



**Monday, March 18, 2024
City Council Meeting**

**Council Chambers
3815 Sachse Road, Building B
6:30 PM**

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

The City of Sachse reserves the right to reconvene, recess, or realign the meeting, called Executive Session, or order of business at any time prior to adjournment.

As authorized by Section 551.071(2) of the Texas Government Code, these meetings may be convened into closed Executive Session at any time during the City Council meeting for the purpose of seeking confidential legal advice from the City Attorney on any agenda item listed herein.

A. Meeting Opening

1. Call to Order: The City Council of the City of Sachse will hold a Regular Meeting on Monday, March 18, 2024, at 6:30 PM to consider the following items of business:
2. Invocation and Pledges of Allegiance.

B. Recognition

1. Present a proclamation recognizing National Surveyors Week.
2. Recognize the Sachse Economic Development team for receiving the 2023 Economic Excellence Achievement Recognition from the Texas Economic Development Council.

C. Public Comment

1. The public is invited to address Council regarding any topic not already on the regular agenda. Comments regarding the Consent Agenda may be addressed during Public Comment. The time limit is 3 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.

D. Council/Staff Reports and Updates

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

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 so requests.

1. Approve the March 4, regular meeting minutes.
2. Authorize the City Manager to execute a professional services agreement for the design of the Public Works Pump Station Improvements between the City of Sachse and Kimley-Horn and Associates in the amount of Two Hundred Fifty-Two Thousand, Eight Hundred and No/100 Dollars (\$252,800.00).

F. Regular Agenda Items

1. Discuss and consider approving a contract amendment with Community Waste Disposal, the City's solid waste and recycling provider.
2. Adjournment.

I, the undersigned authority, do hereby certify that this notice of a public meeting was posted in accordance with the regulations of the Texas Open Meetings Act and was posted on the bulletin board, an accessible location at Sachse City Hall.


Leah K Granger, City Secretary

Posted: 03/14/2024 by 5 p.m. Removed: _____

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 972-495-1212, via email at lrose@cityofsachse.com, or by appointment at 3815 Sachse Road, Building B, Sachse, Texas 75048.

B. Recognition

Subject: 1. Present a proclamation recognizing National Surveyors Week.

Meeting March 18, 2024 - City Council Meeting

Access Public

Type Recognition

Fiscal Impact None

Recommended Action Present a proclamation recognizing National Surveyors Week.

Goals

BACKGROUND

President Ronald Reagan proclaimed National Surveyors Week on February 13, 1984. National Surveyors Week every year starts on the third Sunday in March and aims to educate the public through classroom contact, media, and visible public service.

The Texas Society of Professional Land Surveyors has worked with many area libraries and schools to demonstrate what land surveying is and to showcase land surveying instruments, the history of land surveying, and career opportunities in land surveying.

Sachse's orderly development relied on Land Surveyors to ensure the city was built as the founders intended it to be developed through platting, topographic mapping, and even to help define the city limits.

Christopher Bentle, Sachse resident and Land Surveyor, will accept the proclamation.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Present a proclamation recognizing National Surveyors Week.

File Attachments

1. Surveyors Week_2024

Proclamation

WHEREAS, for more than a quarter millennium, surveyors have played a central role in the epic saga of America, her people, and the land they love; and

WHEREAS, three of the four Presidents depicted on Mt. Rushmore were surveyors, including Thomas Jefferson, who tasked two of the most famous land surveyors in U.S. history, Meriwether Lewis and William Clark, to embark on an expedition through the uncharted territory purchased from France, sowing seeds of “Manifest Destiny” and a sense of purpose that would shape the trajectory of our people for years to come; and

WHEREAS, to inspire continued immigration from the United States, Stephen F. Austin, the Father of Texas, published the first commercially-produced map of the region in 1830 and updated it in 1840 to reflect Texas’ newfound status as a sovereign nation; and

WHEREAS, surveyors paved the way for many glories of the past, and their influence is as significant as ever in the present – whether construction, transportation, conservation, industry, or disaster recovery, much of modern life depends on our talented surveyors; and

WHEREAS, the field of land surveying is a sophisticated science that involves principles of geodesy, mathematics, advanced data collection and mapping methods, related applied and physical sciences, and relevant laws to measurement, evidence, and boundaries; and

WHEREAS, from land ownership to infrastructure development, surveyors make a meaningful, tangible difference in our city, state and nation; and

WHEREAS, the profession requires a breadth of technical expertise, astute analytical abilities and great attention to detail;

NOW, THEREFORE, I, Jeff Bickerstaff, Mayor of the City of Sachse, do hereby proclaim March 17 through 23, 2024, as

SURVEYORS WEEK

in the City of Sachse and encourage the public to acknowledge and applaud these hardworking professionals for the important work they do, which is of great benefit to us all.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Sachse, Texas to be affixed on this 18th day of March, 2024.

Gold
Seal



Jeff Bickerstaff, Mayor

B. Recognition

Subject:	2. Recognize the Sachse Economic Development team for receiving the 2023 Economic Excellence Achievement Recognition from the Texas Economic Development Council.
Meeting	March 18, 2024 - City Council Meeting
Access	Public
Type	Recognition
Fiscal Impact	None
Recommended Action	Recognize the Sachse Economic Development team for receiving the 2023 Economic Excellence Achievement Recognition from the Texas Economic Development Council.
Goals	Provide excellent government services to Sachse citizens.

BACKGROUND

In an effort to continue strengthening the knowledge and skills of economic development professionals and volunteers throughout the state, the Texas Economic Development Council (TEDC) has instituted its Economic Excellence Recognition Program. The Economic Excellence Recognition Program provides recognition to economic development organizations that meet a desired threshold of professionalism. Recipients qualify for recognition based on training taken by their governing board/council as well as the economic development director and professional staff. Certifications, professional memberships and activities, and organizational effectiveness of the economic development staff also contribute to the standards for qualification.

On February 23, 2024, the TEDC issued a press release recognizing seventy-two economic development organizations, including the City of Sachse/Sachse Economic Development Corporation, for this achievement. Sachse was recognized for the third year in a row.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Recognize the Sachse Economic Development team for receiving the 2023 Economic Excellence Achievement Recognition from the Texas Economic Development Council.

File Attachments

1. TEDC 2023 EER Press Release



News Release

Texas Economic Development Council

For more information contact:

Mr. Carlton Schwab

President/CEO

Texas Economic Development Council

(512) 480-8432

carlton@texasedc.org

For Immediate Release

February 23, 2024

TEDC Recognizes 2023 Economic Excellence Recognition Recipients at 2024 Winter Conference

The Texas Economic Development Council (TEDC) announced the recipients of its annual Economic Excellence Recognition program for 2023. The awards were presented on Friday, February 23rd, during the TEDC's 2024 Winter Conference in San Antonio, Texas.

The Economic Excellence Recognition program provides recognition to economic development organizations that meet a desired threshold of professionalism. Recipients qualify for recognition based on training taken by their governing board/council as well as the economic development director and professional staff. Certifications, professional memberships and activities, and organizational effectiveness of the economic development staff also contribute to the standards for qualification.

These seventy-two (72) economic development organizations received the TEDC's 2023 Economic Excellence Recognition:

Allen Economic Development Corporation
Amarillo Economic Development Corporation
Bay City Community Development Corporation
Boerne Kendall County Economic Development Corporation
Bowie Economic Development Corporation
Cedar Hill Economic Development Corporation
Cibolo Economic Development Corporation
City of Azle Economic Development
City of College Station- Economic Development & Tourism
City of Justin
City of Keller
City of Lancaster
City of League City

City of Mesquite Economic Development Department
City of Plano
City of Sachse/Sachse Economic Development Corporation
City of Saginaw
City of Southlake
City of Waxahachie, Economic Development Department
Conroe Economic Development Council
Converse Economic Development Corporation
Copperas Cove Economic Development Corporation
Cuero Development Corporation
Decatur Economic Development Corporation
DeKalb Economic Development Corporation
DeSoto Development Corporation
Develop Corporation Richmond TX
Development Corporation of Abilene
Development Corporation of Snyder
East Aldine Management District
Frisco Economic Development Corporation
Gainesville Economic Development Corporation
Gonzales Economic Development Corporation
Granbury Economic Development
Greater San Marcos Partnership
Harlingen Economic Development Corporation
Ingleside Development Corporation
Jacksboro Economic Development Corporation
Kaufman Economic Development Corporation
Kilgore Economic Development Corporation
La Marque Economic Development Corporation
Lavon Economic Development Corporation
Leander Economic Development
Levelland Economic Development Corporation
Lindale Economic Development Corporation
Little Elm Economic Development
Longview Economic Development Corporation
Lubbock Economic Development Alliance
Marble Falls Economic Development Corporation
Matagorda County Economic Development Corporation
New Braunfels Chamber of Commerce
North Richland Hills Economic Development
Partnership Lake Houston
Pasadena Economic Development Corporation
Pflugerville Community Development Corporation
Rockdale Municipal Development District
Sanger Economic Development Corporation
Schertz Economic Development Corporation

Seguin Economic Development Corporation
Sherman Economic Development Corporation
Spring Branch Management District
Sugar Land 4B Corporation
Sugar Land Development Corporation
Sulphur Springs - Hopkins County Economic Development Corporation
Taylor Economic Development Corporation
Temple Economic Development Corporation
Terrell Economic Development Corporation
The Colony Economic Development Corporation
Tomball Economic Development Corporation
Van Economic Development Corporation
Wylie Economic Development Corporation
Yoakum Economic Development Corporation

“The TEDC’s Economic Excellence Recognition program is one of the ways in which our organization honors the outstanding commitment to excellence of our communities and regions, their leaders, and their economic development professionals have toward the professionalization of their economic development efforts,” noted Carlton Schwab, President/CEO of the TEDC.”

The Texas Economic Development Council, established in 1961, is an Austin-based, statewide, non-profit professional association, dedicated to the development of economic and employment opportunities in Texas. The TEDC provides information, educational and legislative services to more than 1,000 members. The organization’s objective is to support the economic growth of Texas and develop strategies that promote a positive business climate in the state.

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 so requests.

Subject: 1. Approve the March 4, regular meeting minutes.

Meeting March 18, 2024 - City Council Meeting

Access Public

Type Action (Consent), Minutes

Fiscal Impact None

Recommended Action Approve the minutes as presented.

Goals

BACKGROUND

Minutes from the March 4, 2024, Council regular meeting.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Approve the minutes as presented.

File Attachments

1. CityCouncil_Regular_Minutes_03.04.2024

**CITY COUNCIL OF THE CITY OF SACHSE
MEETING MINUTES
MARCH 4, 2024**

The City Council of the City of Sachse held a regular meeting on Monday, March 4, 2024, at 6:30 p.m. at Sachse City Hall, 3815-B Sachse Road. Councilmembers present were Mayor Jeff Bickerstaff; Mayor Pro Tem Brett Franks; Councilmembers Michelle Howarth, Frank Millsap, Chance Lindsey, Lindsay Buhler, and Matt Prestenberg.

MEETING OPENING

1. Call to Order

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

2. Invocation and Pledges of Allegiance.

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

PUBLIC COMMENT:

Resident, Matthew Holboke, addressed Council regarding the budget and commercial trash pickup.

COUNCIL/STAFF REPORTS AND UPDATES:

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

Councilmember Prestenberg thanked the Leisure Services team for a fantastic Daddy/Daughter Dance. Mayor Pro Tem Franks announced Toddler Time at the Michael J. Felix Community Center on March 15.

City Manager's announcements:

- The City welcomes Firefighter/Paramedic Scott Castillo and Police Officer Jesse Legazpi to the team.
- The J.K. Sachse splash pad opens Monday, April 1, from 9 a.m. to 9 p.m. daily. She also asked patrons to clean up after themselves to help keep the park nice for all.
- Congratulations to Kyle Murray on his promotion to Plans Examiner.

Mayor Bickerstaff's announcements:

- The Primary Election is March 5.
- Carter BloodCare will be on the Municipal Complex for a blood drive on March 5.
- The first Pop-Up Park experience is on March 6 from 4:30 – 6 p.m. at Heritage Park.
- The Police Department's Senior Fraud and Scam Prevention seminar is on March 12.
- There are several Easter Egg hunts happening on Saturday, March 23. Check out the Parks and Recreation Special Events page for details.

- City offices will be closed on March 29 in observance of Good Friday.
- The Sachse Local Business Grant Program is open for applicants. This matching-grant program is to help “Renovate 78” and available to businesses in certain areas along the Highway 78 corridor. Eligible projects include infrastructure/site improvements, landscaping, demolition, remodels, and more. Visit www.SachseEconomicDevelopment.com to view the complete program guidelines and see if your business is eligible for a grant. You may also reach out directly to Economic Development Manager Jerod Potts at jpotts@cityofsachse.com.
- Registration for the third class of the Sachse Citizens Fire Academy is now open. Classes will be held every Wednesday from April 26 through June 28 from 6 – 8:30 p.m. Participants will have the opportunity to ride along with fire crews and experience a day in the life of a firefighter. Check out the City website for details.

CONSENT AGENDA:

- 1. Approve the February 17, 2024, special retreat meeting minutes.**
- 2. Approve the February 19, 2024, regular meeting minutes.**
- 3. Accept the monthly revenue and expenditure report for the period ending January 31, 2024.**
- 4. Accept the Quarterly Budget and Investment Reports for the quarter ending December 31, 2023.**

Councilmember Howarth made a motion to approve the Consent Agenda as presented. Councilmember Buhler seconded the motion, and it carried unanimously.

REGULAR AGENDA ITEMS:

- 1. Receive the City's Annual Comprehensive Financial Report (ACFR) and Federal Single Audit Report for the fiscal year ending September 30, 2023.**

Assistant Finance Director Ryan Bredehoeft announced that the Fiscal Year 2023 Annual Comprehensive Financial Report (CAFR) and Single Audit Report have been completed and are available to the public electronically on the City website and physically in the Library and the City Secretary’s office. He introduced Louis Breedlove, Senior Audit Manager with Brooks Watson and Company, the City’s auditors, to Council to present the report’s highlights.

Mr. Breedlove presented an overview of the process and explained balances in each of the City funds. No control issues or inefficiencies in policies or procedures were found during the audit. He noted that the City received an unmodified opinion, also known as a “clean” opinion, from the auditors. This is the highest level of assurance that can be provided.

Resident, Matthew Holboke, addressed Council related to insurance expenditures from previous years. Councilmember Howarth responded that any unspent funds return to the General Fund.

- 2. Discuss and consider an Ordinance adopting the City of Sachse Engineering Design Manual; providing a repealing clause; providing a severability clause; and providing for an effective date.**

Director of Public Works and CIP Corey Nesbit explained that updating the Engineering Design Manual is a huge undertaking and includes researching industry standards, comparative cities, and best management practices. He introduced Engineer IV Cameron Cermin who was the lead on the project. Mr. Cermin presented the proposed manual to Council. He noted that the purpose of the document is to provide prospective developers and engineers a single location for all relevant design standards and requirements for new development in the city. He reviewed the current manual, noting the layout is not easy to use and contains outdated information. Mr. Cermin outlined the new document sections and emphasized some of the significant changes.

After some discussion, Councilmember Lindsey made a motion to approve the manual as presented. Councilmember Prestenberg seconded the motion and it passed 6-1, with Councilmember Millsap voting against the measure.

3. Adjournment.

Mayor Bickerstaff adjourned the meeting at 7:22 p.m.

Jeff Bickerstaff, Mayor

ATTEST:

Leah K Granger, City Secretary

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 so requests.

Subject:	2. Authorize the City Manager to execute a professional services agreement for the design of the Public Works Pump Station Improvements between the City of Sachse and Kimley-Horn and Associates in the amount of Two Hundred Fifty-Two Thousand, Eight Hundred and No/100 Dollars (\$252,800.00).
Meeting	March 18, 2024 - City Council Meeting
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$252,800
Budgeted	Yes
Budget Source	Design and construction of this project is in accordance with the recent FY 2023-2024 CIP, project W-24-16. Funding for this project will be paid from Utility Fund/Water Impact Fees.
Recommended Action	Authorize the City Manager to execute a professional services agreement for the design of the Public Works Pump Station Improvements between the City of Sachse and Kimley-Horn and Associates in the amount of Two Hundred Fifty-Two Thousand, Eight Hundred and No/100 Dollars (\$252,800.00).
Goals	Strategically invest in the City's existing and future infrastructure.

BACKGROUND

The existing pump station near the Public Works facility is in need of upgrades and additional pumps. With the increasing population and demand for water, the City of Sachse continues to monitor and evaluate existing infrastructure to ensure water delivery and capacity needs. The existing pump station and 3.0 MG ground storage tank were originally built in 2002, had two pumps installed, and included three additional spaces for future pump expansion. An additional pump was later installed in 2014. The current building does not provide a climate-controlled environment, making conditions undesirable for sensitive pump controls and electrical systems.

Kimley-Horn and Associates will provide a design to upgrade/replace the three existing pumps, add two additional pumps, and add a separate electrical building to the facility. Pumps will be upgraded to the latest technology and will integrate into our existing SCADA monitoring system.

Per Chapter 395 of the Texas Local Government Code, Impact fees may be used to pay for certain costs for: (1) constructing capital improvements or facility expansions for water supply, treatment, and distribution facilities.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Authorize the City Manager to execute a professional services agreement for the design of the Public Works Pump Station Improvements between the City of Sachse and Kimley-Horn and Associates in the amount of

Two Hundred Fifty-Two Thousand, Eight Hundred and No/100 Dollars (\$252,800.00).

File Attachments

1. Presentation_Public Works Pump Station Improvements Design

Public Works Pump Station Improvements Design

City Council
March 18, 2024



Overview

- Project Location
- Background
- Project Description
- Staff Recommendation



Project Location



Background

- With the increasing population and demand for water, the City of Sachse continues to monitor and evaluate existing infrastructure to ensure water delivery and capacity needs
- The existing pump station near the Public Works facility is in need of upgrades and additional pumps
- The existing pump station and 3.0 MG ground storage tank were originally built in 2002, had two pumps installed, and included three additional spaces for future pump expansion
- An additional pump was later installed in 2014
- Two pump locations are still available



Project Description

- The current building does not provide a climate-controlled environment, making conditions undesirable for sensitive pump controls and electrical systems
- Kimley-Horn and Associates will provide a design to upgrade/replace the three existing pumps, add two additional pumps, and add a separate electrical building to the facility
- Pumps will be upgraded to the latest technology and will integrate into our existing SCADA monitoring system



Staff Recommendation

- Authorize the City Manager to negotiate and execute a professional services agreement for the design of the Public Works Pump Station Improvements between the City of Sachse and Kimley-Horn and Associates in the amount of Two Hundred Fifty-Two Thousand, Eight Hundred and No/100 Dollars (\$252,800.00)
- This contract will be funded from Utility and Water Impact Fee Funds



F. Regular Agenda Items

Subject:	1. Discuss and consider approving a contract amendment with Community Waste Disposal, the City's solid waste and recycling provider.
Meeting	March 18, 2024 - City Council Meeting
Access	Public
Type	Action, Discussion
Fiscal Impact	None
Recommended Action	Authorize the City Manager to negotiate and execute a First Amended and Restated Agreement for Solid Waste and Recycling Services between the City of Sachse and Community Waste Disposal.
Goals	Provide excellent government services to Sachse citizens.

BACKGROUND

Community Waste Disposal (CWD) has served as the City's solid waste and recycling provider since 2019. CWD collects residential trash and recycling for Sachse residents once a week and collects up to six cubic yards of unbundled, and unlimited bundled/tied, bulk and brush once a month. In addition, CWD also offers two "X-treme Green" events every year when Sachse residents can dispose of household hazardous waste, e-waste, yard waste, and receive document shredding all in one location. Residents are also able to use CWD's search tool where they can enter their address and determine the collection dates for their homes.

At the September 5, 2023, regular City Council meeting, staff presented CWD's renewal offer to the City Council. The proposal included:

- Changing the extension terms from two additional three-year terms to either one five-year term or one seven-year term extension in addition to the two additional three-year terms.
- Keeping the original cost adjustment to a once-a-year event instead of rate adjustments throughout the year.
- Updating the cost adjustment model to reflect the use of compressed natural gas (CNG) trucks that are already utilized in Sachse versus the diesel model contained in the original contract
- Converting the Sachse truck fleet to include "3rd Eye" video and safety technology. This camera system provides a real-time multi-angle point of view that documents CWD services and allows their customer service team to respond more quickly to concerns using camera footage of the event.
- Granting an exclusive commercial franchise to CWD.
- Expanding bulk collection from six cubic yards to 10 cubic yards in the once-a-month format.

During the September presentation, Council inquired about the possibility of CWD offering two bulk trash collections per month, totaling 12 cubic yards. Staff returned to the Council on February 19 with a response to that request and additional information regarding the timeline for the commercial franchise transition. The Council's consensus following this briefing was to leave the bulk collection services as-is, allowing up to six cubic yards of bulk to be collected once a month. Council also approved the proposed implementation timeline for the commercial franchise.

The final step in this process is to consider approving the amended contract with the aforementioned terms before the current contract expires on March 31, 2024.

Jason Roemer, Community Waste Disposal Vice President, will be available for questions.

POLICY CONSIDERATIONS

The City of Sachse contracts with Community Waste Disposal (CWD) to serve as the solid waste and recycling provider for the city. This contract amendment would extend the partnership between the City of Sachse and CWD until the first renewal period in 2029. After that date, the Council will have the option to consider additional renewal terms that are contained within the contract.

RECOMMENDATION

Authorize the City Manager to negotiate and execute a First Amended and Restated Agreement for Solid Waste and Recycling Services between the City of Sachse and Community Waste Disposal.

File Attachments

1. Final Community Waste Disposal Contract Amendment

Community Waste Disposal Contract Amendment

City Council
March 18, 2024



Overview

- Recap of Prior Discussions
- Included Contract Amendments
- Next Steps



Recap of Prior Discussions

- Staff presented information to the City Council in September 2023 regarding the contract renewal and potential changes
 - Council provided initial feedback and inquired about an additional service
- Staff returned in February 2024 with updated information for Council's consideration
 - Council provided direction on the services and contract amendment



Included Contract Amendments

- Changing the extension terms from two additional three-year terms to either one five-year term or one seven-year term extension—**Council confirmed to move to a five-year contract followed by an optional two additional three-year terms**
- Keeping the original cost adjustment to a once-a-year event instead of rate adjustments throughout the year—**Confirmed**
- Updating the cost adjustment model to reflect the use of compressed natural gas (CNG)—**Confirmed**
- Converting the Sachse truck fleet to include "3rd Eye" video and safety technology—**Confirmed**
- Exclusive Commercial Franchise—**Confirmed**
- Bulk trash remains in current format—**Confirmed**



Next Steps

- Discuss and consider approving a contract amendment with Community Waste Disposal to go into effect on April 1, 2024
- Staff will work with CWD to guide businesses through the commercial provider transition
- Staff will provide Council with more information regarding the marketing and full implementation plan once the agreement is established

