

**CITY COUNCIL OF THE CITY OF SACHSE
MEETING MINUTES
NOVEMBER 14, 2022**

The City Council of the City of Sachse held a regular meeting on Monday, November 14, 2022, at 6:30 p.m. at Sachse City Hall, 3815-B Sachse Road. Those present were Mayor Jeff Bickerstaff; Mayor Pro Tem Brett Franks; Councilmembers Frank Millsap, Chance Lindsey, and Lindsay Buhler; City Manager, Gina Nash; City Secretary, Leah Granger; City Attorney, Kevin Laughlin; Assistant City Manager, Lauren Rose; Finance Director, David Baldwin; Assistant Finance Director Ryan Bredehoeft; Director of CIP and Public Works, Corey Nesbit; Leisure Services Director, Lance Whitworth; Fire Chief, Marty Wade; Deputy Fire Chief, Lee Richardson; Police Chief, Bryan Sylvester; Development Services Director, Matt Robinson; Assistant to the City Manager, Amanda Chi; IT Manager, Mike Pastor; Library Services Manager, Daniel Laney; and Senior Center Manager, Robin Woodward.

Those absent: Matt Prestenberg

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

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

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

SPECIAL ANNOUNCEMENTS:

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

Mayor Pro Tem Franks announced that the Christmas Extravaganza is on December 7 at 6 p.m. and encouraged all to attend.

Mayor Bickerstaff's announcements:

- The Community Survey response deadline is November 16.
- City offices will be closed for Thanksgiving on November 24 and 25.
- Protect your drains during the holidays by recycling your cooking oil and grease at Sachse Fire Station #1 or #2. The 2022 Holiday Grease Roundup runs from November 14 through January 9. Details are on the City's website.
- Decorate a Christmas tree at the Michael J. Felix Community Center. Voting will be open to the public between December 6 and 14.
- The Christmas Light Contest has returned. Register by sending pictures of your light display to Amanda Chi (achi@cityofsachse.com). The deadline for submission is December 9.
- The Christmas Parade and Extravaganza will take place on Wednesday, December 7. The parade will start at Sachse High School at 6 p.m. and end at the Municipal Complex. Register your float on the City Website or enjoy the display along the route, either way, be sure to check out the tree lighting at 7 p.m. at the Community Center. There will also be visits with Santa, a petting zoo, and much more.

- The Police Department lends a helping hand to the community by providing a holiday package service. They will accept packages between November 21 and December 22. Some restrictions apply, check out the City's website for details.

PUBLIC COMMENT

Matthew Holboke, 1155 Oak Ridge Circle, regarding the Police Department's toy collection event, the health insurance cost, and the EDC Council liaison

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 October 17, 2022, meeting minutes
- 2 Approve the November 1, 2022, special meeting minutes
- 3 Accept the monthly revenue and expenditure report for the period ending September 30, 2022
- 4 Approve a resolution adopting the City of Sachse, Sachse Economic Development Corporation, Sachse Municipal Development District, Tax Increment Financing Reinvestment Zone Number One, Tax Increment Financing Reinvestment Zone Number Two, and Tax Increment Reinvestment Zone Number Three Investment Policy ("Sachse Investment Policy")
- 5 Adopt a resolution accepting and approving the Collin County 2022 Tax Roll
- 6 Approve a resolution consolidating cooperative purchase agreements for the City of Sachse
- 7 Authorize the City Manager to execute a contract amendment for live-streaming services with Swagit Productions, LLC in the amount of Ninety-Nine Thousand, Six Hundred Thirty and No/100 Dollars (\$99,630)
- 8 Authorize the City Manager to execute a professional services contract for audio-visual upgrades for the Laurie Schwenk Multipurpose Room between the City of Sachse and Visionality in the amount of Eighty-Two Thousand, Three Hundred Fifty-Six and 20/100 Dollars (\$82,356 20)
- 9 Authorize the City Manager to execute a professional services contract between the City of Sachse and Visionality for audio-visual upgrades in the Library meeting room in the amount of Sixty-Five Thousand, One Hundred Thirteen and 90/100 Dollars (\$65,113 90)
- 10 Authorize the purchase of two (2) 2023 Chevrolet 1500 Silverado Pickup Trucks from Caldwell Country through the BuyBoard cooperative purchasing program not to exceed the budgeted funds of Eighty-One Thousand, Six Hundred Eighty-One and 50/100 Dollars (\$81,681 50) for the City of Sachse Public Works Department
- 11 Authorize the purchase of two (2) 2023 Chevrolet Tahoe Police Pursuit Vehicles 2WD from Lake Country Chevrolet through the TIPS USA Collective Purchasing Contract #210907, in the amount of Seventy-Eight Thousand, One Hundred Seventy-Six and No/100 Dollars (\$78,176 00) for the City of Sachse Police Department
- 12 Authorize the purchase of two (2) 2023 Ford Interceptor SUVs AWD (Explorer) from Sam Pack's Five Star Ford through the Tarrant County Collective Purchasing Contract

#2019-014, in the amount of Eighty-Four Thousand, Two Hundred Eighty-Seven and 26/100 Dollars (\$84,287 26) for the City of Sachse Police Department

Councilmember Millsap requested that Items #7 and #8 be removed from the Consent Agenda for discussion. Councilmember Howarth made a motion to approve the Consent Agenda as presented minus Items #7 and #8. Mayor Pro Tem Franks seconded the motion, and it carried unanimously.

7 Authorize the City Manager to execute a contract amendment for live-streaming services with Swagit Productions, LLC in the amount of Ninety-Nine Thousand, Six Hundred Thirty and No/100 Dollars (\$99,630)

Councilmember Millsap asked if recording and keeping video on file for each meeting was going to be the standard moving forward. He also asked if executive sessions would be video recorded. Ms. Nash clarified that the recording is the standard for regular meetings and minutes will be checked against the recording. The City does not record executive sessions but takes notes during the meeting and are sealed and kept on file in case of a legal proceeding, as is allowed by law.

Councilmember Millsap made a motion to approve the item as presented. Councilmember Lindsey seconded the motion and it passed unanimously.

8 Authorize the City Manager to execute a professional services contract for audio-visual upgrades for the Laurie Schwenk Multipurpose Room between the City of Sachse and Visionality in the amount of Eighty-Two Thousand, Three Hundred Fifty-Six and 20/100 Dollars (82,356 20)

Councilmember Millsap asked if part of the reason for the upgrade was to help encourage rentals by the community. Ms. Nash responded that upgrading the equipment in the Senior Center and the Library will, hopefully, increase interest by the public. The audio-visual capabilities will be advertised to the public once upgraded.

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

REGULAR AGENDA ITEMS

Consider an ordinance canvassing the returns and declaring the results of the Special Charter Amendment Election held in the City of Sachse on November 8, 2022

Ms. Granger explained that in order to make the results of the election official, the Council must canvass those results. However, the City cannot complete this process until both Collin and Dallas Counties have certified their results of the election. By law, canvassing must take place between November 14 and 22, so once the results from the counties are certified, Council will need to hold a special meeting. Mayor Bickerstaff commented that due to the 72-hour posting requirement, the special meeting will be held either Monday or Tuesday of the next week. No action was taken.

Conduct a public hearing to consider and act on a request for a Special Use Permit for VS Express Auto, an automobile sales use, located at 6610 Industrial Drive, within Sachse city limits

Mr Robinson explained the Special Use Permit request for VS Express Auto. The Planning and Zoning Commission voted to approve the proposed request on October 10. Staff does recommend approval of the item. With requested clarification, the business would be in-door automobile sales by appointment only.

The Public Hearing was opened at 6:56 p.m. Mr. Kambiz Arian, 6610 Industrial Drive, was available for questions. There were no questions or comments. The Public Hearing was closed at 6:57 p.m.

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

Discuss and consider a drawdown plan for the City of Sachse's unreserved fund balance

Ms. Nash, Mr. Baldwin, Mr. Nesbit, and Ms. Rose presented the staff's recommendation for a drawdown plan for the unreserved fund balance. A healthy fund balance is maintained to protect credit worthiness and financial position during emergencies or economic fluctuations. An estimated \$7.1 million above the targeted 35% of operations costs will be available at the end of fiscal year 2022 and could be used for emergencies, nonrecurring expenditures, or major capital purchases. Each time the discussion on how to use the fund balance began, it was halted for various reasons. Staff presented a preliminary list of projects recommended for Council to review and provide direction.

Councilmembers provided comments and relative interests in projects on which staff should focus. Mayor Pro Tem stated several times that the process needs to move forward and use the funds. There was discussion on which projects should take priority and the best way to expend the budget. There was a general consensus to maintain the 35% target reserve balance rather than the lower 25%.

Matthew Holboke, 5511 Oak Ridge Circle, expressed concern about the cost of a Public Works and Parks facility.

The Mayor noted that the projects recommended are worthy projects to be considered. Staff will refine the list and address comments from Council at future Council meetings in order to move forward.

Discuss future Long-Range CIP projects

Mr. Nesbit provided an update on current projects and detailed the projects on the horizon. He specified that the current projects noted do not use 2021 Bond funds. Council asked several questions about the long-term plan for Blackburn/Ingram Road. Mayor Pro Tem Franks also thought the sidewalk maintenance list is getting longer and a plan needs to be formulated.

Matthew Holboke, 5511 Oak Ridge Circle, asked about the Blackburn Road concept

Mayor Bickerstaff commented that the projects presented looked good and asked staff to include Blackburn/Ingram Road to the list of projects to be reviewed. Ms. Nash noted that staff will come back with a neighborhood package with streets, master plan results for utilities, and drainage projects for Council to review at a later Council meeting.

Consider authorizing the City Manager to negotiate and enter into a contract in the amount not to exceed Six Hundred Seventy Thousand and No/100 Dollars (\$670,000.00) with Reynolds Asphalt and Construction Co. for Williford Road, Blackburn/Ingram Road, and Ben Davis Road asphalt street repairs.

Mr. Nesbit said that using a cooperative purchasing agreement, the City has an opportunity to mill and overlay the asphalt on Williford Road, Blackburn/Ingram Road, and Ben Davis Road in a similar fashion to Merritt Road and Sachse Road. When asked if Third Street could be included, Mr. Nesbit responded that the road needs utility upgrades and will be addressed in the Capital Improvement Projects (CIP) list. Concern about the asphalt not lasting long enough was raised, to which Mr. Nesbit replied that it is not a perfect solution, but it will allow some improvement now while design is being completed for a more permanent upgrade of the roadway.

Steve Raynes, 6705 Coral Lane, spoke regarding the dangers on Williford Road.
James Long, 4525 Parkdale Circle, commented on the delay of action on Williford Road.

Ms. Nash noted that one of the challenges with Williford Road was the Sable Hills development ongoing. Waiting for the construction in the area to be complete will allow the asphalt to last a little longer.

Councilmember Howarth 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 Fourth Amendment to the Development Agreement by and between PMB Station Developer, LLC and the City of Sachse for The Station, as approved to final form by the City Attorney.

Ms. Rose provided an overview of the PID and TIRZ items and their relation to each other. She recounted the different steps and approvals associated with the items. The Fourth Amendment to the Development Agreement memorializes the agreement between the City and PMB regarding Heritage Park.

Councilmember Millsap questioned the payment amounts being requested, and the need to raise the percentage of contribution. He is concerned that the City is adding to the tax payer's cost for the project. Mary Petty, PID Administrator with P3 Works, noted that the dollar amount of the agreement is not changing. The change in percentage is because the City dropped the tax rate, altering the percentage of what would be contributed from the TIRZ based on the original agreement. The original agreement was for 36 cents, which was 50% of the City's tax rate (.72 cents) at the time, to be deposited into the account. Since the tax rate was lowered to \$0.650416,

the 36 cents identified in the original agreement now constitutes a greater percentage than it originally did when the tax rate was approximately 72 cents, and the percentage of contribution needs to be adjusted to maintain that amount Ms Nash clarified that the agreement is capped at \$41 million, which has not changed

Councilmember Howarth made a motion to approve the item as presented Councilmember Buhler seconded the motion and it passed 5-1 with Councilmember Millsap voting no

Conduct a public hearing to receive public input on a proposed ordinance amending Ordinance No 3898, establishing Tax Increment Financing Reinvestment Zone Number Two of the City of Sachse, Texas, as amended, increasing the percentage of the City's tax increment contribution to the tax increment fund and take appropriate action

Ms Petty noted that the TIRZ #2 Board met and approved the final plan to adjust the percentage of contribution When asked if the zone dissolves when the cap is met, Kevin Laughlin, City Attorney, clarified that the zone will continue to exist but there would be no more contributions The zone would continue to be responsible for paying obligations It would stop receiving contributions after the maximum dollar amount is reached or the 30-year contract is reached, whichever comes first Ms Petty went on to say that these are 30-year bonds but if the \$41 million is collected within 20 years, there are still 10 years remaining to make payments on obligations The money would remain in the fund but additional money would not be contributed by the City

The Public hearing was re-opened at 8 23 p m

Matthew Holboke, 5511 Oak Ridge Circle, asked for the math to be explained Ms Petty noted that the fund will be collecting more money by percentage than would have previously been collected since the property values have gone up but the fund is still only collecting 36 pennies on the value Mr Laughlin clarified that the way the original development agreement was written in 2018, was that the City would contribute 36 cents on the then existing tax rate of 72 cents per \$100 The City agreed to continue to provide the equivalent of that 36 cents per 72 cents So, when the tax rate went down, the percentage of contribution had to go up in order to equal the 36 cents The tax increment may be larger and, potentially, will reach the maximum amount more quickly than originally anticipated Regardless of when the amount is reached, the amount of the agreement will not change When the cap is reached, the full tax increment will revert back to the City

The Public Hearing was closed at 8 28 p m

Councilmember Howarth made a motion to approve the proposed ordinance as presented Councilmember Lindsey seconded the motion and it carried unanimously

Conduct a public hearing and consider the adoption of an ordinance accepting and approving an amended and restated service and assessment plan and assessment rolls for the Sachse Public Improvement District No 1, levying special assessments against certain property in Improvement Area #2 and Improvement Area #3 of the District and making certain findings and determinations relating to the District

Ms Petty presented the latest Service and Assessment Plan that has been amended and restated and updated to reflect bond pricing this morning. The only difference from the preliminary plan is the pricing, interest rates, and payment schedules. She clarified that improvement areas are like construction phasing within the Public Improvement District (PID). They are defined separately because of similar qualities of properties.

Mayor Bickerstaff opened the Public Hearing at 8:34 p.m. As there were no comments, the Public Hearing was closed at 8:34 p.m.

Councilmember Lindsey made a motion to approve the item as presented. Mayor Pro Tem Franks seconded the motion and it passed unanimously.

Consider the adoption of an ordinance approving the issuance and sale of “City of Sachse, Texas, Special Assessment Revenue Bonds, Series 2022 (Sachse Public Improvement District No 1 Improvement Area #1 Project)” and approving various documents related to such bonds

Jason Hughes, Financial Advisor with Hilltop Securities, provided a summary for both items related to the Special Assessment Revenue Bonds. He noted that the previous actions provide security for the bonds about to be requested for approval. Bonds for Improvement Areas #1 and #2-3 were sold today. He noted that the Bonds may only be paid from the assessment within the District and presented the costs for the improvement areas. One of the nice things seen in PIDs so far is that as development and value has been put in, there has been a diversification of the assessment payers and refinancing has been possible. As a result, the assessments have been driven down, meaning property owners would owe less every year. If Council approves, the closing date is anticipated on December 8, 2022.

Councilmember Buhler made a motion to approve the item as presented. The motion was seconded by Councilmember Howarth and it carried unanimously.

Consider the adoption of an ordinance approving the issuance and sale of “City of Sachse, Texas, Special Assessment Revenue Bonds, Series 2022 (Sachse Public Improvement District No 1 Improvement Areas #2-3 Project)” and approving various documents related to such bonds

There was no discussion on the item as it was related to the previous item. Councilmember Howarth made a motion to approve the item as presented. The motion was seconded by Councilmember Lindsey and it passed unanimously.

Consider a resolution accepting and approving a preliminary 2022 O&M annual service plan update for the Sachse Public Improvement District No. 1 at The Station and call for a public hearing to be held during the Regular City Council Meeting on Monday, December 5, 2022, regarding the levy of assessments against property within the District that is specially benefited by authorized services being financed.

Ms. Nash noted that this item has to do with the additional levy on the property for the Operations and Maintenance (O&M) plan. The public hearing would be called for December 5, if approved. Ms. Petty commented that the item is to approve the preliminary O&M plan, as required by state statute, and put it on file with the City Secretary. Then P3 Works would mail notice to all of the affected property owners within The Station PID with information specific to the type of property and location.

A motion was made by Councilmember Lindsey to approve the item as presented. Mayor Pro Tem Franks seconded the motion and it passed unanimously.

Mayor Bickerstaff adjourned the meeting at 8:47 p.m.


Jeff Bickerstaff, Mayor

ATTEST:


Leah K Granger, City Secretary

