https://sachsetx.swagit.com/live>) and available on-demand (<https://sachsetx.swagit.com/city-council>).

The City of Sachse reserves the right to reconvene, recess, or realign the 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. Meeting Opening

1. Call to Order: The City Council of the City of Sachse will hold a Regular Meeting on Monday, February 20, 2023, at 6:30 p.m. to consider the following items of business:
2. Invocation and Pledges of Allegiance.

B. Special Announcements

1. Mayor and City Council announcements regarding special events, current activities, and local achievements.
2. Recognize the volunteer organization, Friends of the Library, and present the proceeds from the 2022 Christmas Tree Ornament Program.

C. Public Comment

1. Public Comment: The public is invited at this time to address the Council. Please come to the microphone and state your name and city of residence for the record. However, if your remarks pertain to a specific agenda item that will include action/vote, please hold them until that item, at which time the Mayor will solicit your comments. The 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 comments under advisement. Issues raised may be referred to City staff for research and possible future action.

D. 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 a member of the public so requests.

1. Approve the January 28, 2023, Strategic Planning Retreat minutes.
2. Approve the February 6, 2023, meeting minutes.
3. Authorize the City Manager to execute an agreement with Canon Solutions America, Inc. in the amount of One Hundred Sixty-Eight Thousand, Six Hundred Twenty-Four and No/100 Dollars (\$168,624.00) for a 5-year lease of copier equipment.
4. Authorize the City Manager to execute the renewal agreement with SHI Government Solutions in the amount of One Hundred Thousand, Four Hundred Ninety-Six and 7/100 Dollars (\$100,496.07) for all Microsoft licensing.

E. Regular Agenda Items

1. Receive Sachse Police Department's 2022 Year End Review presentation.
2. Receive an update on the establishment of a Neighborhood Partnership Program (NPP).

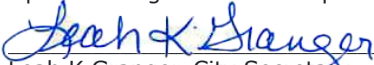
F. Executive Session

1. The City Council will Convene into executive session pursuant to Section 551.071(2) of the Texas Government Code for the purpose of seeking legal advice regarding the PGBT zoning district.
2. The City Council will convene into executive session pursuant to Section 551.074 of the Government Code to discuss the duties of the City Attorney.

G. Regular Agenda Items / Meeting Closing

1. Take action as a result of executive session.
2. 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.



Leah K Granger, City Secretary

Posted: 02/17/2023 by 5pm Removed: _____

Accommodation requests for persons with disabilities should be made at least 48 hours prior to the meeting by contacting Amanda Chi, ADA Coordinator, via phone at 975.429.4770, via email at achi@cityofsachse.com, or by appointment at 3815 Sachse Road, Building B, Sachse, Texas 75048.

B. Special Announcements

Subject	2. Recognize the volunteer organization, Friends of the Library, and present the proceeds from the 2022 Christmas Tree Ornament Program.
Meeting	Feb 20, 2023 - City Council Meeting
Access	Public
Type	Recognition

OVERVIEW

The City of Sachse started a new Christmas Tree Ornament Program in 2022 and the proceeds of that program will be donated to Friends of the Library, a volunteer group that assists in raising funds for programming within the Sachse Public Library.

Daniel Laney, Library Manager, and Lindsay Robins, the President of the Friends of the Library, will be present to receive this donation.

D. 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 a member of the public so requests.

Subject **1. Approve the January 28, 2023, Strategic Planning Retreat minutes.**

Meeting Feb 20, 2023 - City Council Meeting

Access Public

Type Action (Consent), Minutes

Recommended Action Approve the January 28, 2023, Strategic Planning Retreat minutes.

Minutes [View Minutes](#) for Jan 28, 2023 - City Council Strategic Planning Retreat

BACKGROUND

Minutes from the January 28, 2023, Strategic Planning Retreat.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Approve the January 28, 2023, Strategic Planning Retreat minutes.

File Attachments

[01.28.23 City Council Minutes - Strategic Planning Retreat.pdf \(79 KB\)](#)

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
STRATEGIC PLANNING RETREAT MINUTES
JANUARY 28, 2023**

The City Council of the City of Sachse held a Strategic Planning Retreat on Saturday, January 28, 2023, at 8 a.m. at Charles W. Eisemann Center - Bank of America Theatre, 2351 Performance Drive, Richardson. Those present were Mayor Jeff Bickerstaff; Mayor Pro Tem Brett Franks; Councilmembers Michelle Howarth, Frank Millsap, Chance Lindsey, Lindsay Buhler, and Matt Prestenberg; City Manager Gina Nash; City Secretary Leah Granger; Assistant City Manager Lauren Rose; and Assistant to the City Manager Amanda Chi. Retired Richardson City Manager Dan Johnson facilitated the retreat.

Mayor Bickerstaff called the meeting to order at 8:07 a.m.

Discussion regarding strategic planning and the development of goals and objectives for the City of Sachse's Strategic Plan which include planning, Economic Development, and transportation.

Ms. Nash, Ms. Rose, and Dan Johnson, retired City Manager of Richardson, provided a presentation and various exercises for the Mayor and Council to discuss and develop goals and objectives relative to planning, economic development, and transportation. The Council discussed and prioritized items and projects of importance for staff to focus on in the upcoming fiscal year.

The City Manager will return to the City Council during the budget process with further details on projects and ideas that the Council discussed.

Adjournment.

Mayor Bickerstaff adjourned the meeting at 3:12 p.m.

Jeff Bickerstaff, Mayor

ATTEST:

Leah K Granger, City Secretary

D. 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 a member of the public so requests.

Subject	2. Approve the February 6, 2023, meeting minutes.
Meeting	Feb 20, 2023 - City Council Meeting
Access	Public
Type	Action (Consent), Minutes
Recommended Action	Approve the February 6, 2023, meeting minutes.
Minutes	View Minutes for Feb 6, 2023 - City Council Meeting

BACKGROUND

Minutes from the February 6, 2023, Council meeting.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Approve the February 6, 2023, meeting minutes.

File Attachments

[02.06.23 City Council Minutes.pdf \(160 KB\)](#)

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
FEBRUARY 6, 2023**

The City Council of the City of Sachse held a regular meeting on Monday, February 6, 2023, at 6:30 p.m. at Sachse City Hall, 3815-B Sachse Road. Those present were Mayor Jeff Bickerstaff; Councilmembers Michelle Howarth, Frank Millsap, Chance Lindsey, Lindsay Buhler, and Matt Prestenberg; City Manager Gina Nash; Assistant City Manager Lauren Rose; City Attorney Joe Gorfida; Finance Director David Baldwin; Fire Chief Marty Wade; Police Chief Bryan Sylvester; Development Services Director Matt Robinson; Director of CIP and Public Works Corey Nesbit; Assistant to the City Manager Amanda Chi; IT Manager Mike Pastor; and Development Services Coordinator Megan Jay.

Members absent: Mayor Pro Tem Franks and City Secretary Leah Granger.

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

INVOCATION AND PLEDGES OF ALLEGIANCE TO THE U.S. AND TEXAS FLAGS:

Councilmember Prestenberg offered the invocation and Councilmember Howarth led the pledges.

SPECIAL ANNOUNCEMENTS:

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

Councilmember Prestenberg encouraged people to attend the Daddy Daughter Dance on February 17 and celebrate their daughters.

City Manager's announcements:

- Promotions:
 - Luke Blackwell successfully completed the Fire Academy and was promoted from Fire Fighter Recruit to Fire Fighter/Paramedic.
 - Austin Gumowski was promoted from Parks Maintenance Technician I to Technician II as he has gained some certifications.
- New Employees:
 - Carletta Mims has joined the Utility Billing team as a customer service representative.
- The Finance department received the GFOA Certificate of Achievement of Excellence in Financial Reporting. This is the highest form of recognition in governmental accounting and financial reporting.
- Ms. Nash thanked staff for continuing to provide services during Winter Storm Mara. The Police, Fire, and Public Works Departments are appreciated for helping to keep residents safe. Ms. Nash also gave a special thanks to Human Resources and Finance staff for processing payroll remotely for employees.

Mayor Bickerstaff's announcements:

- Applications are being accepted for the 2023 Sachse Scholarship open to high school seniors that are Sachse residents. One student will be awarded \$1,000 for the 2023/2024 school year. There must be a pending application or acceptance letter from a college, accredited trade school, or other educational institution. Applications for the scholarship must be postmarked no later than March 24 to be considered. Please apply online through the City's website.
- Vendor applications and sponsors are being accepted for the 2023 Red, White, and Blue Blast on July 3. Please contact Jordan Beaulieu with the Leisure Services Department for information.
- For those interested in keeping up with progress on CIP projects, please check out the City website's Bond 2021 page. Staff has included some visual meters to help indicate the status of the projects.

Present a proclamation recognizing Tucker Halliday for achieving the rank of Eagle Scout.

Mayor Bickerstaff recognized Tucker Halliday's Eagle Scout achievement with a proclamation.

Mayor Pro Tem Franks arrived at 6:42 p.m.

Receive an update regarding the billing situation with Public Improvement District No. 1.

Ms. Nash noted that P3 Works is the City's PID administrator and has been invited to provide some information regarding recent billing issues. She mentioned the Dallas Morning News article related to the Dallas Central Appraisal District's (DCAD) ransomware attack and associated issues. Ms. Rose confirmed that DCAD was attacked with ransomware in Fall 2022 and was down for 10 weeks. The implications are far reaching and has greatly impacted P3 Works and Assessments of the Southwest, the third-party billing company for the PID, because DCAD's property data was corrupted. Therefore, some of the bills that were sent inadvertently used outdated property files and did not reflect the most current ownership data. She introduced Kyle Sikorski, with P3 Works, who provided a summarization of the situation with Dallas County. He noted that the effects of the ransomware were not fully realized until early January. Many bills that were initially sent went to the wrong locations. P3 Works quickly started working with Assessments of the Southwest to correct the information, and new bills were sent out to property owners on January 18. There has been significant effort to gather the correct information and contact residents. The company has had detailed conversations with residents to help them understand the situation and the steps to move forward. Originally, payments would have been due on January 31, however, statute allows the City to extend the deadline to three weeks from the notification date. Mr. Sikorski took care to explain that the notification date is the date by which the resident/property owner receives notice and indicated that this is an important distinction. To further compound the matter, Assessments of the Southwest has had issues with their online payment portal which is currently offline. Mr. Sikorski expressed appreciation to the residents that have helped to get the word out to neighbors that have been affected, and noted that P3 Works is happy to walk through any problems residents may be having.

When asked if any of the assessments would be "surprise tax bills", Mr. Sikorski replied no. The assessment and projections of the amount are disclosed multiple times in the contract process, the closing documents, and builders are required to provide that information to prospective homebuyers. Councilmember Millsap asked if the issue affected the bill amounts and if the ransomware affected

regular tax bills. Mr. Sikorski responded that the amounts have not been affected, and that the PID assessments are completely separate from regular taxes. After several other questions, Ms. Nash asked Mr. Sikorski to clarify if any personal data was compromised. Mr. Sikorski commented that the DCAD files that were affected were property information that is accessible to the public, no personal data was compromised.

Mayor Bickerstaff read comments from a resident of The Station, Tiffany Anderson, into record:

“The Station community and this corrupt Sachse PID that residents were given less than 30 days to reconcile after a serious security breach of our personal information.”

PUBLIC COMMENT:

No public comments were given.

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 January 12, 2023, joint City Council and EDC meeting minutes.**
2. **Approve the January 17, 2023, meeting minutes.**
3. **Accept the monthly revenue and expenditure report for the period ending December 31, 2022.**
4. **Approve an ordinance ordering a General Election to be held on the 6th day of May 2023 in the City of Sachse for the purpose of electing a Councilmember Place 3 and a Councilmember Place 4; designating location of polling place; ordering Notice of Election to be given as prescribed by law in connection with such election; authorizing joint election agreements with Dallas County and Collin County; providing a repealing clause; providing a severability clause; and providing for an effective date.**
5. **Consider approving an ordinance amending Chapter 4 titled "Business Regulations" by adding a new Section 4-16 titled "mobile Food Vendors" to provide regulations for operating mobile food establishments within the City of Sachse; providing a repealing clause; providing a severability clause; providing a savings clause; providing for a penalty of a fine not to exceed the sum of Two Thousand Dollars (\$2,000) for each offense; and providing an effective date.**
6. **Authorize the City Manager to execute a contract with Motorola Solutions in the amount of One Hundred Fifty-Three Thousand, Four Hundred Fifty and No/100 Dollars (\$153,450.00) for the upgrades to the Sachse Police Department's Body Worn Camera System.**

Both items related to minutes were asked to be pulled from the consent agenda by a resident. Councilmember Millsap requested to remove item five for a short discussion.

A motion was made by Mayor Pro Tem Franks to approve the Consent Agenda as presented, minus the three pulled items. Councilmember Buhler seconded the motion, and it carried unanimously.

1. **Approve the January 12, 2023, joint City Council and EDC meeting minutes.**

Matthew Holboke, 5511 Oak Ridge Circle, commented that the minutes are not detailed enough.

Mayor Pro Tem Franks made a motion to approve the minutes as presented. Councilmember Howarth seconded the motion, and it carried unanimously.

2. Approve the January 17, 2023, meeting minutes.

Matthew Holboke, 5511 Oak Ridge Circle, reiterated that the minutes are too vague.

Councilmember Lindsey mentioned that residents may send comments to the City Secretary to be read into the record exactly as stated. He noted that meeting minutes do not usually capture all comments made about an issue but that the video is available online with more details. Councilmember Prestenberg commented that the goal of the body is to be transparent and encouraged those interested to watch the video recording. Mayor Pro Tem Franks said that minutes are a generality, the video recordings are exact, and he is ok with the way it is now. Mayor Bickerstaff concurred. Councilmember Millsap asked counsel if, legally, the document should be as complete and concise as possible. City Attorney Joe Gorfida responded that the statute requires the minutes to reflect the subject and vote of each item on the agenda, anything beyond that is up to Council. The legal requirement has been met.

After further discussion, Councilmember Howarth made a motion to approve the minutes as presented. The motion was seconded by Mayor Pro Tem Franks, and it passed unanimously.

5. Consider approving an ordinance amending Chapter 4 titled "Business Regulations" by adding a new Section 4-16 titled "mobile Food Vendors" to provide regulations for operating mobile food establishments within the City of Sachse; providing a repealing clause; providing a severability clause; providing a savings clause; providing for a penalty of a fine not to exceed the sum of Two Thousand Dollars (\$2,000) for each offense; and providing an effective date.

Councilmember Millsap noted that the item was listed incorrectly with the word "consider" and wanted to make sure no violation was occurring since it was on the consent agenda where no discussion is allowed.

Mr. Gorfida clarified that the Council was taking action on all of the items, collectively, and that residents can remove items from the consent agenda for discussion if they so request.

Councilmember Millsap made a motion to approve the ordinance as presented. Councilmember Howarth seconded the motion, and it carried unanimously.

REGULAR AGENDA ITEMS:

Conduct a public hearing to consider and act on a request and ordinance for a Special Use Permit for a daycare use generally located south of State Highway 78 and west of Country Club Drive, within Sachse city limits.

Mr. Robinson provided a brief presentation of a Special Use Permit (SUP) request for a daycare use. He noted that there will be underground drainage detention in relation to this project to the east, and the adjacent development to the north is under construction for restaurant and retail use. The Planning and Zoning Commission approved recommending the SUP to Council at its January 9 meeting with a vote 5-1. Staff recommends approval.

Councilmember Millsap asked for clarification regarding the location of the detention for the project. Jake Fears, JHF Engineering, noted that the developer for the project is currently constructing the property to the north of the property in question. They also own the land to the east, which is the lowest elevation point of the area and will hold the detention storage underground. There will be large underground pipes in a grid system that will be covered with pavement for parking. Councilmember Howarth asked if the detention would go in first. Mr. Fears commented that the detention will have to be constructed first before the development is completed. Councilmember Howarth expressed concern about the potential for the detention being completed without the remaining development being completed. Mayor Pro Tem Franks asked about the amount of parking, and Mr. Robinson responded that the parking requirements are being met at each site of this development. He also noted that there is no drive-through component with this development as some daycares utilize.

The Public Hearing was opened at 7:28 p.m., and as no comments were offered, the Public Hearing was closed at 7:28 p.m.

Councilmember Lindsey made a motion to approve the item as presented. Mayor Pro Tem Franks seconded the motion and it carried 6-1, with Councilmember Howarth voting against the measure.

EXECUTIVE SESSION:

Mayor Bickerstaff adjourned the Council to the Executive Session at 7:29 p.m.

The City Council shall convene into Executive Session pursuant to Texas Government Code §551.071(2) to consult with the City Attorney regarding legal matters related to Vicksburg Drive drainage easements.

The Council returned from executive session at 8:03 p.m.

REGULAR AGENDA ITEMS:

Adjournment.

Mayor Bickerstaff adjourned the meeting at 8:04 p.m.

ATTEST:

Jeff Bickerstaff, Mayor

Leah K Granger, City Secretary

D. 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 a member of the public so requests.

Subject	3. Authorize the City Manager to execute an agreement with Canon Solutions America, Inc. in the amount of One Hundred Sixty-Eight Thousand, Six Hundred Twenty-Four and No/100 Dollars (\$168,624.00) for a 5-year lease of copier equipment.
Meeting	Feb 20, 2023 - City Council Meeting
Access	Public
Type	Action (Consent)
Preferred Date	Feb 20, 2023
Fiscal Impact	Yes
Dollar Amount	\$168,624.00
Budgeted	Yes
Budget Source	Copier Rental & Maintenance budget within the General and Utility funds.
Recommended Action	Authorize the City Manager to execute an agreement with Canon Solutions America, Inc. in the amount of One Hundred Sixty-Eight Thousand, Six Hundred Twenty-Four and No/100 Dollars (\$168,624.00) for a 5-year lease of copier equipment.
Goals	Strategically invest in the City's existing and future infrastructure. Be a model of financial stewardship through growth management, responsible investment, and financial transparency.

BACKGROUND

The previous lease for copier equipment with Canon has expired and is continued on a month-to-month basis. Entering into a new equipment lease allows the City to receive new, and in some cases upgraded, equipment at a reduced monthly cost.

OVERVIEW

This 5-year lease agreement for copier equipment, maintenance service, repairs, and toner refill from Canon Solutions America, Inc. in the estimated annual amount of \$33,724.80 per fiscal year, is through a cooperative purchasing agreement with OMNIA Partners Cooperative. The agreement provides the City with an opportunity to update the aging printer fleet, best meet department needs, and enable staff to better track and manage printing costs.

This expenditure was anticipated, and sufficient funding exists within the FY 2022-2023 budget to fully fund the annual cost of this agreement.

Cost Break-out by Period	Monthly	Annually	60-Month Term
Lease Schedule	\$2,810.40	\$33,724.80	\$168,624.00

POLICY CONSIDERATIONS

City Purchasing policy requires that recommendations on purchases and contracts over \$50,000 be submitted to Council by the City Manager for Council approval.

OMNIA Partners is included in Resolution 4094, authorizing participation in various cooperative purchasing programs in accordance with the City's procurement policies and procedures. City policy authorizes purchase from a purchasing authority or cooperative in accordance with State Law. Cooperative purchasing, pursuant to Chapter 791 of the Texas Government Code and Section 271 Subchapter F of the Local Government Code, so satisfies any State Law requiring local governments to seek competitive bids for items.

RECOMMENDATION

Authorize the City Manager to execute an agreement with Canon Solutions America, Inc. in the amount of One Hundred Sixty-Eight Thousand, Six Hundred Twenty-Four and No/100 Dollars (\$168,624.00) for a 5-year lease of copier equipment.

File Attachments

[D3 Presentation Canon Agreement.pdf \(156 KB\)](#)

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.

Canon Equipment Lease

City Council
February 20, 2023



Policy

- Texas Government Code, Chapter 791
 - Authorizes local governments to contract to the greatest possible extent, with another to increase efficiency and effectiveness
- Texas Local Government Code, Chapter 271.102
 - Authorization of local governments to participate in cooperative purchasing programs
- Sachse Comprehensive Financial Management Policy, Cooperative Purchasing
 - Purchase made through a purchasing authority or cooperative shall be made in accordance with State Law
 - No additional requirements on such a purchase

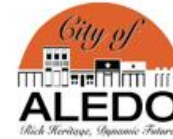


Benefits of Contract

- Includes equipment lease, maintenance service, repairs, and toner refill
- Slight decrease in cost from current month-to-month contract
- Upgrades four of 13 printers from B&W to color

Why Canon Solutions America Partnership?

- Work with many State and Local Governments in Texas
- Local sales team dedicated to State and Local Governments document workflow processes
- Local Distribution Center in Irving (of 12 in the US)
- Tech team dedicated to a 50-mile radius around DFW
- Customer satisfaction rating of over 95%



Equipment Lease

- Proposal via OMNIA
- Includes delivery and installation
- No equipment return cost at lease end of term
- Lease not commenced until all devices installed
- Includes Maintenance:
 - Service, Repairs, Toner Refill, etc.
- B&W Copy Allowance: 35,000/ Mo.
- Color Copy Allowance: 15,000/ Mo.
- Equipment Lease Term:
 - 60-month term at \$2,810.40/mo.



Staff Recommendation

- Authorize the City Manager to execute a Master Sales and Services Agreement with Canon Solutions America, Inc. in the amount of One Hundred Sixty-Eight Thousand, Six Hundred Twenty-Four and No/100 Dollars (\$168,624.00) for a 5-year lease of copier equipment.



D. 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 a member of the public so requests.

Subject	4. Authorize the City Manager to execute the renewal agreement with SHI Government Solutions in the amount of One Hundred Thousand, Four Hundred Ninety-Six and 7/100 Dollars (\$100,496.07) for all Microsoft licensing.
Meeting	Feb 20, 2023 - City Council Meeting
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$100,496.07
Budgeted	Yes
Budget Source	IT Software Licensing
Recommended Action	Authorize the City Manager to execute the renewal agreement with SHI Government Solutions in the amount of One Hundred Thousand, Four Hundred Ninety-Six and 7/100 Dollars (\$100,496.07) for all Microsoft licensing.
Goals	Strategically invest in the City's existing and future infrastructure. Be a model of financial stewardship through growth management, responsible investment, and financial transparency.

BACKGROUND

It is necessary for the City to maintain licensing for all computer network servers, Exchange email services, user authentication, firewall-security, workstation operating systems, and productivity software that each end-user utilizes on a daily basis. In addition to these licensing requirements, the City has to maintain licensing for anti-spam and anti-virus protection. The Microsoft Enterprise agreement and licensing renewal is proposed for purchase through SHI Government Solutions, which is the City's current Microsoft software vendor. The company is a licensed contract vendor of the State of Texas, Department of Information Services. The attached quote covers the third year of a three-year period.

OVERVIEW

The Current Microsoft Enterprise software licensing agreement will expire on February 28, 2023. The current agreement includes licensing for 197 combined devices/users. The updated agreement has added additional users for staff and mailboxes. This licensing is required for City staff to be able to use the Microsoft suite of services.

The approved FY 22-23 budget includes \$92,000 for these services which did not include the additional users for staff and mailboxes. The increase of \$8,496.07 will be covered by savings from several different projects.

POLICY CONSIDERATIONS

City purchasing policy requires that recommendations on purchases and contracts over \$50,000 be submitted to Council by the City Manager for Council approval.

Department of Information Resources (DIR) is included in Resolution 4094, authorizing participation in various cooperative purchasing programs in accordance with City's procurement policies and procedures. City policy authorizes purchase from a purchasing authority or cooperative in accordance with State Law. Cooperative purchasing, pursuant to Chapter 791 of the Texas Government code and Section 271 Subchapter F of the Local Government Code, so satisfies any State Law requiring local government to see complete bids for items.

RECOMMENDATION

Authorize the City Manager to execute the renewal agreement with SHI Government Solutions in the amount of One Hundred Thousand, Four Hundred Ninety-Six and 7/100 Dollars (\$100,496.07) for all Microsoft licensing.

File Attachments

[SHI Quote-22996848.pdf \(124 KB\)](#)

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.



Pricing Proposal
Quotation #: 22996848
Created On: 1/23/2023
Valid Until: 1/31/2023

TX-City of Sachse

Mike Pastor

3815-B Sachse Rd
Garland, TX 75048
United States
Phone: 9724951212
Fax:
Email: mpastor@cityofsachse.com

Inside Account Executive

Jarrod Moore

290 Davidson Ave
Somerset, NJ 08873
Phone: 732-652-0902
Fax:
Email: Jarrod_Moore@shi.com

All Prices are in US Dollar (USD)

	Product	Qty	Your Price	Total
1	SQL Server Standard ALng SA Microsoft - Part#: 228-04433 Contract Name : Microsoft Software VAR Contract #: DIR-TSO-4092 Coverage Term: 3/1/2023 – 2/29/2024 Note: MSRP Taken from Previous Order	2	\$143.00	\$286.00
2	SQL CAL ALng SA User CAL Microsoft - Part#: 359-00961 Contract Name : Microsoft Software VAR Contract #: DIR-TSO-4092 Coverage Term: 3/1/2023 – 2/29/2024	109	\$33.31	\$3,630.79
3	0365 F3 GCC Sub Per User Microsoft - Part#: 3KS-00001 Contract Name : Microsoft Software VAR Contract #: DIR-TSO-4092 Coverage Term: 3/1/2023 – 2/29/2024	5	\$39.00	\$195.00
4	Exchange Online P1 GCC Sub Per User Microsoft - Part#: 3MS-00001 Contract Name : Microsoft Software VAR Contract #: DIR-TSO-4092 Coverage Term: 3/1/2023 – 2/29/2024	6	\$39.00	\$234.00
5	Project P3 GCC Sub Per User Microsoft - Part#: 7MS-00001 Contract Name : Microsoft Software VAR Contract #: DIR-TSO-4092 Coverage Term: 3/1/2023 – 2/29/2024	3	\$258.38	\$775.14
6	Win Server DC Core ALng SASU 2L Win Server Std Microsoft - Part#: 9EA-00279 Contract Name : Microsoft Software VAR Contract #: DIR-TSO-4092 Coverage Term: 3/1/2023 – 2/29/2024	48	\$246.19	\$11,817.12

7	Win Server Standard Core ALng SA 2L Microsoft - Part#: 9EM-00270 Contract Name: Microsoft Software VAR Contract #: DIR-TSO-4092 Coverage Term: 3/1/2023 – 2/29/2024	160	\$17.88	\$2,860.80
8	M365 G3 Unified FSA GCC Sub Per User Microsoft - Part#: AAD-34700 Contract Name: Microsoft Software VAR Contract #: DIR-TSO-4092 Coverage Term: 3/1/2023 – 2/29/2024	180	\$293.47	\$52,824.60
9	Visio Standard ALng SA Microsoft - Part#: D86-01253 Contract Name: Microsoft Software VAR Contract #: DIR-TSO-4092 Coverage Term: 3/1/2023 – 2/29/2024	1	\$50.38	\$50.38
10	Azure prepayment - US Gov Microsoft - Part#: J5U-00001 Contract Name: Microsoft Software VAR Contract #: DIR-TSO-4092 Coverage Term: 3/1/2023 – 2/29/2024	2	\$1,218.75	\$2,437.50
11	EMS G5 GCC SU EMS G3 Per User Microsoft - Part#: MQY-00002 Contract Name: Microsoft Software VAR Contract #: DIR-TSO-4092 Coverage Term: 3/1/2023 – 2/29/2024	180	\$65.32	\$11,757.60
12	Defender Cloud Apps AO GCC Sub Add-on EMS G5 Microsoft - Part#: MRA-00001 Contract Name: Microsoft Software VAR Contract #: DIR-TSO-4092 Coverage Term: 3/1/2023 – 2/29/2024	180	\$0.00	\$0.00
13	EMS G5 GCC Sub Per User Microsoft - Part#: MQY-00001 Contract Name: Microsoft Software VAR Contract #: DIR-TSO-4092 Coverage Term: 3/1/2023 – 2/29/2024	7	\$66.22	\$463.54
14	O365 G1 GCC Sub Per User Microsoft - Part#: U4S-00002 Contract Name: Microsoft Software VAR Contract #: DIR-TSO-4092 Coverage Term: 3/1/2023 – 2/29/2024	7	\$78.00	\$546.00
15	M365 G3 Unified FUSL GCC Sub Per User Microsoft - Part#: AAD-34704 Contract Name: Microsoft Software VAR Contract #: DIR-TSO-4092 Coverage Term: 3/1/2023 – 2/29/2024	15	\$361.56	\$5,423.40
16	EMS G5 GCC Sub Per User Microsoft - Part#: MQY-00001 Contract Name: Microsoft Software VAR Contract #: DIR-TSO-4092 Coverage Term: 3/1/2023 – 2/29/2024	15	\$203.12	\$3,046.80

17	EMS G5 GCC SU EMS G3 Per User Microsoft - Part#: MQY-00002 Contract Name: Microsoft Software VAR Contract #: DIR-TSO-4092 Coverage Term: 3/1/2023 – 2/29/2024	15	\$65.88	\$988.20
18	M365 G3 Unified FUSL GCC Sub Per User Microsoft - Part#: AAD-34704 Contract Name: Microsoft Software VAR Contract #: DIR-TSO-4092 Coverage Term: 3/1/2023 – 2/29/2024	5	\$361.56	\$1,807.80
19	EMS G5 GCC Sub Per User Microsoft - Part#: MQY-00001 Contract Name: Microsoft Software VAR Contract #: DIR-TSO-4092 Coverage Term: 3/1/2023 – 2/29/2024	5	\$203.12	\$1,015.60
20	EMS G5 GCC SU EMS G3 Per User Microsoft - Part#: MQY-00002 Contract Name: Microsoft Software VAR Contract #: DIR-TSO-4092 Coverage Term: 3/1/2023 – 2/29/2024	5	\$67.16	\$335.80
			Subtotal	\$100,496.07
			Shipping	\$0.00
			Total	\$100,496.07

Additional Comments

Please note, if Emergency Connectivity Funds (ECF) will be used to pay for all or part of this quote, please let us know as we will need to ensure compliance with the funding program.

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

Thank you for choosing SHI-GS! The pricing offered on this quote proposal is valid through the expiration date set above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order.

SHI Government Solutions, Inc. is 100% Minority Owned, Woman Owned Business.
TAX ID# 22-3695478; DUNS# 14-724-3096

The products offered under this proposal are resold in accordance with the terms and conditions of the Contract referenced under that applicable line item.

E. Regular Agenda Items

Subject	1. Receive Sachse Police Department's 2022 Year End Review presentation.
Meeting	Feb 20, 2023 - City Council Meeting
Access	Public
Type	Discussion, Information
Goals	Meet the public safety needs of a growing citizen, student, and business population. Provide excellent government services to Sachse citizens.

OVERVIEW

Chief Sylvester will present an overview of the Sachse Police Department for 2022 including crime statistics, department activities and notable accomplishments, and projected goals for 2023.

POLICY CONSIDERATIONS

There are no policy considerations associated with this item.

RECOMMENDATION

Receive Sachse Police Department's 2022 Year End Review presentation.

File Attachments

[E1 Presentation 2022 SPD Year End Review Final.pdf \(1,631 KB\)](#)

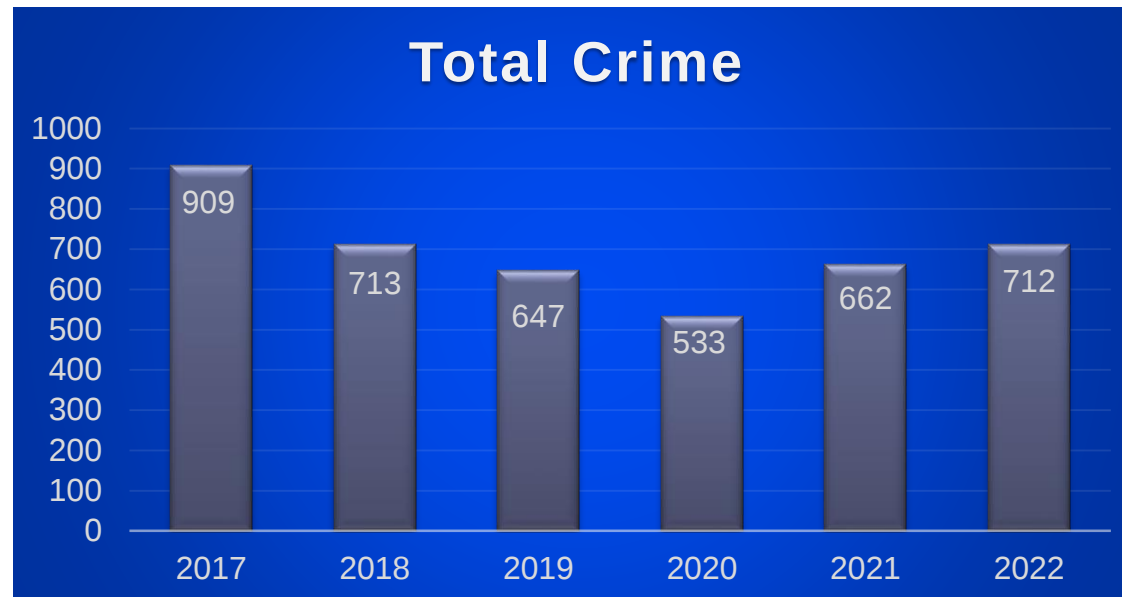
Sachse Police Department

2022 Year End Review



Sachse Police Department Crime and Arrest Review

OFFENSE	2021	2022	% Change
TOTAL CRIME	661	712	8%
PART I	214	227	6%
PART II	447	485	9%



Sachse Police Department

Crime and Arrest Review

OFFENSE	2021	2022	% Change
Homicide	1	1	0%
Aggravated Assault	8	1	-88%
Simple Assault	135	177	31%
Sexual Assault	6	9	50%
Robbery	0	2	200%
Residential Burglary	6	10	67%
Building Burglary	13	17	31%
Vehicle Burglary	18	31	72%
Auto Theft	17	24	41%
Theft	139	106	-24%



Sachse Police Department

Selected Part II Crimes

Part II Offense	2021	2022	% Change
Criminal Mischief	62	49	-21%
Forgery/Fraud	65	75	15%
Public Intoxication	10	14	40%
Other Alcohol Violations	2	12	500%
DWI	18	26	44%
Drug Offenses	75	90	20%

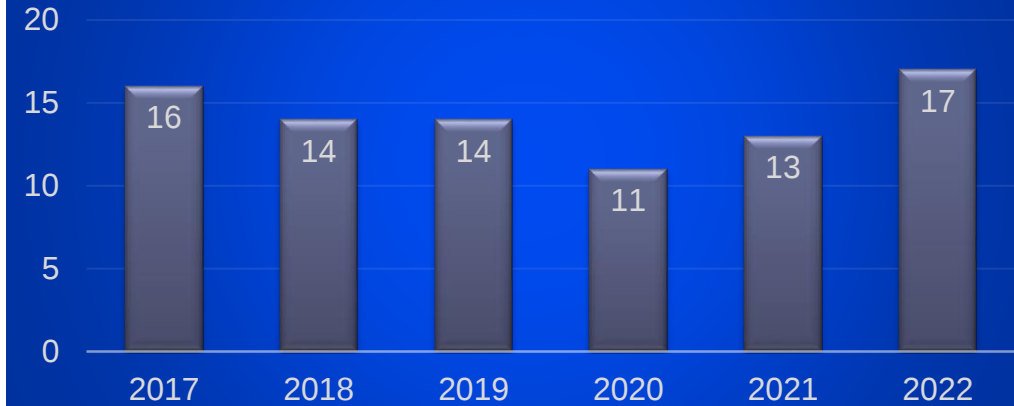


Sachse Police Department

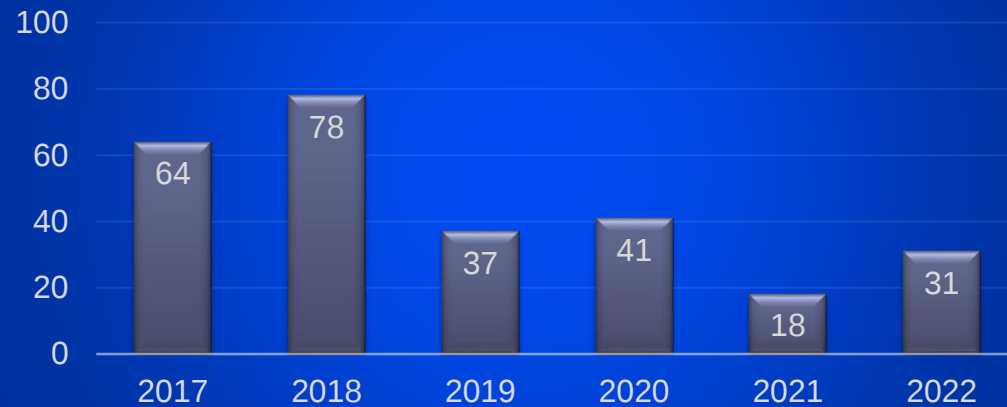
Residential Burglaries



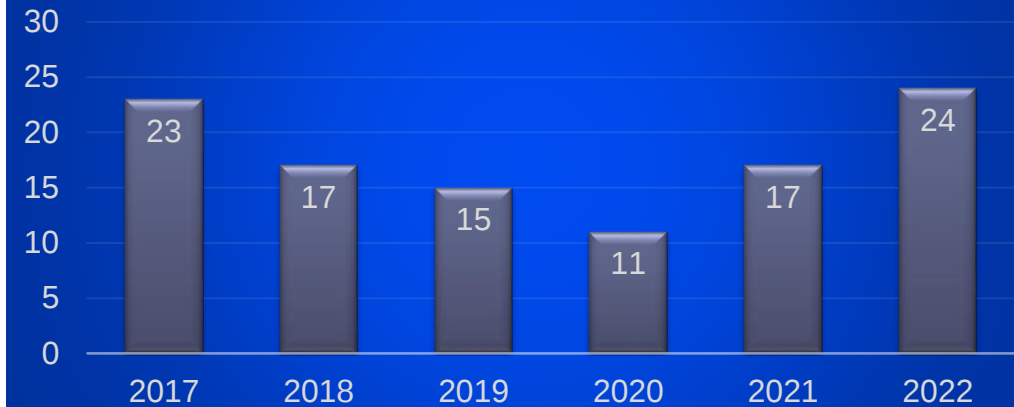
Building Burglaries



Vehicle Burglaries

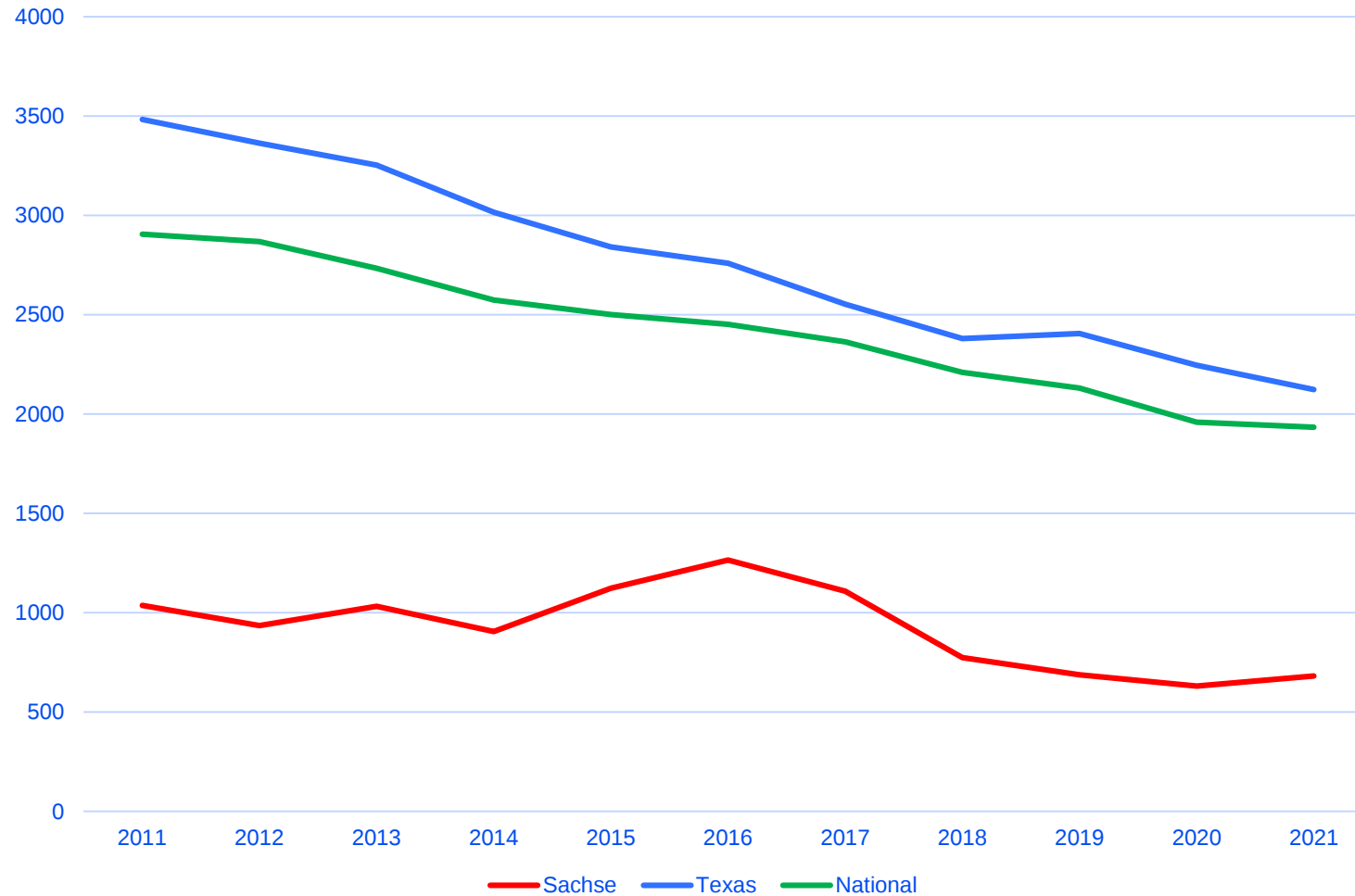


Auto Theft



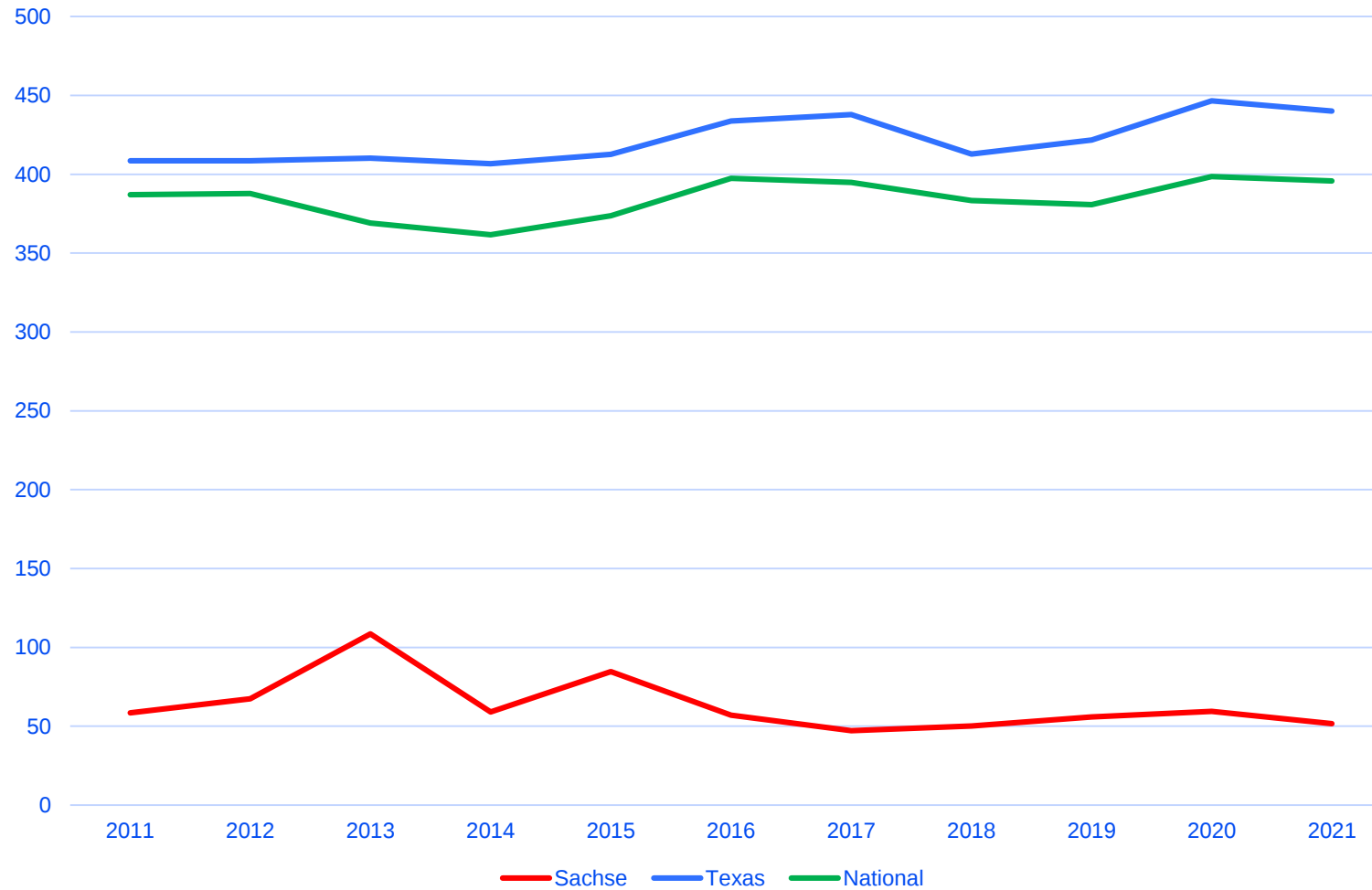
Property Crime Comparison

Property Crime Rate per 100,000

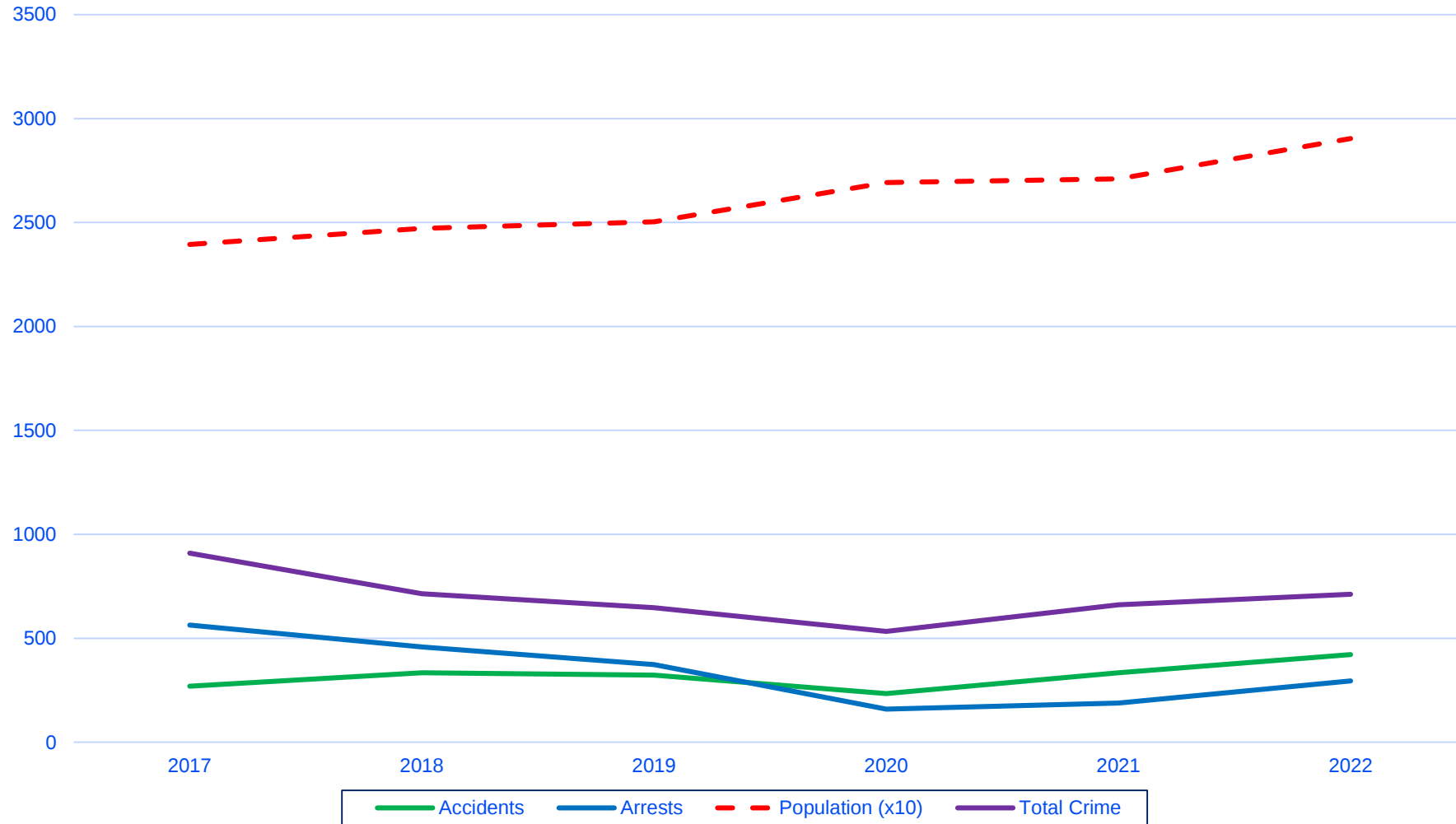


Violent Crime Comparison

Violent Crime Rate per 100,000



Sachse Police Department



Additional Metrics

Response Times

Priority 1 = 4.25

Priority 2 = 5.12

Traffic Stops: 4,805 18%

CFS: 18,827 -3%

Average Training Hours per Officer = 90

Community Policing Activity: 2,159

Park and walks, community service reports, house checks, resident and business contacts



Accomplishments

Internal/Operational Improvements

- Electronic case filing: Collin County DA
- Implementation of staffing study
- Replacement of TLETS Microwave
- Police ethics, de-escalation, implicit bias training sworn staff
- Command professional development: Asst. Chief Baxter and Lt. Doerr
- Active shooter response equipment upgrade
- Acquisition of new speed trailer
- Audio/visual upgrade to EOC



Accomplishments

Community Outreach Activity

- Legacy programs
 - Cops & Campers- restoration to pre-COVID participation levels
 - Public Safety Day
 - National Night Out- 14 events
 - Community Chat
- CRASE preparedness classes
- Summer bicycle rodeo
- Public Safety trick-or-treat
- Senior focused scam seminars
- Holiday nursing home visits
- Holiday toy drive- 202 children
- Holiday package program



Volunteers in Policing

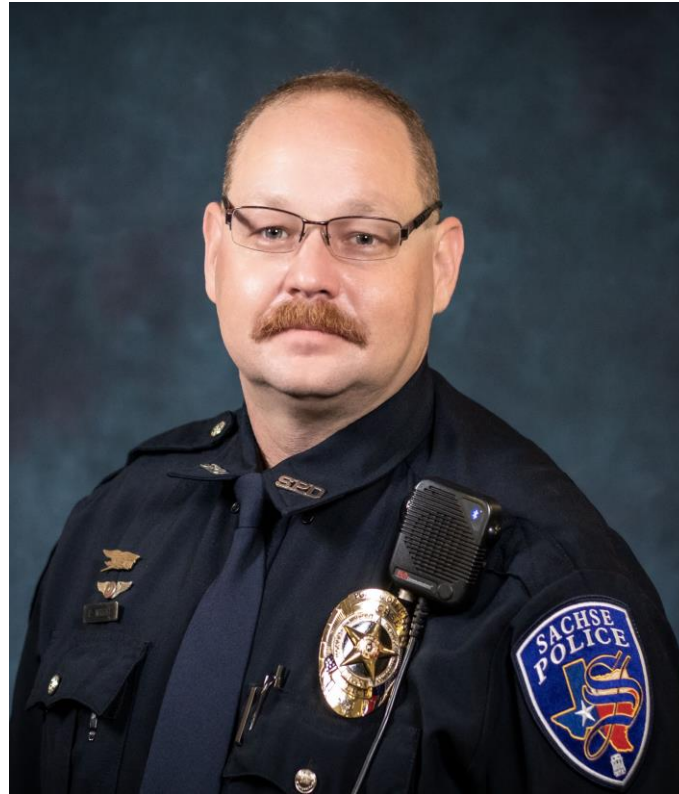
- 30 VIPS – 4,675 hrs. = \$113,000 value
- Participation in police candidate oral assessment process
- Drug take back collection- over 300 lbs.



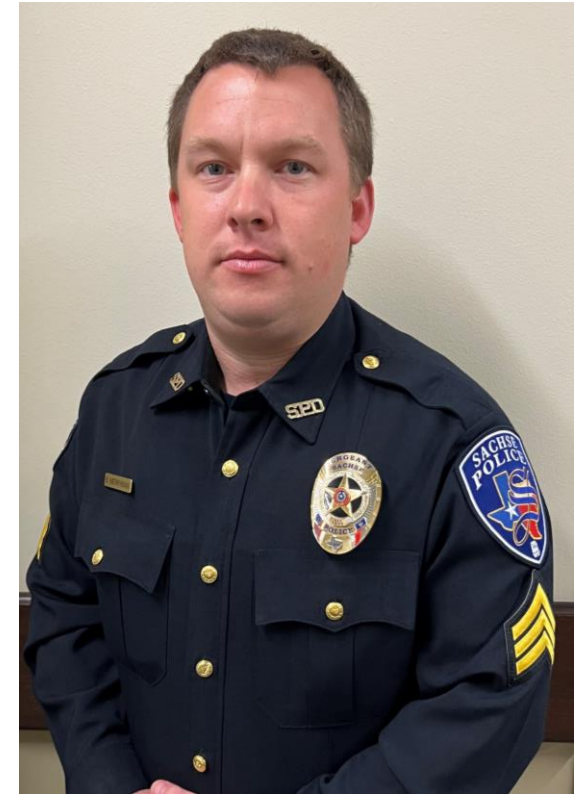
Promotions



Sgt. Jennifer Gooding



Sgt. David Wright



Sgt. Brent Merryman



2023 Goals

- Community programming
- Citizen Police Academy (CPA)
- RAD citizen class
- Narcan deployment
- Sergeant mentoring program
- District call/response analysis
- TPCA accreditation- June 2023
- WatchGuard equipment upgrade
- Crime/incident analysis software
- Special use pole camera system
- Animal Shelter construction



Honor

Integrity



Respect

Compassion



E. Regular Agenda Items

Subject	2. Receive an update on the establishment of a Neighborhood Partnership Program (NPP).
Meeting	Feb 20, 2023 - City Council Meeting
Access	Public
Type	Discussion, Information
Goals	Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse. Provide excellent government services to Sachse citizens.

BACKGROUND

There are several locations throughout the city where neighborhood amenities such as screening walls and monument entry signage have deteriorated or failed. Many of these amenities are more than 20 years old. The original design, coupled with the extreme weather conditions, have caused the rapid deterioration of these items over time. The neighborhood features are eyesores in highly visible areas and, in some cases, are a safety concern. Maintenance of these items is largely handled by the homeowner associations, but in cases where these have either ceased to exist or never existed in the first place, maintenance responsibility falls to the individual property owners. The costs associated with these items are too substantial for any single homeowner to take on. As such, the City recommends partnering with residents to address these issues.

While Sachse is currently in the high growth of its development cycle, staff wants to make preparations for the shift to a maintenance community. It is prudent to establish a policy to address these aging amenities now, before there are a substantial number that need to be replaced, so the City can define its policy and approach relative to these issues. The model proposed by staff borrows from very successful programs that have been implemented in the City of Richardson and the City of Garland.

OVERVIEW

Staff proposes a Neighborhood Partnership Program for the Council's consideration. This program, with origins in the City's 2017 Comprehensive Plan, lays out the foundation for the City to partner with neighborhoods and residents to address aging neighborhood-specific amenities including screening walls, monument entry signs, sign toppers, wayfinding, and other neighborhood items.

Staff originally presented this information to the City Council at its regular meeting on October 17, 2022. This item was presented in tandem with a proposed project to fix the Hudson Crossing screening wall on Miles Road. Council requested that the two items be separated and that staff return at a later date with more information regarding the Neighborhood Partnership Program that included their initial feedback.

POLICY CONSIDERATIONS

The creation of a Neighborhood Partnership Program is one of the projects associated with the Neighborhood Integrity Initiative outlined in the City's 2017 Comprehensive Plan.

RECOMMENDATION

Receive an update regarding the establishment of a Neighborhood Partnership Program and provide direction on next steps.

File Attachments

[E2 Presentation Neighborhood Partnership Program for 02.20.2023.pdf \(240 KB\)](#)

Neighborhood Partnership Program

City Council

February 20, 2022



Overview

- Historical Information
- Comprehensive Plan Details
- Neighborhood Partnership Program (NPP)
 - Purpose
 - Eligible Projects
 - Participation Criteria
 - Process
- Next Steps



Historical Information

- Program has been presented in several different iterations to the Council
- Council determined it was most prudent to tackle the Hudson Wall separately from the NPP when it was presented in October 2022
- Staff is returning with more details about the NPP for Council's input and consideration



Comprehensive Plan Details

- 74% of survey respondents indicated that they believe Sachse would benefit from a formal grant program that assisted in maintaining perimeter screening, signage, and landscaping around subdivisions along major thoroughfares
- Specifically, the Comprehensive Plan states:
“Consider creating a neighborhood integrity program that would provide City matching funds to neighborhood associations to maintain neighborhood-wide amenities such as perimeter walls, entry monuments, landscaping, trails, detention amenities, and parking of vehicles. Priority should be given to neighborhoods with the highest need and/or willingness to participate through funding.”



Neighborhood Partnership Program

- Purpose of the program is to help Sachse's neighborhoods age gracefully by strategically investing in both neighborhood enhancements (sign toppers, entry signage) and assist with failing infrastructure (screening walls, existing signage)
- Neighborhoods may have varying levels of ability to tackle these enhancements on their own
- Meets the City Council's strategic goals of:
 - "Strategically invest in the City's existing and future infrastructure to ensure those needs are met"
 - "Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse."



Neighborhood Partnership Program

- Neighborhoods include amenities that are added by the developer but do not always have funding support for ongoing maintenance (e.g., lack of HOA)
- Regardless of ability to provide for maintenance, deteriorating infrastructure can become a nuisance for the entire city if not properly addressed
- In addition, neighborhoods may wish to engage in greater placemaking/identification as they mature, which supports neighborhood engagement and connectivity
- The NPP is a strategic investment by the City for its neighborhoods



Neighborhood Partnership Project Eligibility

Eligible Projects	Ineligible Projects
Sign toppers/historical references	Individual privacy fences
Entry features (new construction)	Sidewalk repairs
Screening wall repair and reconstruction	Landscaping/vegetation
	Tools or equipment associated with neighborhood maintenance



Neighborhood Partnership Participation Criteria

- Neighborhood maturity/status
- Public benefit
- Project feasibility
- Community involvement
- Applications may be submitted by:
 - Mandatory HOA
 - Voluntary HOA
 - City Staff (as a recommendation)



Application Process



Other Neighborhood Programming

- In addition to the proposed NPP, City staff are working on several other neighborhood engagement programs including:
 - Mobile Tool Shed
 - Citywide clean-up event
 - Identifying neighborhood engagement opportunities:
 - Attendance at HOA meetings/City hosted HOA meetings
 - Neighborhood/HOA registry with City
 - “5-star Neighborhood” designations
 - Neighborhood spotlights



Next Steps

- Discuss and provide feedback on the proposed program
- Staff will take feedback and proceed with the programming, as discussed



F. Executive Session

Subject	1. The City Council will convene into executive session pursuant to Section 551.071(2) of the Texas Government Code for the purpose of seeking legal advice regarding the PGBT zoning district.
Meeting	Feb 20, 2023 - City Council Meeting
Access	Public
Type	Closed Session

F. Executive Session

Subject	2. The City Council will convene into executive session pursuant to Section 551.074 of the Government Code to discuss the duties of the City Attorney.
Meeting	Feb 20, 2023 - City Council Meeting
Access	Public
Type	Closed Session

G. Regular Agenda Items / Meeting Closing

Subject	1. Take action as a result of executive session.
Meeting	Feb 20, 2023 - City Council Meeting
Access	Public
Type	Action, Discussion
Recommended Action	Motion to...