



**Tuesday, January 19, 2021
City Council Combined Meeting**

This meeting will begin at 6:00 p.m.

This meeting will be closed to in person attendance by the public.

A temporary suspension of the Open Meetings Act to allow telephone or videoconference public meetings has been granted by Governor Greg Abbott. These actions are being taken to mitigate the spread of COVID-19 by avoiding meetings that bring people into a group setting and in accordance with Section 418.016 of the Texas Government Code.

**Citizens may join the Zoom Meeting by logging on at: <https://us02web.zoom.us/j/84976980964>
Or Telephone: (Toll Free) 877-853-5247
Webinar ID: 849 7698 0964**

**Members of the public who wish to submit their written comments on a listed agenda item must submit their comments by filling out the public meeting speaker form at:
<http://www.cityofsachse.com/328/Agendas-Minutes-Videos> or by visiting the Agendas & Minutes button on the homepage of the City's website.**

Comments must be received before 4:00 p.m. on Tuesday, January 19, 2021.

The City of Sachse reserves the right to reconvene, recess or realign the workshop meeting, regular 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. 6:00 PM WORKSHOP MEETING

1. Call to Order: The City Council of the City of Sachse will hold a Workshop Meeting on Tuesday January 19, 2021 at 6:00 p.m. to consider the following items of business:
2. Conduct interviews for the Sachse Boards and Commissions including the Animal Shelter Board, Zoning Board of Adjustment, Economic Development Corporation, Library Board, Parks and Recreation Board, Planning and Zoning Commission, Municipal Development District (MDD), and the Tax Increment Financing (TIF) Board #1.
3. Discussion of City Council meeting agenda items.
4. Adjournment.

B. 6:30 PM REGULAR MEETING

1. Call to Order: The City Council of the City of Sachse will hold a Regular Meeting on Tuesday, January 19, 2021 at 6:30 p.m. to consider the following items of business:
2. Invocation and Pledges of Allegiance.

C. Special Announcements

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

D. Citizen Input

1. Citizen Input: We request citizens wishing to use the chat function state their name, address, and question for the record. However, if your remarks pertain to a specific agenda item, please hold them until that item, at which time the Mayor may solicit your comments using the chat function. 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 them under advisement. Issues raised may be referred to City Staff for research and possible future action.

E. 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 December 7, 2020, combined meeting.
2. Approve the minutes of the December 21, 2020, special meeting.
3. Approve an amendment to the professional service contract for the Merritt Road realignment project with Halff Associates in the amount not to exceed one hundred ninety-nine thousand, eight hundred dollars and zero cents (\$199,800.00) and authorizing the City Manager to execute such agreement.
4. Authorize the purchase to upgrade the electrical components of eight (8) Outdoor Warning Sirens to Joe Goddard Enterprises in the amount of ninety-one thousand fifty-four dollars and 40 cents (\$91,054.40).
5. Accept the monthly revenue and expenditure report for the period ending November 30, 2020.
6. Approve the Consent Agenda Items as presented.

F. Regular Agenda Items

1. Discuss and consider the board and commissions appointment process.
2. Consider appointments to the City's boards and commissions including the Planning and Zoning Commission, the Sachse Economic Development Corporation, the Board of Adjustments, the Municipal Development District, the Library Board, the Parks and Recreation Board, the Animal Shelter Board, and the Tax Increment Financing Board #1.
3. Consider appointment(s) of Council liaisons to the City's boards and commissions.
4. Discuss the upcoming Street Maintenance Sales & Use Tax Special Election to be held May 1, 2021.
5. Discuss the 2021 Special Events in the City of Sachse.
6. Discuss and consider amendments to the Sachse Economic Development Corporation's Bylaws.
7. 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, and the CARES Act.

G. Regular Meeting Closing

1. 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.

Michelle Lewis Sirianni, City Secretary

Accommodation requests for persons with disabilities should be made at least 48 hours prior to the meeting by contacting Lauren Rose, ADA Coordinator, via phone at 972.429.4770, via email at lrose@cityofsachse.com, or by appointment at 3815 Sachse Road, Building B, Sachse, Texas 75048.



Agenda Item Details

Meeting	Jan 19, 2021 - City Council Combined Meeting
Category	A. 6:00 PM WORKSHOP MEETING
Subject	2. Conduct interviews for the Sachse Boards and Commissions including the Animal Shelter Board, Zoning Board of Adjustment, Economic Development Corporation, Library Board, Parks and Recreation Board, Planning and Zoning Commission, Municipal Development District (MDD), and the Tax Increment Financing (TIF) Board #1.
Access	Public
Type	Discussion, Information

Public Content

Please note: These items are for discussion purposes only and no Council action will be taken.



Agenda Item Details

Meeting	Jan 19, 2021 - City Council Combined Meeting
Category	E. 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.
Subject	1. Approve the minutes of the December 7, 2020, combined meeting.
Access	Public
Type	Action (Consent), Minutes
Recommended Action	Approve as presented.
Minutes	View Minutes for Dec 7, 2020 - City Council Combined Meeting

Public Content

BACKGROUND

Minutes of the December 7, 2020, combined meeting.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Approve the minutes of the December 7, 2020, combined meeting.

[12.07.20 Minutes.pdf \(55 KB\)](#)

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

DECEMBER 7, 2020

The City Council of the City of Sachse held a regular meeting on Monday, December 7, 2020, at 6:30 p.m. via virtual teleconference. Those present were Mayor Mike Felix, Mayor Pro Tem Michelle Howarth, Councilmembers Brett Franks, Frank Millsap, Chance Lindsey, Cullen King, and Jeff Bickerstaff; City Manager, Gina Nash; City Secretary, Michelle Lewis Sirianni; IT Manager, Danny Wheeler; Library Manager, Daniel Laney; Director of CIP and Public Works, Corey Nesbit; Finance Director, Teresa Savage; Development Services Director, Matt Robinson; Human Resources Director, Melinda Walter; Fire Chief, Marty Wade, and Police Chief, Bryan Sylvester. Councilman Paul Watkins was absent.

Mayor Felix opened the workshop meeting at 6:32 p.m.

SACHSE HISTORICAL SOCIETY MUSEUM BUILDING UPDATE: Receive a building update regarding the museum for the Sachse Historical Society.

Diana Smith and Tricia Lindsey with the Sachse Historical Society presented an update on the museum property. They gave a history of the property, along with various restoration and preservation projects, and repairs made at the museum. They noted their various media outlets, especially the newly redesigned website. Ms. Smith noted the amount of volunteer hours and stated the need for a larger space a few times of year for various events. She stated their future goal is to have a bigger building, for which she presented a concept plan. Their biggest concern is that moving forward has been problematic because they are not the owners of the property. They believe if this building was able to be built, it could be an anchor for the Old Town district.

Councilman King stated he supports the idea of expanding the museum, but would like more details on how the city would proceed.

Councilman Bickerstaff stated he would like the city to keep pursuing, but would also like more direction on how they would proceed.

Mayor Felix asked would the city want to invest and noted the idea of it being a destination spot.

Mayor Pro Tem Franks stated he supports the idea of the project.

Councilwoman Howarth stated she likes the idea, but would need to see some more specifics.

Councilman Lindsey asked if they ever considered rotating exhibits and appreciated all the efforts place into the caboose restoration.

Ms. Nash stated she will set up a meeting with Ms. Smith to discuss how to proceed.

No further comments or action was taken.

EXECUTIVE SESSION: The City Council shall convene into Executive Session pursuant to the Texas Government Code, Section §551.074: Personnel - regarding the annual review of the City Manager.

At 7:17 p.m., the City Council recessed into Executive Session.

At 8:05 p.m., the City Council reconvened back into the workshop session.

ADJOURNMENT:

Mayor Felix adjourned the workshop at 8:06 p.m.

Mayor Felix opened the regular meeting at 8:07 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE TO U.S. AND STATE FLAGS:
Councilman King offered the invocation and Councilman Bickerstaff led the pledges.

MAYOR AND CITY COUNCIL ANNOUNCEMENTS REGARDING SPECIAL EVENTS:

Administer the oath of office to newly elected Councilmembers and present their Certificate of Election.

Mayor Felix administered the oath of office to Frank Millsap, Councilmember Place 3.

Mayor Felix administered the oath of office to Chance Lindsey, Councilmember Place 4.

Recognize outgoing Councilmember Paul Watkins for his service to the City of Sachse.

Mayor Felix read a plaque to be presented to outgoing Councilmember Paul Watkins.

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

Councilman Bickerstaff congratulated the Wylie band for performing well at the Area competition and earning their way to State. He also stated the Sachse High School band did well and had a great year. Lastly, he offered his condolences for the loss of John Robinson, Assistant Director of the Sachse band.

Councilman King also expressed his condolences for the loss of John Robinson, as well as congratulations to the Wylie band. He thanked outgoing Councilmember Paul Watkins for service and congratulated newly elect Frank Millsap. Councilman King reminded residents to tag and chip their animals and along with adopting from the shelter.

Mayor Felix thanked all the staff for the tree lighting and the drive-thru light display. He noted they had over 500 cars on the first night.

CITIZEN INPUT:

No comments were made.

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 November 16, 2020, combined meeting.**
- 2. Approve canceling the January 4, 2021 City Council combined meeting.**
- 3. Move the Monday, January 18, 2021 City Council combined meeting to Tuesday, January 19, 2021.**
- 4. Accept the monthly revenue and expenditure report for the period ending October 31, 2020.**
- 5. Approve a resolution amending the authorized representatives of the City of Sachse with the Texas Local Government Investment Pool ("Texpool/Texpool Prime").**
- 6. Accept the Quarterly Investment Report for the quarter ended on September 30, 2020.**
- 7. Authorize the City Manager to renew the terms and conditions of the Wholesale Wastewater Contract, by and between the City of Sachse and the City of Garland for the treatment of wastewater.**

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

REGULAR AGENDA ITEMS:

Take any action as a result of Executive Session.

No action was taken.

Consider appointment of a Mayor Pro Tem.

Councilman Bickerstaff stated he would like to nominate Councilman Franks as Mayor Pro Tem.

Councilman Bickerstaff made a motion to appoint Councilman Franks as Mayor Pro Tem. Councilman King seconded that motion and the motion was unanimously approved.

Newly Mayor Pro Tem Franks accepted the appointment.

Discuss and consider the J.K. Sachse Park concepts presented by Kimley-Horn.

Lance Whitworth stated at the September 10, 2020, Parks and Recreation Board meeting, the board made a recommendation to City Council on the prioritization of amenities that should be included

in J.K. Sachse Park. Kimley-Horn and Associates took the Parks and Recreation Board recommendation and the Municipal Development District Board recommendation and created two concepts. These concepts were presented on November 12, 2020, to both the Municipal Development District and Parks and Recreation Boards. The Municipal Development District Board made a recommendation to City Council to approve Concept A for the conceptual plan for J.K. Sachse Park. The Parks and Recreation Board made a recommendation to City Council to approve Concept A with changes to take out the ping pong and corn hole and add outdoor exercise equipment in its place for J.K. Sachse Park. Mr. Whitworth stated staff is seeking the direction of which concept plan the City Council would like to proceed with for the park.

Leah Campbell with Kimley-Horn presented to the City Council Concept A and Concept B highlighting each area of the park and the differences of each. She also outlined the phasing plan of each and noting the approximate overall cost for each was \$2.7 million.

Councilman King stated he liked Concept A and asked how the funding would be addressed. Mr. Whitworth stated that the MDD Board will have \$1 million at the end of 2020 and collect \$400,000 annually. He noted the idea is to do phase one and to keep adding as able even if they cannot do a full phase in one year. Mr. Whitworth indicated that the boards wanted a unique park for the City and to do it right even if that meant it would take several years to complete.

Mayor Felix asked if the outdoor exercise equipment was fixed into place. Ms. Campbell replied yes, it is.

Mayor Pro Tem Franks stated he likes Concept A, but the playfield in Concept B. He noted he favored the curvature of Concept A versus the linear in Concept B.

Councilman Bickerstaff stated he likes Concept A and the uniqueness about it. Councilman Lindsey agreed.

Mayor Pro Tem Franks made a motion to approve Concept A in lieu of the outdoor ping pong and cornhole, and to add the outdoor exercise equipment in its place. Councilwoman Howarth seconded that motion.

The motion passes with a 6-0 vote. Councilman Millsap abstained.

Consider a resolution adopting the City of Sachse, Sachse Economic Development Corporation, Sachse Municipal Development District, President George Bush Turnpike Reinvestment Zone Tax Increment, and Reinvestment Zone Number Two Investment Policy ("Sachse Investment Policy").

Ms. Savage stated there are additional modifications this year that include: the addition of Reinvestment Zone Number Two, an additional Investment Officer, and updates to the authorized broker/dealer firms. Ms. Savage stated if the City Council approves, the remaining executive boards will approve during the upcoming year to get final signatures.

Councilman Bickerstaff made a motion to approve a resolution adopting the City of Sachse, Sachse Economic Development Corporation, Sachse Municipal Development District, President George Bush Turnpike Reinvestment Zone Tax Increment, and Reinvestment Zone Number Two Investment Policy ("Sachse Investment Policy"). Councilman King 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, and the CARES Act.

Ms. Nash provided the final update on the projects completed using CARES Act funding. The projects included the second-floor building modification, the contact tracing with the badge readers and interior cameras, and the 5 Loaves community project. Both counties have approved all timelines with the few delays in receiving some of the equipment, and have submitted all required documents.

Councilman Bickerstaff asked if there were any updates regarding the HERO's Act. Ms. Nash replied there has been no update, but expects possibly a hybrid of the Act to be approved by Congress.

No further comments or action taken.

EXECUTIVE SESSION: The City Council shall convene into Executive Session pursuant to the Texas Government Code, Section §551.074: Personnel - regarding the annual review of the City Manager.

Mayor Felix stated Executive Session was completed during the workshop with no action being taken.

ADJOURNMENT:

Mayor Felix adjourned the meeting at 9:09 p.m.

MIKE J. FELIX, MAYOR

ATTEST:

Michelle Lewis Sirianni, City Secretary



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Category	E. 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.
Subject	2. Approve the minutes of the December 21, 2020, special meeting.
Access	Public
Type	Action (Consent)
Recommended Action	Approve as presented.

Public Content

BACKGROUND

Minutes of the December 21, 2020, special meeting.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Approve the minutes of the December 21, 2020, special meeting.

[12.21.20 Minutes Special.pdf \(38 KB\)](#)

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
SPECIAL MEETING MINUTES
DECEMBER 21, 2020

The City Council of the City of Sachse held a special meeting on Monday, December 21, 2020, at 12:00 p.m. via virtual teleconference. Those present were Mayor Mike Felix, Councilmembers Michelle Howarth, Frank Millsap, Chance Lindsey, Cullen King, and Jeff Bickerstaff; City Manager, Gina Nash; City Secretary, Michelle Lewis Sirianni; IT Manager, Danny Wheeler, and Help Desk Technician, James Burns. Mayor Pro Tem Brett Franks was absent.

Mayor Felix opened the workshop meeting at 12:06 p.m.

COLLIN COUNTY ILA CARES ACT PUBLIC SAFETY EXPENSE FUNDING: Consider an Interlocal Agreement between the City of Sachse and Collin County under the County's Emergency Program for recovery of direct public safety costs expended by municipalities located in Collin County to address and respond to COVID-19.

Ms. Nash stated the Collin County Commissioner's Court met on December 14 to administer additional funds under the CARES Act specifically related to public safety payroll expenditures. The City will be able to submit for reimbursement for said expenditures for the time period between March 2020 and up to the current payroll. The proposed Interlocal Agreement will allow the City Council to accept these funds in the amount of \$270,491.43, which the City will expend into 2021.

Councilman Bickerstaff made a motion to approve an Interlocal Agreement between the City of Sachse and Collin County under the County's Emergency Program for recovery of direct public safety costs expended by municipalities located in Collin County to address and respond to COVID-19. Councilman King seconded that motion. Motion carries with a 6-0 vote.

ADJOURNMENT:

Mayor Felix adjourned the workshop at 12:10 p.m.

MIKE J. FELIX, MAYOR

ATTEST:

Michelle Lewis Sirianni, City Secretary



Agenda Item Details

Meeting	Jan 19, 2021 - City Council Combined Meeting
Category	E. 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.
Subject	3. Approve an amendment to the professional service contract for the Merritt Road realignment project with Halff Associates in the amount not to exceed one hundred ninety-nine thousand, eight hundred dollars and zero cents (\$199,800.00) and authorizing the City Manager to execute such agreement.
Access	Public
Type	Action (Consent)
Preferred Date	Jan 19, 2021
Absolute Date	Jan 19, 2021
Fiscal Impact	Yes
Dollar Amount	199,800.00
Budgeted	Yes
Budget Source	Certificates of Obligation through the City of Sachse General Fund, along with State and Federal funding.
Recommended Action	Staff recommends approval of an amendment to the professional service contract for the Merritt Road realignment project with Halff Associates in the amount not to exceed one hundred ninety-nine thousand, eight hundred dollars and zero cents (\$199,800.00) and authorizing the City Manager to execute such agreement.
Goals	Strategically invest in the City's existing and future infrastructure.

Public Content

BACKGROUND

The City of Sachse has a major Capital Improvement Project for the widening and realignment of Merritt Road. This item is to consider an amendment to the professional services agreement with Halff Associates for the design of the project.

On February 18, 2019, City Council awarded the original professional service contract to Halff Associates in the amount of \$2,112,000. This design project helps to address the need for improved transportation mobility in the City. These improvements are critical to the development of future projects along the PGBT district as well as the long-term infrastructure needs of the city.

OVERVIEW

Through the design of the project, several changes were required to facilitate utility relocations and additional design elements. This contract amendment adds professional services for the expansion of Merritt Road design plans and specification documents to include an approximate 1,300 linear foot retaining wall, median illumination infrastructure, water line relocations, wastewater force main relocations, and landscape and irrigation for medians. The change order will be funded through the Certificates of Obligation through the City of Sachse General Fund, along with State and Federal funding.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Staff recommends approval of an amendment to the professional service contract for the Merritt Road realignment project with Halff Associates in the amount not to exceed one hundred ninety-nine thousand, eight hundred dollars and zero cents (\$199,800.00) and authorizing the City Manager to execute such agreement.

Halff and Assoc. Contract Amendment No. 1 - Merritt Road Realignment Project.pdf (153 KB)

Presentation - Merritt Rd Halff Associates Contract Amendment 1.pdf (31 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.



CONTRACT AMENDMENT #1

PROFESSIONAL ENGINEERING SERVICES AGREEMENT BETWEEN SACHSE, TEXAS AND HALFF ASSOCIATES, INC.

MERRITT ROAD/WOODBRIDGE PARKWAY FROM PLEASANT VALLEY ROAD TO CREEK CROSSING LANE

(CSJ 0918-47-240)

This Contract Amendment No.1, effective on the date last written below, shall amend the Contract between the City of Sachse (CITY) and Halff Associates, Inc. (HALFF), dated February 18, 2019 referred to in the following paragraphs as the original contract.

This Contract Amendment No. 1 adds professional services for the expansion of Merritt Road design plans and specification documents to include an approximate 1,300 linear foot retaining wall, median illumination infrastructure, water line relocations, wastewater force main relocations and landscape and irrigation for medians

The project SCOPE OF SERVICES is revised to include the following modifications:

I. PROJECT DESCRIPTION

The third paragraph is deleted and replaced with the following:

The project designs for improvements for Woodbridge shall end approximately 500' north of Sachse Road. The Engineer shall design layouts and elevations for an MSE type retaining wall to avoid the placement of additional substantial embankment fill materials on the adjacent NTMWD easement which carries a 72" waterline. The Engineer shall provide infrastructure designs in the form of foundations and PVC conduits with pull ropes and coordinate the same with the local electric provider who will be responsible for light pole assemblies, conductors and electrical service design and installation. The Engineer shall perform median landscape and irrigation designs for the areas between Hudson Drive and Heritage Circle (north). The Engineer shall design an additional traffic signal for the intersection of Hudson Drive and Merritt Road. The Engineer shall prepare designs for the relocation of City of Sachse water and wastewater mains impacted by the project's proposed improvements. The use of soundwalls is not anticipated for the project and is not included in the project scope.



II. TASK SUMMARY

The following change is made for section 1.3.1 Plans to include additional plan set elements as listed below:

- Retaining wall layout and elevation
- Median illumination foundation and conduit layout
- Median planting layout
- Median irrigation layout
- Planting and irrigation details
- Water line plan and profile
- Wastewater force main plan and profile
- Water and wastewater details

Section 3.1 Field and Laboratory part 3. Structures is revised to read as follows:

3. Structures – Six (6) bores at approximately 250' spacing along one retaining wall alignment on west side of project to a depth of 35' or 5' into rock, whichever comes first.

Section 3.2 Design Report is revised to add the following:

- Retaining wall foundation and bearing capacity recommendations, global stability calculations.



For the work described in this Amendment, the CITY will pay HALFF on a lump sum basis as shown in Table A – Fee Summary. The CITY represents that funding sources are in place with the available funds necessary to pay HALFF. The following table presents a summary of the fee amounts for the amended contract.

TABLE A – FEE SUMMARY

	ORIGINAL CONTRACT	AMENDMENT #1	NEW TOTAL
BASIC SERVICES:			
1. Project Management and Design	\$1,090,050.00	\$169,130.00	\$1,259,180.00
2. Right of Way Survey Services	\$117,726.00		\$117,726.00
3. Geotechnical Services	\$97,045.00	\$30,670.00	\$127,715.00
4. Subsurface Utility Engineering (SUE)	\$108,944.00		\$108,944.00
5. Environmental Documentation	\$338,967.00		\$338,967.00
6. Drainage Study	\$62,238.00		\$62,238.00
7. FEMA Conditional Letter of Map Revision	\$27,030.00		\$27,030.00
8. FEMA Letter of Map Revision	NIC		
Total Basic Services (Lump Sum, Not-To-Exceed)	\$1,842,000.00	\$199,800.00	\$2,041,800.00
SPECIAL SERVICES:			
9. ROW Acquisition Services Budget	\$270,000.00		\$270,000.00
Total Special Services (Cost Plus, Not-To-Exceed)	\$270,000.00		\$270,000.00
Project Grand Total (Not-To-Exceed)	\$2,112,000.00	\$199,800.00	\$2,311,800.00



This Amendment may be executed in two (2) or more counterparts each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, CITY and HALFF have executed this Amendment effective as of the date last written below.

CITY OF SACHSE

HALFF ASSOCIATES, INC.

By: _____
Signature

By: _____
Signature

Name: Gina Nash
Printed Name

Name: Dennis Satre, PE
Printed Name

Title: City Manager

Title: Vice President

Date: _____

Date: _____

Attest: _____

Attest: _____

Merritt Road Halff Associates Contract Amendment #1

January 19, 2021



Contract Amendment #1 Items

- Expansion of design plans and specification documents to include:
 - Additional retaining wall
 - Median illumination infrastructure
 - Water line relocations
 - Wastewater force main relocations
 - Landscaping and irrigation
- Additional geotechnical studies



Next Steps

- Approve an amendment to the professional services contract for the Merritt Road realignment project with Halff Associates in the amount not to exceed \$199,800 and authorize the City Manager to execute such agreement.
- Funding for this amendment is available through the Certificates of Obligation, along with State and Federal funding.





Agenda Item Details

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Subject	4. Authorize the purchase to upgrade the electrical components of eight (8) Outdoor Warning Sirens to Joe Goddard Enterprises in the amount of ninety-one thousand fifty-four dollars and 40 cents (\$91,054.40).
Access	Public
Type	Action (Consent)
Preferred Date	Jan 19, 2021
Absolute Date	Jan 19, 2021
Fiscal Impact	Yes
Dollar Amount	91,054.40
Budgeted	Yes
Budget Source	General Fund
Recommended Action	Authorize the purchase to upgrade the electrical components of eight 8 Outdoor Warning Sirens to Joe Goddard Enterprises in the amount of ninety-one thousand fifty-four dollars and 40 cents (\$91,054.40).
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.

Public Content

BACKGROUND

In the FY 2020-2021 budget, the City Council approved funds to upgrade the electrical components of the eight (8) Outdoor Warning Sirens to include the CommanderOne On-Premise and Cloud Based Activation System.

OVERVIEW

All purchases over forty-nine thousand, nine hundred and ninety-nine dollars and ninety-nine cents (\$49,999.99) must be approved by the City Council. Therefore, this item is being presented to the City Council for approval.

POLICY CONSIDERATIONS

There are no policy considerations with this item.

RECOMMENDATION

Authorize the purchase to upgrade the electrical components of eight (8) Outdoor Warning Sirens to Joe Goddard Enterprises in the amount of ninety-one thousand and fifty-four dollars and 40 cents (\$91,054.40).



Invoice

INV-000420

Balance Due
\$91,054.40

Joe Goddard Enterprises

11950 Thousand Oaks Drive
Edmond Oklahoma, 73034
Phone: 405-830-9057

Invoice Date : January 11, 2021

Terms : Net 30

Due Date : February 10, 2021

P.O.# : Cabinet Upgrades

Bill To
Sachse, Texas

#	Item & Description	Qty	Rate	Amount
1	DCFCTBDH DIGITAL CONTROLLER, HIGH BAND, UHF BAND, 2 WAY UL Listed Aluminium cabinets Control box and Battery Box housed in independent cabinets Two-way siren controller for 48VDC Sirens Two-way radio control and status monitoring 256Bit Time Stamping communication encryption Controls mechanical sirens Antenna pole mount bracket with fiberglass Omni antenna. LMR400 Type N Coax. Available in UHF and VHF - Customer to supply radio frequency upon order Turn key install and commissioning of all equipment.	8.00 1	10,506.80	84,054.40
2	CommanderOne CommanderOne On-Premise and Cloud Based Activation System with Everbridge API Connection. Mobile Device Activation using a Smartphone or other web-enabled device SS2000+ System Communication Encoder - AES256 Bit Time Encrypted Digital Communications. VHF/UHF Radio and Power Supply - Customer to supply radio frequency Standard Rack UPS Power Supply All equipment mounted into space saving radio rack in radio room of dispatch.	1.00 1	7,000.00	7,000.00

Sub Total 91,054.40

Total \$91,054.40

Balance Due \$91,054.40

Terms & Conditions

All Payment terms are Net 30 unless otherwise agreed upon and documented.

If paying by credit card there will be a 3.5% fee charged at time of payment.

Cost of equipment is due upon shipment arrival.

Any Installation that requires network or fiber access will be customers responsibility to facilitate.

Any network requirements and installations must be completed before work or commissioning can begin.

All network requirements must meet factory recommended specs to gain factory support.

Any install that requires a connection to the power grid will be the customers responsibility to facilitate.

Rock Clause: Rock, poor soil conditions, water in excavations and other unforeseen site conditions may incur additional charges upon digging.

Authorized Signature of Acceptance _____



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Subject	5. Accept the monthly revenue and expenditure report for the period ending November 30, 2020.
Access	Public
Type	Action (Consent)
Preferred Date	Jan 19, 2021
Fiscal Impact	No
Recommended Action	Accept the monthly revenue and expenditure report for the period ending November 30, 2020.
Goals	Be a model of financial stewardship through growth management, responsible investment, and financial transparency.

Public Content

BACKGROUND

The Finance Department prepares a report each month to update the City Council regarding revenues and expenditures for the City. Included in the report are unaudited summaries for the General Fund, Utility Fund, Debt Service Fund, Sachse Economic Development Corporation, and Sachse Municipal Development District and an analysis of year-to-date sales tax revenue.

POLICY CONSIDERATIONS

The City Charter requires that the City Manager submit a monthly report covering revenues and expenditures.

RECOMMENDATION

Accept the monthly revenue and expenditure report for the period ending November 30, 2020.

[Sales Tax Analysis January 2021.pdf \(81 KB\)](#)

[All Funds 11-30-20.pdf \(113 KB\)](#)

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 OF SACHSE

2020/2021 SALES TAX ANALYSIS

FY 2020	Total Sales tax	General Fund Sales Tax	General Fund Year-To-Date	YTD Percent of Budget	FY 2021	Total Sales tax	General Fund Sales Tax	General Fund Year-To-Date	YTD Percent of Budget
October	240,829	137,609	137,609	8.63%	October	264,016	150,859	150,859	9.01%
November	316,904	181,079	318,688	19.98%	November	374,502	213,991	364,850	21.78%
December	252,331	144,182	462,870	29.02%	December	286,729	163,837	528,687	31.56%
January	272,241	155,558	618,429	38.77%	January	323,637	184,926	713,613	42.60%
February	401,877	229,633	848,061	53.17%	February				
March	250,829	143,324	991,385	62.16%	March				
April	224,183	128,098	1,119,483	70.19%	April				
May	332,834	190,181	1,309,665	82.11%	May				
June	273,969	156,546	1,466,211	91.93%	June				
July	197,476	112,838	1,579,048	99.00%	July				
August	372,977	213,119	1,792,167	112.36%	August				
September	275,319	157,317	1,949,485	122.22%	September				
TOTAL	3,411,769	1,949,485			TOTAL	1,248,884	713,612		
BUDGET		1,595,000			BUDGET		1,675,000		

City of Sachse
Monthly Revenue and Expenditure Report
November 30, 2020
(Unaudited)

GENERAL FUND

17% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference
Revenue Summary					
Property Tax	\$ 13,420,000	\$ 510,406	\$ 807,607	6.02%	A
Sales Tax	1,700,000	213,991	370,726	21.81%	
Franchise Fees	1,847,825	157,941	397,938	21.54%	
Licenses and Permits	621,000	120,726	291,384	46.92%	
Service Fees	916,500	119,348	281,903	30.76%	
Fines	250,000	14,970	30,479	12.19%	
Interest Income	50,000	5,128	15,767	31.53%	
Miscellaneous Income	402,218	40,501	44,157	10.98%	
Intergovernmental Revenue	1,443,819	120,318	240,636	16.67%	
Total Revenue	\$ 20,651,362	\$ 1,303,329	\$ 2,480,598	12.01%	
Expenditure Summary					
City Manager	\$ 759,865	\$ 51,194	\$ 101,946	13.42%	C
City Secretary	209,339	14,200	27,990	13.37%	
Human Resources	388,830	33,896	56,296	14.48%	
Finance	717,569	62,411	141,397	19.71%	
Municipal Court	241,740	16,464	29,305	12.12%	
Parks	1,010,900	101,533	156,070	15.44%	
Senior Programs	146,645	7,157	15,804	10.78%	
Library Services	515,646	37,516	69,404	13.46%	
Community Development	750,215	58,943	109,189	14.55%	
Streets & Drainage	3,341,560	79,239	142,180	4.25%	
Facility Maintenance	562,072	26,151	57,301	10.19%	B
Police	5,581,495	430,894	880,572	15.78%	
Animal Control	240,865	14,653	29,572	12.28%	
Fire/EMS	4,602,376	395,378	696,010	15.12%	
Combined Services	422,652	16,062	232,646	55.04%	
Recreation	386,106	7,676	46,975	12.17%	
City Engineer	368,244	31,853	58,817	15.97%	
Information Technology	746,910	56,997	105,722	14.15%	
Total Expenditures	\$ 20,993,029	\$ 1,442,215	\$ 2,957,198	14.09%	
Total Revenue Over/Under Expenses	\$ (341,667)	\$ (138,886)	\$ (476,600)		

Explanation of Major Variances:

- A** Property Tax receipts peak in December and January
- B** Total annual property and liability premium paid in October
- C** Budget includes one-time transfers to Capital Projects

City of Sachse
Monthly Revenue and Expenditure Report
November 30, 2020
(Unaudited)

UTILITY FUND

17% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference 0%
Revenue Summary					
Water Revenue	\$ 7,460,000	\$ 569,711	\$ 1,300,931	17.44%	
Sewer Revenue	5,197,500	433,708	868,540	16.71%	
Drainage Revenue	210,000	17,420	34,829	16.59%	
Fees	165,700	3,716	16,622	10.03%	
Interest Income	60,000	7,800	21,156	35.26%	
Transfer In-Impact Fee	-	-	-		
Miscellaneous Income	-	-	-		
Total Revenue	\$ 13,093,200	\$ 1,032,355	\$ 2,242,078	17.12%	
Expenditure Summary					
Utility Administration	\$ 442,209	\$ 28,859	\$ 56,478	12.77%	
Water Operations	7,380,181	498,844	979,910	13.28%	
Sewer Operations	5,733,264	258,026	500,718	8.73%	
Drainage Projects	100,000	-	-	0.00%	
Total Expenditures	\$ 13,655,654	\$ 785,730	\$ 1,537,106	11.26%	
Total Revenue Over/Under Expenses	\$ (562,454)	\$ 246,625	\$ 704,972		

Explanation of Major Variances:

City of Sachse
Monthly Revenue and Expenditure Report
November 30, 2020
(Unaudited)

Debt Service Fund

17% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference 0%
Revenue Summary					
Property Tax	\$ 5,035,703	\$ 188,514	\$ 298,251	5.92%	
Interest Income	5,000	109	198	3.96%	
Miscellaneous Receipts					
Total Revenue	\$ 5,040,703	\$ 188,623	\$ 298,449	5.92%	
Expenditure Summary					
Fees	\$ 3,000	\$ 450	\$ 450	15.00%	
Principal	3,543,300	-	-	0.00%	A
Interest	1,495,917			0.00%	A
Transfer Out-Utility Fund					
Total Expenditures	\$ 5,042,217	\$ 450	\$ 450	0.01%	
Total Revenue Over/Under Expenses	\$ (1,514)	\$ 188,173	\$ 297,999		

A Principal payments are due in February and interest payments in February and August

City of Sachse
Monthly Revenue and Expenditure Report
November 30, 2020
(Unaudited)

SACHSE ECONOMIC DEVELOPMENT CORPORATION

17% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference 0%
Revenue Summary					
Sales Tax	\$ 837,500	\$ 106,995	\$ 182,425	21.78%	A
Other Income	\$ 12,500	\$ 10,000	\$ 10,000	80.00%	
Interest Income	5,000	524	1,085	21.71%	
Total Revenue	\$ 855,000	\$ 117,520	\$ 193,510	22.63%	
Expenditure Summary					
Expenditures	855,000	27,463	52,888	6.19%	
Total Expenditures	\$ 855,000	\$ 27,463	\$ 52,888	6.19%	
Total Revenue Over/Under Expenses	\$ -	\$ 90,057	\$ 140,622		

Explanation of Major Variances:

A GISD Grant received in November

City of Sachse
Monthly Revenue and Expenditure Report
November 30, 2020
(Unaudited)

MUNICIPAL DEVELOPMENT DISTRICT

17% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference
Revenue Summary					
Sales Tax	\$ 385,000	\$ 48,610	\$ 84,384	21.92%	
Other Income	\$ -				
Interest Income	500	162	329		
Total Revenue	\$ 385,500	\$ 48,772	\$ 84,712	21.97%	
Expenditure Summary					
Expenditures	249,000				
Total Expenditures	\$ 249,000	\$ -	\$ -		
Total Revenue Over/Under Expenses	\$ 136,500	\$ 48,772	\$ 84,712		

Explanation of Major Variances:



Agenda Item Details

Meeting	Jan 19, 2021 - City Council Combined Meeting
Category	F. Regular Agenda Items
Subject	1. Discuss and consider the board and commissions appointment process.
Access	Public
Type	Action, Discussion, Information

Public Content

BACKGROUND

Historically, the City Council has made renewal appointments each year in November for boards and commissions members with expiring terms, except for the Municipal Development District Board (MDD), the Bylaws of which designate appointments be made annually in June. The City Council typically conducts interviews in October for each board and commission, which includes new applicants and those persons whose terms are expiring. This process has also been followed when vacancy appointments are made during a different time of the year.

OVERVIEW

The City Council has mentioned the possibility of conducting interviews only for new applicants, but has not formally discussed the process and made an official decision on this matter. The City Council will be able to discuss the process and make any recommended changes.

POLICY CONSIDERATIONS

The City's Home Rule Charter does not designate any formal process regarding the appointments for boards and commissions, nor does any Resolution regarding a specific board or commission.

RECOMMENDATION

Discuss and provide feedback to staff regarding the board and commissions process.



Agenda Item Details

Meeting	Jan 19, 2021 - City Council Combined Meeting
Category	F. Regular Agenda Items
Subject	2. Consider appointments to the City's boards and commissions including the Planning and Zoning Commission, the Sachse Economic Development Corporation, the Board of Adjustments, the Municipal Development District, the Library Board, the Parks and Recreation Board, the Animal Shelter Board, and the Tax Increment Financing Board #1.
Access	Public
Type	Action, Discussion, Information
Recommended Action	Motion to appoint/reappoint the following to: Planning and Zoning: EDC: Board of Adjustments: Library Board: Parks and Recreation: Animal Shelter Board: TIF Board #1:

Public Content

BACKGROUND

Each year in November/December, the City Council makes appointments to the City's boards and commissions. On August 3, 2020, the City Council appointed new members to the City's boards and commissions to fill vacancies, but did not make re-appointments at that time. On January 14, 2021, the City Council interviewed new applicants wishing to serve on a board or commission.

OVERVIEW

The City Council will have an opportunity to make reappointment's and any new appointments to fill vacancies for the following boards/commissions:

- Planning and Zoning: Four (4) vacancies
- Economic Development Corporation: Four (4) vacancies
- Board of Adjustments: Three (3) vacancies
- Library Board: Three (3) vacancies
- Parks and Recreation: Three (3) vacancies
- Animal Shelter Board: Four (4) vacancies
- Tax Increment Financing Board #1: Five (5) vacancies

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Make appointments as needed.



Agenda Item Details

Meeting	Jan 19, 2021 - City Council Combined Meeting
Category	F. Regular Agenda Items
Subject	3. Consider appointment(s) of Council liaisons to the City's boards and commissions.
Access	Public
Type	Action, Discussion, Information
Recommended Action	Motion to appoint:

Public Content

BACKGROUND

Every year, the City Council reviews the Council appointed liaisons to each board and commission.

OVERVIEW

The current liaisons to each board, commission or committee are as follows:

- Mayor Felix: North Texas Tollway Authority, North Central Texas Council of Governments
- Councilmember Howarth: Library Board, Tax Increment Financing Board
- Councilmember King: Animal Shelter Advisory Committee, Animal Shelter Board, Wylie Independent School District (WISD), voting member of the Tax Increment Financing (TIF) Board
- Mayor Pro Tem Franks: Parks and Recreation Board, voting member of the Municipal Development District Board
- Councilmember Bickerstaff: Garland Independent School District (GISD), Sachse Economic Development Corporation

There is currently a vacancy for the liaison to the Planning and Zoning Commission.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Appoint and make any changes to the Council liaison positions for the City's boards and commissions.



Agenda Item Details

Meeting	Jan 19, 2021 - City Council Combined Meeting
Category	F. Regular Agenda Items
Subject	4. Discuss the upcoming Street Maintenance Sales & Use Tax Special Election to be held May 1, 2021.
Access	Public
Type	Discussion, Information
Goals	Strategically invest in the City's existing and future infrastructure. Provide excellent government services to Sachse citizens.

Public Content

BACKGROUND

A Street Maintenance Sales & Use Tax Program is a method of funding street maintenance projects through the local sales tax. State Law requires voters to approve the program through an election every four years. In Sachse, voters approved the program through an election in 2017. When taxable goods are purchased in the City, sales tax is paid on that purchase. In the City of Sachse, the sales tax is currently 8.25%.

The current sales tax in Sachse is divided into:

- 6.25% State of Texas
- 1.00% City of Sachse General Operating Budget
- 0.50% Sachse Economic Development Corporation
- 0.25% Street Maintenance
- 0.25% Municipal Development District

The amount of sales tax collected each year varies, based upon economic conditions, and the success of our local businesses. When a purchase is made at a business within the City of Sachse, or through online sales where sales tax is collected, the Street Maintenance Sales & Use Tax program receives a small portion of the taxes paid. Since 2017, funds received have totaled \$1,462,798.

OVERVIEW

If the Street Maintenance Sales & Use Tax is re-approved by the voters, street maintenance project budgets will be developed based upon sales tax information gathered by the Finance Department through the annual budget process.

Any street in the City of Sachse is eligible for fund use. The City selects Street Maintenance Sales & Use Tax projects on an annual basis, based upon pavement conditions and available funds. City staff works with the City Council to identify Street Maintenance Sales & Use Tax projects during the annual budget process.

Completed Projects:

2017

Natchez, Jefferson and Cornwall Street - asphalt
Hooper Street - asphalt
Industrial Park - concrete

2018

Parkview Drive - panel replacement

Pleasant Valley Place - asphalt
Ben Road - asphalt
Longbranch Court - asphalt

2019

Sachse Road - asphalt (78 to 5th Street)
Sachse Road - asphalt (Oakridge to Muddy Creek)
Tina Street repairs
Pecan Grove
Sable Lane
Sachse South Estates - asphalt
Woodbridge Parkway - panel replacement

2020

Park Lane - concrete
James Street - concrete
DeWitt - concrete
Merritt Road - asphalt overlay

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item. The election is set for May 1, 2021, in accordance with State Law.

RECOMMENDATION

Discuss the Street Maintenance Tax for the upcoming special election.

[2021 Street Maintenance Tax Presentation.pdf \(129 KB\)](#)

Street Maintenance Sales and Use Tax Election

January 19, 2020



Overview

- Program Overview
- Project Selection
- Street Maintenance Tax Projects
- Discussion and Next Steps



Program Overview

- A Street Maintenance Sales Tax Program is a method of funding street maintenance projects through the allocation of local sales tax
- State law requires voters to approve the program in an election every four years
- When people purchase taxable goods in the City, they pay a sales tax on that purchase
- The current sales tax is 8.25% which is congruent with other cities throughout Texas



Program Overview

- Sales Tax Breakdown:
 - 6.25% State of Texas
 - 1.00% City of Sachse General Operating Budget
 - 0.50% Sachse Economic Development Corporation
 - 0.25% Street Maintenance
 - 0.25% Municipal Development District
- Sales Tax collection varies each year based on economic conditions and the success of our local businesses. This includes online sales and in-person transactions
- Since 2017, funds received have totaled \$1,462,798



Project Selection

- Any street in the City of Sachse is eligible for funds
- The City selects Street Maintenance Sales & Use Tax projects on an annual basis, based upon pavement conditions and available funds
- City staff works with the City Council to identify Street Maintenance Sales & Use Tax projects during the annual budget process



Street Maintenance Tax Projects

2017:

- Natchez, Jefferson and Cornwall asphalt
- Hooper asphalt
- Industrial Park concrete repairs

2018:

- Parkview Drive panel replacement
- Pleasant Valley Place asphalt
- Ben Road asphalt
- Longbranch Court asphalt



Street Maintenance Tax Projects

2019:

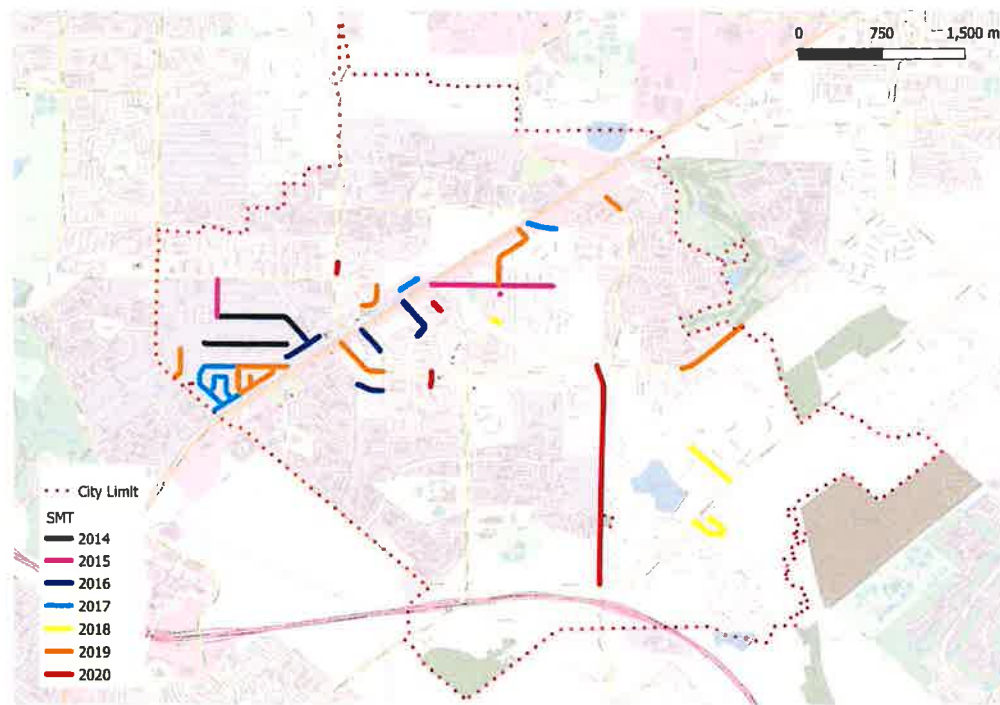
- Sachse Road asphalt (78 to 5th Street)
- Sachse Road asphalt (Oakridge to Muddy Creek)
- Tina Street repairs
- Pecan Grove rehab
- Sable Lane rehab
- Sachse South Estates asphalt
- Woodbridge Parkway panel replacement

2020:

- Park Lane concrete rehab
- James Street concrete rehab
- DeWitt concrete rehab
- Merritt Road asphalt



Street Maintenance Tax Projects



Discussion and Next Steps

- Council discussion of Street Maintenance Tax for upcoming election
- City Council will call the election on February 1, 2021
- Election will be held May 1, 2021





Agenda Item Details

Meeting	Jan 19, 2021 - City Council Combined Meeting
Category	F. Regular Agenda Items
Subject	5. Discuss the 2021 Special Events in the City of Sachse.
Access	Public
Type	Discussion, Information

Public Content

BACKGROUND

COVID-19 restrictions created several challenges in 2020 regarding special events hosted by the City of Sachse. Staff was able to make modifications to these events in order to create some type of normalcy for Sachse residents while following state guidelines. It is time for staff to begin preparing for some key events in 2021.

OVERVIEW

Staff will present several options for the Council to consider for upcoming special events in 2021.

RECOMMENDATION

Receive direction from City Council on how to proceed with special events for 2021.

[Presentation - 2021 Special Events.pdf \(306 KB\)](#)

Special Events 2021

City Council
January 19, 2021



Background

- COVID 19 restrictions created some challenges in 2020 in regards to special events hosted by the City of Sachse.
- Staff was able to make modifications to these events in order to create some type of normalcy for Sachse residents while allowing them to participate in these events while following state guidelines.
- Events such as the Easter Egg hunts were modified so that residents could pick up kits to host their own egg hunt at home.
- The Pumpkin Express was created to deliver pumpkins and candy to kids on Halloween night in order to avoid a large gathering at Salmon Park.
- Most recently, City Council approved for staff to move forward with hosting a drive through Christmas light show on the City Municipal Complex.



Background

- Staff has modified the popular Daddy/Daughter Dance by creating date night kits for residents to register for and pick up. They will be hosting a contest encouraging dads to post their date night pictures on Facebook to win a prize.
- Dallas County Health and Human Services officials estimate that the general population will not receive the COVID 19 Vaccine until July through October 2021.
- Given this information, staff is preparing for event modification for 2021.
- Staff is here today to get feedback and direction from Council on these upcoming events.



July 3, 2021 Red, White, and Blue Blast



Background

- The 2020 Red, White, and Blue Blast was cancelled.
- Staff contacted vendors that required pre-payment for the event and with the exception of one vendor, was able to get a credit of the full payment towards the 2021 event. Those vendors included:
 - Pyro Shows – credit towards 2021 (paid 50% down in 2020 so the remaining 50% will be due in 2021)
 - Portables – credit towards 2021
 - Golf carts – credit towards 2021
 - Band - Reschedule to July 3, 2021 and receive a 25% discount next year. There was a non-refundable 50% deposit paid for 2020.



Considerations

Option 1

- Host the event as in previous years with the parade, food vendors, booths, amusement rides and bounce houses, etc.



Considerations

Option 2

- Host the firework portion of the event only
 - Cancel the vendors, food trucks, kids activities, etc.
 - Cancel the parade
- Residents would watch fireworks from home
 - Staff discussed this option with Pyro shows last year and they would take out the ground show and use larger shells and shorten the length of the show to about 10 minutes.
 - Music could be uploaded to the website and people could click the link to play the music when the show begins.
 - Police would block off Hudson Drive and Sachse High School to minimize residents congregating in large numbers.
 - Staff could also Facebook Live the event.



Considerations

Option 3

- Host a modified version of the event. Some ideas staff has considered include:
 - Some type of drive through food truck event
 - Handing out take home July 4 party celebration bags
 - Moving forward with the firework show at the park and allowing people to view them in the park and surrounding area with very minimal activities at the park to discourage large crowds. This might include still having the band sing but just for the 2 hours leading up to the firework show and having only a few food trucks on site. We would not have kids activities or on stage games, etc.



December 1, 2021 Christmas Extravaganza



Background

- The 2020 Christmas Extravaganza was cancelled. In place of the event City Council approved staff to move forward with hosting a drive through light show on the City Municipal Complex.
- December 2, 2020, we kicked things off with a virtual tree lighting in front of City Hall and started the drive through light show with staff handing out goody bags to those driving through on the first night.
- Staff received 3 bids for the light display. Christmas Décor was chosen for the light tunnel included in their bid at \$47,000.
- Sponsors included: Sachse EDC (\$20,800), The Station (\$10,000), ANB (\$2,500), Atmos (\$1,500), Oncor (\$1,000)
- Within the first week of the drive through we had 4,121 cars drive through the light show.
- Overall we had 17,300 cars view the light display.



Considerations

Option 1

- The City will host another drive through light display for the December 2021 event

Option 2

- The City will host the drive through light display in conjunction with the traditional Christmas Extravaganza festivities

Option 3

- The City will host the Christmas Extravaganza without a light display



On Deck for 2021 Spring Events



Considerations

Easter Egg Hunts

- March 27, 2021
 - Cancel the event and move forward with a modified event similar to that hosted in 2020
 - Host a weekend long egg hunt here on the complex where people could come on their own time. Staff could monitor it throughout the weekend to add more eggs and candy as needed



Considerations

Arbor Day/Cleanup Event

■ April 2021

- Don't have a large gathering of all groups at the municipal complex but allow groups to pick up cleanup packets at the Community Center to host their own cleanup on a day of their choosing. Staff could come up with some contest ideas as well.
- Still have a designated day for Arbor Day and groups could drive through and get their cleanup supplies. Staff could grill hot dogs and volunteers would drive back through after they clean and receive a packed lunch sack with a hot dog and bag of chips.



Next Step

- Staff is requesting direction from Council on whether to continue hosting modified events throughout 2021
- Updates can be brought back to council as needed





Agenda Item Details

Meeting	Jan 19, 2021 - City Council Combined Meeting
Category	F. Regular Agenda Items
Subject	6. Discuss and consider amendments to the Sachse Economic Development Corporation's Bylaws.
Access	Public
Type	Action, Discussion, Information

Public Content

BACKGROUND

The Sachse Economic Development Corporation is one of the City's boards and commissions.

RECOMMENDATION

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

[SACHSE ORIGINAL Bylaws of Sachse Economic Development Corporation.pdf \(39 KB\)](#)

**BYLAWS OF
SACHSE ECONOMIC DEVELOPMENT CORPORATION**

**ARTICLE I
(Offices)**

The principal offices of the Corporation shall be in the City of Sachse, Counties of Dallas and Collin, State of Texas.

**ARTICLE II
(Members)**

The Corporation has no members and is a non-stock corporation.

**ARTICLE III
Board of Directors)**

Section 1. (Number and Term of Office) The business and property of the corporation shall be managed and controlled by a board of seven (7) directors. Each member of the Board of Directors shall serve at the pleasure of the City Council for a term of two (2) years, but in any event, shall service until their successors are appointed. Each member of the Board of Directors shall be a resident of the City of Sachse. Each member of the Board of Directors shall be entitled to one vote upon the business of the Corporation.

Section 2. (Vacancies) In case of any vacancy in the Board of Directors through death, resignation, disqualification, failure to continue to hold office as a member of the City Council, failure to maintain residency in the City, or other cause, a successor director shall be appointed by the City Council of the City of Sachse, Texas.

Section 3. (Place of Meeting) Regular meetings of the Board of Directors shall be held at the City Council Chambers, 3815 Sachse Road, Sachse, Texas, unless otherwise determined by resolution of the Board of Directors. A meeting of the Board of Directors for the election of officers and the transaction of such other business as may come before the meeting shall be held on the second Wednesday in December of each year, unless changed by resolution of the Board of Directors. All meetings, regular or special, shall be called and held in accordance with the provisions of the Texas Open Meetings Act, Chapter 551, Texas Government Code, as amended.

Section 4. (Special Meetings) Special meetings of the Board of Directors shall be held whenever called by direction of the president, or by one-third of the directors then in office.

Section 5. (Notice of Meetings) The Secretary shall cause notice of the time and place of holding each meeting of the Board of Directors to be given to each director. Such notice may be in writing, in person, or by telephone. Notice of each meeting shall be given to the public in accordance with the provisions of the Texas Open Meetings Act, Chapter 551, Texas government Code, as amended.

Section 6. (Quorum) A majority of the Board of Directors shall constitute a quorum for the transaction of business.

Section 7. (Order of Business) At meetings of the Board of Directors, business shall be transacted in such order as the board may determine.

At all meetings of the Board of Directors, the president, or in his or her absence the vice-president, or in the absence of both of these officers, a member of the Board selected by the members present, shall preside. The secretary of the Corporation shall sit as secretary at all meetings of the Board, and in case of his or her absence, the chairman of the meeting may designate any person to act as secretary.

Section 8. (Contracts) No contract or other transaction between this Corporation and any other corporation, person or entity shall be executed unless the majority of the Board who are present and approve by an affirmative vote such contract are persons with no interest in such other person or entity. Provided, that membership in the City Council shall not constitute an interest which shall disqualify Directors from voting on contracts between this Corporation and the City of Sachse.

Section 9. (Additional Powers) In addition to the powers and authorities by these Bylaws expressly conferred upon them, the Board of Directors may exercise all such powers of the Corporation and do all lawful acts and things as are not by statute or by the charter or by the Bylaws prohibited. Without prejudice to such general powers and other powers conferred by statute, by the charter and by these Bylaws, it is hereby expressly declared the Board of Directors shall have the following powers:

- (1) To purchase, or otherwise acquire for the corporation, any property, rights, or privileges which the corporation is authorized to acquire, at such price or consideration and generally on such terms and conditions as they think fit; and at their discretion to pay therefore either wholly or partly in money, notes, bonds, debentures, or other securities or contracts of the Corporation as may be lawful.
- (2) To create, make and issue notes, mortgages, bonds, deeds of trust, trust agreements and negotiable or transferable instruments and securities, secured by mortgage of deed or trust on any real property of the corporation or otherwise, and to do every other act or thing necessary to effect the same,
- (3) To sell or lease the real or personal property of the corporation on such terms as the board may see fit and to execute all deeds, leases and other conveyances or contracts that may be necessary for carrying out the purpose of this corporation.

ARTICLE IV (Officers)

Section 1. (Compensation of Directors and Officers) Directors and Officers, as such, shall not receive any salary for their services but, by Resolution of the Board, expenses incurred in the Corporation's business may be reimbursed.

Section 2. (Executive Officers) The Executive Officers of the Corporation shall be a President and a Vice-President, all of whom shall be elected by and subject to the control of the Board of Directors. The Board of Directors, at each annual meeting of the Board, shall elect by a ballot a President and Vice-President. One person may hold more than one office. The persons holding the office of Secretary and Treasurer shall be non-voting ex-officio members of the Board of Directors, and the office of Secretary shall be held by the City Manager's designee and the office of Treasurer shall be held by the City Manager. The Board of Directors may appoint such other officers as they may deem necessary, who shall have such authority and shall perform such duties as from time to time may be prescribed by the Board of Directors. The City Manager shall serve as Executive Director of the corporation in the absence of a paid Executive Director of the corporation to provide administrative support services for the corporation. The Executive Director shall be a non-voting ex-officio member of the Board.

Section 3. (Powers and Duties of the President) The President shall preside at all meetings of the Directors. He/she shall have the power to sign and execute all contracts and instruments of conveyance in the name of the Corporation, to sign checks, drafts, notes and orders for the payment of money, and to appoint and discharge agents and employees, subject to the approval of the Board of Directors. He/she shall have general active management of the business of the Corporation, and shall perform all the duties usually incident to the office of President.

Section 4. (Vice-President) The Vice-President shall have such powers and perform such duties as may be delegated to him/her by the Board of Directors. In the absence or disability of the President, the Vice-President may perform the duties and exercise the powers of the President.

Section 5. (Power and Duties of the Secretary) The Secretary shall keep the minutes of all meetings of the Board of Directors in books provided for that purpose; he/she shall attend to the giving and service of all notices; he/she may sign with the President, or a Vice-President, in the name of the corporation, all contracts and instruments of conveyance authorized by the Board of Directors, and when so ordered by the Board of Directors, he/she shall affix the seal of the corporation thereto; he/she shall have charge of such other books and papers as the Board of Directors or the Executive Committee may direct, all of which shall, at all reasonable times, be opened to the examination of any director, upon application at the office of the corporation during business hours; and he/she shall, in general, perform all the duties incident to the office of Secretary, subject to be maintained and riled in the office of the City Secretary of the City. He/she shall submit such reports to the Board of Directors as may be requested by them.

Section 6. (Treasurer) The treasurer shall have custody of all funds and securities of the Corporation which may come into his or her hands; when necessary or proper, he/she shall endorse, on behalf of the Corporation, for collection, checks, notes and other obligations and shall deposit

the same to the credit of the Corporation in such bank or depository as the Board of Directors may designate. Whenever required by the Board of Directors, he/she shall render a statement of the Corporation's cash account; he/she shall enter regularly in the books of the corporation, to be kept by him/her for that purpose, a full and accurate account of the corporation; he/she shall, at all reasonable times, exhibit the corporation's books and accounts to any director of the corporation or any officer of the City of Sachse upon application at the office of the corporation during business hours; he/she shall perform all acts incident to the position of treasurer, subject to the control of the Board of Directors, such written statement and accounts to be maintained and filed in the office of the Director of Finance for the City.

He/she shall give a bond for the faithful discharge of his/her duties in such sum, if any, as the Board of Directors may require.

ARTICLE V (Corporation Seal)

No Corporate seal shall be required.

ARTICLE VI (Fiscal Year)

The fiscal year of the Corporation shall begin on the first day of October and terminate on the 30th day of September of each year.

ARTICLE VII (Miscellaneous)

Section 1. (Notices and Waivers Thereof) When, under the provisions of these Bylaws, notice is required to be given to any Director or Officer, unless otherwise provided, such notice may be given personally, or it may be given in writing by depositing the same in the post office or letter box in a post-paid envelope or postal card addressed to such director or officer, at such address as appears on the books of the corporation, and such notice shall be deemed to be given at the time when the same shall be thus mailed. When any notice whatsoever is required to be given by law, or by these Bylaws, a waiver thereof in writing signed by the person or persons entitled to said notice, whether before or after the time stated therein, shall be deemed equivalent thereto.

Section 2. (Negotiable Instruments) All checks, drafts, notes, or other obligations of the corporation shall be signed by such of the Officers of the Corporation or by such person or persons as may be thereunto authorized by the Board of Directors. All checks shall require the signature of two persons.

Section 3. (Resignations) Any Director or Officer may, at any time, resign. Such resignations shall be made in writing and shall take effect at the time specified therein, or, if no time be specified, at the time of its receipt by the President or the Secretary. The acceptance of a

resignation shall not be necessary to make effective, unless expressly so provided in the resignation.

Section 4. (Approval of the City Council) To the extent these Bylaws refer to any approval or other action to be taken by the City, such approval or action shall be evidenced by a certified copy of a Resolution, Ordinance, or motion duly adopted by the City Council.

Section 5. (Organizational Control) Other than as stated herein, the City, at its sole discretion, and at any time, may alter or change the structure, organization, or activities of the Corporation (including the termination of the Corporation), subject to any limitation on the impairment of contracts entered into by such Corporation. The foregoing notwithstanding, the City, at all times during which any indebtedness of the Corporation, the interest on which is exempt from federal income taxation, remains outstanding, will maintain a beneficial interest in the corporation.

Section 6. (Conflict of Interest and Disclosure) A director, an officer of the Corporation, or member of the City Council, or a person related to any of the foregoing in the first degree by consanguinity or affinity as determined under Chapter 573, Government Code, may not lend money to, or borrow money, from the Corporation or otherwise transact business with the Corporation. The Corporation may not lend money to, or borrow money from, or otherwise transact business with a director, an officer, or member of the City Council, or a person related to any of the foregoing in the first degree by consanguinity or affinity. The Corporation may not transact business with or contract with a former employee, officer or board of director member of the corporation for the sale of goods, services or property to the SEDC, or for the purchase of goods, services or property from the Corporation, including a grant, loan or incentive funded in whole or part by the Corporation for a business entity or real property in which the board member has a "substantial interest, until at least one year has elapsed since such person last served on the board of directors, or as an officer or employee of the Corporation.

For purposes of this Section "transact business" mean a contract or an interest, direct or indirect, in any contract for the sale of goods, services or property to the Corporation, or for the purchase of goods, services or property from the corporation, including a grant, loan or incentive funded in whole or part by the Corporation, for a business entity or real property in which a Board member has a substantial interest. For purposes of this Section "substantial interest means in a business entity means: (i) Board member who owns at least a 10% share of the voting stock or shares of the business entity, or owns either at least 10% or at least \$15,000 of the fair market value of the business entity; or (ii) funds received by the board member from the business entity exceed 10% of the Board member's gross income for the previous year. Substantial Interest in real property means Board member's interest is an equitable or legal ownership in the real property with a fair market value of \$2,500 or more.

In the event a Board member or an officer of the Corporation, or a person related to any of the foregoing in the first degree by consanguinity or affinity as determined under Chapter 573, Government Code, has any financial interest in any business transaction with the Corporation, such Board member or officer of the corporation shall file a written disclosure statement within ten (10) business days after the date that such person becomes aware of the facts that require the filing a

disclosure statement. The disclosure statement shall be filed with the Executive Director of the Corporation and shall be in the form of an affidavit and state the nature and the extent of the financial interest in the business transaction with the Corporation.

ARTICLE VIII (Provisions Regarding Bylaws)

These Bylaws shall become effective only upon the occurrence of the following events:

- (1) the approval of these Bylaws by the City Council of the City, which approval may be granted prior to the creation of the corporation; and
- (2) the adoption of these Bylaws by the Board of Directors.

These Bylaws may be amended at any time and from time to time either by majority vote of the directors then in office with approval of the City or by the City, itself, at the sole discretion of the City Council.

These Bylaws shall be liberally construed to effectuate the purposes set forth herein. If any word, phrase, clause, sentence, paragraph, section, or other part of these Bylaws, or the application thereof to any person or circumstance, shall ever be held to be invalid or unconstitutional by any court of competent jurisdiction, the remainder of these Bylaws and the application of such word, phrase, clause, sentence, paragraph, section, or other part of these By-Laws to any other person or circumstance shall not be affected thereby.

ARTICLE IX (Dissolution of Corporation)

It shall not be the purpose of this Corporation to engage in carrying on propaganda or otherwise attempting to influence legislation. Upon the dissolution of the corporation after payment of all obligations of the corporation, all remaining assets of the corporation shall be transferred to the City of Sachse, Texas.



Agenda Item Details

Meeting	Jan 19, 2021 - City Council Combined Meeting
Category	F. Regular Agenda Items
Subject	7. 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, and the CARES Act.
Access	Public
Type	Discussion, Information

Public Content

[Presentation - CARES Act-COVID-19 Update 1.19.21.pdf \(231 KB\)](#)

COVID-19 Update

City Council
January 19, 2021



Vaccine Updates



COVID-19 Vaccine

- Vaccine rollout overview
- Explanation of phases and tiers
- Vaccination opportunities
- Other vaccine details
- Next steps



Vaccine Rollout Overview

- The Advisory Committee on Immunization Practices (ACIP) has met and issued guidance on who should receive the vaccine first
- Texas Department of State Health Services (DSHS) has a committee to direct how the vaccine should be distributed in Texas
- At this time DSHS has created Phase 1A and 1B tiers for vaccination
- As more vaccine is made available additional groupings will be added until everyone is covered

Source: Dallas County



What's Next with the COVID-19 Vaccine in Texas

We Are Here

LIMITED SUPPLY

- 1A: Direct Care - Hospital, Long-Term Care, EMS 9-1-1, Home Health, Outpatient, ER/Urgent Care, Pharmacies, Last Responders, School Nurses
- 1A: Long-Term Care - Residents of Long-Term Care Facilities
- 1B: Persons 65+ or 16+ with at least one chronic medical condition, including pregnancy

ADDITIONAL SUPPLY

- 1C: Under consideration
- 2: Under consideration

BROAD SUPPLY

- 3: Under consideration

Source: dshs.texas.gov



Explanation of Phases & Tiers 1A/1B

Phase 1A First Tier:

- Workers in hospital settings working directly with patients who are positive or at high risk for COVID-19
- Long-term care staff
- EMS providers
- Home health/hospice care workers
- Residents of long-term care facilities

Source: Dallas County



Explanation of Phases & Tiers 1A/1B

Phase 1A Second Tier:

- Staff in outpatient care settings
- Direct care staff in urgent care clinics/free-standing ERs
- Community pharmacy staff
- Public health and emergency response officials
- Last responders (medical examiners, mortuary or death services)
- School nurses

Source: Dallas County



Explanation of Phases & Tiers 1A/1B

Phase 1B:

- People 65 years of age and older
- People 16 years of age and older with at least one chronic medical condition that puts them at increased risk:
 - Cancer
 - Chronic kidney disease
 - COPD (chronic obstructive pulmonary disease)
 - Heart conditions, such as heart failure, coronary artery disease or cardiomyopathies
 - Solid organ transplantation
 - Obesity and severe obesity (body mass index of 30 kg/m² or higher)
 - Pregnancy
 - Sickle cell disease
 - Type 2 diabetes mellitus

Source: Dallas County



Vaccination Opportunities

- Information changes daily
- Local Health Authority:
 - Garland Health provides Health Authority for Garland, Rowlett, and Sachse
 - They will provide vaccinations to City employees as well as the general public based on vaccine availability and individual tier qualifications
- County Vaccination Sites:
 - An individual is encouraged to register in the county they reside, however may register in any county sponsored site throughout Texas
- Local Pharmacies: CVS, Walgreens, Kroger, Walmart and others are available



Other Vaccine Details

- Currently, two FDA approved vaccines:
 - Pfizer (m-RNA)
 - Moderna (m-RNA)
- Vaccine is free
- Vaccine is not mandatory
- Vaccine will be made more widely available as more vaccine is produced
 - Information will be communicated to residents as it becomes available
- Residents can register in any county, regardless of where they live per Governor Greg Abbott

*****Reminder: Sachse is served by the City of Garland Health Department**

Source: Dallas County



Next Steps

- Residents can monitor the City of Sachse's website and Facebook page, as well as the City of Garland's website and Facebook page for more information about vaccination events
- Residents can register for the vaccine with Dallas County, Collin County, or through Garland Health

