

**CITY COUNCIL OF THE CITY OF SACHSE
MEETING MINUTES
OCTOBER 18, 2021**

The City Council of the City of Sachse held a regular meeting on Monday, October 18, 2021, at 6:30 p.m. at Sachse City Hall, 3815-B Sachse Road. Those present were Mayor Mike Felix, Mayor Pro Tem Jeff Bickerstaff, Councilmembers Brett Franks, Michelle Howarth, Frank Millsap, Chance Lindsey, and Cullen King; City Attorney, Joe Gorfida; City Manager, Gina Nash; Interim City Secretary, Leah Granger; IT Manager, Mike Pastor; IT Staff, James Burns; Strategic Services Director, Lauren Rose; CIP and Public Works Director, Corey Nesbit; Engineering Project Manager, Martin Donk; Director of Parks and Recreation, Lance Whitworth; Assistant Director of Finance, David Baldwin; Fire Chief, Marty Wade; Police Chief, Bryan Sylvester; Assistant to the City Manager, Amanda Chi; and Assistant to the City Manager-Economic Development, Jerod Potts.

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

Conduct and discuss Boards and Commissions interviews: The Council conducted one interview with a candidate to fill vacant seats on various Boards and Commissions.

The Council discussed whether a current member of a board would need to be interviewed in order to continue serving on their respective board. The consensus was that returning members would not need to reapply and interview to stay in their same position.

Receive a legislative update regarding approved Senate and House bills from the 87th regular and special sessions: Assistant to the City Manager, Amanda Chi, reviewed pertinent bills that were passed in the 87th regular and special sessions of the Legislature.

EXECUTIVE SESSION: The City Council shall convene into Executive Session pursuant to the Texas Government Code, Section §551.074: Personnel - to discuss employment and the duties of the City Secretary position.

The Council recessed into Executive Session at 7:09 p.m.

The Council reconvened into the regular meeting at 7:29 p.m.

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

Councilman King lead the invocation and Mayor Pro Tem Bickerstaff led the pledges.

MAYOR AND CITY COUNCIL ANNOUNCEMENTS REGARDING SPECIAL EVENTS:

Councilmember Franks commented on the success of the Pumpkin Prowl held the Saturday prior to the meeting. He said there were roughly 2,500 people that attended and that the kids were pleasantly scared from the hayride. He commended all the volunteers on their great job.

Councilmember Franks also mentioned the Daddy Daughter Dance that will be taking place in February.

Councilmember King thanked volunteers in the City staff and especially Ray Mendez, Neighborhood Services Manager, for their volunteer spirit and their desire to help the residents of Sachse. He reminded the public that Fallfest is coming up on Saturday, October 23, at Heritage Park from 10 a.m. to 5 p.m.

Mayor Felix mentioned that he and several councilmembers attended the Garland ISD Natatorium Grand Opening on Saturday. It is a beautiful facility and was a great event.

Councilmember Lindsey announced that early voting started on October 18 and will continue through October 29. Dallas County residents may vote at the City Hall Courtroom and Collin County residents may vote at the Michael J. Felix Community Center Reservation Room.

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 September 20, 2021, combined meeting.**
- 2. Accept the monthly revenue and expenditure report for the period ending August 31, 2021.**
- 3. Authorize the purchase of one (1) 2022 Ford F-750 Dump Truck from Rush Truck Center through the BuyBoard purchasing program, not to exceed the budgeted funds of Eighty-Six Thousand and No/100 Dollars (\$86,000.00) for the City of Sachse Public Works Department.**
- 4. Authorize the purchase of a 2021 F-250 truck and attached box unit from Sam Pack's Five Star Ford and Chevrolet for an amount not to exceed Fifty-One Thousand, Four Hundred Three and No/100 Dollars (\$51,403.00) for assignment to the Animal Control unit.**
- 5. Authorize the purchase of one (1) 2022 Ford F550 Chassis, from Randall Reed's Planet Ford 635, in an amount not to exceed Fifty-Five Thousand, Three Hundred Fifty-Six and No/100 Dollars (\$55,356.00).**

- 6. Authorize the City Manager to execute a professional services contract for design of drainage and erosion control improvements for the 3rd Garland Sewer Connection between the City of Sachse and LJA Engineering, Inc. in the amount of Seventy-Four Thousand, Seven Hundred and Fifty and No/100 Dollars (\$74,750.00).**
- 7. Authorize the City Manager to execute a professional services contract between the City of Sachse and Freese and Nichols, Inc. to perform a hydrologic and hydraulic (H&H) study of Stream 2D4 in the amount of Sixty-Two Thousand, Four Hundred and No/100 Dollars (\$62,400.00).**
- 8. Approve Resolution approving the terms and conditions of the Interlocal Agreement regarding construction, location, and use of Public Safety/Public Works communications facilities entered into between the City of Sachse and the City of Dallas, Texas.**

Councilmember Franks requested that Item #5 be removed from the Consent Agenda for discussion.

Councilmember King made a motion to approve the Consent Agenda as presented without Item #5. Mayor Pro Tem Bickerstaff seconded the motion, and it carried unanimously.

Councilmember Franks asked which department the Ford F550 Chassis in Item D.5 would be for. Ms. Nash noted that the Fire Department had requested this purchase.

Councilmember Franks made a motion to approve Item D.5 as presented. Mayor Pro Tem Bickerstaff seconded the motion, and it carried unanimously.

REGULAR AGENDA ITEMS

Discuss and consider naming an Interim City Secretary.

Councilmember Franks made a motion to officially name Leah Granger as the Interim City Secretary effective September 20, 2021. Councilmember Lindsey seconded the motion and it carried unanimously.

Take any action as a result of Executive Session.

No additional action taken at this time.

Conduct a public hearing and consider an ordinance authorizing the creation of Tax Increment Reinvestment Zone No. Three, City of Sachse, under Chapter 311 of the Texas

Tax Code for approximately 799.31 acres of land generally located along State Highway (SH) 78, within the City of Sachse in both Dallas County, Texas, and Collin County, Texas.

Ms. Nash commented that the Council has discussed this topic over the last two meetings. Trent Petty from Petty and Associates was present to answer any questions they may have. The Council did not have any questions.

Mayor Felix opened the Public Hearing at 7:46 p.m.

No one present requested to speak.

Mayor Felix closed the Public Hearing at 7:46 p.m.

Mayor Pro Tem Bickerstaff made a motion to approve Item E.3 as presented. Councilmember King seconded the motion, and it carried with a 6-1 vote, with Councilmember Millsap dissenting.

Receive a recommendation from the Parks and Recreation Board on the use of \$869,874.00 in parkland dedication fees for Heritage Park upgrades that will be made by PMB during development at The Station.

Ms. Nash explained that in the previous week, Taylor Baird from PMB Capital Investments presented upgrades to the Parks and Recreation Board that the developer is proposing. The Parks and Recreation Board recommended that the upgrades be presented to Council for consideration.

Ms. Nash introduced Taylor Baird from PMB and he presented a high-level overview of how they are advancing the park design. They are happy with the success of the project so far and it is valued higher than originally expected. Mr. Baird went on to explain how the plan has changed. One of the leading contributors to the change is the cost of mitigating the creek that runs through the property. The amount was prohibitively high and PMB decided mitigating was not the best use of the budget. They plan to use the funds that will be diverted from the creek for water features that are removed from the previous location. Mr. Baird feels that the proposed changes will complement the intention of the park.

Councilmember King stated that the plan is exciting to see and that the community is looking forward to completion. He asked when completion can be anticipated. Mr. Baird responded that they anticipate the project to take roughly 12 more months. There are nation-wide supply chain issues causing delays and that can be expected to continue for some time.

Councilmember King also asked if PMB expects there to be enough parking in the area. Mr. Baird noted that the original design expanded the parking onto Hudson Road. Parking is a high priority and they are doing their best but will continue to work with staff to maximize use of the space.

Mayor Pro Tem Bickerstaff asked if there was unanimous support on the Park Board. Director of Parks and Recreation, Lance Whitworth, responded that the consensus on the Park Board was that the return on the investment was well worth it. They recommend to the Council that the upgrades

should be approved. Mayor Pro Tem Bickerstaff thanked the Park Board for their hard work in getting the project to this point. He said this park will be a great addition to the city.

Councilmember Millsap asked if there had been an operational impact analysis. He was concerned that the cost to maintain the park would exceed the City budget capacity. Mr. Baird reassured Council that PMB is continuing to keep cost in mind. He explained that building a park that could not be maintained would be a poor reflection of their work. Ms. Nash interjected that the City does not have the budgeted funds to maintain this new park but that there is a specific Operations and Maintenance (O&M) Public Improvement District (PID) assessment that was recently levied to pay for the elevated maintenance required for the park. Councilmember Howarth added that the Tax Increment Reinvestment Zone No. Two will also help pay for maintenance of the park. The tax revenue collected from the incremental increase in the property value will be split with 50% going to the City's General Fund operating budget and the other 50% going back into that district.

Mayor Felix remarked that he was happy with the work that has been done so far and that PMB continues to bring quality developments to the city.

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

Consider authorizing the City Manager to enter into an interlocal agreement between Collin County and the City of Sachse concerning the J.K. Sachse Park Phase 1 project in which the county agrees to fund a portion of the total cost in an amount not to exceed One Hundred Sixty-One Thousand, Two hundred Ninety-Four and No/100 Dollars (\$161,294.00).

Lance Whitworth, Director of Parks and Recreation, explained that in 2020, with the assistance of Kimley-Horn and Associates, the City applied for a grant from Collin County. At that time, the County was not ready to invest in a project that was not shovel-ready. Once the parkland was dedicated to the City, the design of J.K. Sachse Park progressed and Kimley-Horn again assisted the City with the application process, specifically focusing on the trail portion of the project. Collin County has approved a grant for \$161,294.00.

Councilmember Franks was pleased with the successful grant application. Mayor Pro Tem Bickerstaff also congratulated the Parks Board and staff for the great job.

Councilmember Franks made a motion to approve the item as provided. Councilmember King seconded the motion and it passed unanimously.

Discuss and consider an amendment to the Memorandum of Understanding between the City of Sachse and 5 Loaves Food Pantry.

Mr. Whitworth presented the overview of the 5 Loaves Food Pantry upgrades and the reason for the amended Memorandum of Understanding.

Councilmember King had no problem with the amendment. He said that City staff works hard to serve the city; however, there are things City staff is unable to do. 5 Loaves is an asset. He

commended the pantry for all they do for the community. Mayor Pro Tem Bickerstaff also supported the request and noted that 5 Loaves does a great service to our community.

Councilmember Lindsey asked if there was a plan to use the remaining CARES Act funds. Ms. Nash responded that staff wants to complete the projects that have already been approved but that there are options for other projects that could use the funds. Councilmember Lindsey also said that he was in support of the amendment and thanked 5 Loaves for all the work they do to serve the community.

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

Consider a resolution to authorize the City Manager to execute Amendment #1 to the Advance Funding Agreement between the City of Sachse and the State of Texas, acting through the Texas Department of Transportation, for the preparation of preliminary engineering (design schematic, environmental documents/public involvement); plans, specifications and estimates (PS&E), right-of-way acquisition and utility adjustment for the reconstruction and widening of a 2-lane roadway to a 4-lane divided urban roadway to include intersection, signal, shared use path improvements along Merritt Road/Woodbridge Parkway from south of Creek Crossing Lane to Pleasant Valley Road in the City of Sachse.

Ms. Nash stated that this is the first amendment to the agreement between the City and TxDOT. Staff has been able to start honing in on specific costs for each of the phases and amendments will need to be made periodically so that when they make amendments to the transportation implementation plan, staff will have the latest information that reflects those costs and how they are broken down. This amendment is refining where the funds come from and the City can hone the costs for each of those phases. Staff will be approaching NCTCOG for increased participation because of rising costs.

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

Consider an amendment to Chapter 5 of the Sachse Code of Ordinances to create the Fire Marshal Office (FMO) to include an application to be a Texas Commission on Law Enforcement (TCOLE) agency.

Fire Chief Wade explained that the Sachse Code of Ordinances provides for the Fire Marshal Office but that it was never adopted and that they would be seeking a TCOLE license by application. Fire enforcement focuses on fire investigation and arson, in particular. Without TCOLE the investigators do not have the authority for enforcement. With a TCOLE license, training could be tailored toward arson.

Councilmember Lindsey asked if any action had been taken in the past that may now be in jeopardy. Chief Wade did not believe there would be any issues from previous cases. Councilmember Lindsey asked for clarification that this office and associated license would allow the Fire Marshal to write tickets for things like firework violations. Chief noted that there is no

intention of taking on any responsibilities of the Police Department but to focus on investigation and arson. Approving this item would create the office and provide the authority to go along with it.

Councilmember Lindsey asked if there is anyone already on staff that are qualified to hold this office. Chief Wade responded that there are two individuals that hold the necessary certifications to carry out the duties.

Councilmember Millsap asked what this license will allow the Fire Department to do that they couldn't already do. Chief Wade responded that even though the arson investigators are certified by the State, they have no authority to conduct an investigation because the City of Sachse is not their jurisdiction.

Councilmember Lindsey made a motion to approve the item as presented. Mayor Pro Tem Bickerstaff seconded the motion.

Mayor Felix told Chief Wade that as he has moved the City forward through the years, that he trusts the Chief's judgement and appreciates the work he has done.

The motion carries with a vote of 6-1 with Councilmember Millsap in dissent.

ADJOURNMENT:

Mayor Felix adjourned the meeting at 8:52 p.m.


Mike J. Felix, Mayor

ATTEST:


Leah K. Granger, Interim City Secretary

