**CITY COUNCIL OF THE CITY OF SACHSE**
**MEETING MINUTES**
**February 7, 2022**

The City Council of the City of Sachse held a regular meeting on Monday, February 7, 2022, at 6:30 p.m. at Sachse City Hall, 3815-B Sachse Road. Those present were Mayor Mike Felix; Mayor Pro Tem Jeff Bickerstaff; Councilmembers Brett Franks, Michelle Howarth, Frank Millsap, Chance Lindsey, and Cullen King (virtually); City Manager, Gina Nash; City Attorney, Joe Gorfida; City Secretary, Leah Granger; Assistant City Manager, Lauren Rose; Information Technology Manager, Mike Pastor; CIP and Public Works Director, Corey Nesbit; Finance Director, David Baldwin; Leisure Services Director, Lance Whitworth; Police Chief, Bryan Sylvester; Fire Chief, Marty Wade; Deputy Fire Chief, Lee Richardson; Assistant to the City Manager, Amanda Chi; and Assistant to the City Manager – Economic Development, Jerod Potts.

Mayor Felix called the workshop meeting to order at 6:31 p.m.

**WORKSHOP:**

**Receive an update on The Station development from PMB Capital Investments.**

Taylor Baird from PMB Capital Investments reviewed the progress at The Station development. He noted that Council took a chance on his young firm, they are proud of how far they have come, and are excited about the results that are soon to come. PMB's goal has been to create an entertainment destination for the entire family that would draw from the whole region. Mr. Baird noted that PMB started construction of the project in August of 2020 when no other firms in the DFW region were taking that chance. With that decision, they were able to pay for construction at 2020 rates rather than the rapidly increasing 2022 costs. The Brass Tap Craft Beer Bar and Manny's Tex-Mex Restaurante will be opening in roughly one month. Other businesses that will be opening include Pho Station Vietnamese Cuisine, Cold Stone Creamery, a welcome center, a flower shop considered to be one of the highest rated wedding flower providers in the area, and a dentist who is a Sachse resident that is relocating their office to Sachse. These businesses are excited to invest in the community. Mr. Baird went on to describe the current master plan including Phase 2 construction. He indicated that projected buildout value is expected to be 90% higher than original forecasts.

Mayor Felix thanked Mr. Baird and his firm for all the hard work they have put into the project and that he is excited for Sachse and The Station. Councilmember Franks questioned the need for multi-family dwellings and the validity of the entertainment portion of the project, not having seen any true entertainment venues or businesses yet. Mr. Baird responded that apartments were an essential part of the project to sustain the businesses that may come in. Having residents in place will entice businesses to trust that they will survive in Sachse. He also explained that the pandemic slowed the development world to a near standstill. Vendors are starting to reach out, and PMB is being very particular about what businesses they agree to work with to maintain the integrity of the vision for the area.

The Mayor adjourned the workshop and opened the regular meeting at 7:12 p.m.

## INVOCATION AND PLEDGES OF ALLEGIANCE TO THE US AND TEXAS FLAGS:

Councilmember Franks lead the invocation and Councilmember Lindsey led the pledges.

## MAYOR AND CITY COUNCIL ANNOUNCEMENTS REGARDING SPECIAL EVENTS:

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

Mayor Pro Tem Bickerstaff publicly thanked all those who reached out to him and his family upon the passing of his father. He appreciated the guidance and sacrifice his dad made for his family and thanked his father for teaching him valuable lessons to live by.

Councilmember Franks gave a shout out to City employees that came in during the ice storm on the previous Thursday and Friday. He gave special thanks to Fire, Police, Parks, and Public Works personnel for sanding the roads and keeping the community safe. He also advertised the Daddy/Daughter Dance at the Michael J. Felix Community Center on February 18.

Mayor Felix announced that the Leisure Services' "Guide to Fun" brochure is available at the Community Center and on the City website with numerous events and classes for the whole family.

**Recognize American Heart Association (AHA) Heartsaver Hero Award Recipients - Sachse Fire-Rescue Personnel.**

Chief Wade stated that on October 15, 2021, crews were dispatched to the home of Mr. Andrew O'Neal. While en route to the hospital, Mr. O'Neal experienced a sudden cardiac arrest, but personnel were able to revive him. The American Heart Association recognizes the members of Sachse Fire-Rescue for their actions that contributed to saving Mr. O'Neal's life.

Lieutenant Brandon Slone, Drive/Engineer Scott Potter, Driver/Engineer Vincent Ojeda, Firefighter/Paramedic Emily Barbeau, and Firefighter/Paramedic Charles Patterson were recognized for their heroic deeds. Mayor Felix praised and recognized these employees for a job well done. The O'Neal family expressed gratitude to these life-savers and asked that they also honor the people that encouraged them to become who they are.

Councilmember Millsap left the meeting for personal reasons at 7:27 p.m.

**Administer the Oath of Office to the recently appointed City Secretary.**

Mayor Felix stated that the City Secretary is an important position for the Council by keeping them updated and performing any related administrative responsibilities but also to attend events and be a part of the community. He said Sachse is fortunate to have Ms. Granger as the next City Secretary. Ms. Granger's family joined her as Mayor Felix administered the Oath of Office.

**CITIZEN INPUT:**

Ms. Cathy Taylor, 5114 Merritt Road, sent an email to be read into record:

> I had reconciled not to mention the tractor trailer trucks on Merritt Road after you removed the large sign at Merritt and Pleasant Valley. However, this morning I saw 2 tractor trailer trucks carrying the rail containers following each other coming from George Bush apparently headed toward Wylie. I see these trucks on Hwy 78 going toward Wylie, but now they are using Merritt too. There have been many other tractor trailer trucks on Merritt in the past several weeks.
>
> I am asking the City to please do something about this. This is unsafe for vehicles; plus the road noise has gotten terrible; plus tearing up the road. It is also unsafe for the homes close to Merritt Road. You really should address the road noise again, especially with the future widening of Merritt Road.
> I respectfully request a reply.
>
> FYI - there were more tractor trailer trucks traveling on Merritt Road this past week.We saw one yesterday morning on Sunday at approximately 10:00 a.m.; it was hauling the railroad container, headed the back way to its location in Wylie ( these trucks are usually traveling on Hwy 78, but not anymore). Maybe you should contact the rail container business in Wylie about this problem. This needs to stop. The law is being broken.
>
> Also, you have another road sign which has been hit on Merritt near our property at 5114. I just hope our gas meter is not next.
>
> Also, the road noise has gotten worse with the traffic and 18 wheelers
> Cathy and David Taylor

**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 minutes of the January 18, 2022, combined meeting.**
2. **Accept the monthly revenue and expenditure report for the period ending December 31, 2021.**
3. **Approve a resolution amending the authorized representatives of the City of Sachse with the Texas Local Government Investment Pool ("TexPool/TexPool Prime").**
4. **Approve an ordinance ordering a General Election to be held May 7, 2022, for the purpose of electing a Mayor, Councilmember Place 5, and Councilmember Place 6, and authorizing joint agreements with Dallas County and Collin County.**
5. **Authorize the City Manager to negotiate and enter into a contract in the amount not to exceed Eighty-Five Thousand and No/100 Dollars ($85,000.00) with Core CMCI for concrete sidewalk and roadway replacements.**
6. **Authorize the purchase of one Pierce Commercial International Rescue (Type III - Air, Light, and Urban Wildland Interface) Unit from Siddons-Martin Emergency Group**

**through the HGAC FS12-19 (Fire) cooperative purchasing contract, not to exceed the budgeted funds of Four Hundred Eighty-Seven Thousand, Four Hundred Thirty-Four and No/100 Dollars ($487,434.00).**

7. **Authorize the purchase of one Braun Chief XL F550 Ambulance and Stryker Power Pro Stretcher from Siddons-Martin Emergency Group through HGAC AM10-20 (EMS) cooperative purchasing program, not to exceed the budgeted funds of Two Hundred Ninety-Nine Thousand, Eight Hundred Six and No/100 Dollars ($299,806.00).**
8. **Authorize the purchase of one Pierce Enforcer PUC Custom Fire Engine from Siddons-Martin Emergency Group not to exceed the budgeted funds of Seven Hundred Twelve Thousand, Sixty-One and No/100 Dollars ($712,061.00).**
9. **Approve the Consent Agenda Items as presented.**

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

**<u>REGULAR AGENDA ITEMS</u>:**

**Discuss and consider a potential framework for the Charter Review Commission.**

Ms. Rose provided an overview of the Charter review process. She reviewed the requirements as stated in the Charter, such as composition of at least 14 citizens, the report shall be published in the newspaper, and the commission shall not extend more than six months. Ms. Rose noted that other cities allow the Mayor to have an additional appointee to avoid a tie. She recommended the Charter be reviewed in sections to discuss all potential amendments and that public input be specifically invited at the start of each meeting. The City Attorney's Office will be assisting in the endeavor. Ms. Rose noted that the charge given to the Bond Committee was helpful to move forward and stay on track, and suggested a charge be given to the Charter Review Commission. She then asked for feedback from the Council.

Councilmember Lindsey asked if Council has the option to change the language recommended by the Commission. Mr. Gorfida responded that the Commission does provide a recommendation and the Council has the discretion to remove items, direct the Commission to discuss items further, or add items that would ultimately be taken to the voters. Councilmember Lindsey requested that the language of the charge be open-ended to encourage the Commission to explore the Charter as a whole. Ms. Rose noted that the charge would be helpful as general parameters, but the Commission would be free to review the entire document regardless of what is suggested.

Councilmember Lindsey requested clarification regarding timing of a Charter Review Commission in relation to a citizen petition. Mr. Gorfida answered that amendments as a result of a Charter Review Commission and from a successful petition must be brought forward to the voters at the same time if the required Election Code deadline dates are met relative to a specific uniform election date. If language is conflicting on the same issue, both items must be put to a vote and consequences of conflict would be dealt with on an as-needed basis. Once any amendment is brought to voters, no other amendments may be brought forward for two years. Councilmember Lindsey followed up stating that he would be in favor of a review commission but would like for them to explicitly not address term limits.

Councilmember King would like for the Commission to review all aspects of the Charter. Areas that have been brought to his attention for review are complying with state law in regards to public input on all meetings of Council, Boards, and Commissions; clean-up document language; and term limits. He emphasized that the Commission should be given some direction but should not be limited to these areas and that term limits should also be reviewed by the Commission as well as in the petition.

Mayor Pro Tem Bickerstaff clarified, and Mr. Gorfida confirmed, that six months is the limit for the Commission, but Council has the discretion to send them back and make corrections as long as it does not extend beyond that six months. He also recommends that the charge be as open-ended as possible so to not add bias or preconceived ideas and allow the Commission to be free to explore the entire document as they see fit.

Jeanie Marten, 4908 Maple Shade Avenue, stated that she and several people have been working on a term limit petition. They had been trying to get signatures together for the May election but she feels she underestimated the time needed to obtain the signatures. The group intends to wrap up the signature gathering phase in the next few weeks and wants Council to be aware of the intention to bring the proposal to the voters. There had been a misunderstanding that a Charter Review Commission and a petition could not come forward for voting at the same time. That has been cleared up but the group is going to continue pushing for signatures. Ms. Marten expressed appreciation to Ms. Granger for her help with information regarding the removal of term limits from the original Charter in the late 1980s. She stated that, "to be clear, the removal of term limits were accurately portrayed to the voters and not just omitted. So, I stand corrected. We spent weeks trying to find that information and she ultimately found it. And our City did do the right thing back in the late '80s."

Butch Kemper, 7107 Longmeadow Drive, asked if the charge will contain only what the Commission may review or is it merely a starting point. Mr. Gorfida confirmed that the charge is a minimum request to review sections of the Charter but the Commission is not bound to only the items stated in the charge. Mr. Kemper believes the Commission will not have enough time to review the document to find all the minor items that need to be fixed and will need some good hints from staff to consider. He considers it important for Council to work with the petition group to get their language into the Charter review. He would also suggest that the petition group continue forward.

Matthew Holboke, 5511 Oakridge Circle, asked what was the hurry with getting the Commission started. He indicated that waiting for the Council election to be completed would change the composition of the Commission. Mayor Felix disagreed, saying the body would be made up of citizens of the community. Mr. Holboke offered that the people chosen would share the view of the Councilmember that put them on the Commission and there could potentially be three new Councilmembers after May. Mayor Felix continued stating he had faith in the body, regardless of who put the citizens on the Commission, to hold their own views. Councilmember Franks responded that he tries to promote a diverse group of people to Boards and Commissions so Mr. Holboke's concern seems unnecessary. Further, he believes the review is unnecessary but will not stand in the way of it. Councilmember Howarth pointed out that the newly elected

Councilmembers would still have input as the recommendation comes back to Council for a final decision.

Ms. Rose restated her understanding of the discussion that an open-ended charge with limited direction would be presented to the Commission, there will be 15 members appointed to the Commission, and staff will present a draft charge at the next meeting.

**Receive a briefing on the Animal Shelter project.**

Chief Sylvester presented method options for designing and constructing the new animal shelter. He reinforced that all choices presented follow state regulations. Ultimately, staff recommends utilizing the Construction Manager At-Risk (CMAR) method to allow the City the greatest amount of influence in the design of the facility while maintaining control of costs along the way. Given the research staff has completed, the CMAR method will provide the type of shelter the community seeks while staying under budget.

Councilmember King appreciated the presentation and reinforced the community's desire for an efficient and unpretentious facility. He believes the CMAR method will provide control in the process and costs. He noted hearing some apprehension about a public dog park, however, his concern is that the dogs housed at the facility need to have a safe and adequate space to run and get exercise. Councilmember King suggested phasing or partnering with MDD to fund the dog park, but that the shelter is a "need" and the dog park is a "want". Chief Sylvester emphasized that staff had a similar view on the facility as Councilmember King expressed. He recommended moving forward with the CMAR method with Ron Hobbs Architecture to provide an effective and efficient use of taxpayer dollars. Councilmember Franks indicated that, as Council has worked with Ron Hobbs, he is in favor of the method. He is also concerned about costs so if this route helps maintain the budget, he is in favor.

Some questions arose regarding selecting architects and architecture costs. Ms. Nash explained that architecture is considered a professional service and, by law, may not be selected based on cost. The City submitting a Request for Qualifications (RFQ) is one option and, once selected, if the firm presents a plan that costs too much, the City could then release that firm and move to the next qualified candidate. Traditionally, architecture costs are approximately ten percent of the total project budget. Ms. Nash went on to say that the costs will be dictated more by the materials requested than the architect. The Animal Shelter will need very good drainage to hold up over time to the amount of cleaning it will undergo. Staff is dedicated to building a simple building that functionally meets the needs of staff and the animals served. The mechanical, electrical, and plumbing will be the largest part of the budget and care will be taken to provide a quality product that is not over the top.

Councilmember Howarth stated that she wants the building to cost what it needs to cost to be adequate and not any more than that. She was concerned with the lower Bond Committee number that was presented since time always inflates prices, but she thinks Council is all on the same page that a clean, sanitary, adequate building that will be useful its entire life-cycle is desired for only what it needs to cost. Mayor Pro Tem Bickerstaff agreed that Council does not want to spend more than necessary but does not want to skimp either.

**Consider authorizing the City Manager to award the project to and execute the agreement with to J.B. & Co. for the Phase 1 construction of J.K. Sachse Park on Ranch Road to include Change Order #1 in an amount not to exceed Two Million, Three Hundred Eighty-Eight Thousand, Six Hundred Eleven and 40/100 Dollars ($2,388,611.40).**

Mr. Whitworth reviewed the original plan for J.K. Sachse Park. The lowest bid received was roughly 30% higher than anticipated. Staff met with Kimley-Horn to identify cost saving areas of the project, including handling demolition of the area internally. The changes for phase 1 brought the cost closer to the original budget. The apparent low bid was J.B. & Co. and is considered capable of performing the work. Funding will be from MDD funds.

Brittany Shake and Leah Campbell from Kimley-Horn presented the revisions to phase 1, and Joel Brown, owner of J.B. & Co., was available for any specific questions. This project was awarded a Collin County Open Space Grant in the amount of $161,294 that must be utilized for trails only; therefore, the trails portion of the project was moved into Phase 1. Items moved to future phases include monument signage, a small pavilion, pedestrian path lighting, splashpad fence/gates, pickleball court and trails, planting, and permanent irrigation. An elevated structure was added to the splashpad to increase interactivity and interest from patrons. Ms. Campbell explained that some material elements on the municipal campus will be integrated into the pavilion to tie both facilities together. Construction is anticipated to be complete towards the end of January 2023. The Council continued to discuss project elements, timing, and funding.

Mayor Pro Tem Bickerstaff made a motion to approve the item as presented. Councilmember Lindsey seconded the motion, and it carried unanimously.

**Consider authorizing the City Manager to negotiate and execute a contract in the amount not to exceed Two Hundred Forty-Seven Thousand, One Hundred Sixty and No/100 Dollars ($247,160.00) with Crawford Electric for the Street Light Package of the Sachse Road - 5th Street Widening Project.**

Mr. Nesbit explained that the Sachse Road widening project was initiated in 2017. Dallas County's procurement policy was adjusted in 2018 and postponed the bidding of this project until their process was refined and the new Commissioner could review the project. The project was bid in fall of 2019. Due to the project delays and increasing costs, street lights were removed from the project. The City had a stock pile of lights that did not weather time well and recently had to be disposed. Mr. Nesbit described the two types of lights and the layout currently proposed for the project. The purchase will be funded from other projects' savings and unobligated funds. The Council discussed the types of lights and the instances in which they would be used. Mr. Nesbit clarified that the lights will not violate City Code light pollution limits.

Mayor Pro Tem Bickerstaff made a motion to approve the item as presented. Councilmember Lindsey seconded the motion, and it passed with a vote of 5-1, Mayor Felix voting against the item.

**ADJOURNMENT:**

Mayor Felix adjourned the meeting at 9:33 p.m.

Mike J. Felix, Mayor

ATTEST:

Leah K Granger, City Secretary