

CITY COUNCIL OF THE CITY OF SACHSE DECEMBER 2, 2024, MEETING MINUTES

The City Council of the City of Sachse held a regular meeting on Monday, December 2, 2024, at 6:30 PM at Sachse City Hall, 3815-B Sachse Road. Those present were: Mayor Jeff Bickerstaff, Mayor Pro Tem Brett Franks, Councilmember Michelle Howarth, Councilmember Frank Millsap, Councilmember Chance Lindsey, Councilmember Lindsay Buhler, Councilmember Matt Prestenberg.

A. Meeting Opening

1. Call to Order: The City Council of the City of Sachse will hold a regular meeting on Monday, December 2, 2024, at 6:30 PM to consider the following items of business:

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

2. Invocation and Pledges of Allegiance.

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

B. Recognition

1. Present a proclamation to the Sachse High School Band recognizing their outstanding achievement of advancing to the 2024 UIL State Marching Band Contest in San Antonio.

Mayor Bickerstaff presented a proclamation to directors and drum majors of the Sachse High School Mustang Band to recognize their achievement of advancing to the 2024 UIL State Marching Band Contest.

C. Public Comment

The public is invited to address Council regarding any topic not already on the agenda for action or public hearing. **Comments regarding the Consent Agenda or any discussion-only items on the agenda may be addressed during this Public Comment section.** The time limit is three minutes per speaker. A Public Comment Card should be presented to the City Secretary prior to the meeting. According to the Texas Open Meetings Act, Council is prohibited from discussing any item not posted on the agenda but will take comments under advisement.

Sachse resident, Matthew Holboke, addressed the Council regarding the cost for Council's recent conference, the budget, and various projects.

D. Council/Staff Reports and Updates

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

Councilmember Prestenberg announced that the fall vaccination clinic on November 9 was a success. He encouraged people to come adopt pets, especially large dogs. Mayor Pro Tem Franks invited families to attend the family pickleball tournament and the final teen rise event. He also encouraged people to purchase the City of Sachse ornament on sale at the Community Center. Councilmember Lindsey reminded residents about pancakes with Santa on December 7 and the Police Department Chaplaincy toy drive through December 15.

Councilmember Millsap noted the mental health workshop at the Sachse Public Library on December 14, the book talk on December 18, and the teen weekend event on December 28.

City Manager Gina Nash announced achievements by David Garrett for earning his TCFP Fire Intermediate Certification and Angel Contreras for completing his TCEQ Wastewater Collection Operator II License. She thanked the Parks, Public Works, and Recreation teams for their work getting the Municipal Complex ready for Christmas. She provided an update on Bailey Road and encouraged residents to sign up for Bailey Road e-Newsletter on the City website.

Mayor Bickerstaff invited the public to join the fun at the Christmas Extravaganza on December 4. City offices will be closed in observance of the holidays on December 24, 25, and January 1. The inaugural Sachse Trail of Lights features a map of decorated homes and local businesses with holiday specials, creating a self-guided tour for families to enjoy. The map can be found on the City website. The Holiday Grease Roundup helps to keep Sachse's pipes free of clogs. Drop off used cooking oil and grease for free at Fire Station 1 or Fire Station 2 through January 12. The Police Department is hosting a holiday package service to protect deliveries through December 23. The Comprehensive Plan survey closes December 8. Volunteers are needed for Boards and Commissions; contact City Secretary Leah Granger for information. Mayor Bickerstaff also recognized Ms. Granger for completing certification to become a Texas Registered Municipal Clerk.

E. Consent Agenda

Consent Agenda items are routine or administrative in nature, have been discussed previously at a Council meeting, and/or do not warrant discussion. Council will act upon these items with one motion. There will be no separate discussion of these items unless a Councilmember requests the item be removed from the consent agenda. **If you have comments related to items on the Consent Agenda, please address them in the Public Comment section of the meeting.**

2. Accept the monthly revenue and expenditure report for the period ending October 31, 2024.
3. Accept the Quarterly Budget and Investment Reports for the quarter ending September 30, 2024.
4. Approve a resolution authorizing participation in the Texas Short Term Asset Reserve (TexSTAR) Program Investment Pool, designating authorized representatives, and providing for an effective date.
5. Approve a resolution authorizing participation in the Local Government Investment Pool (LOGIC), designating authorized representatives, and providing for an effective date.
6. Declare as surplus property and authorize the disposal of a 1996 Dodge RAM 3500 (Asset 298), 2002 GMC-W5500 (Asset 138), and 2010 E-One Typhoon (Asset 350) via online auction.

Councilmember Millsap requested item one on the consent agenda be removed for discussion.

Councilmember Howarth made a motion to approve consent agenda minus the first item. Councilmember Prestenberg seconded the motion, and it carried 7 - 0. None voted against.

F. Action Items

Action items are for Council discussion and consideration for action. **The Mayor will invite comments before the Council votes.** A Public Comment Card should be given to the City Secretary prior to the start of the meeting.

1. Approve the November 18, 2024, meeting minutes.

Councilmember Millsap requested this item be removed from the consent agenda. He noted a typo in item F1 of the November 18 minutes. Instead of "Councilmember Franks" the comments should read, "Councilmember Millsap recused himself..."

Councilmember Millsap made a motion to approve the minutes with the noted correction. Councilmember Howarth seconded the motion, and it carried 7 - 0. None voted against.

1. Discuss and consider authorizing the City Manager to execute an agreement with Baker Tilly Advisors Group, LP in an amount not to exceed Sixty-Six Thousand, Nine Hundred Ninety-Five and No/100 Dollars (\$66,995.00) to conduct a comprehensive compensation and classification study.

Director of Human Resources Jana Ventura provided background and overview of the classification analysis process. She noted that positions would be reviewed, not the individual people in the positions. If approved, Baker Tilly will provide a recommendation and a final report of the classifications and corresponding rates recommendation. The Human Resource (HR) team will be trained on how to maintain and update the resulting tool as needed. Jada Kent with Baker Tilly answered questions from the City Council.

Councilmember Millsap expressed concern about the cost. He would prefer to complete the study in-house. Ms. Nash explained that the City HR team is very lean and focuses on benefits, employee relations, and payroll and completing the study in-house would take away from existing responsibilities. Using a third party also gives employees confidence that the review is objective, not subjective.

The consensus among the other Councilmembers was for a third-party, data-driven study to assure validity and integrity. Ms. Nash noted that Councilmembers will review and provide input on the comparator cities during this process.

Councilmember Howarth made a motion to approve the item as presented. Councilmember Prestenberg seconded the motion, and it carried 6 - 1. Councilmember Millsap voted against it.

2. Discuss and consider authorizing the City Manager to execute a professional services agreement for the design of West Creek Lane (BP-21-B02) between the City of Sachse and Binkley Barfield | DCCM in the amount of Two Hundred Eighty-Two Thousand, Four Hundred Fifty and No/100 Dollars (\$282,450.00).

Director of Public Works and CIP Corey Nesbit noted that due to the updated funding cycle for the Bond 2021 program, this project can be addressed sooner than originally anticipated. City Engineer Cameron Cermin provided an overview of the West Creek Lane project, noting that it has reached the end of its life and cannot be sustained by patching and routine maintenance.

Sachse resident, Matthew Holboke, addressed the Council regarding details of the project.

Councilmember Buhler made a motion to approve the item as presented. Councilmember Howarth seconded the motion, and it carried 7 - 0. None voted against.

3. Consider authorizing the City Manager to execute a professional services agreement for the design of Williford Road (BP-21-B03) between the City of Sachse and LJA Engineering, Inc. in the amount of Eight Hundred Ninety-Nine Thousand, Six Hundred and No/100 Dollars (\$899,600.00).

Mr. Cermin provided an overview of the Williford Road project. Due to its age, the roadway, cannot be sustained by patching and routine maintenance. Councilmember Buhler asked if a barrier could be considered between the roadway and the ballfield to increase safety.

Sachse resident, Matthew Holboke, addressed Council regarding funding, details, and duration of the project.

Mr. Nesbit noted that design is estimated to be complete in 10 months. The intent is that the Bond 2021 Fund will completely cover the project; however, as the design progresses, it is possible that the Utility or Drainage Funds may be needed to supplement it.

Councilmember Lindsey made a motion to approve the item as presented. Councilmember Howarth seconded the motion, and it carried 7 - 0. None voted against.

G. Discussion Items

These items are for Council and staff to discuss as needed. **Comments on Discussion Items should be addressed in the Public Comment Section of this meeting.**

1. Receive the quarterly Bond 2021 update.

Ms. Nash reviewed the progress on the Bond 2021 projects approved by voters in November 2021.

H. Executive Session

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

Mayor Bickerstaff adjourned the Council to Executive Session at 7:49 PM.
The Council returned to Regular Session at 8:41 PM.

I. Action Resulting from Executive Session

Action items are for Council discussion and consideration for action. **The Mayor will invite comments before the Council votes.** A Public Comment Card should be given to the City Secretary prior to the start of the meeting.

1. Take any action as a result of Executive Session regarding the annual review of the City Manager.

Councilmember Howarth made a motion to authorize the Mayor to negotiate and execute a fifth amended and restated employment agreement for the City Manager to amend Section Three "Salary" to provide for a three percent increase in annual base salary, effective

December 2, 2024. Councilmember Buhler seconded the motion, and it carried 7 - 0. None voted against.

J. Adjournment

Mayor Bickerstaff adjourned the meeting at 8:42 PM.



Jeff Bickerstaff, Mayor

ATTEST:



Leah K Granger, City Secretary

