



# Sachse, Texas

Sachse City Hall  
3815 Sachse Road  
Building B  
Sachse, Texas 75048

## Meeting Agenda City Council

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Monday, June 17, 2013

7:30 PM

Council Chambers

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*The Mayor and Sachse City Council request that all cell phones and pagers be turned off or set to vibrate. Members of the audience are requested to step outside the Council Chambers to respond to a page or to conduct a phone conversation.*

The City Council of the City of Sachse will hold a Regular Meeting on Monday, June 17, 2013, at 7:30 p.m. in the Council Chambers at the Sachse City Hall, 3815 Sachse Road, Building B, Sachse, Texas to consider the following items of business:

### Invocation and Pledges of Allegiance to U.S. and Texas Flags.

**A. Pledge of Allegiance to the Flag of the United States of America: I pledge allegiance to the flag of the United States of America, and to the Republic for which it stands: one nation under God, indivisible, with liberty and justice for all.**

**B. Pledge of Allegiance to the Texas State Flag: Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.**

### 1. CONSENT AGENDA.

1.a ALL ITEMS LISTED ON THE CONSENT AGENDA WILL BE CONSIDERED BY THE CITY COUNCIL AND WILL BE ENACTED BY ONE MOTION, THERE WILL BE NO SEPARATE DISCUSSION OF THESE ITEMS UNLESS A COUNCIL MEMBER OR CITIZEN SO REQUESTS.

[13-1587](#) Consider approval of the minutes of the June 3, 2013, regular meeting.

*Executive Summary*

*Minutes from the recent Council meeting.*

**Attachments:** [Min. 6.3.13.pdf](#)

[13-1589](#) Consider the acceptance of the resignation of Scott Williams from the Planning and Zoning Commission.

*Executive Summary*

*Mr. Williams has resigned his seat on the Commission.*

**Attachments:** [Williams resignation.pdf](#)

[13-1597](#) Consider a resolution of the City Council of the City of Sachse, Texas, awarding the bid for the Haverhill Lane Pavement

Replacement from Miles Road to Hunters Ridge Drive as a capital improvement project to McMahon Contracting, L.P., in the amount not to exceed four hundred ninety thousand dollars and no cents (\$490,000.00); authorizing the City Manager to execute such agreement in a form approved by the City Attorney; and providing an effective date.

*Executive Summary*

*The City of Sachse has a paving improvement project for the re-construction of Haverhill Lane from Miles Road to Hunters Ridge Drive. The project was designed by KSA Engineers, Inc., and bids were opened on May 24, 2013. This item is to award the bid to the lowest responsible bidder, which is McMahon Contracting, L.P. in the amount not to exceed \$490,000.00.*

**Attachments:** [Haverhill Lane Project Map PDF](#)  
[Haverhill Lane Bid Tab 2013 PDF](#)  
[RESO for Award of Haverhill Lane Pavement Replacement PDF](#)

[13-1595](#)

Consider and ordinance of the City of Sachse, Texas, approving and adopting rate schedule "RRM - Rate Review Mechanism" for Atmos Energy Corporation, Mid-Tex Division to be in force in the City for a period of time as specified in the rate schedule; adopting a savings clause; determining that this ordinance was passed in accordance with the requirements of the Texas Open Meetings Act; declaring an effective date; and requiring delivery of this ordinance to the company and ACSC legal counsel.

*Executive Summary*

*This ordinance will adopt a rate schedule which includes rates negotiated by the Atmos Cities Steering Committee (ACSC), of which Sachse is a member. By being a member of the ACSC and adopting this rate schedule, Sachse's citizens will realize a smaller increase in rates than if Sachse were not a member of the ACSC and Atmos were to file with the Railroad Commission for a rate increase. By adopting this ordinance, Atmos' system-wide tariff will be reduced by \$3M which accounts for the smaller increase in customers' rates.*

**Attachments:** [51SACHSE Ordinance Adopting RRM for Atmos Energy \\_Rate Review Mechanism Attachment A.pdf](#)  
[RRM info sheet comp to GRIP.pdf](#)  
[Model Staff Report for ordinance adopting RRM.pdf](#)

[13-1591](#)

Consider a resolution authorizing submittal of a project to Dallas County for proposed Community Development Block Grant

program funding for Fiscal Year 2013-2014.

*Executive Summary*

*Dallas County distributes federal funding from the Department of Housing and Urban Development (HUD) through its Community Development Block Grant (CDBG) program for use in areas of low to moderate income households for public infrastructure improvements. City Staff received notice of the available funding on June 7, 2013. Since the funding notice from HUD has come ninety days later than normal, and the final funding information must be submitted to HUD by August 15, the schedule has been greatly accelerated. The Commissioners Court has authorized Dallas County to streamline the process. Therefore, a public hearing is not required prior to City submittal of funding proposals to the County.*

**Attachments:** [Attachment 1 2013-2014 CDBG Project Location Map PDF](#)  
[Attachment 2 Funding Notice - CDBG PDF](#)  
[2013-2014 CDBG - Commissioners Court Memo PDF](#)  
[51SACHSE Resolution Authorizing CDBG Project Submittal PDF](#)

**2. MAYOR AND CITY COUNCIL ANNOUNCEMENTS REGARDING SPECIAL EVENTS, CURRENT ACTIVITIES, AND LOCAL ACHIEVEMENTS.**

[13-1593](#) Accept Donation for the Sachse Animal Shelter

*Executive Summary*

*Accept donation for the Sachse Animal Shelter from Mr. Frank Millsap on behalf of Mr. Ken Wimmer.*

**3. CITIZEN INPUT.**

*The public is invited at this time to address the Council. The Mayor will ask you to come to the Microphone and state your name and address for the record. If your remarks pertain to a specific Agenda item, please hold them until that item, at which time the Mayor may solicit your comments.*

The City Council is prohibited from discussing any item not on the posted agenda according to the Texas Open Meetings Act.

**4. REGULAR AGENDA ITEMS.**

[13-1592](#) Consider a request for installation of one speed hump on Creek Crossing Drive, between Hickory Estates Drive and Royal Oak Estates Court in accordance with the City of Sachse Speed Hump Policy to include alternative speed humps.

*Executive Summary*

*The residents along a certain segment of Creek Crossing Drive have submitted the necessary petition to request the installation of one speed hump on Creek Crossing Drive between Hickory Estates Drive and Royal Oak Estates Court. The applicant has submitted the necessary paperwork, petition and is prepared to submit one-half of the cost of the speed hump installation in accordance with the City of Sachse Speed Hump Policy and is requesting City Council approval. This Agenda Item was discussed and tabled at the May 6, 2013 City Council Meeting, and City Staff was directed to return to City Council with the request to include alternative speed humps.*

**Attachments:** [REVISED CREEK CROSSING PRESENTATION 6-17-13 PDF](#)  
[Speed Hump Policy PDF](#)  
[Creek Crossing Speed Hump Policy Analysis PDF](#)  
[Cost Estimate PDF](#)

[13-1596](#) Consider any action necessary for traffic calming measures on Creek Crossing.

*Executive Summary*

*The residents along a certain segment of Creek Crossing Drive have requested one speed hump to be installed. A speed hump is one of many commonly accepted traffic calming measures. Traffic calming measures are divided into two groups, speed control and volume control.*

[13-1600](#) Consider the re-allocation of funds from the Haverhill Lane Pavement Replacement Project to the Brookhollow Drive Pavement Replacement Project in order to fund the additional sanitary sewer improvements.

*Executive Summary*

*The City of Sachse has a paving improvement project for the re-construction of Brookhollow Drive from Alexander Street to Lee Hutson Lane. During the review of the video for the existing 6" sanitary sewer main in Brookhollow Drive, City Staff became aware of a vertical sag in the sewer main. The sag appeared to be restricting sewer flow. This restriction could cause long-term build-up of solids in the main, resulting in maintenance problems and sewage problems for residents. A re-allocation of funds is required to fund the additional sanitary sewer improvements. Since a new road is proposed on top of this existing sewer main, future replacement of the main would have a significant cost due to removal and replacement of pavement.*

**Attachments:** [FUNDING FOR BROOKHOLLOW DRIVE SANITARY SEWER PDF](#)

[13-1599](#)

Consider a resolution of the City Council of the City of Sachse, Texas, awarding the bid for the Brookhollow Drive Pavement Replacement from Alexander Street to Lee Hutson Lane as a capital improvement project to RKM Utility Services in the amount not to exceed six hundred ninety thousand dollars and no cents (\$690,000.00); authorizing the City Manager to execute such agreement in a form approved by the City Attorney; and providing an effective date.

*Executive Summary*

*The City of Sachse has a paving improvement project for the re-construction of Brookhollow Drive from Alexander Street to Lee Hutson Lane. The project was designed by Cobb Fendley & Associates, Inc., and bids were opened on May 24, 2013. This item is to award the bid to the lowest responsible bidder, which is RKM Utility Services in the amount not to exceed \$690,000.00.*

**Attachments:** [Project Map PDF](#)

[Bid Tabulation PDF](#)

[RESO for Award of Brookhollow Drive Pavement Replacement PDF](#)

[13-1588](#)

Consider appointment of Council Liaisons to Boards, Commissions and organizations.

*Executive Summary*

*Each year after the election, Council makes these member appointments.*

[13-1586](#)

Consider appointments to Boards and Commissions.

*Executive Summary*

*The City Council will consider appointments for vacancies on city boards.*

[13-1594](#)

Discuss the City of Sachse budget forecast for the next three years.

*Executive Summary*

*The City Manager and Finance Director will present a multi-year financial forecast. The Council will have the opportunity to provide input prior to the July 13th City Council Budget Workshop.*

**Attachments:** [Multi Year Budget Forecast 6-17-2013.pdf](#)

[13-1602](#)

Discuss current FY 2013 budget status as of June 14th, 2013 to include possible current year budget amendments.

*Executive Summary*

*The City of Sachse has had more development revenue this year than was forecasted in the current year budget. With the current unrestricted General Fund balance at 34% of operating expenses, an amount very close to staff's recommended unrestricted balance, the City Council will be presented with opportunities to invest in equipment and vehicles that have been neglected in prior years. In addition, the City Council will be presented staff's forecast for the year end financial position and will be presented unanticipated costs experienced by the city in the current year.*

**Attachments:** [InterimBudgetReport.pdf](#)  
[Replacement Schedule.pdf](#)  
[2013 Budget Update Presentation.pdf](#)

[13-1590](#)

Discuss the existing perimeter masonry walls associated with portions of the Sachse on the Creek Phases 1 & 2, Park Lake Estates Phases 2 & 4, Hudson Crossing Phases 1 & 2, and Westgate subdivisions.

*Executive Summary*

*Masonry walls were constructed as part of the Sachse on the Creek Phases 1 & 2, Park Lake Estates Phases 2 & 4, Hudson Crossing Phases 1 & 2, and Westgate subdivisions. The long-term maintenance options for these portions of perimeter masonry walls will be discussed. This purpose of this discussion item is to provide additional information gathered pursuant to City Council direction at previous public meetings.*

**Attachments:** [CD - MASONRY WALL UPDATE2 CC - PRESENTATION.pdf](#)  
[CD - MASONRY WALL UPDATE2 CC - ATTACHMENT 1.pdf](#)  
[CD - MASONRY WALL UPDATE2 CC - ATTACHMENT 2.pdf](#)

## 5. ADJOURNMENT.

*Vision Statement: Sachse is a friendly, vibrant community offering a safe and enjoyable quality of life to all who call Sachse home.*

The City of Sachse reserves the right to reconvene, recess or realign the regular session or called Executive Session or order of business at any time prior to adjournment. Note: The Sachse City Council reserves the right to convene into Executive Session pursuant to the Texas Government Code, Title 5, Chapter 551 regarding posted items on the regular meeting agenda.

State law prohibits the introduction or discussion of any item of business not posted at least seventy-two (72) hours prior to the meeting time. Therefore, during Citizen Input for example, the Council is prohibited by state law to deliberate or take action on any issues introduced by the public other than to take them under advisement. Posted: June 14, 2013; 5:00 p.m. Terry Smith, City Secretary \_\_\_\_\_.

If you plan to attend this public meeting and you have a disability that requires special arrangements at the meeting, please contact Terry Smith, City Secretary, at (972) 495-1212, 48 business hours prior to the scheduled meeting date. Reasonable accommodations will be made to assist your needs.



## Legislation Details (With Text)

**File #:** 13-1587      **Version:** 1      **Name:** Consider approval of the minutes of the June 3, 2013, regular meeting.

**Type:** Agenda Item      **Status:** Agenda Ready

**File created:** 6/10/2013      **In control:** City Council

**On agenda:** 6/17/2013      **Final action:**

**Title:** Consider approval of the minutes of the June 3, 2013, regular meeting.

Executive Summary  
Minutes from the recent Council meeting.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Min. 6.3.13.pdf](#)

Date	Ver.	Action By	Action	Result
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### Title

Consider approval of the minutes of the June 3, 2013, regular meeting.

### *Executive Summary*

*Minutes from the recent Council meeting.*

### Background

Minutes form the most recent Council meeting on June 3, 2013, for review and approval.

### Policy Considerations

Not applicable.

### Budgetary Considerations

Not applicable.

### Staff Recommendations

Approval of the minutes of the June 3, 2013, regular meeting, as a Consent Agenda Item.

**REGULAR MEETING**  
**OF THE**  
**CITY COUNCIL OF THE CITY OF SACHSE**

**JUNE 3, 2013**

The City Council of the City of Sachse held a Regular Meeting on Monday, June 3, 2013 at 7:30 p.m. at the Sachse City Hall after proper notice. The roll of the duly constituted City Council Members was called which members are as follows, to wit:

Mayor Mike Felix  
Mayor Pro Tem Jared Patterson  
Councilman Bill Adams  
Councilman Brett Franks  
Councilwoman Pat McMillan  
Councilman Todd Ronnau  
Councilman Mark Timm  
Councilman-elect Cullen King  
Councilman-elect Jeff Bickerstaff

and all were present except Councilman Ronnau.

Staff present: City Manager Billy George, City Secretary Terry Smith, Project Coordinator Denise Vice, Cathy Cade Administrative Assistant, Community Development Director Marc Kurbansade, Police Chief Dennis Veach, Human Resources Manager Laura Morrow, Parks and Recreation Director Lance Whitworth, Library Manager Mignon Morse, City Engineer Greg Peters, Sachse EDC Director Carlos Vigil, Public Works Director Joe Crase, Finance Director Teresa Savage, Interim Fire Chief Rick Coleman.

**Invocation and Pledge of Allegiance to U.S. and Texas Flags:**

The invocation was offered by Councilman Timm and the pledges were led by Councilwoman McMillan.

**1. Approval of Minutes:**

**13-1554 Consider approval of the minutes of the May 20, 2013, regular meeting:**

Following discussion, Councilman Timm moved to approve the minutes of the May 20, 2013 regular meeting as presented. The motion was seconded by Councilwoman McMillan and carried unanimously.

**2. REGULAR AGENDA ITEMS.**

**13-1557 Recognition and Recess: Reception for Outgoing Council Members Pat McMillan and Mark Timm:**

The City Council and public thanked Outgoing Council Members Pat McMillan and Mark Timm for their many years of dedicated service.

Mayor Felix then presented plaques of appreciation to both Council Members.

The City Council recessed briefly from 8:05 to 8:35 p.m. for cake and punch and fellowship with Mr. Timm and Mrs. McMillan.

**13-1555 Administer Oath of Office to Council Members-elect:**

Dallas County Commissioner Mike Cantrell administered the Oath of Office to Mayor Felix. Mayor Felix then administered the Oath of Office to Councilman-elect Cullen King and Councilman-elect Jeff Bickerstaff.

**13-1558 Consider the election of a Mayor Pro Tem:**

Following discussion, Mayor Pro Tem Patterson moved to elect Bill Adams as Mayor Pro Tem. The motion was seconded by Councilman Franks and carried unanimously

**3. Consent Agenda:**

Councilman Bickerstaff moved to approve the Consent Agenda consisting of 13-1563 Consider receiving the Monthly Revenue and Expenditure Report for the period ending April 30, 2013; 13-1560 Resolution No. 3480 of the City Council of the City of Sachse, Texas, approving the terms and conditions of the Project Development Agreement by and between the City of Sachse, Texas, and the Sachse Economic Development Corporation("SEDC"), providing for the establishment of a quiet zone; authorizing its execution by the Mayor; and providing for an effective date; 13-1571 Resolution No. 3481 of the City Council of the City of Sachse, Texas, approving the source of funding for costs associated with the establishment of a railroad quiet zone within the city limits of the City of Sachse, Texas; and providing for an effective date; 13-1568 Resolution No. 3482 of the City Council of the City of Sachse, Texas, approving the terms and conditions of the agreement, by and between the City of Sachse, Texas and Maddox Surveying & Mapping, Inc. to provide land surveying services related to the KCS Quiet Zone Project; and providing for an effective date; and 13-1553 Resolution No. 3483 of the City Council of the City of Sachse, Texas, authorizing the application for the 2013 Ladd and Katherine Hancher Library Foundation grant. The motion was seconded by Councilman Franks and passed unanimously.

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

13-1566 Presentation by and discussion with Mr. Bill Persefield of Medica Development, LLC and Mr. David Wanger of Incepta Healthcare, LLC on a proposed commercial development to be located near the northeast corner of the President George Bush Turnpike and Miles Road in Sachse, Texas.

13-1564 Presentation of the Government Finance Officers Association Distinguished Budget Presentation Award to the Finance Department.

13-1570 Staff Briefing: Sachse Economic Development Corporation update.

13-1559 Proclamation declaring Management Week.

Councilman King announced the Equest fundraiser event on June 8<sup>th</sup>, at their facility.

Councilman Franks noted the upcoming Park's Department summer camps, with different camps for different age groups. See the City website for all the details.

Mayor Felix noted the upcoming events: June 8<sup>th</sup> the Summer Reading Program kicks-off at 10:00 a.m. Programs start on June 13<sup>th</sup>, each Thursday at 11:00 a.m.; and July 3<sup>rd</sup> is the Red, White and Blue Blast, the parade starts at 6:00 pm at City Hall and fireworks are at 9:30 p.m. at Heritage Park.

**5. Citizen Input:**

Sarah Dalton 5619 Creek Crossing, stated the speed hump petition submitted recently met all the criteria, is more effective than police presence and is supported by 100% of the affected homeowners who agree to the costs.

**6. Regular Agenda Items (Continued):**

**13-1556 Administer Oath of Office to newly appointed Board and Commission members:**

Mayor Felix administered the Oath of Office to Paul Wiggins and Jeremy Staab.

**13-1565 Conduct a public hearing and consider approval of the application of Jackson Meadows Partners, LP, for Replat for Jackson Hills Phase 3A-1, being 55 single-family residential lots, three HOA Common Area lots and one lot for future development on approximately 33.127 acres, located generally on the east side of Bunker Hill Road, approximately 2,300 feet south of Ben Davis Road.**

Following staff briefing, Mayor Felix opened the public hearing. No comments were made.

Councilman Franks moved to close the public hearing. The motion was seconded by Councilman Bickerstaff and carried unanimously.

Following discussion, Mayor Pro Tem Adams moved to approve the application of Jackson Meadows Partners, LP, for Replat for Jackson Hills Phase 3A-1, being 55 single-family residential lots, three HOA Common Area lots and one lot for future development on approximately 33.127 acres, located generally on the east side of Bunker Hill Road, approximately 2,300 feet south of Ben Davis Road. The motion was seconded by Councilman Franks and carried unanimously.

**13-1341 Receive early Citizen Input for the 2013-2014 Fiscal Year Budget.**

Mark Timm 4417 Briarcrest, recommended a salary pool for staff for across the board for a 1 1/2 to 2 percent cost of living increase and a salary pool for department directors for staff merit increases.

Diana Smith with the Friends of the Library, stated the Library lost \$6,000 from the state for books, they need more staff hours and the E Book system.

Jim Becker 1105 Meadow Lane, requested funding for street maintenance.

**13-1567 Presentation of plans for Red, White & Blue Blast:**

Denise Vice, Project Coordinator briefed the Council on plans for this year's parade and fireworks celebration. Following discussion, no formal action was taken.

**7. Adjournment:**

There being no further business, Councilman Patterson made a motion to adjourn. The motion was seconded by Councilman King and carried unanimously. The meeting adjourned at 10:06 p.m.

ATTEST:

APPROVED:

\_\_\_\_\_  
CITY SECRETARY

\_\_\_\_\_  
MAYOR



## Legislation Details (With Text)

**File #:** 13-1589      **Version:** 1      **Name:** Consider the acceptance of the resignation of Scott Williamsr from the Planning and Zoning Commission.

**Type:** Agenda Item      **Status:** Agenda Ready

**File created:** 6/10/2013      **In control:** City Council

**On agenda:** 6/17/2013      **Final action:**

**Title:** Consider the acceptance of the resignation of Scott Williams from the Planning and Zoning Commission.

Executive Summary  
Mr. Williams has resigned his seat on the Commission.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Williams resignation.pdf](#)

Date	Ver.	Action By	Action	Result
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**Title**

Consider the acceptance of the resignation of Scott Williams from the Planning and Zoning Commission.

*Executive Summary*

*Mr. Williams has resigned his seat on the Commission.*

**Background**

Planning and Zoning Commission Member Scott Williams has resigned his seat on the Commission, due to moving from the City. He will be recognized for his service at a future meeting.

**Policy Considerations**

None.

**Budgetary Considerations**

None.

**Staff Recommendations**

Acceptance of the resignation of Scott Williams from the Planning and Zoning Commission, as a Consent Agenda Item.

## Terry Smith

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**From:** SCOTT WILLIAMS [scott@williamscontractingdfw.com]  
**Sent:** Friday, May 31, 2013 10:09 AM  
**To:** Terry Smith  
**Subject:** Resignation

Dear Mayor & City Counsel,

I want to thank you for the opportunity to serve the City of Sachse as a commissioner on the Planning and Zoning Commission. I have enjoyed being a part of what the City of Sachse is doing. Unfortunately, after 11 years of being a Sachse resident, I have recently changed my residence and am currently not residing within the City of Sachse. I still am very interested and involved in what the City is doing and hope to move back to Sachse.

Please accept this email as my resignation with regret. I look forward to being able to work closely with the City in the future.

Respectfully,  
Scott Williams  
972-948-9210



## Legislation Details (With Text)

<b>File #:</b>	13-1597	<b>Version:</b>	1	<b>Name:</b>	Award Bid for the Haverhill Lane Pavement Replacement
<b>Type:</b>	Agenda Item	<b>Status:</b>		<b>Status:</b>	Agenda Ready
<b>File created:</b>	6/13/2013	<b>In control:</b>		<b>In control:</b>	City Council
<b>On agenda:</b>	6/17/2013	<b>Final action:</b>		<b>Final action:</b>	

**Title:** Consider a resolution of the City Council of the City of Sachse, Texas, awarding the bid for the Haverhill Lane Pavement Replacement from Miles Road to Hunters Ridge Drive as a capital improvement project to McMahon Contracting, L.P., in the amount not to exceed four hundred ninety thousand dollars and no cents (\$490,000.00); authorizing the City Manager to execute such agreement in a form approved by the City Attorney; and providing an effective date.

### Executive Summary

The City of Sachse has a paving improvement project for the re-construction of Haverhill Lane from Miles Road to Hunters Ridge Drive. The project was designed by KSA Engineers, Inc., and bids were opened on May 24, 2013. This item is to award the bid to the lowest responsible bidder, which is McMahon Contracting, L.P. in the amount not to exceed \$490,000.00.

### Sponsors:

### Indexes:

### Code sections:

- Attachments:** [Haverhill Lane Project Map PDF](#)  
[Haverhill Lane Bid Tab 2013 PDF](#)  
[RESO for Award of Haverhill Lane Pavement Replacement PDF](#)

Date	Ver.	Action By	Action	Result
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### Title

Consider a resolution of the City Council of the City of Sachse, Texas, awarding the bid for the Haverhill Lane Pavement Replacement from Miles Road to Hunters Ridge Drive as a capital improvement project to McMahon Contracting, L.P., in the amount not to exceed four hundred ninety thousand dollars and no cents (\$490,000.00); authorizing the City Manager to execute such agreement in a form approved by the City Attorney; and providing an effective date.

### Executive Summary

*The City of Sachse has a paving improvement project for the re-construction of Haverhill Lane from Miles Road to Hunters Ridge Drive. The project was designed by KSA Engineers, Inc., and bids were opened on May 24, 2013. This item is to award the bid to the lowest responsible bidder, which is McMahon Contracting, L.P. in the amount not to exceed \$490,000.00.*

### Background

The City's Capital Improvement Plan (CIP) includes the re-construction of Haverhill Lane from Miles Road to Hunters Ridge Drive (see Attachment 1 - Project Map). The existing road

pavement is in poor condition and needs to be removed and re-constructed.

#### Policy Considerations

The project is in the Capital Improvements Program and funding has been allocated for the project from RCC Funds and the 2006 Bond Fund.

Notice to bidders was published in the *Sachse News* on April 25, 2013 and May 2, 2013. Sealed bids were received in the City Secretary's Office until 3:00 pm, May 24, 2013 and then publicly read aloud in the City Hall Council Chambers in accordance with the Texas Local Government Code.

Seven bids were received (see attached bid tabulation Attachment 2). The low bid was received from McMahon Contracting, L.P., from Irving, TX. The references for McMahon Contracting, L.P. were checked and found to be satisfactory. McMahon Contracting, L.P., has adequate resources to complete the project in a timely manner. The design engineer and City staff recommends awarding the contract to McMahon Contracting, L.P., in the amount not to exceed \$490,000.00

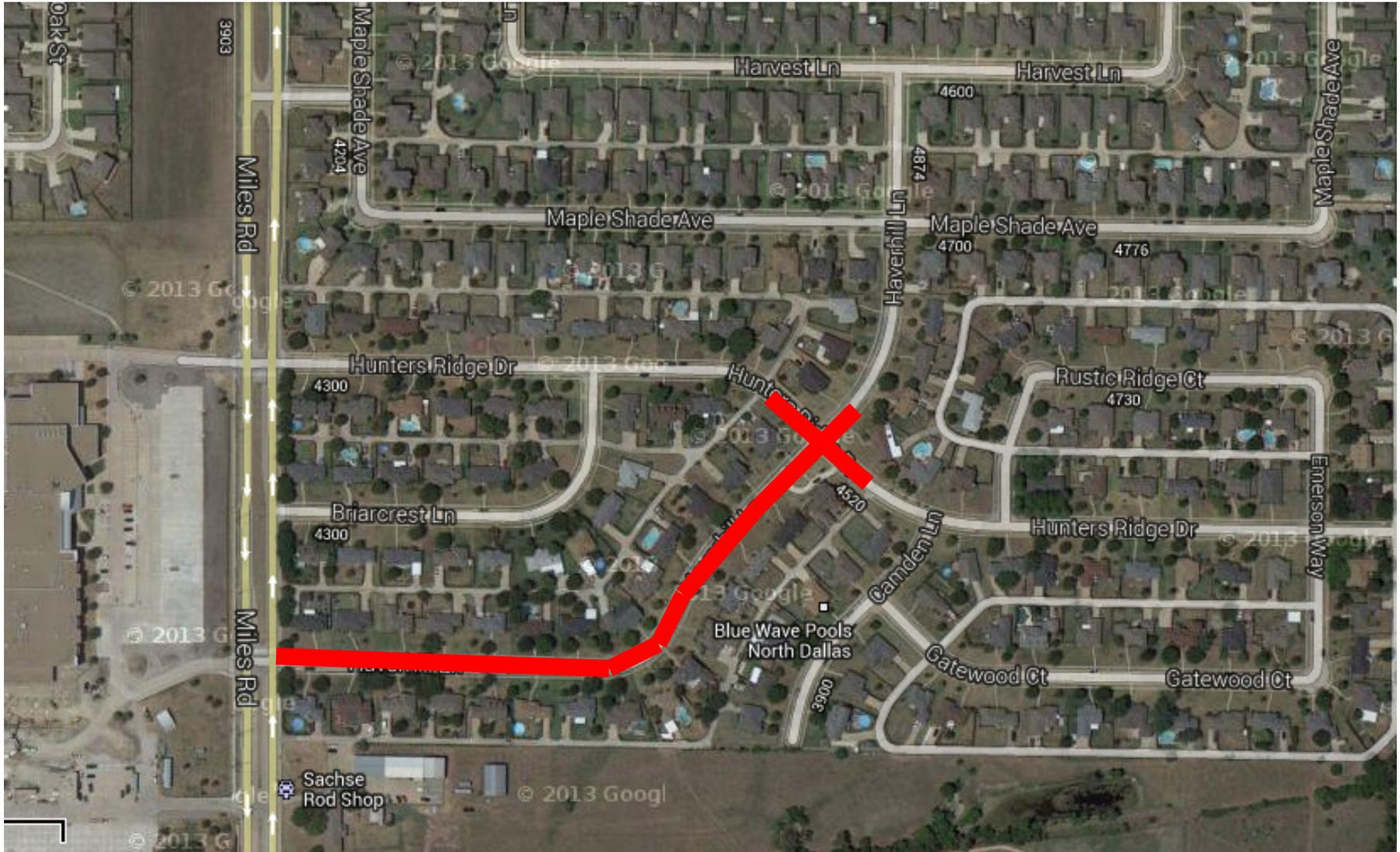
#### Budgetary Considerations

The funding for this project will be from RCC Funds and 2006 Bond Funds in the amount not to exceed \$490,000.00. The low bid was determined by the contractor submitting the low bid. The low base bid was received from McMahon Contracting, L.P. in the amount of \$454,970.20, with an additional alternate bid of \$33,600.00, which is below the amount of allocated funds. A budget number of \$490,000.00 is being requested.

#### Staff Recommendations

Staff recommends the City Council approve a resolution of the City Council of the City of Sachse, Texas, awarding the bid for the Haverhill Lane Pavement Replacement from Miles Road to Hunters Ridge Drive as a capital improvement project to McMahon Contracting, L.P., in the amount not to exceed four hundred ninety thousand dollars and no cents (\$490,000.00); authorizing the City Manager to execute such agreement in a form approved by the City Attorney; and providing an effective date, as a Consent Agenda Item.

# Project Map - Haverhill Lane Pavement Replacement



**BID TABULATION  
CITY OF SACHSE  
HAVERHILL LANE PAVING IMPROVEMENTS**

Bid Date: Friday, May 24, 2013  
3:00 p.m.

BID NO.	DESCRIPTION	UNIT	QTY	McMahon Contracting, L.P.		The Fain Group, Inc.		Quality Excavation, Ltd.		Pavecon, Ltd.		Jim Bowman Construction Co., L.P.		ZCMD Inc.		Lonestar Civil Construction, Inc.	
				UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
Base Bid																	
1.01	Mobilization, Insurance, Bonds	LS	1	\$44,100.00	\$44,100.00	\$4,375.34	\$4,375.34	\$38,000.00	\$38,000.00	\$31,000.00	\$31,000.00	\$63,500.00	\$63,500.00	\$24,600.00	\$24,600.00	\$112,450.00	\$112,450.00
1.02	Sawcut and remove existing pavement	SY	4,650	\$4.37	\$20,320.50	\$8.31	\$38,641.50	\$8.83	\$41,059.50	\$7.00	\$32,550.00	\$9.23	\$42,919.50	\$10.00	\$46,500.00	\$10.00	\$46,500.00
1.03	Excavation - Remove materials encountered to the grades shown on the plans	CY	500	\$14.88	\$7,440.00	\$22.34	\$11,170.00	\$28.50	\$14,250.00	\$25.16	\$12,580.00	\$10.00	\$5,000.00	\$18.45	\$9,225.00	\$25.50	\$12,750.00
1.04	Embankment - Furnish, place, and compact materials where additional material is required	CY	600	\$3.90	\$2,340.00	\$26.08	\$15,648.00	\$25.00	\$15,000.00	\$34.00	\$20,400.00	\$12.00	\$7,200.00	\$30.75	\$18,450.00	\$19.00	\$11,400.00
1.05	Proof Rolling - Proof-roll earthwork or base to locate unstable areas	HR	16	\$64.40	\$1,030.40	\$87.51	\$1,400.16	\$200.00	\$3,200.00	\$56.00	\$896.00	\$56.25	\$900.00	\$768.75	\$12,300.00	\$200.50	\$3,208.00
1.06	8" Lime Stabilized Subgrade - Mix and compact lime, water, and base	SY	5,150	\$3.53	\$18,179.50	\$5.78	\$29,767.00	\$5.25	\$27,037.50	\$10.82	\$55,723.00	\$6.00	\$30,900.00	\$4.92	\$25,338.00	\$4.50	\$23,175.00
1.07	Hydrated Lime for Lime Stabilized Subgrade (8%)	TON	144	\$156.00	\$22,464.00	\$191.17	\$27,528.48	\$170.00	\$24,480.00	\$144.21	\$20,766.24	\$165.00	\$23,760.00	\$167.28	\$24,088.32	\$154.00	\$22,176.00
1.08	8" Concrete Pavement (#4 Bars @ 18" centers) - Construct cement concrete pavement with reinforcing steel	SY	4,800	\$40.01	\$192,048.00	\$49.21	\$236,208.00	\$45.50	\$218,400.00	\$48.44	\$232,512.00	\$50.00	\$240,000.00	\$48.44	\$232,512.00	\$43.00	\$206,400.00
1.09	Construct concrete curb	LF	2,860	\$1.08	\$3,088.80	\$3.25	\$9,295.00	\$3.75	\$10,725.00	\$2.79	\$7,979.40	\$2.50	\$7,150.00	\$7.87	\$22,508.20	\$1.50	\$4,290.00
1.10	Construct reinforced concrete sidewalk	SY	1,340	\$39.15	\$52,461.00	\$32.40	\$43,416.00	\$39.00	\$52,260.00	\$34.19	\$45,814.60	\$38.50	\$51,590.00	\$39.36	\$52,742.40	\$39.00	\$52,260.00
1.11	Retaining wall	LF	120	\$40.65	\$4,878.00	\$89.85	\$10,782.00	\$100.00	\$12,000.00	\$107.00	\$12,840.00	\$120.00	\$14,400.00	\$30.75	\$3,690.00	\$66.00	\$7,920.00
1.12	Barrier free ramps	EA	6	\$750.00	\$4,500.00	\$913.96	\$5,483.76	\$1,100.00	\$6,600.00	\$835.00	\$5,010.00	\$800.00	\$4,800.00	\$1,660.50	\$9,963.00	\$1,100.00	\$6,600.00
1.13	Erosion, sediment and stormwater pollution prevention plan and controls	LS	1	\$4,500.00	\$4,500.00	\$10,324.13	\$6,800.00	\$6,800.00	\$6,800.00	\$6,316.00	\$6,316.00	\$6,500.00	\$6,500.00	\$5,757.43	\$5,757.43	\$6,200.00	\$6,200.00
1.14	Furnish and install 4" topsoil	CY	250	\$44.94	\$11,235.00	\$22.21	\$5,552.50	\$49.50	\$12,375.00	\$21.05	\$5,262.50	\$30.00	\$7,500.00	\$61.50	\$15,375.00	\$48.00	\$12,000.00
1.15	Sodding	SY	2,000	\$3.30	\$6,600.00	\$2.96	\$5,920.00	\$4.50	\$9,000.00	\$4.21	\$8,420.00	\$4.50	\$9,000.00	\$3.03	\$6,060.00	\$2.50	\$5,000.00
1.16	Install temporary mailbox - Install 30 unit temporary mailbox	LS	1	\$1,725.00	\$1,725.00	\$3,029.09	\$3,029.09	\$6,900.00	\$6,900.00	\$1,060.00	\$1,060.00	\$2,500.00	\$2,500.00	\$11,070.00	\$11,070.00	\$4,300.00	\$4,300.00
1.17	Barricades, Signs, and Traffic Control - Provide, install, move, replace, maintain, clean, and remove upon completion of work all barricades, signs, cones, lights, and other traffic control devices used for traffic handling as indicated on the plans and as directed	LS	1	\$6,560.00	\$6,560.00	\$5,385.03	\$5,385.03	\$7,500.00	\$7,500.00	\$6,200.00	\$6,200.00	\$10,000.00	\$10,000.00	\$7,165.00	\$7,165.00	\$18,000.00	\$18,000.00
1.18	Adjust existing manholes and valve boxes - Bring existing manholes and valve boxes flush with new pavement	EA	5	\$300.00	\$1,500.00	\$235.59	\$1,177.95	\$200.00	\$1,000.00	\$250.00	\$1,250.00	\$200.00	\$1,000.00	\$922.50	\$4,612.50	\$950.00	\$4,750.00
1.90	Project contingency	LS	1	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
	<b>Total Base Bid:</b>				<b>\$454,970.20</b>		<b>\$515,103.94</b>		<b>\$552,727.50</b>		<b>\$665,089.24</b>		<b>\$668,250.00</b>		<b>\$578,376.35</b>		<b>\$609,379.00</b>
Alternate Bid # 1																	
A2.01	Remove, Salvage, and Reinstall Existing Mailboxes. Damaged mailboxes to be replaced to original condition	EA	28	\$1,200.00	\$33,600.00	\$370.22	\$10,366.16	\$575.00	\$16,100.00	\$600.00	\$16,800.00	\$250.00	\$7,000.00	\$1,248.05	\$34,945.40	\$888.70	\$24,883.60
	<b>Subtotal Alternate # 1:</b>				<b>\$33,600.00</b>		<b>\$10,366.16</b>		<b>\$16,100.00</b>		<b>\$16,800.00</b>		<b>\$7,000.00</b>		<b>\$34,945.40</b>		<b>\$24,883.60</b>
Alternate Bid # 2																	
A3.01	Demolish Existing Mailboxes and Install new Brick Mailboxes, match size and style. (approximately 2' x 2' x 4') Contractor to match mailbox brick to house brick as close as possible, and provide City Engineer samples to review prior to construction mailboxes	EA	28	\$1,200.00	\$33,600.00	\$1,278.95	\$35,810.60	\$680.00	\$19,040.00	\$1,000.00	\$28,000.00	\$2,000.00	\$56,000.00	\$1,564.15	\$43,796.20	\$888.70	\$24,883.60
	<b>Subtotal Alternate # 2:</b>				<b>\$33,600.00</b>		<b>\$35,810.60</b>		<b>\$19,040.00</b>		<b>\$28,000.00</b>		<b>\$56,000.00</b>		<b>\$43,796.20</b>		<b>\$24,883.60</b>
Alternate Bid # 3																	
A4.01	Demolish Existing Mailboxes and Install new black 14 Gauge Metal Mailboxes on 4"x4" Wooden Posts. Contractor to paint wooden post to match color of house trim	EA	28	\$350.00	\$9,800.00	\$504.85	\$14,135.80	\$500.00	\$14,000.00	\$300.00	\$8,400.00	\$600.00	\$16,800.00	\$1,188.10	\$33,266.80	\$425.55	\$11,915.40
	<b>Subtotal Alternate # 3:</b>				<b>\$9,800.00</b>		<b>\$14,135.80</b>		<b>\$14,000.00</b>		<b>\$8,400.00</b>		<b>\$16,800.00</b>		<b>\$33,266.80</b>		<b>\$11,915.40</b>
	<b>BID SUMMARY:</b>																
	<b>Total Base Bid:</b>				<b>\$454,970.20</b>		<b>\$515,103.94</b>		<b>\$552,727.50</b>		<b>\$665,089.24</b>		<b>\$668,250.00</b>		<b>\$578,376.35</b>		<b>\$609,379.00</b>
	<b>Subtotal Alternate # 1:</b>				<b>\$33,600.00</b>		<b>\$10,366.16</b>		<b>\$16,100.00</b>		<b>\$16,800.00</b>		<b>\$7,000.00</b>		<b>\$34,945.40</b>		<b>\$24,883.60</b>
	<b>Subtotal Alternate # 2:</b>				<b>\$33,600.00</b>		<b>\$35,810.60</b>		<b>\$19,040.00</b>		<b>\$28,000.00</b>		<b>\$56,000.00</b>		<b>\$43,796.20</b>		<b>\$24,883.60</b>
	<b>Subtotal Alternate # 3:</b>				<b>\$9,800.00</b>		<b>\$14,135.80</b>		<b>\$14,000.00</b>		<b>\$8,400.00</b>		<b>\$16,800.00</b>		<b>\$33,266.80</b>		<b>\$11,915.40</b>

\* Error found and corrected by KSA Engineers, Inc.

  
 Scott S. Hoelzle, P.E.  
 Project Manager

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS, AWARDED THE BID FOR THE HAVERHILL LANE PAVEMENT REPLACEMENT FROM MILES ROAD TO HUNTERS RIDGE DRIVE AS A CAPITAL IMPROVEMENT PROJECT TO MCMAHON CONTRACTING, L.P., IN THE AMOUNT NOT TO EXCEED FOUR HUNDRED NINETY THOUSAND DOLLARS AND ZERO CENTS (\$490,000.00); AUTHORIZING THE CITY MANAGER TO EXECUTE SUCH AGREEMENT IN A FORM APPROVED BY THE CITY ATTORNEY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, it is necessary for a contractor to furnish and install pavement improvements in Haverhill Lane from Miles Road to Hunters Ridge Drive; and

**WHEREAS**, the City has previously identified the funding source to be RCC Funds and 2006 Bond Program Funds for the project; and

**WHEREAS**, the City has taken sealed bids and City staff is recommending award to the lowest responsible bidder meeting specifications; and

**WHEREAS**, the City Council of the City of Sachse, Texas desires to award the contract.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS;**

**Section 1:** That the Bid for the Haverhill Lane Pavement Replacement from Miles Road to Hunters Ridge Drive is hereby awarded to McMahon Contracting, L.P., in the amount not to exceed four hundred ninety thousand dollars and zero cents (\$490,000.00).

**Section 2:** That the City Manager is authorized, after approval of the City Attorney, to execute a contract with McMahon Contracting, L.P., in the amount not to exceed four hundred ninety thousand dollars and zero cents (\$490,000.00).

**Section 3:** That this resolution shall take effect immediately from and upon its adoption and it is so resolved.

**RESOLVED** this 17<sup>th</sup> day of June, 2013. CITY OF SACHSE, TEXAS

\_\_\_\_\_  
Mike Felix, Mayor

ATTEST:

\_\_\_\_\_  
Terry Smith, City Secretary



## Legislation Details (With Text)

<b>File #:</b>	13-1595	<b>Version:</b>	1	<b>Name:</b>	2013 Atmos Rate: RRM
<b>Type:</b>	Agenda Item	<b>Status:</b>		<b>Status:</b>	Agenda Ready
<b>File created:</b>	6/12/2013	<b>In control:</b>		<b>In control:</b>	City Council
<b>On agenda:</b>	6/17/2013	<b>Final action:</b>		<b>Final action:</b>	

**Title:** Consider and ordinance of the City of Sachse, Texas, approving and adopting rate schedule "RRM - Rate Review Mechanism" for Atmos Energy Corporation, Mid-Tex Division to be in force in the City for a period of time as specified in the rate schedule; adopting a savings clause; determining that this ordinance was passed in accordance with the requirements of the Texas Open Meetings Act; declaring an effective date; and requiring delivery of this ordinance to the company and ACSC legal counsel.

### Executive Summary

This ordinance will adopt a rate schedule which includes rates negotiated by the Atmos Cities Steering Committee (ACSC), of which Sachse is a member. By being a member of the ACSC and adopting this rate schedule, Sachse's citizens will realize a smaller increase in rates than if Sachse were not a member of the ACSC and Atmos were to file with the Railroad Commission for a rate increase. By adopting this ordinance, Atmos' system-wide tariff will be reduced by \$3M which accounts for the smaller increase in customers' rates.

### Sponsors:

### Indexes:

### Code sections:

**Attachments:** [51SACHSE Ordinance Adopting RRM for Atmos Energy Rate Review Mechanism 60658.pdf Attachment A.pdf](#)  
[RRM info sheet comp to GRIP.pdf](#)  
[Model Staff Report for ordinance adopting RRM.pdf](#)

Date	Ver.	Action By	Action	Result
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### Title

Consider and ordinance of the City of Sachse, Texas, approving and adopting rate schedule "RRM - Rate Review Mechanism" for Atmos Energy Corporation, Mid-Tex Division to be in force in the City for a period of time as specified in the rate schedule; adopting a savings clause; determining that this ordinance was passed in accordance with the requirements of the Texas Open Meetings Act; declaring an effective date; and requiring delivery of this ordinance to the company and ACSC legal counsel.

### Executive Summary

*This ordinance will adopt a rate schedule which includes rates negotiated by the Atmos Cities Steering Committee (ACSC), of which Sachse is a member. By being a member of the ACSC and adopting this rate schedule, Sachse's citizens will realize a smaller increase in rates than if Sachse were not a member of the ACSC and Atmos were to file with the Railroad Commission for a rate increase. By adopting this ordinance, Atmos' system-wide tariff will be reduced by \$3M which accounts for the smaller increase in customers' rates.*

## Background

Sachse, along with 154 other cities served by Atmos Energy Corporation, Mid-Tex Division (“Atmos Mid-Tex” or “Company”), is a member of the Atmos Cities Steering Committee (“ACSC” or “Steering Committee”). In 2007, ACSC and Atmos Mid-Tex agreed to implement an annual rate review mechanism for Atmos Mid-Tex, known as the Rate Review Mechanism (“RRM”), as a temporary replacement for the statutory mechanism known as GRIP (the “Gas Reliability Infrastructure Program”). This first RRM tariff expired in 2011, and although ACSC and Atmos Mid-Tex met many times to attempt to reach an agreement on a renewed or replacement tariff, they were unable to do so. Atmos Mid-Tex filed a full rate case in 2012. The resulting rates were approved by the Railroad Commission in December 2012 in G.U.D. No. 10170.

ACSC and the Company renewed discussions to develop revisions to the RRM tariff, and have reached a tentative agreement on the form of the RRM tariff to be in effect for a four-year period from 2013 to 2017. If the RRM process is to continue to function as a substitute for the GRIP process, cities that exercise original jurisdiction must adopt a tariff that authorizes the process. For the reasons outlined below, the ACSC Executive Committee and ACSC legal counsel recommend approval of the new RRM tariff by all ACSC member cities.

The RRM tariff was originally approved by ACSC member cities as part of the settlement agreement resolving the Atmos Mid-Tex 2007 system-wide rate filing at the Railroad Commission. The RRM process was created collaboratively by ACSC and Atmos Mid-Tex as an alternative to the legislatively-authorized GRIP rate adjustment process. GRIP, like the RRM, is a form of expedited rate relief for gas utilities that avoids the long and costly process of a full rate filing. However, ACSC strongly opposes the GRIP process because it constitutes piecemeal ratemaking, does not allow any review by cities of the reasonableness of capital expenditures, and does not allow participation by cities in the Railroad Commission’s review of the annual GRIP filings, or recovery by cities of their rate case expenses. The Railroad Commission undertakes only an administrative review of GRIP filings (instead of a full hearing) and the rate increases go into effect without any material adjustments. In ACSC’s view, the GRIP process unfairly raises customers’ rates without any real regulatory oversight. In contrast, the RRM process has allowed for a more comprehensive rate review and annual adjustment as a substitute for GRIP filings.

## Policy Considerations

Sachse would remain a member of the Atmos Cities Steering Committee and retain the rate review benefits which include receiving reduced rate increases.

## Budgetary Considerations

Atmos rate increases are reflected directly on customers' bills.

## Staff Recommendations

Approve an ordinance of the City of Sachse, Texas, approving and adopting rate schedule

"RRM - Rate Review Mechanism" for Atmos Energy Corporation, Mid-Tex Division to be in force in the City for a period of time as specified in the rate schedule; adopting a savings clause; determining that this ordinance was passed in accordance with the requirements of the Texas Open Meetings Act; declaring an effective date; and requiring delivery of this ordinance to the company and ACSC legal counsel as a Consent Agenda Item.

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF SACHSE, TEXAS, APPROVING AND ADOPTING RATE SCHEDULE “RRM – RATE REVIEW MECHANISM” FOR ATMOS ENERGY CORPORATION, MID-TEX DIVISION TO BE IN FORCE IN THE CITY FOR A PERIOD OF TIME AS SPECIFIED IN THE RATE SCHEDULE; ADOPTING A SAVINGS CLAUSE; DETERMINING THAT THIS ORDINANCE WAS PASSED IN ACCORDANCE WITH THE REQUIREMENTS OF THE TEXAS OPEN MEETINGS ACT; DECLARING AN EFFECTIVE DATE; AND REQUIRING DELIVERY OF THIS ORDINANCE TO THE COMPANY AND ACSC LEGAL COUNSEL.**

**WHEREAS**, the City of Sachse, Texas (“City”) is a gas utility customer of Atmos Energy Corp., Mid-Tex Division (“Atmos Mid-Tex” or “the Company”), and a regulatory authority with an interest in the rates and charges of Atmos Mid-Tex; and

**WHEREAS**, the City is a member of the Atmos Cities Steering Committee (“ACSC”), a coalition of cities, most of whom retain original jurisdiction over the rates and services of Atmos Mid-Tex; and

**WHEREAS**, in 2007 ACSC member cities and Atmos Mid-Tex collaboratively developed the Rate Review Mechanism (“RRM”) Tariff that allows for an expedited rate review process controlled by cities as a substitute for the legislatively-constructed Gas Reliability Infrastructure Program (“GRIP”); and

**WHEREAS**, the GRIP mechanism does not permit the City to review rate increases, and constitutes piecemeal ratemaking; and

**WHEREAS**, the RRM process permits City review of requested rate increases and provides for a holistic review of the true cost of service for Atmos Mid-Tex; and

**WHEREAS**, the initial RRM tariff expired in 2011; and

**WHEREAS**, ACSC’s representatives have worked with Atmos Mid-Tex to negotiate a renewal of the RRM process that avoids litigation and Railroad Commission filings; and

**WHEREAS**, the ACSC’s Executive Committee and ACSC’s legal counsel recommend ACSC members approve the negotiated new RRM tariff; and

**WHEREAS**, the attached Rate Schedule “RRM – Rate Review Mechanism” (“RRM Tariff”) provides for a reasonable expedited rate review process that is a substitute for, and is superior to, the statutory GRIP process; and

**WHEREAS**, the expedited rate review process as provided by the RRM Tariff avoids piecemeal ratemaking; and

**WHEREAS**, the RRM tariff reflects the ratemaking standards and methodologies authorized by the Railroad Commission in the most recent Atmos Mid-Tex rate case, G.U.D. No. 10170; and

**WHEREAS**, the RRM Tariff provides for an annual reduction in Atmos Mid-Tex's requested rate increase of at least \$3 million; and

**WHEREAS**, the RRM Tariff provides for a lower customer charge than if Atmos Mid-Tex pursued GRIP filings; and

**WHEREAS**, the attached RRM Tariff as a whole is in the public interest;

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS:**

**SECTION 1.** That the findings set forth in this Ordinance are hereby in all things approved.

**SECTION 2.** That the City Council finds that the RRM Tariff, **which is attached hereto and incorporated herein as Attachment A**, is reasonable and in the public interest, and is hereby in force and effect in the City.

**SECTION 3.** That to the extent any resolution or ordinance previously adopted by the City Council is inconsistent with this Ordinance, it is hereby repealed.

**SECTION 4.** That the meeting at which this Ordinance was approved was in all things conducted in strict compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

**SECTION 5.** That if any one or more sections or clauses of this Ordinance is judged to be unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remaining provisions of this Ordinance and the remaining provisions of the Ordinance shall be interpreted as if the offending section or clause never existed.

**SECTION 6.** That this Ordinance shall become effective from and after its passage.

**SECTION 7.** That a copy of this Ordinance shall be sent to Atmos Mid-Tex, care of Christopher Felan, Vice President of Rates and Regulatory Affairs for Atmos Mid-Tex Division, Atmos Energy Corporation, 5420 LBJ Freeway, Suite 1600, Dallas, Texas 75240, and to Geoffrey Gay, General Counsel to ACSC, at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Avenue, Suite 1900, Austin, Texas 78701.

**DULY APPROVED AND PASSED** by the City Council of the City of Sachse, Texas on the \_\_\_\_ day of \_\_\_\_\_, 2013.

APPROVED:

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MIKE FELIX, MAYOR

ATTEST:

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TERRY SMITH, CITY SECRETARY

APPROVED AS TO FORM:

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PETER G. SMITH, CITY ATTORNEY  
(JG/05-14-13/60658)

<b>RATE SCHEDULE:</b>	<b>RRM – Rate Review Mechanism</b>	
<b>APPLICABLE TO:</b>	<b>ALL AREAS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS CUSTOMERS</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on and after October 15, 2013</b>	<b>PAGE 1 OF 6</b>

## I. Applicability

Applicable to Residential, Commercial, Industrial, and Transportation tariff customers in the Mid-Tex Division of Atmos Energy Corporation ("Company") except such customers within the City of Dallas. This Rate Review Mechanism ("RRM") provides for an annual adjustment to the Company's Rate Schedules R, C, I and T ("Applicable Rate Schedules"). Rate calculations and adjustments required by this tariff shall be determined on a System-Wide cost basis.

## II. Definitions

"Test Period" is defined as the twelve months ending December 31 of each preceding calendar year.

The "Effective Date" is the date that adjustments required by this tariff are applied to customer bills. The annual Effective Date is June 1. The 2013 filing Effective Date is October 15, 2013.

Unless otherwise noted in this tariff, the term "Final Order" refers the final order issued by the Railroad Commission of Texas in GUD 10170.

The term "System-Wide" means all incorporated and unincorporated areas served by the Company.

"Review Period" is defined as the period from the Filing Date until the Effective Date.

The "Filing Date" is as early as practicable but no later than March 1 of each year with the exception of 2013, which shall have a Filing Date of July 15, 2013. The last annual Effective Date is June 1, 2017.

## III. Calculation

The RRM shall calculate an annual, System-Wide cost of service ("COS") that will be used to adjust applicable rate schedules prospectively as of the Effective Date. The annual cost of service will be calculated according to the following formula:

$$\text{COS} = \text{OM} + \text{DEP} + \text{RI} + \text{TAX} + \text{CD} - \text{ADJ}$$

Where:

OM = all reasonable and necessary operation and maintenance expenses from the

<b>RATE SCHEDULE:</b>	<b>RRM – Rate Review Mechanism</b>	
<b>APPLICABLE TO:</b>	<b>ALL AREAS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS CUSTOMERS</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on and after October 15, 2013</b>	<b>PAGE 2 OF 6</b>

Test Period adjusted for known and measurable items and prepared consistent with the rate making treatments approved in the Final Order. Known and measurable adjustments shall be limited to those changes that have occurred prior to the Filing Date. OM may be adjusted for atypical and non-recurring items. Shared Services allocation factors shall be recalculated each year based on the latest component factors used during the Test Period, but the methodology used will be that approved in the Final Order.

DEP = depreciation expense calculated at depreciation rates approved by the Final Order.

RI = return on investment calculated as the Company's pretax return multiplied by rate base at Test Period end. Rate base is prepared consistent with the rate making treatments approved in the Final Order, except that no post Test Period adjustments will be permitted. Pretax return is the Company's weighted average cost of capital before income taxes. The Company's weighted average cost of capital is calculated using the methodology from the Final Order including the Company's actual capital structure and long term cost of debt as of the Test Period end (adjusted for any known and measurable changes) and the return on equity from the Final Order. However, in no event will the percentage of equity exceed 55%. Regulatory adjustments due to prior regulatory rate base adjustment disallowances will be maintained. Cash working capital will be calculated using the lead/lag days approved in the Final Order. With respect to pension and other postemployment benefits, the Company will record a regulatory asset or liability for these costs until the amounts are included in the next annual rate adjustment implemented under this tariff. Each year, the Company's filing under this Rider RRM will clearly state the level of pension and other postemployment benefits recovered in rates.

TAX = income tax and taxes other than income tax from the Test Period adjusted for known and measurable changes occurring after the Test Period and before the Filing Date, and prepared consistent with the rate making treatments approved in the Final Order.

CD = interest on customer deposits.

ADJ = Downward adjustment to the overall, System-Wide test year cost of service in the amount of \$3,000,000.00, adjusted by a percentage equal to the total percentage increase in base-rate revenue sought pursuant to this tariff.

<b>RATE SCHEDULE:</b>	<b>RRM – Rate Review Mechanism</b>	
<b>APPLICABLE TO:</b>	<b>ALL AREAS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS CUSTOMERS</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on and after October 15, 2013</b>	<b>PAGE 3 OF 6</b>

#### **IV. Annual Rate Adjustment**

The Company shall provide schedules and work papers supporting the Filing's revenue deficiency/sufficiency calculations using the methodology accepted in the Final Order. The result shall be reflected in the proposed new rates to be established for the effective period. The Revenue Requirement will be apportioned to customer classes in the same manner that Company's Revenue Requirement was apportioned in the Final Order. For the Residential Class, 40% of the increase may be recovered in the customer charge. The increase to the Residential customer charge shall not exceed \$0.50 per month in any given year. The remainder of the Residential Class increase not collected in the customer charge will be recovered in the usage charge. The Company will forgo any change in the Residential customer charge with the first proposed rate adjustment pursuant to this tariff. For all other classes, the change in rates will be apportioned between the customer charge and the usage charge, consistent with the Final Order. Test Period billing determinants shall be adjusted and normalized according to the methodology utilized in the Final Order.

#### **V. Filing**

The Company shall file schedules annually with the regulatory authority having original jurisdiction over the Company's rates on or before the Filing Date that support the proposed rate adjustments. The schedules shall be in the same general format as the cost of service model and relied-upon files upon which the Final Order was based. A proof of rates and a copy of current and proposed tariffs shall also be included with the filing. The filing shall be made in electronic form where practical. The Company's filing shall conform to Minimum Filing Requirements (to be agreed upon by the parties), which will contain a minimum amount of information that will assist the regulatory authority in its review and analysis of the filing. The Company and regulatory authority will endeavor to hold a technical conference regarding the filing within ten (10) calendar days after the Filing Date.

The 2013 Filing Date will be July 15, 2013.

A sworn statement shall be filed by an Officer of the Company affirming that the filed schedules are in compliance with the provisions of this Rate Review Mechanism and are true and correct to the best of his/her knowledge, information, and belief. No testimony shall be filed, but a brief narrative explanation shall be provided of any changes to corporate structure, accounting methodologies, allocation of common costs, or atypical or non-recurring items included in the filing.

#### **VI. Evaluation Procedures**

<b>RATE SCHEDULE:</b>	<b>RRM – Rate Review Mechanism</b>	
<b>APPLICABLE TO:</b>	<b>ALL AREAS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS CUSTOMERS</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on and after October 15, 2013</b>	<b>PAGE 4 OF 6</b>

The regulatory authority having original jurisdiction over the Company's rates shall review and render a decision on the Company's proposed rate adjustment prior to the Effective Date. The Company shall provide all supplemental information requested to ensure an opportunity for adequate review by the relevant regulatory authority. The Company shall not unilaterally impose any limits upon the provision of supplemental information and such information shall be provided within seven (7) working days of the original request. The regulatory authority may propose any adjustments it determines to be required to bring the proposed rate adjustment into compliance with the provisions of this tariff.

The regulatory authority may disallow any net plant investment that is not shown to be prudently incurred. Approval by the regulatory authority of net plant investment pursuant to the provisions of this tariff shall constitute a finding that such net plant investment was prudently incurred. Such finding of prudence shall not be subject to further review in a subsequent RRM or Statement of Intent filing.

During the Review Period, the Company and the regulatory authority will work collaboratively and seek agreement on the level of rate adjustments. If, at the end of the Review Period, the Company and the regulatory authority have not reached agreement, the regulatory authority shall take action to modify or deny the proposed rate adjustments. The Company shall have the right to appeal the regulatory authority's action to the Railroad Commission of Texas. Upon the filing of an appeal of the regulatory authority's order relating to an annual RRM filing with the Railroad Commission of Texas, the regulatory authority having original jurisdiction over the Company's rates shall not oppose the implementation of the Company's proposed rates subject to refund, nor will the regulatory authority advocate for the imposition of a third party surety bond by the Company. Any refund shall be limited to and determined based on the resolution of the disputed adjustment(s) in a final, non-appealable order issued in the appeal filed by the Company at the Railroad Commission of Texas.

In the event that the regulatory authority and Company agree to a rate adjustment(s) that is different from the adjustment(s) requested in the Company's filing, the Company shall file compliance tariffs consistent with the agreement. No action on the part of the regulatory authority shall be required to allow the rate adjustment(s) to become effective on June 1. To the extent that the regulatory authority does not take action on the Company's RRM filing by May 31, the rates proposed in the Company's filing shall be deemed approved effective June 1. (2013 filing RRM rate will be effective October 15, 2013 if no action is taken). Notwithstanding the preceding sentence, a regulatory authority may choose to take affirmative action to approve a rate adjustment under this tariff. In those instances where such approval cannot reasonably occur by May 31, the rates finally approved by the regulatory authority shall be deemed effective as of June 1.

<b>RATE SCHEDULE:</b>	<b>RRM – Rate Review Mechanism</b>	
<b>APPLICABLE TO:</b>	<b>ALL AREAS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS CUSTOMERS</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on and after October 15, 2013</b>	<b>PAGE 5 OF 6</b>

To defray the cost, if any, of regulatory authorities conducting a review of the Company's annual RRM filing, the Company shall reimburse the regulatory authorities on a monthly basis for their reasonable expenses incurred upon submission of invoices for such review. Any reimbursement contemplated hereunder shall be deemed a reasonable and necessary operating expense of the Company in the year in which the reimbursement is made. A regulatory authority seeking reimbursement under this provision shall submit its request for reimbursement to the Company no later than August 1 of the year in which the RRM filing is made and the Company shall reimburse regulatory authorities in accordance with this provision on or before August 30 of the year the RRM filing is made.

To the extent possible, the provisions of the Final Order shall be applied by the regulatory authority in determining whether to approve or disapprove of Company's proposed rate adjustment.

This Rider RRM does not limit the legal rights and duties of a regulatory authority. Nothing herein shall abrogate the jurisdiction of the regulatory authority to initiate a rate proceeding at any time to review whether rates charged are just and reasonable. Similarly, the Company retains its right to utilize the provisions of Texas Utilities Code, Chapter 104, Subchapter C to request a change in rates. The provisions of this Rider RRM are implemented in harmony with the Gas Utility Regulatory Act (Texas Utilities Code, Chapters 101-105).

The annual rate adjustment process set forth in this tariff shall remain in effect during the pendency of any Statement of Intent rate filing.

## **VII. Reconsideration, Appeal and Unresolved Items**

Orders issued pursuant to this mechanism are ratemaking orders and shall be subject to appeal under Sections 102.001(b) and 103.021, et seq., of the Texas Utilities Code (Vernon 2007).

## **VIII. Notice**

Notice of each annual RRM filing shall be provided by including the notice, in conspicuous form, in the bill of each directly affected customer no later than forty-five (45) days after the Company makes its annual filing pursuant to this tariff. The notice to customers shall include the following information:

- a) a description of the proposed revision of rates and schedules;

<b>RATE SCHEDULE:</b>	<b>RRM – Rate Review Mechanism</b>	
<b>APPLICABLE TO:</b>	<b>ALL AREAS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS CUSTOMERS</b>	
<b>EFFECTIVE DATE:</b>	<b>Bills Rendered on and after October 15, 2013</b>	<b>PAGE 6 OF 6</b>

- b) the effect the proposed revision of rates is expected to have on the rates applicable to each customer class and on an average bill for each affected customer;
- c) the service area or areas in which the proposed rates would apply;
- d) the date the annual RRM filing was made with the regulatory authority; and
- e) the Company's address, telephone number and website where information concerning the proposed rate adjustment be obtained.

## **The New RRM: How Does It Stack Up?**

### **RRM (2007-2011)**

- Negotiated limits to the amount of increase included in customer charge.
- Less money requested from ratepayers, because it considers the Company's entire cost of providing service, including declining expenses.
- Cities can review reasonableness of expenses and negotiate disallowances.
- Reimbursement of Cities' rate case expenses.
- Cities can order reductions to requested increase.
- Better working relationship between Cities and Company.

### **GRIP**

- All increase included in customer charge.
- More costly to ratepayers, because it does not consider the Company's entire cost of providing service, including declining expenses.
- Cities have no input as to reasonableness or recovery of expenses.
- No reimbursement of Cities' rate case expenses.
- No reduction in requested increase.
- Poorer working relationship between Cities and Company.

### **New RRM Tariff**

- Includes limits on percentage of increase to be included in monthly customer charge.
- Shorter turn-around on discovery.
- Technical conference to expedite receipt of information from Company.
- No post-test year adjustments.
- Time limit for O&M known and measurable adjustments.
- Reduction in requested increase of at least \$3 million each year.
- Tracks the methodologies approved by the Railroad Commission in the most recent Mid-Tex rate case.

## **MODEL STAFF REPORT**

The City, along with 154 other cities served by Atmos Energy Corporation, Mid-Tex Division (“Atmos Mid-Tex” or “Company”), is a member of the Atmos Cities Steering Committee (“ACSC” or “Steering Committee”). In 2007, ACSC and Atmos Mid-Tex agreed to implement an annual rate review mechanism for Atmos Mid-Tex, known as the Rate Review Mechanism (“RRM”), as a temporary replacement for the statutory mechanism known as GRIP (the “Gas Reliability Infrastructure Program”). This first RRM tariff expired in 2011, and although ACSC and Atmos Mid-Tex met many times to attempt to reach an agreement on a renewed or replacement tariff, they were unable to do so. Atmos Mid-Tex filed a full rate case in 2012. The resulting rates were approved by the Railroad Commission in December 2012 in G.U.D. No. 10170.

ACSC and the Company renewed discussions to develop revisions to the RRM tariff, and have reached a tentative agreement on the form of the RRM tariff to be in effect for a four-year period from 2013 to 2017. If the RRM process is to continue to function as a substitute for the GRIP process, cities that exercise original jurisdiction must adopt a tariff that authorizes the process. For the reasons outlined below, the ACSC Executive Committee and ACSC legal counsel recommend approval of the new RRM tariff by all ACSC member cities.

### **RRM Background:**

The RRM tariff was originally approved by ACSC member cities as part of the settlement agreement resolving the Atmos Mid-Tex 2007 system-wide rate filing at the Railroad Commission. The RRM process was created collaboratively by ACSC and Atmos Mid-Tex as an alternative to the legislatively-authorized GRIP rate adjustment process. GRIP, like the RRM, is a form of expedited rate relief for gas utilities that avoids the long and costly process of a full rate filing. However, ACSC strongly opposes the GRIP process because it constitutes piecemeal ratemaking, does not allow any review by cities of the reasonableness of capital expenditures, and does not allow participation by cities in the Railroad Commission’s review of the annual GRIP filings, or recovery by cities of their rate case expenses. The Railroad Commission undertakes only an administrative review of GRIP filings (instead of a full hearing) and the rate increases go into effect without any material adjustments. In ACSC’s view, the GRIP process unfairly raises customers’ rates without any real regulatory oversight. In contrast, the RRM process has allowed for a more comprehensive rate review and annual adjustment as a substitute for GRIP filings.

### **Purpose of the Ordinance:**

The purpose of the Ordinance is to approve the RRM tariff (“Attachment A”) that reflects the negotiated RRM process. For the RRM process to continue, cities exercising original jurisdiction must approve a tariff that authorizes the process.

### **Reasons Justifying Approval of the Negotiated RRM Tariff:**

In the opinion of ACSC's Executive Committee, the RRM process is a better deal for customers than the GRIP process. Atmos Mid-Tex has stated if it were to file for a rate adjustment in 2013 under the GRIP provisions, it would request approximately \$5 million more in rate relief than it plans to request in a filing under this revised RRM tariff. ACSC assumes that is because the GRIP process only evaluates changes to capital investment. The RRM process looks at revenues (that may be increasing) and expenses (that may be declining), as well as capital investment.

Additionally, the statute authorizing the GRIP rate adjustment process allows the Company to place the entirety of any rate increase in the unavoidable monthly customer charge portion of its rates. If the Company were to file for an increase under the GRIP provisions, the entire amount of the increase would be collected through the fixed portion of the bill, rather than the volumetric charge that varies by a customer's usage. Between 2007 and 2012, ACSC was able to negotiate rate design results that constrained residential customer charges to the \$7.00 to \$7.50 range. However, the Railroad Commission has recently raised the residential customer charge to \$17.70.

The Company has agreed that for the first filing under the revised RRM tariff, there will be no increase to the residential customer charge. Thus, some of the primary benefits of the attached RRM tariff are that it moderates the impact of rate adjustments on residential customers by not changing the residential customer charge for the first RRM period. In subsequent years only 40% of the proposed increase in revenues to the residential class will be recovered through the fixed customer charge, and in no event will the residential customer charge increase by more than \$.50 per month. No such constraints exist under the GRIP process.

Additionally, the attached RRM tariff provides a discount as an incentive for cities permitting the Company annual rate relief. The RRM tariff includes an adjustment amount that is a reduction to the Company's requested increase. The adjustment lowers the Company's rate request by at least \$3 million each year. Additional reductions will also be made each year depending on the size of the Company's requested increase. The attached RRM tariff also caps at 55% the percentage of equity that can be used to calculate the Company's capital structure. Railroad Commission policy allows rates to be based on a parent company's actual capital structure, which for Atmos could mean increases in equity above the most recent level of 52%.

Under the RRM tariff, cities are also able to review the Company's annual expenses and capital investments and make adjustments, or disallowances, for any such expenses or investments that are considered to be unreasonable or unnecessary. The cities' costs in reviewing the annual filings, such as fees associated with the hiring of expert consultants and legal counsel, will be reimbursed by the Company on a monthly basis.

If cities do not approve the RRM tariff, the Company has stated that it will reinstitute its annual filings under the GRIP provisions. The anticipated GRIP adjustment for 2013 would be approximately \$5 million higher than the Company anticipates requesting through an RRM filing. Additionally, GRIP rate adjustments would place the entire amount of the Company's

requested increase into the customer charge. The ACSC Executive Committee recommends that ACSC city members take action to approve the Ordinance authorizing the RRM tariff.

**Explanation of “Be It Ordained” Paragraphs:**

1. This section approves all findings in the Ordinance.
2. This section adopts the attached RRM Tariff (“Attachment A”) and finds the adoption of the tariff to be just, reasonable, and in the public interest. Note that only the new tariff being revised is attached to the Ordinance. The initial RRM Tariff has expired by its own terms, and other existing tariffs not being changed in any way are not attached to the Ordinance.
3. This section repeals any resolution or ordinance that is inconsistent with this Ordinance.
4. This section finds that the meeting was conducted in compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.
5. This section is a savings clause, which provides that if any section is later found to be unconstitutional or invalid, that finding shall not affect, impair, or invalidate the remaining provisions of this Ordinance. This section further directs that the remaining provisions of the Ordinance are to be interpreted as if the offending section or clause never existed.
6. This section provides for an effective date upon passage.
7. This section paragraph directs that a copy of the signed Ordinance be sent to a representative of the Company and legal counsel for ACSC.



## Legislation Details (With Text)

**File #:** 13-1591      **Version:** 1      **Name:** CDBG submittal for 2013-2014  
**Type:** Agenda Item      **Status:** Agenda Ready  
**File created:** 6/11/2013      **In control:** City Council  
**On agenda:** 6/17/2013      **Final action:**  
**Title:** Consider a resolution authorizing submittal of a project to Dallas County for proposed Community Development Block Grant program funding for Fiscal Year 2013-2014.

### Executive Summary

Dallas County distributes federal funding from the Department of Housing and Urban Development (HUD) through its Community Development Block Grant (CDBG) program for use in areas of low to moderate income households for public infrastructure improvements. City Staff recieved notice of the available funding on June 7, 2013. Since the funding notice from HUD has come ninety days later than normal, and the final funding information must be submitted to HUD by August 15, the schedule has been greatly accelerated. The Commissioners Court has authorized Dallas County to streamline the process. Therefore, a public hearing is not required prior to City submittal of funding proposals to the County.

### Sponsors:

### Indexes:

### Code sections:

- Attachments:** [Attachment 1 2013-2014 CDBG Project Location Map PDF](#)  
[Attachment 2 Funding Notice - CDBG PDF](#)  
[2013-2014 CDBG - Commissioners Court Memo PDF](#)  
[51SACHSE Resolution Authorizing CDBG Project Submittal PDF](#)

Date	Ver.	Action By	Action	Result
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### Title

Consider a resolution authorizing submittal of a project to Dallas County for proposed Community Development Block Grant program funding for Fiscal Year 2013-2014.

### Executive Summary

*Dallas County distributes federal funding from the Department of Housing and Urban Development (HUD) through its Community Development Block Grant (CDBG) program for use in areas of low to moderate income households for public infrastructure improvements. City Staff recieved notice of the available funding on June 7, 2013. Since the funding notice from HUD has come ninety days later than normal, and the final funding information must be submitted to HUD by August 15, the schedule has been greatly accelerated. The Commissioners Court has authorized Dallas County to streamline the process. Therefore, a public hearing is not required prior to City submittal of funding proposals to the County.*

### Background

Each year the City of Sachse is eligible to receive Community Development Block Grant (CDBG) funds for implementation of projects that benefit low/moderate-incomeresidents. The

last several years of funding have been used on waterline, sanitary sewer line, and roadway projects. In 2013-2014, the funding will be used for reconstructing Boone Street from 5th Street to 7th Street.

#### Policy Considerations

Being a Federal funding distribution program, the Community Development Block Grant (CDBG) program administered by Dallas County, does have some requirements and qualifications that the recipient must meet. The funds must benefit the low/moderate-income residents. Income is verified by a door-to-door survey.

Staff met and discussed potential projects and has selected Boone Street from 5th Street to 7th Street. The selected project is shown in Attachment 1-Project Map:

#### Budgetary Considerations

This year's CDBG funding is anticipated to be \$57,793 (see Attachment 2).

#### Staff Recommendations

Staff recommends the City Council approve a resolution of the City Council of Sachse, Texas authorizing the submission to Dallas County of proposed Community Development Block Grant project for the 2013-2014 funding cycle.

# 2013-2014 CDBG Project Location Map – Boone Street from 5<sup>th</sup> Street to 7<sup>th</sup> Street



## Gregory Peters

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**From:** Abel Saldana [Abel.Saldana@dallascounty.org]  
**Sent:** Friday, June 07, 2013 8:54 AM  
**To:** Denny Wheat; Quang Nguyen; RANDY WALHOOD; Billy George; Gregory Peters; Sharon Carrier - Council Member; Christi Smith - Mayor Pro Tem; Steve Chutchian; Larry Pennington; Steven Miller; Phil DeChant; Crystal Owens  
**Subject:** FW: Process for Allocating County FY2103-14 CDBG Funding

FYI

Abel V. Saldaña, P.E., CFM  
Project Manager  
Dallas County Public Works Department  
411 Elm Street, 4th Floor  
Dallas, Texas 75202  
Tel: 214-653-6240  
Fax: 214-653-6445  
Email: [ASaldana@dallascounty.org](mailto:ASaldana@dallascounty.org)

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**From:** Rick Loessberg  
**Sent:** Friday, June 07, 2013 6:48 AM  
**To:** Downe, Dolle  
**Cc:** Rachel Brown; Kim D. Nobles; Abel Saldana  
**Subject:** RE: Process for Allocating County FY2103-14 CDBG Funding

Because of the short time that everyone has, you don't have to take your proposed projects to council for formal approval unless you want to/have time.

---

**From:** Downe, Dolle [mailto:ddowne@lancaster-tx.com]  
**Sent:** Thursday, June 06, 2013 3:51 PM  
**To:** Rick Loessberg  
**Subject:** RE: Process for Allocating County FY2103-14 CDBG Funding

Mr. Loessberg,

I certainly appreciate your recent emails keeping us up to date. I have a question about the public hearing – I understand we do not have to conduct the public hearing before the submission deadline of June 21, but we still will need to conduct a public hearing (as council approves the resolution authorizing the projects), correct?

Thank you for your guidance.

Regards,  
Dolle

*Dolle K. Downe, TRMC*

City Secretary  
City of Lancaster  
211 N. Henry Street, P. O. Box 940  
Lancaster, TX 75146  
972.218.1311 office, 972.218.1399 fax

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**From:** Rick Loessberg [mailto:Rick.Loessberg@dallascounty.org]

**Sent:** Tuesday, June 04, 2013 1:36 PM

**To:** 'ahcasarez@cityofwilmer.com'; 'alan.sims@cedarhilltx.com'; 'beena.jacob@farmersbranch.info'; 'bhaney@cockrell-hill.tx.us'; 'ccade@cityofsachse.com'; 'cgross@cityofbalchsprings.com'; 'city@combinetx.com'; 'citymanager@glennheights.com'; Downe, Dolle; Robertson, Opal; 'elias.sassoon@cedarhilltx.com'; 'gary.greer@farmersbranch.info'; 'greg.porter@cedarhilltx.com'; 'janisdcohsecy1@prodigy.net'; Brewer, Jimmy; 'jcrase@cityofsachse.com'; 'jfralicks@ci.duncanville.tx.us'; 'lstillings@ci.desoto.tx.us'; 'morris399@balchspringspd.com'; 'ppatten@cityofbalchsprings.com'; 'tlemond@seagoville.us'; 'trichardson@desototexas.gov'; 'tsmith@cityofsachse.com'

**Cc:** Abel Saldana; Janee Gentry; David Mackey; Kim D. Nobles; Rachel Brown; Darryl Martin; Gordon Hikel; Theresa Daniel; Mike Cantrell; Clay Jenkins; Elba GarciaDDS; John Wiley Price; Sally White; Michelle Love; Traci Enna; Kristi Padon; Amy Mueller; Cole Leonard; Shay Cathey; Lauren Mish; Dapheny Fain; Brooks Love; Jared Spencer

**Subject:** Process for Allocating County FY2103-14 CDBG Funding

Some good CDBG news: We've finally been informed that we will be receiving about \$2.1 million of CDBG funding next year. Somewhat surprisingly, this amount is about \$100,000 more than what we received last year.

Using our standard CDBG allocation formula, this is what the cities will be receiving:

City	CDBG Award
Duncanville	\$106,171
Cedar Hill	\$101,300
Glenn Heights	\$80,196
Seagoville	\$102,599
Farmers Branch	\$96,755
Combine	\$57,468
Lancaster	\$117,859
Cockrell Hill	\$123,703
Hutchins	\$111,366
DeSoto	\$107,144
Sachse	\$57,793
Balch Springs	\$125,651
Wilmer	\$110,717

In many instances, these awards are about \$10,000 larger than last year. In addition to this new funding, some cities may also have funding remaining from completed or cancelled projects. Please be sure to include this funding when you propose projects for the new funding identified above.

Since the funding notice from HUD has come about ninety days later than normal and since HUD is still requiring that all final funding information must be submitted to it by August 15, we're having to pursue a greatly accelerated schedule. What follows below is a brief outline of some of the procedures we will be following in the weeks to come:

- Application forms and instructions are attached. They are identical to what has been used in the past.
- Abel Saldana (214.653.6240) and Rachel Brown (214.653.6359) are available to help you develop eligible projects. Kim Nobles (214.653.6368) is available to discuss application questions and any funding that you might have remaining from prior projects.
- It is essential that rather than allocating funding to new projects, on-going projects be completed first. Cities are also strongly encouraged to allocate funding for one project rather than trying to spread it across several projects.
- **The deadline for cities submitting information about how they will use their CDBG funding is June 21 at 3:00 p.m.** If we have not received your information by then, we will assume that your city is not interested in utilizing its funding, and it will be reallocated.

- Application materials must be sent to Kim Nobles. They can either be hand-delivered, mailed, or sent electronically. However, regardless of how they are transmitted, they must be in Kim's possession by the deadline.

Because we are all having to operate under such a compressed schedule, the Commissioners Court has authorized us, in accordance with the attached May 24 memo, to streamline the process as much as may be needed. Related to this, please note two significant changes from prior years:

- We do not have to have formal council approval for whatever a city submits on June 21.
- Cities do not have to hold a public hearing prior to submitting their funding proposals to the County.

As always, please let us know what we can do to help you formulate projects or to answer any questions that you might have.

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**DALLAS COUNTY  
COMMISSIONERS COURT  
DEPARTMENT OF PLANNING & DEVELOPMENT**

May 24, 2013

TO: Commissioners Court

FROM: Rick Loessberg, Director of Planning & Development 

SUBJECT: Streamlining the FY2014 CDBG Allocation Process

**BACKGROUND**

Because of the difficulty in Washington of approving a federal budget, cities and counties still do not know what CDBG funding they will be receiving in FY2014 (this information usually provided in February or March). HUD has advised that it hopes to have this information shortly; however, since cities and counties are usually required to conduct a thirty-day public comment once they preliminarily identify possible projects and to then inform HUD by August 15 of what their final funding decisions will be, there will be an unprecedentedly small amount of time available to complete all of the necessary steps. Accordingly, staff would like to seek, in advance, one-time permission to streamline the County's CDBG allocation process as much as may be needed.

**DESCRIPTION OF PROPOSED PROCESS**

As shown below, there are presently fifteen cities with populations of less than 50,000 that participate in the County's CDBG program.

Balch Springs	Wilmer	Hutchins
Lancaster	Seagoville	Duncanville
Glenn Heights	Sachse	Cedar Hill
Cockrell Hill	Combine	DeSoto
University Park*	Highland Park*	Farmers Branch

*\* These cities only participate so that the County will qualify for the CDBG program. They have not ever sought to receive funding from this program.*

Under the policies for this program, each city that wishes to receive funding from the program may do so with the amount being determined by a County-established formula. The cities are then generally given large discretion as to how to utilize this funding. They also usually have at least thirty days to determine how to use this funding.

By practice, the Commissioners Court has been briefed on what the individual city awards will be prior to informing the cities. Cities are then required to hold a public hearing and to formally approve any projects that they wish to undertake. The Court is then re-briefed about 60 days later on the projects that the cities have selected. The County holds two public hearings during the Court's formal session before the final CDBG allocation decisions are formally approved and forwarded to HUD.

Because of the compressed schedule that will have to be followed, staff anticipates using the following process over the next 75 days:

- Informing the Court through email, rather than through briefing, what the awards to each city will be.
- Staff anticipates using the County's standard allocation formula to determine the funding that each city will receive. However, it is expected that the County will be receiving less money from HUD than it has in the past. In the event that funding has been reduced to such a level that the awards that some cities receive are so small as to make it difficult to undertake meaningful projects in a timely manner, then staff may have to utilize a different method for allocating funding. Should such a situation occur, staff will inform the Court electronically.
- Cities will probably only be given no more than two weeks to identify projects, and it may not be possible for the councils to hold public hearings or to formally approve projects in advance. In the event cities have a difficult time selecting projects, staff will do so. If it is not possible to conduct the two public hearings that the County normally conducts during the Court's formal session, staff will arrange to conduct them separately.
- If it is not possible to brief the Court beforehand, staff will inform the Court electronically of the projects that have been proposed and begin the 30-day public comment period.
- The Court will most likely be simultaneously briefed and asked to formally approve how the County's upcoming CDBG award will be allocated on August 13. Staff will then submit the County's final CDBG allocation information to HUD by August 15.

### **STRATEGIC PLAN COMPLIANCE**

The outlined process, which will allow the County to continue to operate its CDBG program, is consistent with the County's strategic plan which specifically recommended that the County utilize CDBG funds to improve its smaller cities.

**RECOMMENDATION**

It is recommended that staff be authorized to utilize the outlined process as may be needed in order to allocate the CDBG funds that will become available for FY2014.

cc: Ryan Brown, Budget Officer  
Virginia Porter, Auditor  
CDBG cities

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS, AUTHORIZING THE SUBMISSION TO DALLAS COUNTY OF PROPOSED COMMUNITY DEVELOPMENT BLOCK GRANT PROJECTS FOR THE 2013-2014 FUNDING CYCLE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, Dallas County has allocated \$57,793.00 for the City of Sachse in CDBG funding for the 2013-2014 fiscal cycle; and

**WHEREAS**, the City of Sachse has chosen to participate in the Community Development Block Grant program administered by Dallas County;

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS:**

**SECTION 1.** That the City hereby authorizes the submission to Dallas County of the proposed project listed below:

Boone Street from 5<sup>th</sup> Street to 7<sup>th</sup> Street

**SECTION 2.** This Resolution shall take effect immediately from and after its passage, and it is accordingly so resolved.

**DULY RESOLVED AND ADOPTED** by the City Council of the City of Sachse, Texas, this the \_\_\_\_\_ day of \_\_\_\_\_, 2013.

CITY OF SACHSE, TEXAS

\_\_\_\_\_  
Mike Felix, Mayor

ATTEST:

\_\_\_\_\_  
Terry Smith, City Secretary



Legislation Details (With Text)

**File #:** 13-1593      **Version:** 1      **Name:** Accept Donation for the Sachse Animal Shelter  
**Type:** Agenda Item      **Status:** Agenda Ready  
**File created:** 6/12/2013      **In control:** City Council  
**On agenda:** 6/17/2013      **Final action:**  
**Title:** Accept Donation for the Sachse Animal Shelter

Executive Summary  
 Accept donation for the Sachse Animal Shelter from Mr. Frank Millsap on behalf of Mr. Ken Wimmer.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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Title  
 Accept Donation for the Sachse Animal Shelter

*Executive Summary*  
 Accept donation for the Sachse Animal Shelter from Mr. Frank Millsap on behalf of Mr. Ken Wimmer.

Background  
 Mr. Ken Wimmer was a long time volunteer and supporter of the Sachse Animal Shelter. After his death in 2013 it became known that Mr. Wimmer had left an amount of money with Mr. Frank Millsap to be donated to the Shelter.

Policy Considerations  
 Accept the donation on behalf of Mr. Ken Wimmer.

Budgetary Considerations  
 None.

Staff Recommendations  
 Accept donation to the Sachse Animal Shelter on behalf of Mr. Ken Wimmer.



## Legislation Details (With Text)

**File #:** 13-1592      **Version:** 1      **Name:** Creek Crossing Speed Hump  
**Type:** Agenda Item      **Status:** Agenda Ready  
**File created:** 6/13/2013      **In control:** City Council  
**On agenda:** 6/17/2013      **Final action:**  
**Title:** Consider a request for installation of one speed hump on Creek Crossing Drive, between Hickory Estates Drive and Royal Oak Estates Court in accordance with the City of Sachse Speed Hump Policy to include alternative speed humps.

### Executive Summary

The residents along a certain segment of Creek Crossing Drive have submitted the necessary petition to request the installation of one speed hump on Creek Crossing Drive between Hickory Estates Drive and Royal Oak Estates Court. The applicant has submitted the necessary paperwork, petition and is prepared to submit one-half of the cost of the speed hump installation in accordance with the City of Sachse Speed Hump Policy and is requesting City Council approval. This Agenda Item was discussed and tabled at the May 6, 2013 City Council Meeting, and City Staff was directed to return to City Council with the request to include alternative speed humps.

### Sponsors:

### Indexes:

### Code sections:

- Attachments:** [REVISED CREEK CROSSING PRESENTATION 6-17-13 PDF](#)  
[Speed Hump Policy PDF](#)  
[Creek Crossing Speed Hump Policy Analysis PDF](#)  
[Cost Estimate PDF](#)

Date	Ver.	Action By	Action	Result
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### Title

Consider a request for installation of one speed hump on Creek Crossing Drive, between Hickory Estates Drive and Royal Oak Estates Court in accordance with the City of Sachse Speed Hump Policy to include alternative speed humps.

### Executive Summary

*The residents along a certain segment of Creek Crossing Drive have submitted the necessary petition to request the installation of one speed hump on Creek Crossing Drive between Hickory Estates Drive and Royal Oak Estates Court. The applicant has submitted the necessary paperwork, petition and is prepared to submit one-half of the cost of the speed hump installation in accordance with the City of Sachse Speed Hump Policy and is requesting City Council approval. This Agenda Item was discussed and tabled at the May 6, 2013 City Council Meeting, and City Staff was directed to return to City Council with the request to include alternative speed humps.*

### Background

The City of Sachse Speed Hump Policy provides reasonable opportunities for property

owners to participate in the process that leads to speed hump installation. The policy states that speed humps should only be installed to address documented speeding and cut through traffic concerns after consideration of alternative traffic control measures such as proper speed limits and stop signage. The policy establishes eligibility requirements for the installation of speed humps, including:

- Speed humps will be installed only on streets with no more than one moving lane of traffic in each direction;
- A speed hump will not be located in front of a property if the owner objects;
- A minimum street or street segment length of 1,000 feet is required;
- The street must have adequate sight distances to safely accommodate the speed humps;
- The street must not have curves or grades that prevent safe placement of the speed humps;
- The street must be paved;
- The land uses on the street must be composed primarily of low density residential dwellings;
- Minimum distance between a proposed speed hump and a traffic signal or stop sign must be no less than 250 feet.

A petition for speed hump installation must be circulated among all property owners in the vicinity of the proposed speed humps. This area is required to extend three lots on either side of the speed humps. For the petition to be successful, at least 67% of the property owners within the petition area must favor the installation of speed humps. The citizens requesting the speed hump on Creek Crossing Drive have provided a petition signed by all homeowners within the petition area and no homeowners have objected to the installation. The proposed location of the speed hump is approximately 315 feet West of the intersection of Creek Crossing and Royal Oak Estates Court. This location has been investigated and meets the location criteria of the speed hump policy.

It is important to note that a previous request for a Speed Hump on Creek Crossing in this petition area was received by City Staff. At that time, the request did not meet the City of Sachse Speed Hump Policy due to limited sight stopping distance or vehicles. Sight stopping distance is calculated based upon vehicle speed. The speed limit at the time of the previous request was 30 miles per hour. The speed limit of this segment of Creek Crossing is now 20 miles per hour.

#### Policy Considerations

The requested speed hump on Creek Crossing Drive meets the technical requirements of the City of Sachse Speed Hump Policy and is ready for Council consideration. The required petition has been submitted to the city and the funding requirements have been agreed to by the residents.

#### Budgetary Considerations

The Speed Hump Policy states that speed humps will be installed on a 50/50 cost share with the requesting neighborhood. The residents making the request for the speed hump have

aged to provide one-half of the funds necessary for installation. For an asphalt speed hump based upon the Speed Hump Policy, the City of Sachse cost share is anticipated to be \$687.00 based upon an opinion of probable cost prepared by the City Engineer with assistance from the Public Works Director.

#### Staff Recommendations

Staff recommends for the City Council review the request to install one speed hump on Creek Crossing Drive, and take action as necessary.



**CREEK CROSSING SPEED HUMP REQUEST  
CITY OF SACHSE SPEED HUMP POLICY &  
ALTERNATIVE SPEED HUMPS**

**CITY COUNCIL MEETING  
JUNE 17, 2013**

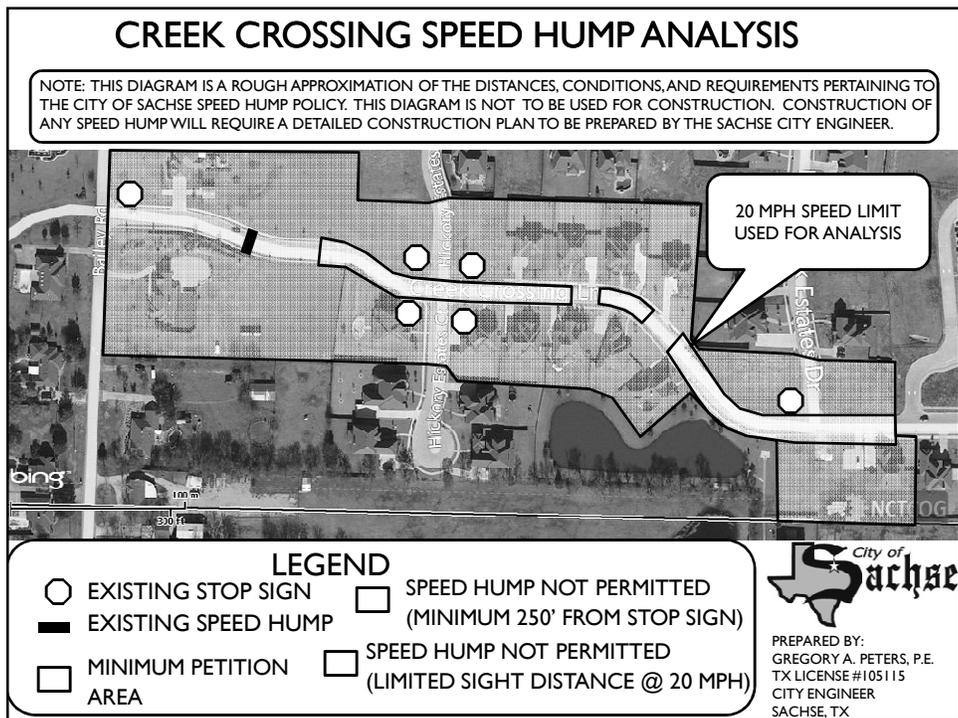
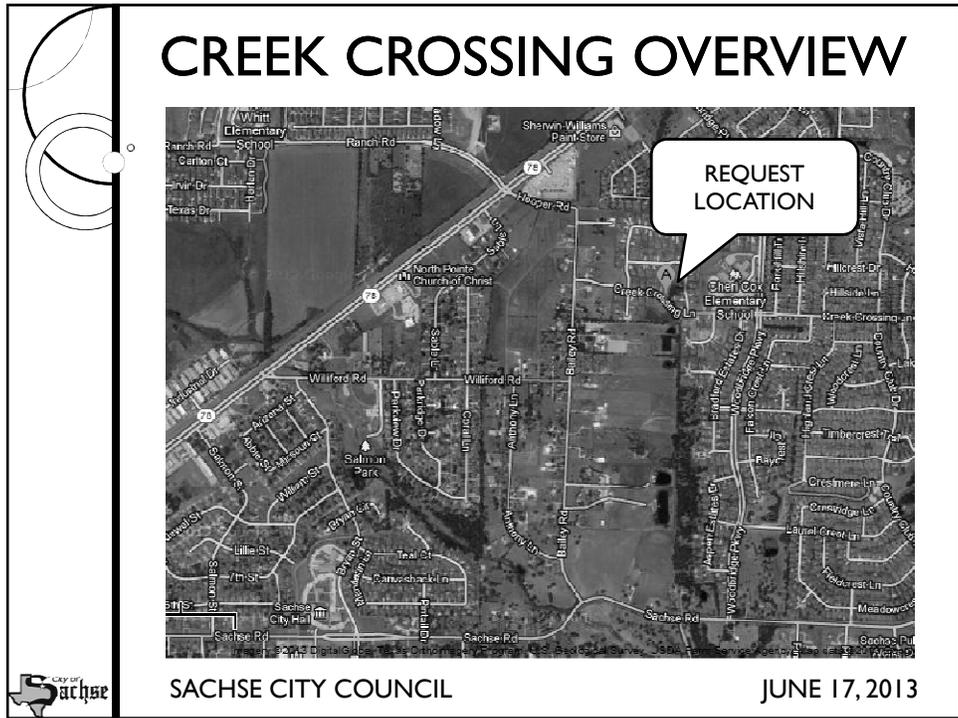
## **OVERVIEW**

- The Sachse residents on Creek Crossing requested that the City review the Speed Hump Policy requirements and apply them to a segment of Creek Crossing between Bailey Road and Woodbridge Parkway.
- There are two short segments of the street that meet the technical criteria set forth in the City of Sachse Speed Hump Policy.
- This item was tabled at the City Council Meeting held on May 6, 2013. City Council requested that the agenda item be brought back for consideration with alternative speed humps.

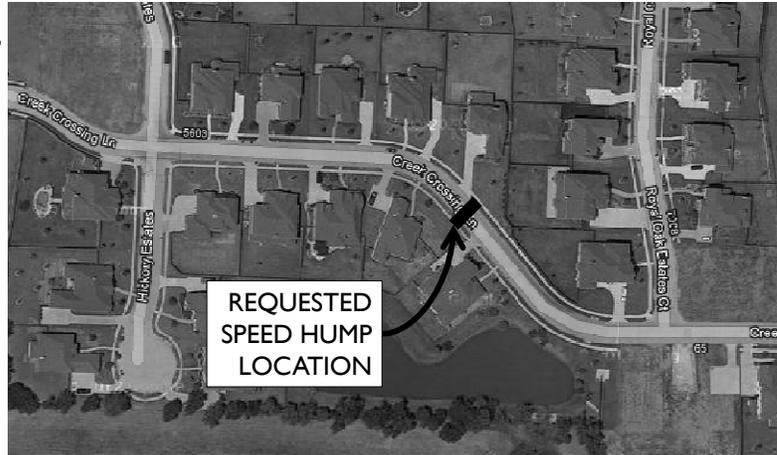


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JUNE 17, 2013



## REQUESTED SPEED HUMP LOCATION



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JUNE 17, 2013

## Definitions

**Traffic Calming Comparison Table**

Type	Height	Length	Span	Speed
Speed Bump	3" - 6"	1' - 3'	full road width	5-10 mph
Speed Hump	3" - 4"	12' - 14'	full road width	10-20 mph
Speed Table	3" - 4"	20' - 24'	full road width	20-30 mph
Speed Cushion	3" - 4"	10' - 12'	divided	10-20 mph



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JUNE 17, 2013

## SPEED HUMP MATERIALS

- There are two common material types utilized for the construction of a speed hump:

Rubber



Asphalt



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JUNE 17, 2013

## Asphalt Speed Humps (meets the current policy)

### Advantages

- Lower Cost (estimate \$1374.00)
- May be constructed to any specific width/height/length/configuration
- Durable and long-lasting
- Materials for construction are readily available locally

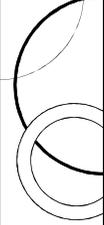
### Disadvantages

- Require grinding/cutting into the existing pavement
- Removal requires additional roadway repair
- Require significant labor for installation



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JUNE 17, 2013



## Rubber Speed Humps (differs from policy)

### Advantages

- Easy to install
- Easy to remove
- Reusable
- Installation causes minimal damage to the existing pavement below

### Disadvantages

- Higher cost (\$4500.00-\$5500.00, depending on configuration)
- Limited life expectancy (aesthetically & functionally)
- Only available in specific sizes (modular pieces)
- Must be purchased from a supplier and delivered



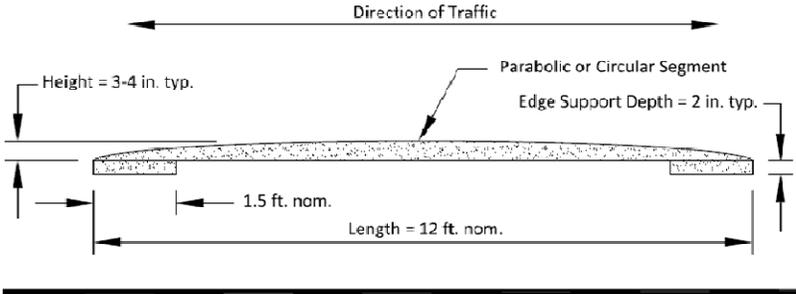
SACHSE CITY COUNCIL

JUNE 17, 2013



## ALTERNATIVE SPEED HUMP HEIGHTS

- The City of Sachse Speed Hump Policy contains a standard detail with a height of 3” to 4”



Direction of Traffic

Height = 3-4 in. typ.

Parabolic or Circular Segment

Edge Support Depth = 2 in. typ.

1.5 ft. nom.

Length = 12 ft. nom.

- Both 3” and 4” heights are commonly found for both asphalt and rubber speed humps



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JUNE 17, 2013

## ALTERNATIVE SPEED HUMP LENGTHS

- The City of Sachse Speed Hump Policy contains a standard detail with a speed hump length of 12'

The diagram illustrates a speed hump with the following specifications:

- Direction of Traffic:** Indicated by a double-headed arrow above the hump.
- Height:** 3-4 in. typ.
- Length:** 12 ft. nom.
- Edge Support Depth:** 2 in. typ.
- Shape:** Parabolic or Circular Segment.
- Internal Dimension:** 1.5 ft. nom. is shown from the start of the hump to the peak.

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- The common lengths of a speed hump vary from 7' to 14'
- Longer speed hump = more gradual slope = faster vehicle crossing
- Note – it is the combination of length and height that determines the abruptness of the crossing

 SACHSE CITY COUNCIL
JUNE 17, 2013

## OVERVIEW OF SPEED HUMP ALTERNATIVES

- MATERIAL TYPE – ASPHALT OR RUBBER
- HEIGHT – 3" OR 4"
- LENGTH – 7' TO 14'

 SACHSE CITY COUNCIL
JUNE 17, 2013



## STAFF RECOMMENDATIONS

- City Staff has reviewed the speed hump request made by the residents of creek crossing.
- The request meets the technical criteria per the City of Sachse Speed Hump Policy.
- City Staff finds that the request has met all requirements to allow it to be considered by the City Council.
- City Staff from the Sachse Engineering, Police, and Fire Departments are available to address any City Council questions regarding the request.
- City Staff recommends that the City Council consider the request and all available alternative speed humps and take any action necessary.



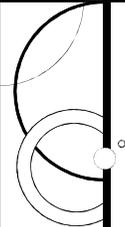
SACHSE CITY COUNCIL JUNE 17, 2013



## QUESTIONS AND DISCUSSION



SACHSE CITY COUNCIL JUNE 17, 2013



**Greg Peters, P.E., LEED AP**  
**City Engineer**  
**gpeters@cityofsachse.com**  
**469-429-4792**



**SACHSE CITY COUNCIL** **JUNE 17, 2013**

# **SPEED HUMP POLICY**

## **CITY OF SACHSE**

### **Introduction**

While proper transportation planning, subdivision layout and residential street design are the most effective methods of reducing residential traffic problems, these goals are not always achievable. In many cases, a successful traffic management program is dependent more on public participation and consensus building than on the particular traffic control technique used. The Institute of Transportation Engineers (ITE) has recognized the need for providing transportation professionals and community leaders with strategies and techniques for effectively reducing vehicle speeds and “cut through” traffic in residential neighborhoods. To address that need, the Institute has developed and published their Guidelines for the Design and Application of Speed Humps. A copy of the ITE document is attached to this policy. Refer to Appendix A and B for additional information on speed humps, their construction and installation.

Speed humps should only be installed to address documented speeding and “cut through” traffic concerns supported by proper traffic studies and after consideration of alternative traffic control measures (i.e. proper speed / stop signage). Proper installation will minimize driver frustration and encourage safe driving practices. Studies have shown that speed humps may tend to divert traffic to other streets. If the installation of speed humps is expected to create equal or greater traffic problems on other residential street(s), property owners on the affected street(s) will be notified of the proposed speed hump petition. NOTE: For purposes of this policy, each spouse is considered to be a property owner.

This policy provides reasonable opportunities for property owners most affected by the proposed speed humps to participate in the process that leads to speed hump installation. It also provides for the sharing of speed hump installation costs among the affected neighborhood property owners along with the City of Sachse.

### **Eligibility Requirements**

All of the eligibility requirements established in the ITE recommended guidelines, including the following requirements, shall apply in the consideration of speed hump installations:

- Speed humps will be installed only on streets with no more than one moving lane of traffic in each direction;
- A speed hump will not be located in front of a property if the owner objects;
- A minimum street or street segment length of 1,000 feet is required;
- The street must have adequate sight distances to safely accommodate the speed humps;

- The street must not have curves or grades that prevent safe placement of the speed humps. Speed humps may be placed on streets with curves and/or grades, but the speed humps must not be placed within a curve, or on a grade greater than 8% or their immediate approaches;
- The street must be paved. If there are no curbs, a special design must be used to prevent vehicle “run-arounds”;
- The land uses on the street where the speed humps are proposed must be composed primarily of low density residential dwellings;
- Minimum distance between a proposed speed hump and a traffic signal or stop sign must be no less than 250 feet;

To help in the decision making process, the City may ask the designated neighborhood contact or applicant to conduct a traffic speed survey. This survey will be designed to monitor traffic at various times of the day over a specific time period. Instructions, forms and equipment will be furnished by the City.

## Petition Requirements

A petition for speed hump installation must be circulated among all property owners within a defined area called the “petition area”. To be considered, the petition must be circulated such that 100% of the property owners within the petition area are given a reasonable opportunity to indicate whether FOR or AGAINST the installation of speed humps in their neighborhood. A designated contact person or applicant from the neighborhood will be responsible for collecting the required signatures and submitting the petition to the City.

For the petition to be successful, at least 67% of the property owners within the petition area must favor the installation of speed humps in their neighborhood. The Public Works Committee will provide information regarding the proximity of proposed speed hump locations on the subject street and a cost estimate to the applicant before the petition process begins. It is the responsibility of the applicant to obtain the support of the property owners in the petition area and, if required, to notify property owners on other affected streets as defined by the Public Works Committee. All signatures on the petition will be verified by the City based on tax rolls. An example copy of a Speed Hump Petition is shown in Appendix C.

## Petition Area

The petition area includes the entire length of the street segment most affected by the proposed speed humps. Typical petition area illustrations are shown in Appendix D. As defined earlier, a 1,000 foot street or street segment is a minimum requirement for consideration of speed hump installation. The minimum petition area shall include all the property owners lying in a multi-lot area immediately adjacent to the length of the petitioned street segment.

The minimum petition area, when practical, will be extended by at least 3 lots preceding the first speed hump location and 3 lots beyond the last speed hump location. The Public Works Committee will have

the responsibility of defining the petition area for a specific speed hump installation petition, but in no case, will it be less than the minimum petition area.

## Speed Hump Removal

The process for speed hump removal is similar to that of installation. To have speed humps removed, a petition must be circulated to all property owners in the original installation petition area. This information can be obtained from the City. The Public Works Committee will have the responsibility for modifying the petition area, if required. In order to be successful, the removal petition must be approved by 67% of the property owners within the petition area. Upon obtaining a successful petition, the applicant must submit it to the City for final approval.

## Cost and Funding

The cost of speed hump installation consists of the cost of asphalt materials, supplemental signs and markings and labor costs. All speed hump installation requests that meet eligibility and petition requirements and are approved by the City Council will be installed on a 50/50 cost share with the requesting neighborhood. All speed hump removal requests that meet petition requirements and are approved by the City Council will be removed at the expense of the requesting neighborhood. The applicant will receive a cost assessment from the City Council and will be responsible for collecting and delivering the collected funds to the City. Installation or removal will begin as soon afterwards as scheduling permits. The applicant must deliver their total funds (50% share for installation; 100% share for removal) within 6 months after City approval, otherwise the project will be removed from the approved list and any partial funds collected will be returned to the applicant.

Approved:

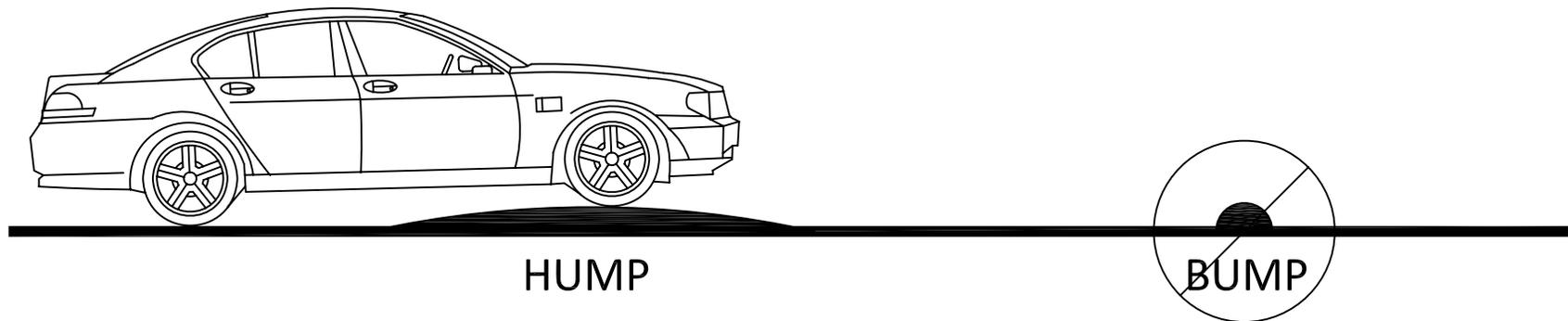
Date:

Approved:

Date:

# Speed Humps vs. Speed Bumps

## Appendix A

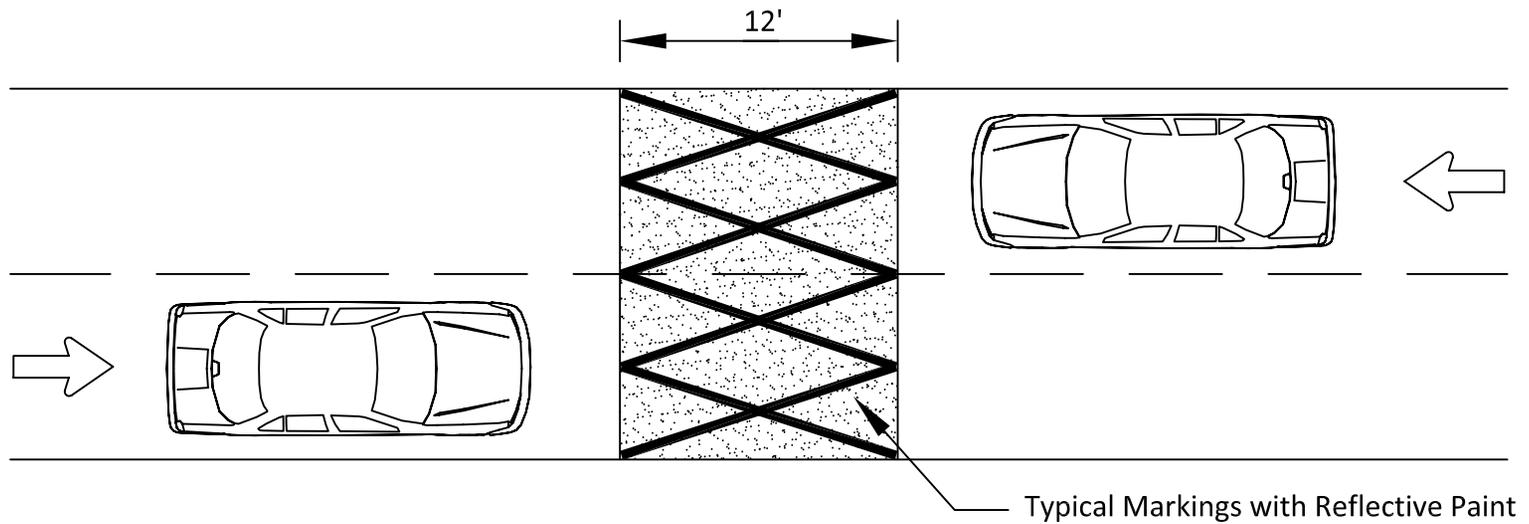
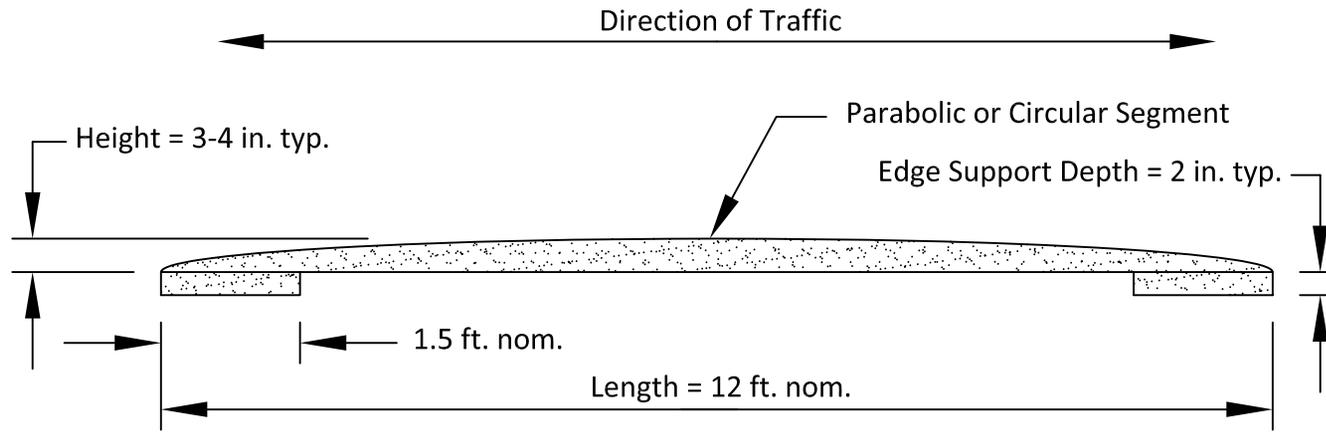


- \* A "speed hump" is a raised area in the roadway surface extending transversely across the travel way. Normally 3-4 inches high with a travel length of approximately 12 feet.
- \* A "speed bump" is a raised area across a roadway and generally has a height of 3-6 inches with a travel length of 1-3 feet.

Note: Speed BUMPS are NOT RECOMMENDED for installation on town streets.

# Speed Hump Construction / Installation

## Appendix B



# Speed Hump Petition

## Appendix C

The undersigned hereby petition the City of Sachse for "speed humps" on \_\_\_\_\_ between \_\_\_\_\_ and \_\_\_\_\_. I understand that signing this petition does not obligate me to financially participate in their cost. I also understand that the Speed Hump Policy contains provisions for sharing installation costs between the City and the petitioning property owners and that the "speed humps" will not be installed, if the property owner's share is not paid within six months after approval of this petition.

Return completed Petition Forms to the Sachse City Hall.

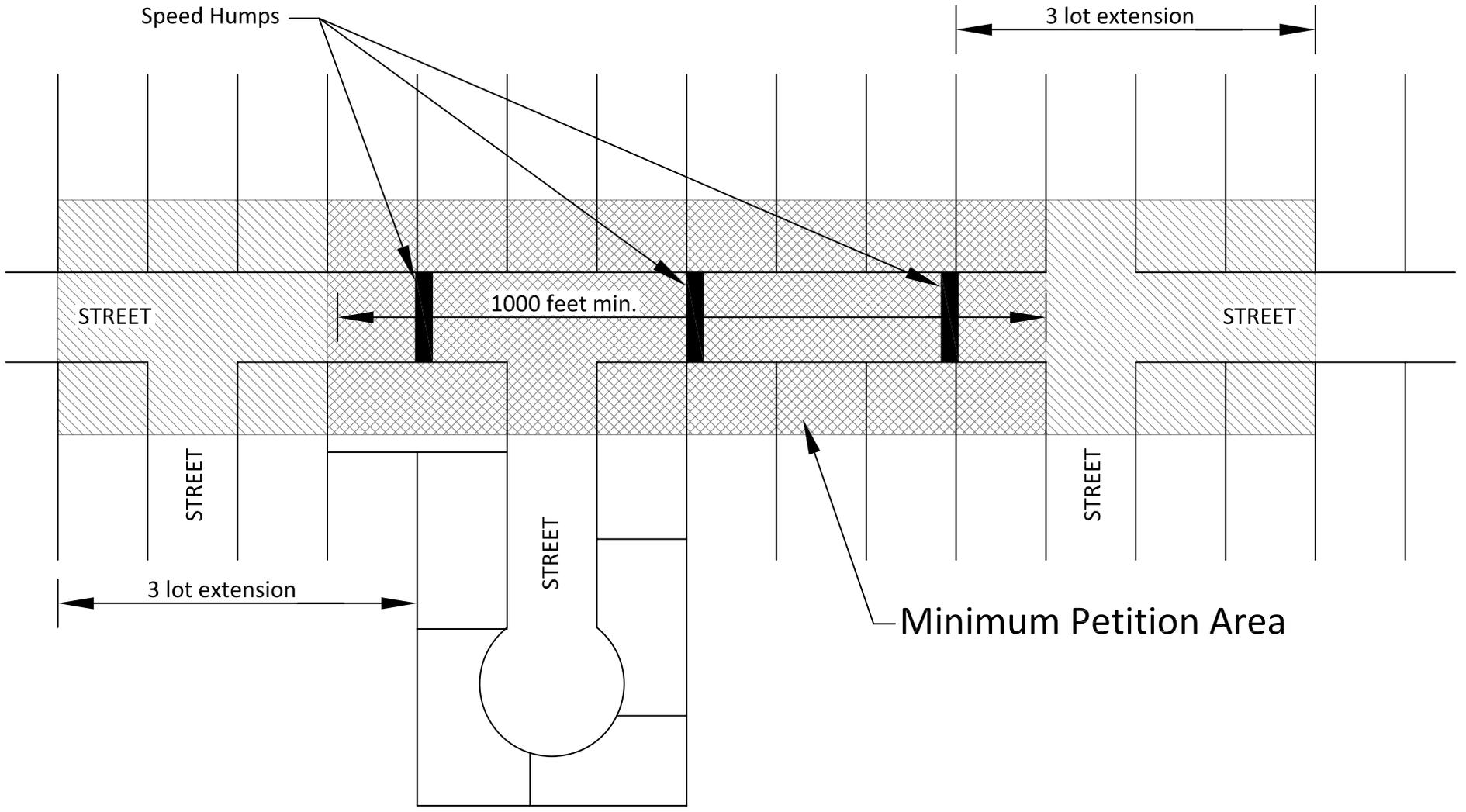
Address	Name (print)	Signature	Phone	OK to install in front of my residence? (please initial)	Installation Cost Pledge Amount \$

Contact person for request: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

# Speed Hump Policy

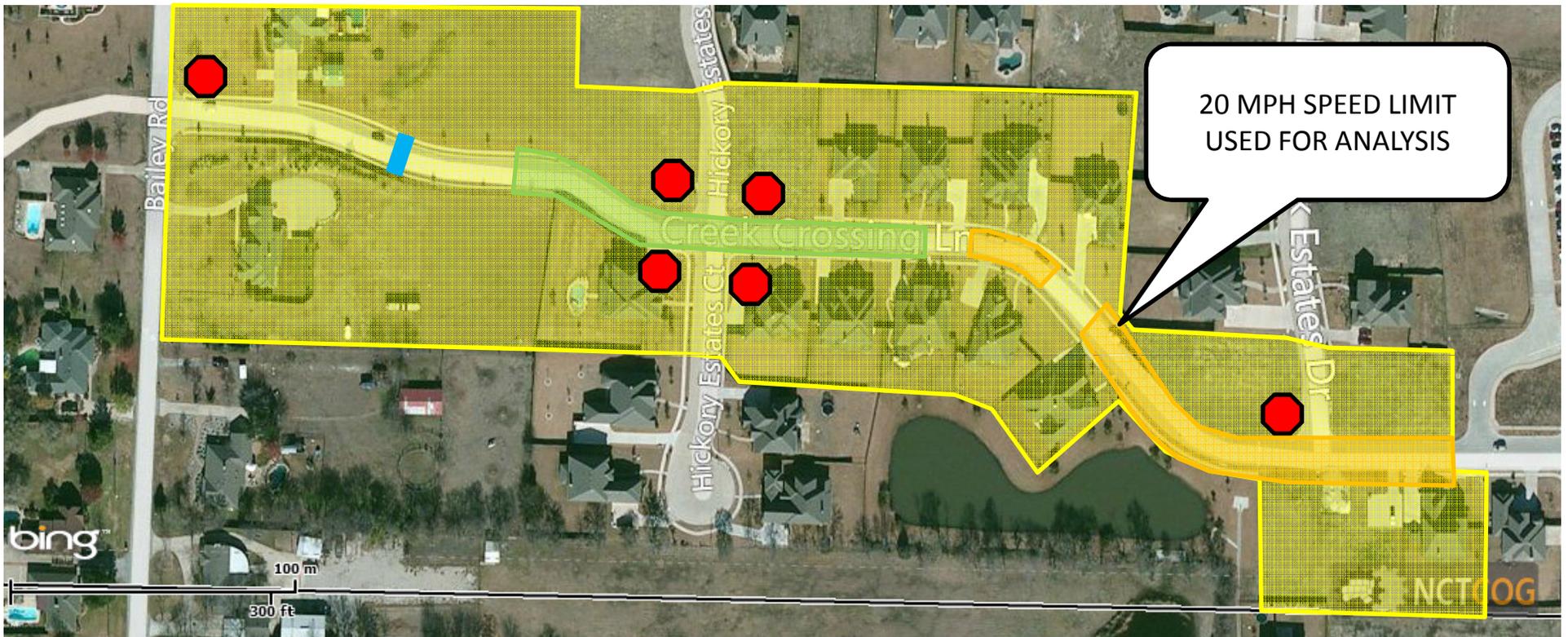
## Appendix D

### Typical Petition Area



# CREEK CROSSING SPEED HUMP ANALYSIS

NOTE: THIS DIAGRAM IS A ROUGH APPROXIMATION OF THE DISTANCES, CONDITIONS, AND REQUIREMENTS PERTAINING TO THE CITY OF SACHSE SPEED HUMP POLICY. THIS DIAGRAM IS NOT TO BE USED FOR CONSTRUCTION. CONSTRUCTION OF ANY SPEED HUMP WILL REQUIRE A DETAILED CONSTRUCTION PLAN TO BE PREPARED BY THE SACHSE CITY ENGINEER.



20 MPH SPEED LIMIT  
USED FOR ANALYSIS

## LEGEND

-  EXISTING STOP SIGN
-  EXISTING SPEED HUMP
-  MINIMUM PETITION AREA
-  SPEED HUMP NOT PERMITTED (MINIMUM 250' FROM STOP SIGN)
-  SPEED HUMP NOT PERMITTED (LIMITED SIGHT DISTANCE @ 20 MPH)



PREPARED BY:  
GREGORY A. PETERS, P.E.  
TX LICENSE #105115  
CITY ENGINEER  
SACHSE, TX

**Creek Crossing Speed Hump Cost Opinion**

Item	Unit	Quantity	Unit Price	Subtotal
Keyway Sawcutting	LF	126	\$ 2.00	\$ 252.00
Surface Milling (2" Depth)	SF	90	\$ 2.00	\$ 180.00
Concrete Pavement Haul Off	CF	15	\$ 12.00	\$ 180.00
Asphalt Type "D" Pavement (147 lb/cf)	TON	2.28	\$ 150.00	\$ 342.00
Asphalt Tack Coat (0.25 gal./SY)	GAL	13	\$ 8.00	\$ 104.00
#4 Rebar Dowels	LF	3	\$ 2.00	\$ 6.00
Pavement Marking Paint (60 mil)	LS	1	\$ 60.00	\$ 60.00
Traffic Sign "Speed Hump"	EA	2	\$ 125.00	\$ 250.00

<b>TOTAL *</b>	<b>\$ 1,374.00</b>
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\* This opinion of probable construction cost was prepared by Greg Peters, City Engineer, City of Sachse, with assistance from Joe Crase, Director of Public Works, City of Sachse. All cost information shown is based upon pricing information available in March, 2013. Actual costs for materials are subject to change in the future.



Legislation Details (With Text)

<b>File #:</b>	13-1596	<b>Version:</b>	1	<b>Name:</b>	Traffic Calming - Creek Crossing
<b>Type:</b>	Agenda Item	<b>Status:</b>		<b>Status:</b>	Agenda Ready
<b>File created:</b>	6/13/2013	<b>In control:</b>		<b>In control:</b>	City Council
<b>On agenda:</b>	6/17/2013	<b>Final action:</b>		<b>Final action:</b>	
<b>Title:</b>	Consider any action necessary for traffic calming measures on Creek Crossing.				

Executive Summary

The residents along a certain segment of Creek Crossing Drive have requested one speed hump to be installed. A speed hump is one of many commonly accepted traffic calming measures. Traffic calming measures are divided into two groups, speed control and volume control.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Title

Consider any action necessary for traffic calming measures on Creek Crossing.

*Executive Summary*

*The residents along a certain segment of Creek Crossing Drive have requested one speed hump to be installed. A speed hump is one of many commonly accepted traffic calming measures. Traffic calming measures are divided into two groups, speed control and volume control.*

Background

The City of Sachse Speed Hump Policy provides reasonable opportunities for property owners to participate in the process that leads to speed hump installation. The policy states that speed humps should only be installed to address documented speeding and cut through traffic concerns after consideration of alternative traffic control measures such as proper speed limits and stop signage.

The citizens requesting the speed hump on Creek Crossing Drive have provided a petition signed by all homeowners within the petition area and no homeowners have objected to the installation. The proposed location of the speed hump is approximately 315 feet West of the intersection of Creek Crossing and Royal Oak Estates Court. This location has been investigated and meets the location criteria of the speed hump policy.

A speed hump is one of many commonly accepted traffic calming measures. Traffic calming measures are divided into two groups, speed control and volume control.

### Speed Control Measures

- Radar Speed Signs
- Speed Control Display
- Speed Tables, Humps, Bumps, Cushions
- Traffic Buttons
- Traffic Circles
- Chicanes
- Center Island Narrowings
- Intersection Neckdowns
- Textured Pavement
- Raised Crosswalks
- Raised Intersections

### Volume Control Measures

- Median Barriers
- Forced Turn Islands
- Partial Street Closure
- Half Street Closure
- Mid-Block Street Closure
- Full Street Closure
- Diagonal Diverters

It is important to note that not all of the above traffic calming measures would be applicable to Creek Crossing. Limitations include street geometry, available right-of-way, and the geometry of the surrounding streets. City Staff will be available to address any questions during the discussion.

### Policy Considerations

Currently the City of Sachse Speed Hump Policy only allows for an asphalt speed hump. There are no other traffic calming policies currently in place in the City of Sachse.

### Budgetary Considerations

The Speed Hump Policy states that speed humps will be installed on a 50/50 cost share with the requesting neighborhood. If City Council decides to consider alternative traffic calming measures, City Staff will be available to prepare opinions of cost for any alternate measures considered, and present the cost opinions at a future council meeting.

### Staff Recommendations

Staff recommends the City Council review traffic calming measures for Creek Crossing, and take action as necessary.



Legislation Details (With Text)

<b>File #:</b>	13-1600	<b>Version:</b>	1	<b>Name:</b>	Funding for Brookhollow Drive Sewer
<b>Type:</b>	Agenda Item	<b>Status:</b>		<b>Status:</b>	Agenda Ready
<b>File created:</b>	6/13/2013	<b>In control:</b>		<b>In control:</b>	City Council
<b>On agenda:</b>	6/17/2013	<b>Final action:</b>			

**Title:** Consider the re-allocation of funds from the Haverhill Lane Pavement Replacement Project to the Brookhollow Drive Pavement Replacement Project in order to fund the additional sanitary sewer improvements.

**Executive Summary**

The City of Sachse has a paving improvement project for the re-construction of Brookhollow Drive from Alexander Street to Lee Hutson Lane. During the review of the video for the existing 6" sanitary sewer main in Brookhollow Drive, City Staff became aware of a vertical sag in the sewer main. The sag appeared to be restricting sewer flow. This restriction could cause long-term build-up of solids in the main, resulting in maintenance problems and sewage problems for residents. A re-allocation of funds is required to fund the additional sanitary sewer improvements. Since a new road is proposed on top of this existing sewer main, future replacement of the main would have a significant cost due to removal and replacement of pavement.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [FUNDING FOR BROOKHOLLOW DRIVE SANITARY SEWER PDF](#)

Date	Ver.	Action By	Action	Result
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**Title**

Consider the re-allocation of funds from the Haverhill Lane Pavement Replacement Project to the Brookhollow Drive Pavement Replacement Project in order to fund the additional sanitary sewer improvements.

*Executive Summary*

*The City of Sachse has a paving improvement project for the re-construction of Brookhollow Drive from Alexander Street to Lee Hutson Lane. During the review of the video for the existing 6" sanitary sewer main in Brookhollow Drive, City Staff became aware of a vertical sag in the sewer main. The sag appeared to be restricting sewer flow. This restriction could cause long-term build-up of solids in the main, resulting in maintenance problems and sewage problems for residents. A re-allocation of funds is required to fund the additional sanitary sewer improvements. Since a new road is proposed on top of this existing sewer main, future replacement of the main would have a significant cost due to removal and replacement of pavement.*

**Background**

The City's Capital Improvement Plan (CIP) includes the re-construction of Brookhollow Drive from Alexander Street to Lee Hutson Lane (see Attachment 1 - Project Map). The existing

road pavement is in poor condition and needs to be removed and re-constructed. The lowest qualified bid for the project was within the total pre-determined project budget. However, the additional sanitary sewer improvements are not within the current project budget.

The Haverhill Lane Pavement Replacement Project was significantly under budget, and has the same funding sources as the Brookhollow Drive Pavement Replacement Project - RCC Funds and 2006 Bond Funds.

#### Policy Considerations

Both Haverhill Lane and Brookhollow Drive are projects in the Capital Improvements Program and funding has been allocated for both projects from RCC Funds and the 2006 Bond Fund.

#### Budgetary Considerations

The total amount of cost in the construction bids for both projects results in a net amount of \$166,00.00 below the pre-determined budget. Brookhollow Drive is slightly above budget and Haverhill Lane is well below budget.

#### Staff Recommendations

Staff recommends the City Council approve the re-allocation of funds from the Haverhill Lane Pavement Replacement Project to the Brookhollow Drive Pavement Replacement Project in order to fund the additional sanitary sewer improvements.



**FUNDING FOR BROOKHOLLOW DRIVE  
SANITARY SEWER IMPROVEMENTS**

CITY COUNCIL MEETING  
JUNE 17, 2013

**OVERVIEW**

IN THE CAPITAL IMPROVEMENTS PROGRAM FUNDING,  
THERE IS CURRENTLY:

\$774,000.00 FOR HAVERHILL LANE  
\$666,418.00 FOR BROOKHOLLOW DRIVE

BOTH PROJECTS ARE FUNDED FROM A COMBINATION OF  
RCC FUNDS AND 2006 BOND PROGRAM FUNDS

DESIGN FEES:  
\$50,200.00 FOR HAVERHILL LANE  
\$43,600.00 FOR BROOKHOLLOW DRIVE

TOTAL AMOUNT OF AVAILABLE FUNDING FOR  
CONSTRUCTION - \$1,346,618.00



SACHSE CITY COUNCIL

JUNE 17, 2013

# HAVERHILL LANE

## Project Map - Haverhill Lane Pavement Replacement



SACHSE CITY COUNCIL

JUNE 17, 2013

# HAVERHILL LANE

BASE BID FOR THE PROJECT - \$454,970.20  
INCLUDES PAVING IMPROVEMENTS

ALTERNATE BID FOR THE PROJECT - \$33,600.00  
INCLUDES REMOVAL AND RECONSTRUCTION OF  
BRICK MAILBOXES

TOTAL BID - \$488,570.20  
(NOT TO EXCEED AMMOUNT - \$490,000.00)



SACHSE CITY COUNCIL

JUNE 17, 2013

# BROOKHOLLOW DRIVE

## Project Map – Brookhollow Drive Pavement Replacement



SACHSE CITY COUNCIL

JUNE 17, 2013

# BROOKHOLLOW DRIVE

BASE BID FOR THE PROJECT - \$620,896.00  
INCLUDES PAVING & DRAINAGE IMPROVEMENTS

ALTERNATE BID FOR THE PROJECT - \$66,444.00  
INCLUDES SANITARY SEWER IMPROVEMENTS

TOTAL BID - \$687,230.00  
(NOT TO EXCEED AMOUNT = \$690,000.00)



SACHSE CITY COUNCIL

JUNE 17, 2013

## **BROOKHOLLOW SEWER**

City Staff reviewed video of the existing 6" sanitary sewer main in Brookhollow Drive.

The existing 6" sanitary sewer main is located near the centerline of the road, below the existing pavement.

A sag in the existing main was found in the segment between Brookhollow Court and Brookview Drive. This sag appeared to be holding sewer flow back. City Staff has determined that the sag could cause long-term build-up of solids in the main, causing maintenance concerns and potential sewer problems for citizens.



SACHSE CITY COUNCIL

JUNE 17, 2013

## **BUDGET**

TOTAL AMOUNT OF AVAILABLE FUNDING FOR  
CONSTRUCTION - \$1,346,618.00

HAVERHILL LANE TOTAL BID - \$488,570.20  
(NOT TO EXCEED AMMOUNT - \$490,000.00)

BROOKHOLLOW DRIVE TOTAL BID - \$687,230.00  
(NOT TO EXCEED AMMOUNT = \$690,000.00)

TOTAL CONSTRUCTION COST (NOT TO EXCEED) - \$1,180,000.00

TOTAL AMOUNT UNDER BUDGET - \$166,618.00



SACHSE CITY COUNCIL

JUNE 17, 2013

# RECOMMENDATIONS

STAFF RECOMMENDS THAT THE CITY COUNCIL APPROVES THE RE-ALLOCATION OF FUNDING FROM THE HAVERHILL LANE PAVEMENT REPLACEMENT PROJECT TO THE BROOKHOLLOW DRIVE PAVEMENT REPLACEMENT PROJECT TO FUND THE CONSTRUCTION OF ADDITIONAL SANITARY SEWER IMPROVEMENTS IN THE BROOKHOLLOW DRIVE RIGHT-OF-WAY.

THE FUNDING SOURCES ARE IDENTICAL FOR THE TWO PROJECTS.



SACHSE CITY COUNCIL

JUNE 17, 2013

# DISCUSSION



SACHSE CITY COUNCIL

JUNE 17, 2013



## Legislation Details (With Text)

<b>File #:</b>	13-1599	<b>Version:</b>	1	<b>Name:</b>	Award Bid for the Brookhollow Drive Pavement Replacement
<b>Type:</b>	Agenda Item	<b>Status:</b>		<b>Status:</b>	Agenda Ready
<b>File created:</b>	6/13/2013	<b>In control:</b>		<b>In control:</b>	City Council
<b>On agenda:</b>	6/17/2013	<b>Final action:</b>		<b>Final action:</b>	

**Title:** Consider a resolution of the City Council of the City of Sachse, Texas, awarding the bid for the Brookhollow Drive Pavement Replacement from Alexander Street to Lee Hutson Lane as a capital improvement project to RKM Utility Services in the amount not to exceed six hundred ninety thousand dollars and no cents (\$690,000.00); authorizing the City Manager to execute such agreement in a form approved by the City Attorney; and providing an effective date.

### Executive Summary

The City of Sachse has a paving improvement project for the re-construction of Brookhollow Drive from Alexander Street to Lee Hutson Lane. The project was designed by Cobb Fendley & Associates, Inc., and bids were opened on May 24, 2013. This item is to award the bid to the lowest responsible bidder, which is RKM Utility Services in the amount not to exceed \$690,000.00.

### Sponsors:

### Indexes:

### Code sections:

**Attachments:** [Project Map PDF](#)  
[Bid Tabulation PDF](#)  
[RESO for Award of Brookhollow Drive Pavement Replacement PDF](#)

Date	Ver.	Action By	Action	Result
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### Title

Consider a resolution of the City Council of the City of Sachse, Texas, awarding the bid for the Brookhollow Drive Pavement Replacement from Alexander Street to Lee Hutson Lane as a capital improvement project to RKM Utility Services in the amount not to exceed six hundred ninety thousand dollars and no cents (\$690,000.00); authorizing the City Manager to execute such agreement in a form approved by the City Attorney; and providing an effective date.

### Executive Summary

*The City of Sachse has a paving improvement project for the re-construction of Brookhollow Drive from Alexander Street to Lee Hutson Lane. The project was designed by Cobb Fendley & Associates, Inc., and bids were opened on May 24, 2013. This item is to award the bid to the lowest responsible bidder, which is RKM Utility Services in the amount not to exceed \$690,000.00.*

### Background

The City's Capital Improvement Plan (CIP) includes the re-construction of Brookhollow Drive from Alexander Street to Lee Hutson Lane (see Attachment 1 - Project Map). The existing

road pavement is in poor condition and needs to be removed and re-constructed.

#### Policy Considerations

The project is in the Capital Improvements Program and funding has been allocated for the project from RCC Funds and the 2006 Bond Fund.

Notice to bidders was published in the *Sachse News* on April 25, 2013 and May 2, 2013. Sealed bids were received in the City Secretary's Office until 2:00 pm, May 24, 2013 and then publicly read aloud in the City Hall Council Chambers in accordance with the Texas Local Government Code.

Four bids were received (see attached bid tabulation Attachment 2). The low bid was received from RKM Utility Services, from Dallas, TX. The references for RKM Utility Services were checked and found to be satisfactory. RKM Utility Services has adequate resources to complete the project in a timely manner. The design engineer and City staff recommends awarding the contract to RKM Utility Services in the amount not to exceed \$690,000.00

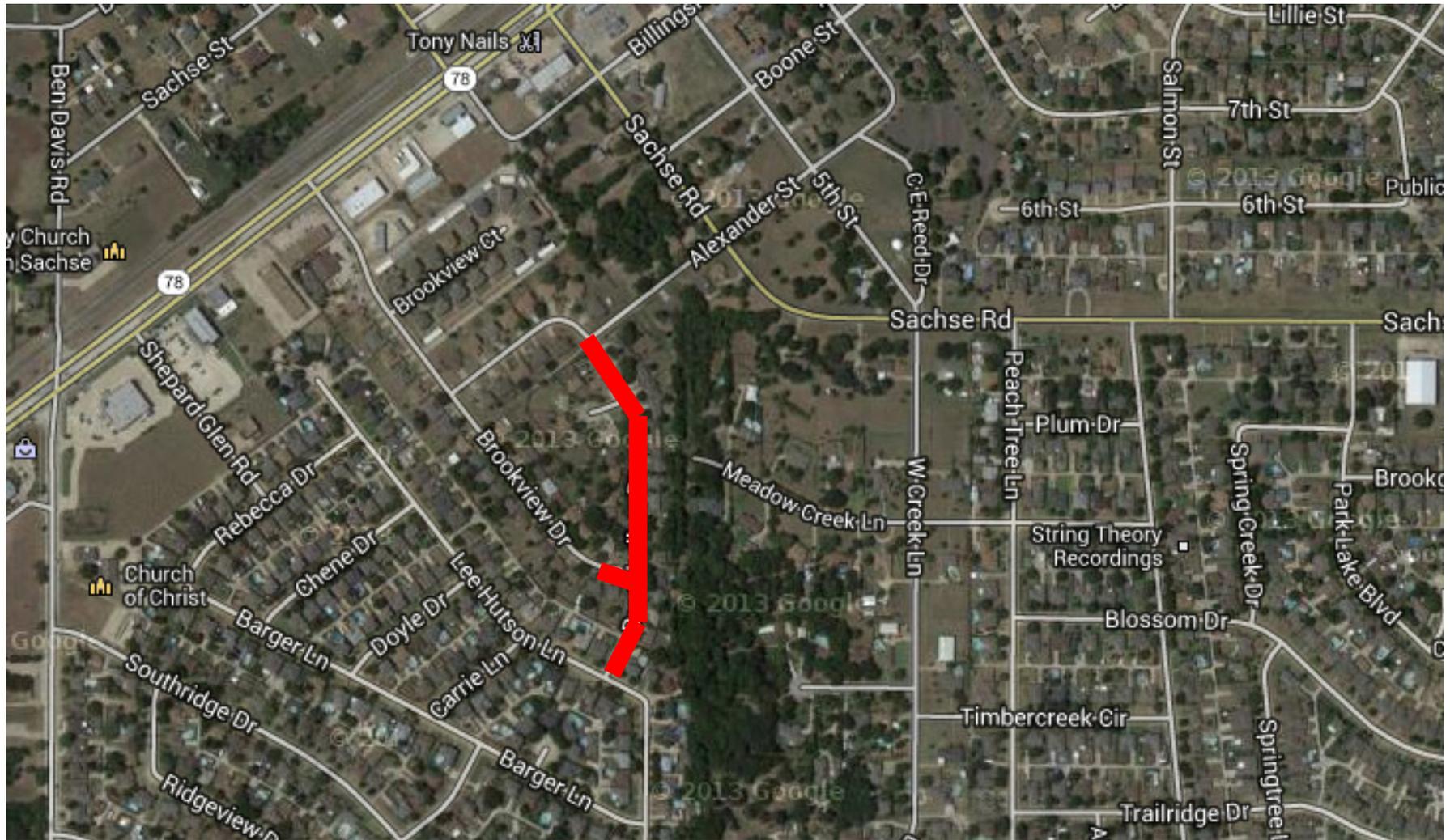
#### Budgetary Considerations

The funding for this project will be from RCC Funds and 2006 Bond Funds in the amount not to exceed \$690,000.00. The low bid was determined by the contractor submitting the low bid. The low base bid was received from McMahon Contracting, L.P. in the amount of \$620,896.00, with an additional alternate bid of \$66,444.00 for the construction of additional sanitary sewer improvements. A budget number of \$690,000.00 is being requested.

#### Staff Recommendations

Staff recommends the City Council approve a resolution of the City Council of the City of Sachse, Texas, awarding the bid for the Brookhollow Drive Pavement Replacement from Alexander Street to Lee Hutson Lane as a capital improvement project to RKM Utility Services in the amount not to exceed six hundred ninety thousand dollars and no cents (\$690,000.00); authorizing the City Manager to execute such agreement in a form approved by the City Attorney; and providing an effective date.

# Project Map – Brookhollow Drive Pavement Replacement





6801 Gaylord Pkwy, Suite 302  
 Frisco, TX 75034  
 972.335.3214 Phone  
 972.335.3202 Fax

**BID TABULATION**

**Date:** Friday, May 24, 2013  
**Project:** City of Sachse  
 Brookhollow Paving & Drainage Improvements  
**CF Project #:** 0912-009-00  
**Project Manager:** J. Don Wortham, Ph.D.  
 Matthew D. Lee, P.E.  
**Project Desc:** Paving & Drainage Improvements

LOW BIDDER	SECOND LOW BIDDER	THIRD LOW BIDDER	FOURTH LOW BIDDER
<b>RKM Utility Services</b> 1805 Royal Lane, Suite 107 Dallas, TX 75229 972-241-2621	<b>The Fain Group</b> 1616 N. Sylvania Ave. Fort Worth, TX 76111 817-927-4388	<b>McMahon Contracting, L.P.</b> P.O. Box 153086 Irving, TX 75015 972-263-6907	<b>Felix Assoc. of Florida, Inc.</b> dba Lone Star Civil Construction, Inc. 4320 Windsor Centre Trail, Ste. 500 Flower Mound, TX 75028 972-874-5700

Item #	Item Description	Units	Qty	Cost/Unit	Total Item Cost	Cost/Unit	Total Item Cost	Cost/Unit	Total Item Cost	Cost/Unit	Total Item Cost	Avg Unit Costs
<b>Paving &amp; Drainage Improvements</b>												
P.1	Prepare Right-of-Way	12	STA	\$6,900.00	\$82,800.00	\$3,209.69	\$38,516.28	\$10,197.26	\$122,367.12	\$17,176.00	\$206,112.00	\$112,448.85
P.2	Saw-cut, Remove and Dispost of Existing Pavement	3,981	SY	\$8.00	\$31,848.00	\$10.33	\$41,123.73	\$6.88	\$27,389.28	\$10.00	\$39,810.00	\$35,042.75
P.3	Saw-cut, Remove and Dispost of Existing Sidewalk	252	SY	\$5.00	\$1,260.00	\$8.11	\$2,043.72	\$8.92	\$2,247.84	\$21.00	\$5,292.00	\$2,710.89
P.4	Remove and Dispose of Existing Landscape Walls	401	LF	\$5.00	\$2,005.00	\$6.57	\$2,634.57	\$13.00	\$5,213.00	\$5.00	\$2,005.00	\$2,964.39
P.5	Remove and Dispose of an Ex. 12' Storm Sewer Inlet	1	EA	\$300.00	\$300.00	\$539.63	\$539.63	\$525.00	\$525.00	\$547.00	\$547.00	\$477.91
P.6	Remove and Dispose of an Ex. 10' Storm Sewer Inlet	4	EA	\$300.00	\$1,200.00	\$512.65	\$2,050.60	\$646.92	\$2,587.68	\$273.00	\$1,092.00	\$1,732.57
P.7	Remove and Dispose of an Ex. 8' Storm Sewer Inlet	2	EA	\$300.00	\$600.00	\$438.45	\$876.90	\$517.53	\$1,035.06	\$273.00	\$546.00	\$764.49
P.8	Remove and Dispose of an Ex. Storm Sewer Line	298	LF	\$8.00	\$2,384.00	\$12.83	\$3,823.34	\$25.23	\$7,518.54	\$12.00	\$3,576.00	\$4,325.47
P.9	Unclassified Roadway Excavation	5,428	CY	\$7.00	\$37,996.00	\$13.79	\$74,852.12	\$14.51	\$78,760.28	\$10.00	\$54,280.00	\$61,472.10
P.10	Compaction of all Fill Areas	130	CY	\$5.00	\$650.00	\$16.08	\$2,090.40	\$3.60	\$468.00	\$10.00	\$1,300.00	\$1,127.10
P.11	Lime Treatment of the Subgrade to a min. Depth of 8 inches	5,253	SY	\$4.00	\$21,012.00	\$4.72	\$24,794.16	\$8.30	\$43,599.90	\$7.00	\$36,771.00	\$31,544.27
P.12	Type B Commercial Lime Slurry 44# per square yard	116	TON	\$100.00	\$11,600.00	\$191.57	\$22,222.12	\$161.84	\$18,773.44	\$151.00	\$17,516.00	\$17,527.89
P.13	6" Reinforced Concrete Pavement with 6" Monolithic Curb	3,660	SY	\$40.80	\$149,328.00	\$40.74	\$149,108.40	\$47.09	\$172,349.40	\$61.00	\$223,260.00	\$173,511.45
P.14	6" Reinforced Concrete Pavement for Driveways	345	SY	\$44.40	\$15,318.00	\$58.01	\$20,013.45	\$69.70	\$24,046.50	\$72.00	\$24,840.00	\$21,054.49
P.15	Reinforced Concrete-Concrete Street Header	110	LF	\$12.00	\$1,320.00	\$19.46	\$2,140.60	\$6.86	\$754.60	\$3.00	\$330.00	\$1,136.30
P.16	Adjust Existing Sanitary Sewer Manholes	2	EA	\$300.00	\$600.00	\$303.55	\$607.10	\$484.36	\$968.72	\$778.00	\$1,556.00	\$932.96
P.17	Adjust Existing Water Meter Boxes	16	EA	\$150.00	\$2,400.00	\$472.18	\$7,554.88	\$336.60	\$5,385.60	\$224.00	\$3,584.00	\$4,731.12
P.18	Adjust Existing Water Valves	6	EA	\$100.00	\$600.00	\$134.91	\$809.46	\$148.46	\$890.76	\$183.00	\$1,098.00	\$849.56
P.19	Relocate Existing Mailboxes	22	EA	\$100.00	\$2,200.00	\$371.00	\$8,162.00	\$89.25	\$1,963.50	\$598.00	\$13,156.00	\$6,370.38
<b>Paving &amp; Drainage Improvements Subtotal Amount (Items P.1 - P.19)</b>					<b>\$365,421.00</b>		<b>\$403,963.46</b>		<b>\$516,844.22</b>		<b>\$636,671.00</b>	<b>\$480,724.92</b>
<b>Storm Sewer Improvements</b>												
S.1	18" RCP Storm Sewer	242	LF	\$47.00	\$11,374.00	\$57.52	\$13,919.84	\$62.74	\$15,183.08	\$61.00	\$14,762.00	\$13,809.73
S.2	21" RCP Storm Sewer	100	LF	\$54.00	\$5,400.00	\$52.24	\$5,224.00	\$40.26	\$4,026.00	\$66.00	\$6,600.00	\$5,312.50
S.3	24" RCP Storm Sewer	53	LF	\$59.00	\$3,127.00	\$61.76	\$3,273.28	\$67.54	\$3,579.62	\$115.00	\$6,095.00	\$4,018.73
S.4	27" RCP Storm Sewer	131	LF	\$66.00	\$8,646.00	\$63.39	\$8,304.09	\$66.43	\$8,702.33	\$88.00	\$11,528.00	\$9,295.11
S.5	30" RCP Storm Sewer	190	LF	\$83.00	\$15,770.00	\$99.11	\$18,830.90	\$113.99	\$21,658.10	\$104.00	\$19,760.00	\$19,004.75
S.6	30" RCP Storm Sewer by Hand Digging and Compacting	63	LF	\$201.00	\$12,663.00	\$160.66	\$10,121.58	\$236.28	\$14,885.64	\$475.00	\$29,925.00	\$16,898.81
S.7	8' Standard Inlet	5	EA	\$2,000.00	\$10,000.00	\$2,023.62	\$10,118.10	\$2,915.50	\$14,577.50	\$2,271.00	\$11,355.00	\$11,512.65
S.8	10' Standard Inlet	3	EA	\$2,500.00	\$7,500.00	\$3,035.43	\$9,106.29	\$3,153.50	\$9,460.50	\$2,524.00	\$7,572.00	\$8,409.70
S.9	12' Standard Inlet	5	EA	\$3,000.00	\$15,000.00	\$3,372.70	\$16,863.50	\$3,748.50	\$18,742.50	\$3,307.00	\$16,535.00	\$16,785.25
S.10	Concrete Headwall - TxDOT Spec CH-FW-0 for a 30" RCP	1	EA	\$5,000.00	\$5,000.00	\$4,721.78	\$4,721.78	\$4,989.72	\$4,989.72	\$4,099.00	\$4,099.00	\$4,702.63
S.11	8" Reinforced Concrete Riprap	33	SY	\$90.00	\$2,970.00	\$114.67	\$3,784.11	\$113.05	\$3,730.65	\$202.00	\$6,666.00	\$4,287.69
S.12	Concrete Energy Dissipaters	10	EA	\$100.00	\$1,000.00	\$472.18	\$4,721.80	\$357.00	\$3,570.00	\$166.00	\$1,660.00	\$2,737.95
S.13	Steel Encase an Ex. Sanitary Sewer Line	20	LF	\$100.00	\$2,000.00	\$53.96	\$1,079.20	\$158.14	\$3,162.80	\$105.00	\$2,100.00	\$2,085.50
S.14	Fine Grade Around the Proposed Storm Sewer Line	1	LS	\$500.00	\$500.00	\$2,023.62	\$2,023.62	\$3,030.30	\$3,030.30	\$1,632.00	\$1,632.00	\$1,796.48
S.15	Trench Safety	781	LF	\$1.00	\$781.00	\$2.70	\$2,108.70	\$1.14	\$890.34	\$3.00	\$2,343.00	\$1,530.76
<b>Storm Sewer Subtotal Amount (Items S.1 - S.15)</b>					<b>\$101,731.00</b>		<b>\$114,200.79</b>		<b>\$130,189.08</b>		<b>\$142,632.00</b>	<b>\$122,188.22</b>



6801 Gaylord Pkwy, Suite 302  
 Frisco, TX 75034  
 972.335.3214 Phone  
 972.335.3202 Fax

**BID TABULATION**

<b>Date:</b>	Friday, May 24, 2013											
<b>Project:</b>	City of Sachse Brookhollow Paving & Drainage Improvements											
<b>CF Project #:</b>	0912-009-00											
<b>Project Manager:</b>	J. Don Wortham, Ph.D. Matthew D. Lee, P.E.											
<b>Project Desc:</b>	Paving & Drainage Improvements											
				<b>LOW BIDDER</b>		<b>SECOND LOW BIDDER</b>		<b>THIRD LOW BIDDER</b>		<b>FOURTH LOW BIDDER</b>		
				RKM Utility Services 1805 Royal Lane, Suite 107 Dallas, TX 75229 972-241-2621		The Fain Group 1616 N. Sylvania Ave. Fort Worth, TX 76111 817-927-4388		McMahon Contracting, L.P. P.O. Box 153086 Irving, TX 75015 972-263-6907		Felix Assoc. of Florida, Inc. dba Lone Star Civil Construction, Inc. 4320 Windsor Centre Trail, Ste. 500 Flower Mound, TX 75028 972-874-5700		

Item #	Item Description	Units	Qty	Cost/Unit	Total Item Cost	Avg Unit Costs						
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<b>Sidewalk Improvements</b>												
SW.1	4" Thick Reinforced Concrete Sidewalk	792	SY	\$34.50	\$27,324.00	\$35.17	\$27,854.64	\$37.72	\$29,874.24	\$42.00	\$33,264.00	\$23,663.38
SW.2	Integral 6' Wide Sidewalk with Variable Height Retaining Wall	362	SY	\$160.00	\$57,920.00	\$112.34	\$40,667.08	\$88.07	\$31,881.34	\$137.00	\$49,594.00	\$36,012.48
SW.3	ADA Compliant Barrier Free Ramps	5	EA	\$1,100.00	\$5,500.00	\$867.17	\$4,335.85	\$892.50	\$4,462.50	\$886.00	\$4,430.00	\$3,745.67
<b>Sidewalk Improvements Subtotal Amount (Items SW.1 - SW.3)</b>					<b>\$90,744.00</b>		<b>\$72,857.57</b>		<b>\$66,218.08</b>		<b>\$87,288.00</b>	\$63,421.53

<b>Miscellaneous Improvements</b>												
M.1	Bermuda, St Augustine or Other Grass Sod	300	SY	\$5.00	\$1,500.00	\$3.31	\$993.00	\$8.93	\$2,679.00	\$4.00	\$1,200.00	\$1,593.00
M.2	Complete SWPP System	1	LS	\$4,000.00	\$4,000.00	\$9,760.59	\$9,760.59	\$2,877.06	\$2,877.06	\$3,821.00	\$3,821.00	\$5,114.66
M.3	Traffic Control Plan	1	LS	\$7,500.00	\$7,500.00	\$20,236.20	\$20,236.20	\$11,461.57	\$11,461.57	\$24,710.00	\$24,710.00	\$15,976.94
M.4	Contingency Allowance	1	LS	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
<b>Miscellaneous Subtotal Amount (Items M.1 - M.4)</b>					<b>\$63,000.00</b>		<b>\$80,989.79</b>		<b>\$67,017.63</b>		<b>\$79,731.00</b>	\$72,684.61

<b>Total Amount of Base Bid (Bid Items P.1 - M.4)</b>					<b>\$620,896.00</b>		<b>\$672,011.61</b>		<b>\$780,269.01</b>		<b>\$946,322.00</b>	<b>\$754,874.66</b>
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<b>Contract Base Bid Schedule</b>															
				<b>210 Days</b>			<b>180 Days</b>			<b>180 Days</b>			<b>330 Days</b>		
<b>Alternate Bid Items</b>															
AP.13	6" Reinforced Concrete Pavement with 6" Monolithic Curb with 4" Reinforcing Steel	3,660	SY	\$41.75	\$152,805.00	\$41.00	\$150,060.00	\$48.67	\$178,132.20	\$64.00	\$234,240.00	\$178,809.30			
ASW.2A	4" Thick Reinforced Concrete Sidewalk, Varying in Width	362	SY	\$34.50	\$12,489.00	\$30.00	\$10,860.00	\$37.71	\$13,651.02	\$36.00	\$13,032.00	\$12,508.01			
ASW.2B	TxDOT Type Retaining Wall	526	LF	\$148.00	\$77,848.00	\$47.98	\$25,237.48	\$165.57	\$87,089.82	\$77.00	\$40,502.00	\$57,669.33			

<b>Alternate Bid Items for Sanitary Sewer Line 'A'</b>												
SS.1	15" SDR-35 PVC Sanitary Sewer	6	LF	\$150.00	\$900.00	\$680.89	\$4,085.34	\$720.25	\$4,321.50	\$101.00	\$606.00	\$2,478.21
SS.2	8" SDR-35 PVC Sanitary Sewer	744	LF	\$41.00	\$30,504.00	\$58.48	\$43,509.12	\$80.48	\$59,877.12	\$42.00	\$31,248.00	\$41,284.56
SS.3	8" SDR-35 PVC Sanitary Sewer by Hand Digging	63	LF	\$80.00	\$5,040.00	\$75.45	\$4,753.35	\$230.95	\$14,549.85	\$451.00	\$28,413.00	\$13,189.05
SS.4	4' Diameter Standard Manhole	2	EA	\$3,550.00	\$7,100.00	\$4,095.68	\$8,191.36	\$3,128.00	\$6,256.00	\$2,771.00	\$5,542.00	\$6,772.34
SS.5	5' Diameter Inside Drop Manhole	1	EA	\$6,300.00	\$6,300.00	\$6,153.76	\$6,153.76	\$3,894.87	\$3,894.87	\$4,159.00	\$4,159.00	\$5,126.91
SS.6	Remove and Dispose of Ex. Manhole	2	EA	\$650.00	\$1,300.00	\$575.34	\$1,150.68	\$1,096.40	\$2,192.80	\$785.00	\$1,570.00	\$1,553.37
SS.7	Cut and Plug Ex. Sanitary Sewer	2	EA	\$500.00	\$1,000.00	\$575.34	\$1,150.68	\$434.61	\$869.22	\$932.00	\$1,864.00	\$1,220.98
SS.8	Connect to Ex. Sanitary Sewer Manholes	2	EA	\$1,150.00	\$2,300.00	\$863.01	\$1,726.02	\$360.83	\$721.66	\$559.00	\$1,118.00	\$1,466.42
SS.9	4" Service Connections	14	EA	\$750.00	\$10,500.00	\$863.01	\$12,082.14	\$1,149.93	\$16,099.02	\$688.00	\$9,632.00	\$12,078.29
SS.10	Trench Safety	750	LF	\$2.00	\$1,500.00	\$2.30	\$1,725.00	\$1.19	\$892.50	\$3.00	\$2,250.00	\$1,591.88
<b>Alternate Sanitary Sewer Line 'A' Subtotal Amount (Items SS.1 - SS.10)</b>					<b>\$66,444.00</b>		<b>\$84,527.45</b>		<b>\$109,674.54</b>		<b>\$86,402.00</b>	\$86,762.00

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS, AWARDING THE BID FOR THE BROOKHOLLOW DRIVE PAVEMENT REPLACEMENT FROM ALEXANDER STREET TO LEE HUTSON LANE AS A CAPITAL IMPROVEMENT PROJECT TO RKM UTILITY SERVICES, IN THE AMOUNT NOT TO EXCEED SIX HUNDRED NINETY THOUSAND DOLLARS AND ZERO CENTS (\$690,000.00); AUTHORIZING THE CITY MANAGER TO EXECUTE SUCH AGREEMENT IN A FORM APPROVED BY THE CITY ATTORNEY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, it is necessary for a contractor to furnish and install pavement improvements in Brookhollow Drive from Alexander Street to Lee Hutson Lane; and

**WHEREAS**, the City has previously identified the funding source to be RCC Funds and 2006 Bond Program Funds for the project; and

**WHEREAS**, the City has taken sealed bids and City staff is recommending award to the lowest responsible bidder meeting specifications; and

**WHEREAS**, the City Council of the City of Sachse, Texas desires to award the contract.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS;**

**Section 1:** That the Bid for the Brookhollow Drive Pavement Replacement from Alexander Street to Lee Hutson Lane is hereby awarded to RKM Utility Services, in the amount not to exceed six hundred ninety thousand dollars and zero cents (\$690,000.00).

**Section 2:** That the City Manager is authorized, after approval of the City Attorney, to execute a contract with RKM Utility Services, in the amount not to exceed six hundred ninety thousand dollars and zero cents (\$690,000.00).

**Section 3:** That this resolution shall take effect immediately from and upon its adoption and it is so resolved.

**RESOLVED** this 17<sup>th</sup> day of June, 2013. CITY OF SACHSE, TEXAS

\_\_\_\_\_  
Mike Felix, Mayor

ATTEST:

\_\_\_\_\_  
Terry Smith, City Secretary



Legislation Details (With Text)

**File #:** 13-1588      **Version:** 1      **Name:** Consider appointment of Council Liaisons to Boards, Commissions and organizations.

**Type:** Agenda Item      **Status:** Agenda Ready

**File created:** 6/10/2013      **In control:** City Council

**On agenda:** 6/17/2013      **Final action:**

**Title:** Consider appointment of Council Liaisons to Boards, Commissions and organizations.

Executive Summary  
Each year after the election, Council makes these member appointments.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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**Title**

Consider appointment of Council Liaisons to Boards, Commissions and organizations.

*Executive Summary*

*Each year after the election, Council makes these member appointments.*

**Background**

After elections each year, the Council make appointments of members to boards, commissions and organizations as liaisons. The current appointments are:

- |                         |   |
|-------------------------|---|
| Mayor Felix             | NTTA  |
| Mayor Pro Tem Patterson | NCTCOG voting member, NCTCOG Executive Board            |
| Councilwoman McMillan   | Animal Shelter Board, Animal Shelter Advisory Committee |
| Councilman Adams        | Planning & Zoning Commission, RTC Liaison               |
| Councilman Timm         | GISD  |
| Councilman Ronnau       | Library Board and WISD                                  |
| Councilman Franks       | Parks and Recreation Commission                         |

Since Council Members McMillan and Timm have retired from the Council, we have some vacancies.

**Policy Considerations**

None.

**Budgetary Considerations**

None.

Staff Recommendations

Council appoint members as liaisons to boards, commissions and organizations, as appropriate.



## Legislation Details (With Text)

**File #:** 13-1586      **Version:** 1      **Name:** Consider appointments to Boards and Commissions.  
**Type:** Agenda Item      **Status:** Agenda Ready  
**File created:** 6/10/2013      **In control:** City Council  
**On agenda:** 6/17/2013      **Final action:**  
**Title:** Consider appointments to Boards and Commissions.

Executive Summary  
The City Council will consider appointments for vacancies on city boards.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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**Title**  
Consider appointments to Boards and Commissions.

*Executive Summary*  
*The City Council will consider appointments for vacancies on city boards.*

**Background**  
The City has 2 vacancies on our boards/commissions: One on the Planning & Zoning Commission, and the other on the Parks and Recreation Commission. Staff has advertised these vacancies for several weeks. We have 2 applicants to interview: Paul Watkins and Jeremy Staab.

Applications and board lists are under Workshop Agenda Item # 13-1584.

**Policy Considerations**  
None.

**Budgetary Considerations**  
None.

**Staff Recommendations**  
Council Consider appointments to Boards and Commissions as appropriate.



## Legislation Details (With Text)

**File #:** 13-1594      **Version:** 1      **Name:** Discuss three year budget forecast  
**Type:** Agenda Item      **Status:** Agenda Ready  
**File created:** 6/12/2013      **In control:** City Council  
**On agenda:** 6/17/2013      **Final action:**

**Title:** Discuss the City of Sachse budget forecast for the next three years.

**Executive Summary**  
 The City Manager and Finance Director will present a multi-year financial forecast. The Council will have the opportunity to provide input prior to the July 13th City Council Budget Workshop.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Multi Year Budget Forecast 6-17-2013.pdf](#)

Date	Ver.	Action By	Action	Result
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**Title**  
 Discuss the City of Sachse budget forecast for the next three years.

**Executive Summary**  
*The City Manager and Finance Director will present a multi-year financial forecast. The Council will have the opportunity to provide input prior to the July 13th City Council Budget Workshop.*

**Background**  
 As we progress through the early budget process, staff is providing the City Council with an opportunity to look at the three year financial forecast and to provide early comments on the budget.

**Policy Considerations**  
 None.

**Budgetary Considerations**  
 To provide funding for continued operations of the City.

**Staff Recommendations**  
 Staff recommends that Council discuss the three year budget forecast as presented and provide input as Council desires.

# Three Year Budget Forecast

June 17, 2013

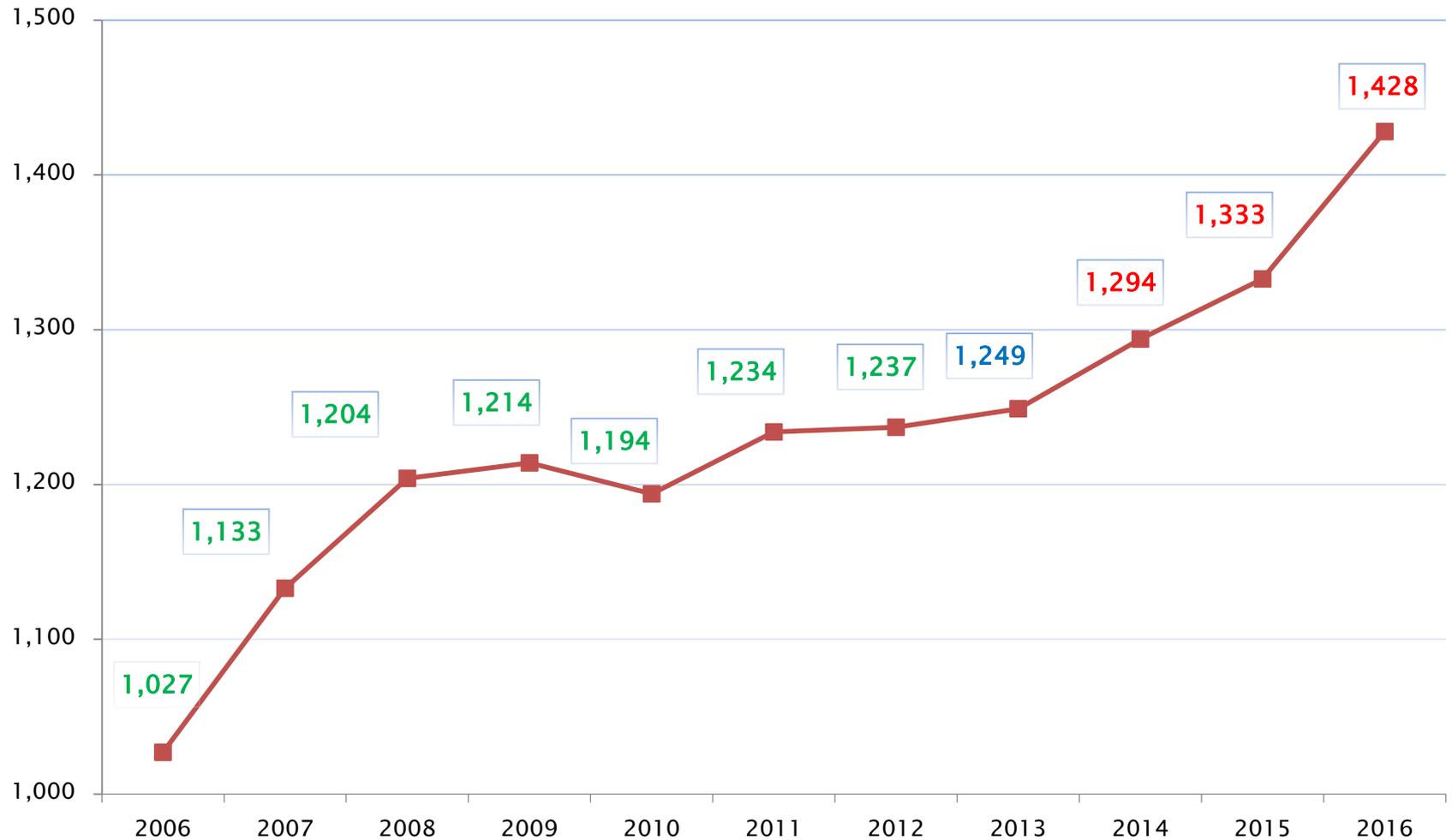
# Last Year's Forecast

	<u>Predicted</u>	<u>Actual</u>
▶ Net Property Tax	0%	.78%
▶ Sales Tax	4%	6.66%
▶ Franchise Fees	5%	1.24%
▶ Licenses, Permits, Fees	3%	58.67%
▶ Other Revenue	3%	3.77%
▶ Expenses–YTD thru 5/31	3%	4.68%

# Forecasting Assumptions

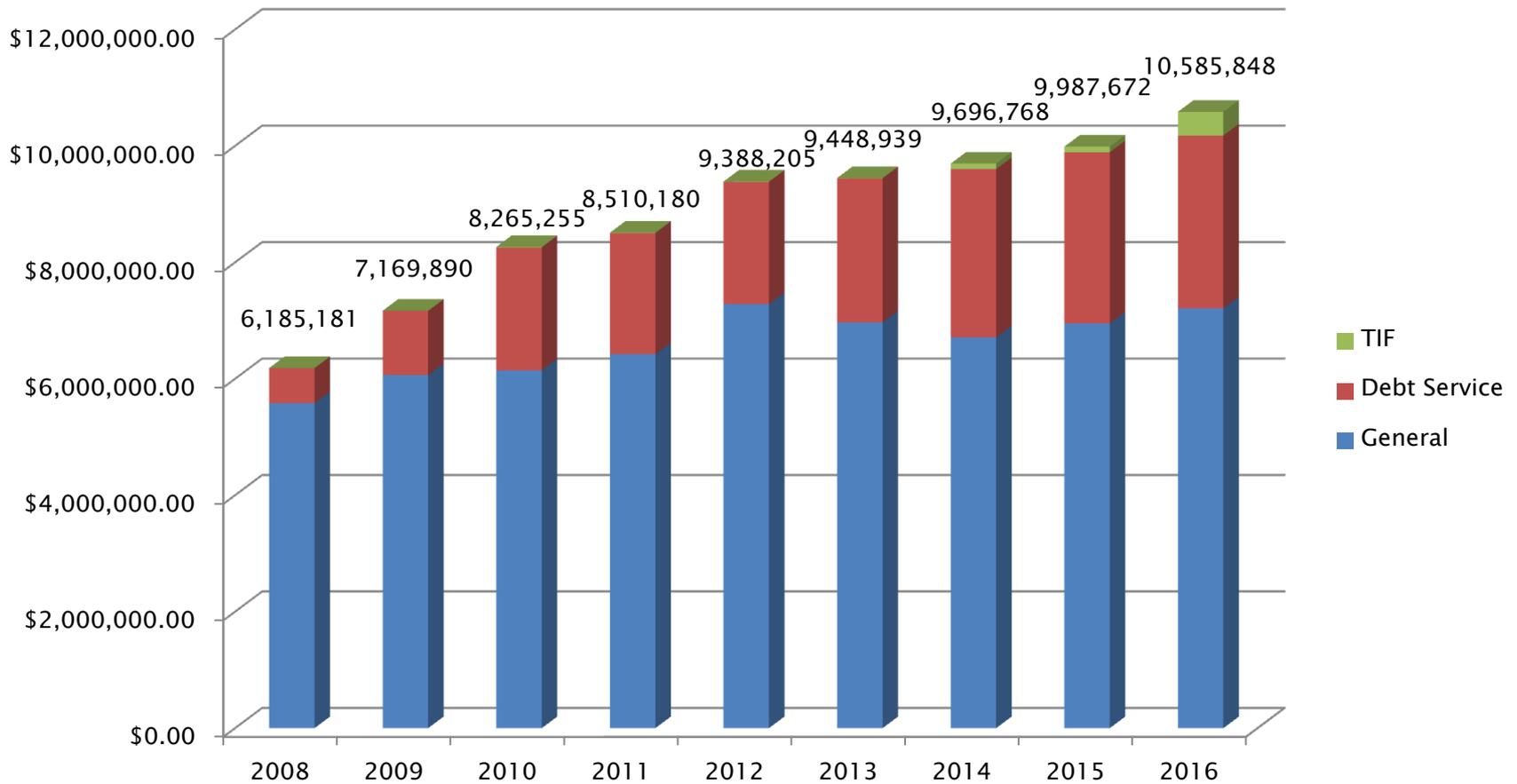
Category	2014	2015	2016
Property Tax(Walmart, hospital 2016)	3.6%	3%	3%
Sales Tax(Walmart 2015)	4.75%	4%	4%
Franchise Fees	Flat	1%	1%
Licenses and Permits	64%	Flat	Flat
User Fees	23%	Flat	Flat
Water Revenue	Flat	3%	3%
Sewer Revenue	3.9%	3%	3%
North Texas Municipal Water	10.2%	3%	3%
City of Garland Sewer Treatment	5%	3%	3%
Other Operating Expenses	actual	3%	3%

# Assessed Property Values



▶ Values in Millions

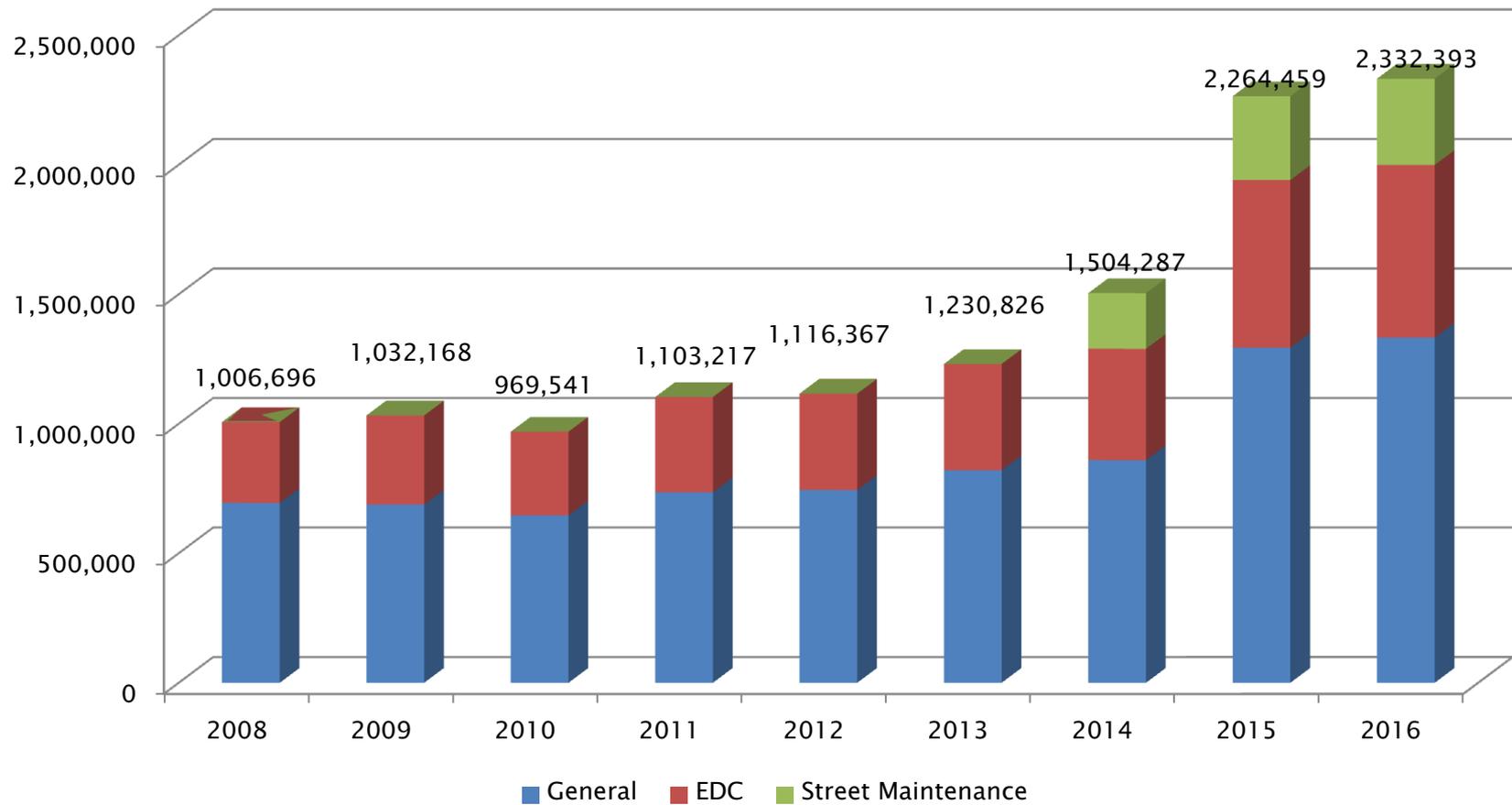
# Property Tax Revenue



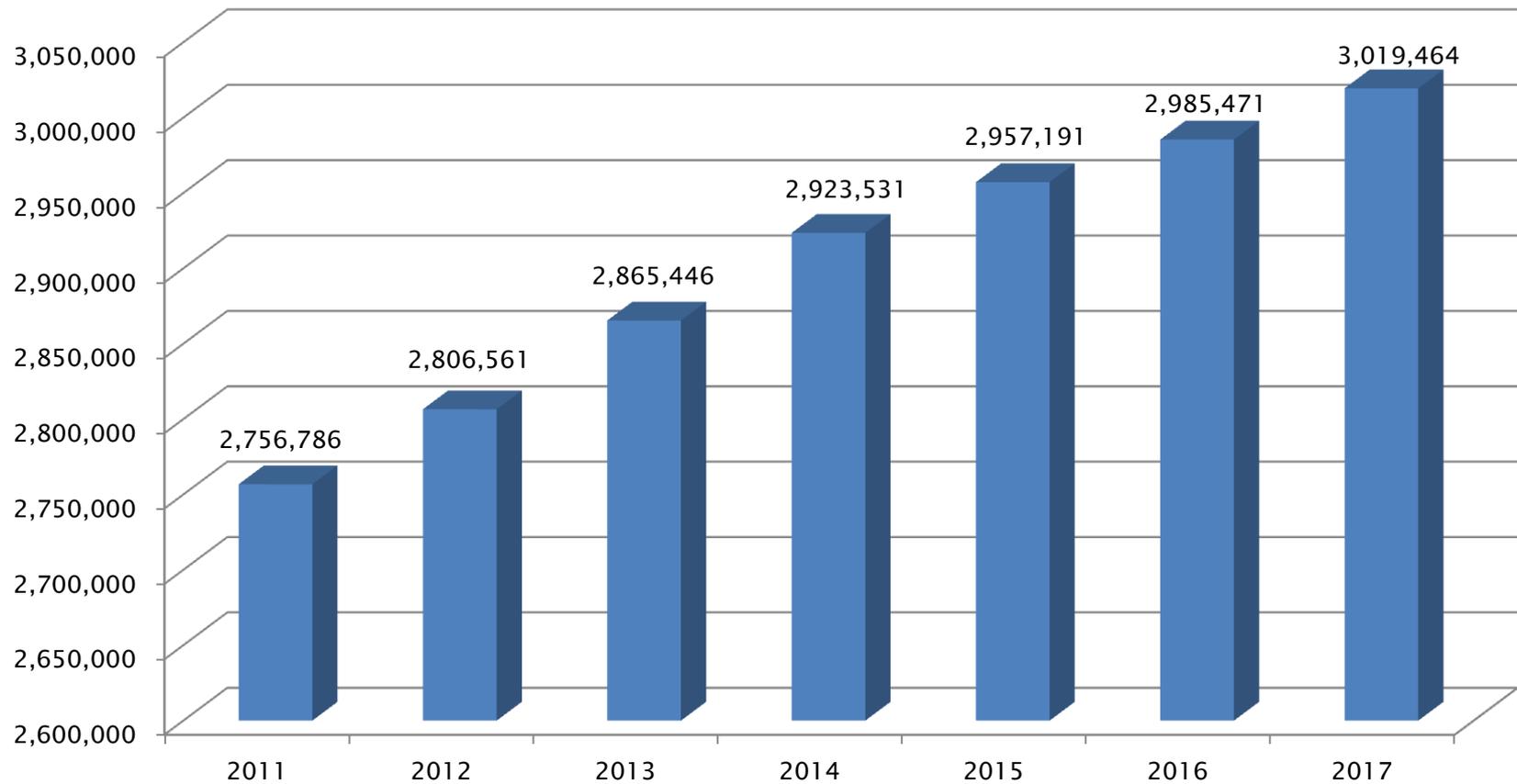
# Senior/Disabled Freeze Effect

	Tax Lost Due to Freeze	Reduction in Taxable Value
FY2009	81,794	14,780,267
FY2010	132,656	21,746,885
FY2011	141,240	20,010,796
FY2012	167,342	23,708,911
FY2013	176,776	22,933,529
FY2014	182,023	23,614,234

# Sales Tax Receipts



# Debt Service Payments(Current)



# Debt Payment Schedule

Year	2003		2007		2009 GO Ref and Improv		Total
	Principal	Interest	Principal	Interest	Prin	Int	Tax-Supported
2012	165,000	33,370	230,000	217,185	550,000	1,611,006	2,806,561
2013	175,000	26,725	240,000	207,785	620,000	1,595,936	2,865,446
2014	105,000	21,055	250,000	197,985	770,000	1,579,491	2,923,531
2015	110,000	16,915	260,000	187,785	825,000	1,557,491	2,957,191
2016	115,000	12,470	270,000	177,185	880,000	1,530,816	2,985,471
2017	120,000	7,710	280,000	166,185	945,000	1,500,569	3,019,464
2018	125,000	2,625	295,000	154,685	985,000	1,467,385	3,029,695
2019			305,000	142,685	1,190,000	1,428,891	3,066,576
2020			320,000	130,185	1,240,000	1,382,835	3,073,020
2021			330,000	117,185	1,295,000	1,330,516	3,072,701
2022			345,000	103,685	1,355,000	1,269,122	3,072,807
2023			360,000	89,585	1,425,000	1,199,622	3,074,207
2024			375,000	74,885	1,500,000	1,126,497	3,076,382
2025			390,000	59,585	1,575,000	1,049,622	3,074,207
2026			405,000	43,685	1,655,000	968,872	3,072,557
2027			420,000	26,923	1,740,000	882,910	3,069,833
2028			440,000	9,130	1,835,000	791,300	3,075,430
2029					1,930,000	694,099	2,624,099
2030					2,035,000	590,500	2,625,500
2031					2,145,000	480,775	2,625,775
2032					2,270,000	357,788	2,627,788
2033					2,405,000	220,459	2,625,459
2034					2,550,000	74,906	2,624,906
<b>Total</b>	<b>915,000</b>	<b>120,870</b>	<b>5,515,000</b>	<b>2,106,328</b>	<b>33,720,000</b>	<b>24,691,408</b>	<b>67,068,606</b>

# General Fund Estimates

	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>
Revenue	\$11,588,671	\$12,240,517	\$12,637,677
Expenses	<u>\$11,172,569*</u>	<u>\$11,459,831*</u>	<u>\$11,835,150*</u>
Available	\$416,102	\$780,686	\$802,527
One-Time**	\$730,546	\$268,000	\$250,500

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\*Base budget –no supplemental requests

\*\*2015-2016 One-time expenses include anticipated vehicle and equipment replacements

# General Fund Estimates

	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>
Revenue	\$11,588,671	\$12,240,517	\$12,637,677
Expenses	<u>\$11,440,661*</u>	<u>\$11,735,966*</u>	<u>\$12,119,569*</u>
Available	<b>\$148,010</b>	<b>\$504,551</b>	<b>\$518,108</b>
One-Time**	<b>\$730,546</b>	<b>\$268,000</b>	<b>\$250,500</b>

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\*Base budget plus 3% average compensation increase.

\*\*2015-2016 One-time expenses include anticipated vehicle and equipment replacements.

# Utility Fund Estimates

	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>
Revenue	\$7,321,991	\$7,443,039	\$7,660,487
Expenses	<u>\$7,420,085*</u>	<u>\$7,613,369**</u>	<u>\$7,838,959**</u>
Available	\$ -98,094	\$ -170,330	\$ -178,472
One-Time	\$ -29,938(rate study)		

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\*Base budget –no supplemental requests

\*\*Excludes capital (infrastructure & equipment) expenditures, additional personnel, and expanded services

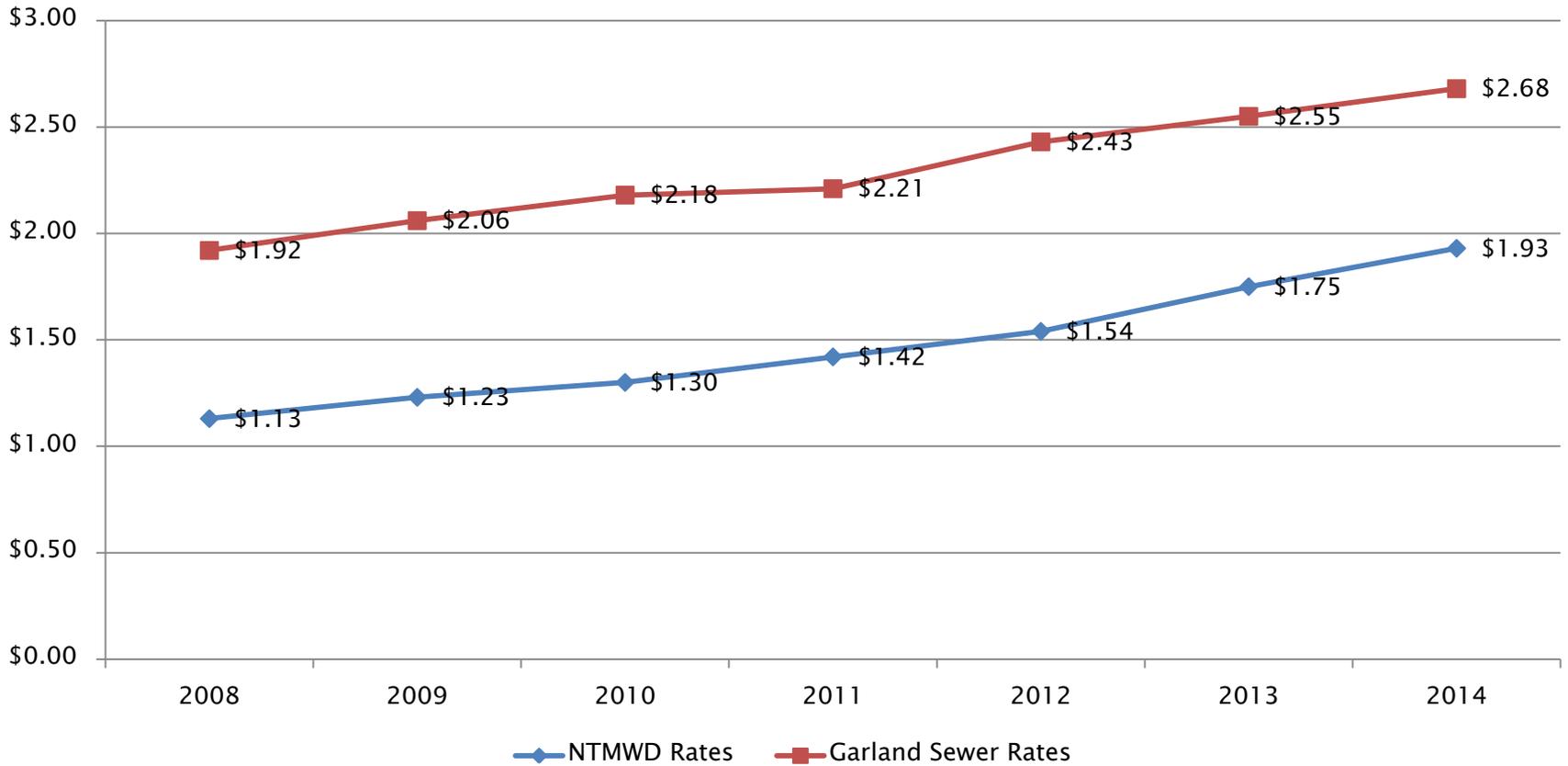
# Utility Fund Working Capital

	Working Capital	90 Day Reserve	Unrestricted Funds
FY 2008	2,756,313	918,433	1,837,880
FY 2009	2,039,454	1,029,311	1,010,143
FY 2010	1,497,888	1,186,525	311,363
FY 2011	1,516,387	1,417,355	99,032
FY 2012	2,080,281	1,304,557	775,724
FY 2013	<i>2,185,640</i>	<i>1,510,889</i>	<i>674,751</i>
FY 2014	<i>2,087,546</i>	<i>1,595,731</i>	<i>491,815</i>
FY 2015	<i>1,917,216</i>	<i>1,637,128</i>	<i>280,088</i>
FY 2016	<i>1,738,744</i>	<i>1,686,205</i>	<i>52,539</i>

*Italicized figures are estimates*

# Utility Wholesale Costs

Per 1000 Gallons



# Sewer Revenue/Expense

Fiscal Year	Revenue	Expense	Gallons Treated(1000,s)
2008	\$1,892,631	\$809,259	416,495
2009	\$1,982,931	\$1,213,860	590,877
2010	\$2,027,204	\$1,836,579	847,417
2011*	\$2,240,823	\$1,842,908	834,635
2012*	\$2,810,143	\$1,901,503	780,640
2013	\$2,974,482	\$2,128,365	804,059
2014	\$3,092,242	\$2,234,783	828,180

\*8/2010 and 10/2011 City of Sachse utility rate increases  
*Italicized figures indicate estimates.*

# Water Revenue/Expense

Fiscal Year	Revenue	Gallons Billed (1000's)	NTMWD Expense	Gallons Purch(1000's)
2008	\$2,797,127	928,902	\$1,395,626	1,332,153
2009	\$2,698,777	906,494	\$1,508,690	1,332,153
2010	\$3,064,779	934,334	\$1,589,458	1,332,153
2011*	\$3,782,198	1,148,300	\$1,846,904	1,332,153
2012*	\$3,911,533	901,850	\$1,976,974	1,332,153
2013	<i>\$4,034,949</i>	<i>928,906</i>	<i>\$2,357,911</i>	1,332,153
2014	<i>\$4,034,949</i>	<i>928,906</i>	<i>\$2,571,055</i>	1,332,153

\*8/2010 and 10/2011 City of Sachse utility rate increases  
*Italicized amounts are estimates*

# Discussion

- ▶ Property Tax Rate
    - A 1 cent difference in tax rate is a difference in revenue to the City of \$125,799(est.)
  - ▶ Personnel
  - ▶ Vehicle/Equipment Replacement
  - ▶ Infrastructure
  - ▶ Utility Rates
- 



Legislation Details (With Text)

**File #:** 13-1602      **Version:** 1      **Name:** 2013 June Budget Update Discussion  
**Type:** Agenda Item      **Status:** Agenda Ready  
**File created:** 6/14/2013      **In control:** City Council  
**On agenda:** 6/17/2013      **Final action:**  
**Title:** Discuss current FY 2013 budget status as of June 14th, 2013 to include possible current year budget amendments.

**Executive Summary**

The City of Sachse has had more development revenue this year than was forecasted in the current year budget. With the current unrestricted General Fund balance at 34% of operating expenses, an amount very close to staff's recommended unrestricted balance, the City Council will be presented with opportunities to invest in equipment and vehicles that have been neglected in prior years. In addition, the City Council will be presented staff's forecast for the year end financial position and will be presented unanticipated costs experienced by the city in the current year.

**Sponsors:**

**Indexes:**

**Code sections:**

- Attachments:** [InterimBudgetReport.pdf](#)  
[Replacement Schedule.pdf](#)  
[2013 Budget Update Presentation.pdf](#)

Date	Ver.	Action By	Action	Result
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**Title**

Discuss current FY 2013 budget status as of June 14th, 2013 to include possible current year budget amendments.

*Executive Summary*

*The City of Sachse has had more development revenue this year than was forecasted in the current year budget. With the current unrestricted General Fund balance at 34% of operating expenses, an amount very close to staff's recommended unrestricted balance, the City Council will be presented with opportunities to invest in equipment and vehicles that have been neglected in prior years. In addition, the City Council will be presented staff's forecast for the year end financial position and will be presented unanticipated costs experienced by the city in the current year.*

**Background**

The end of the fiscal year is September 30th, 2013. June and July are the months in the city's budget cycle when the City Council and staff begin the bulk of the work necessary to prepare a budget for the next fiscal year. This is an appropriate time to review progress on the budget and to discuss any potential adjustments that Council desires to make prior to the year's end.

During this fiscal year, Sachse has experienced a significant increase in development as compared to prior years. As a result, development revenue is much higher than forecasted by staff at the beginning of the year. In addition, several actions and events have taken place on the expense side that staff will bring to the Council as we discuss the revenue.

In a typical year, when revenues outpace expenses as they are expected to this year, that excess revenue would be added to the city's fund balance at the end of the year. However, through the fiscally conservative policies and actions of this and prior City Councils, the city's unrestricted fund balance is currently at 34% of the operating budget. This amount is very close to the maximum amount that city staff recommends the Council maintain as an operational minimum. In fact, staff would recommend that the City Council maintain no more a 35% unrestricted fund balance in the absence of a specific expenditure the Council is working to make.

The city's experience this year and accumulation of a sound unrestricted fund balance has resulted in the City Council having the flexibility to continue to accumulate unrestricted fund balance or appropriate the excess revenue to specific needs.

Over the last several years, the city has been in a difficult financial position. One major recurring investment item that has been neglected as a result of the financial realities faced by the city includes investment in equipment and vehicles. As these investments are postponed, the net liability in future years is increased. Attached to this agenda item is the current vehicle/equipment replacement schedule which tabulates the age and mileage of current city vehicles for reference.

During discussion on this agenda item, staff will seek to understand the Council's desire to invest in needed equipment during the current fiscal year.

#### Policy Considerations

The Council's conservative fiscal policies in prior years has resulted in an unrestricted General Fund balance of 34%, an amount very close to staff's recommendation for a maximum unrestricted fund balance.

#### Budgetary Considerations

None at this time. The Council may amend the current fiscal year budget to procure vehicles and equipment that have been requested for fiscal year 2014 and fund their procurement with excess development revenue.

#### Staff Recommendations

Staff recommends the City Council provide direction on their policy as it relates to the current fiscal year.

## City of Sachse

### Year-to-Date Budget Summary

14-Jun-13  
(Unaudited)

#### GENERAL FUND

	Annual Budget	Amendments	Amended Budget	Actual YTD	YTD Actual as a Percent of Budget	FY 2013 Est. Year End
<b>Revenue Summary</b>						
Property Tax	\$ 7,036,517		\$ 7,036,517	\$ 6,955,243	98.84%	\$ 7,036,517
Sales Tax	833,553		\$ 833,553	646,842	77.60%	833,553
Franchise Fees	1,444,403		\$ 1,444,403	980,388	67.87%	1,385,412
Licenses and Permits	323,775		\$ 323,775	303,423	93.71%	323,775
Service Fees	434,450		\$ 434,450	643,401	148.10%	732,892
Fines	330,000		\$ 330,000	239,266	72.50%	330,000
Interest Income	5,000		\$ 5,000	2,952	59.04%	5,000
Miscellaneous Income	143,097		\$ 143,097	108,256	75.65%	143,097
Intergovernmental Revenue	960,271		\$ 960,271	639,904	66.64%	960,271
<b>Total Revenue</b>	<b>\$ 11,511,066</b>		<b>\$ 11,511,066</b>	<b>\$ 10,519,674</b>	<b>91.39%</b>	<b>\$ 11,750,517</b>
<b>Expenditure Summary</b>						
City Manager	\$ 294,468	\$ 15,090	\$ 309,558	\$ 221,421	75.19%	\$ 309,558
City Secretary	153,366	2,500	\$ 155,866	104,380	68.06%	155,866
Human Resources	248,104		\$ 248,104	151,138	60.92%	248,104
Finance	478,268		\$ 478,268	315,498	65.97%	478,268
Municipal Court	166,610		\$ 166,610	112,262	67.38%	166,610
Parks & Recreation	737,643		\$ 737,643	489,240	66.32%	737,643
Senior Programs	104,312		\$ 104,312	69,678	66.80%	104,312
Library Services	291,436		\$ 291,436	197,389	67.73%	291,436
Community Development	603,315		\$ 603,315	412,953	68.45%	603,315
Streets & Drainage	1,138,483		\$ 1,138,483	841,630	73.93%	1,138,483
Facility Maintenance	325,081		\$ 325,081	186,540	57.38%	325,081
Police	3,170,903		\$ 3,170,903	2,238,278	70.59%	3,170,903
Animal Control	137,201		\$ 137,201	94,955	69.21%	137,201
Fire/EMS	2,209,598	4,000	\$ 2,213,598	1,478,889	66.93%	2,214,429
Combined Services	1,176,674	5,000	\$ 1,181,674	861,161	73.19%	1,180,843
City Engineer	274,155		\$ 274,155	144,269	52.62%	274,155
<b>Total Expenditures</b>	<b>\$ 11,509,617</b>	<b>\$ 26,590</b>	<b>\$ 11,536,207</b>	<b>\$ 7,919,681</b>	<b>68.81%</b>	<b>\$ 11,536,207</b>
<b>Total Revenue Over/Under Expenses</b>	<b>\$ 1,449</b>	<b>\$ (26,590)</b>	<b>\$ (25,141)</b>	<b>\$ 2,599,993</b>		<b>\$ 214,310</b>

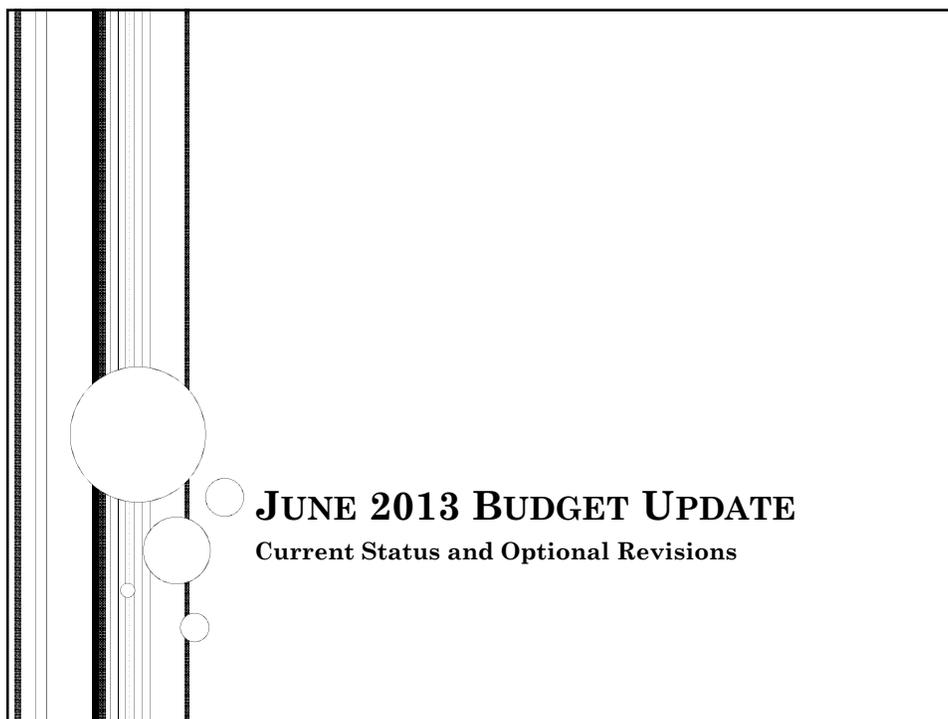
**ANNUAL BUDGET  
VEHICLE / EQUIPMENT INVENTORY AND REPLACEMENT SCHEDULE**

Department	YEAR	MAKE	MODEL	VIN#	CURRENT MILEAGE	UNIT NUMBER	NEW OR REPLACE	PLANNED ADDITIONS TO FLEET OR REPLACEMENTS					
								FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19 - 28-29
Parks and Recreation	1990	Ford	F350	2FTJW35M9LCA63174	150,850	400	Replace	\$ 39,000					
	2000	Chevrolet	C1500	1GCCEC14W8YE310381	133,409	401	Replace		37,000				
	1999	Chevrolet	C3500	1GCGC34R6XR706802	168,876	402	Replace	37,000					
	2004	Ford	F150	1FTRF12WX4NB27005	48,112	403				25,000			
	2008	Ford	F250 SD	1FTNF205X8EA75072	50,745	404							40,000
	2005	Toro	Z Master	Serial#240002131								9,500	
		New Holland	TL80	Serial#160220000									60,000
	2004	Grasshopper		Serial#5410937						9,000			
	1992	John Deere	310D	ID#TO310DA790513							45,000		
	1992	John Deere	1070	N2361									
Senior Citizen Programs		Zetor	3320	Serial#3811									
	2009	Kearney											
	2007	Ferris	32HP Mower	Serial#2012671376/1426			Replace	8,500					
	2009	Ferris	32HP Mower										
	2009	Charloma	Boat	Serial#KST06600D909									
	2010	Kawasaki	Mule										12,000
	2010	Kawasaki	Mule										12,000
	2010	Ferris	32HP Mower									9,500	
	2001	Ford	BU	4FDXE45511HB75647	47,875	816054							65,000
	2007	Dodge	Van	1D4GP24R578167986	20,146	1003749						25,000	
Community Development	1998	Ford	F150	1FTYR10C4WUC98658	57,142	752073				25,000			
	2000	Ford	Ranger	1FTYR10V1YPA12297	83,239	773014					25,000		
	2000	Ford	F150	1FTZF172XN88592	40,095	819590					25,000		
	2003	Chevrolet	Silverado	1GCFC14X83Z27094	66,826	852866						25,000	
	2004	Ford	F150	1FTRF12W34NB27007	48,088	868305						25,000	
	2005	Ford	Ranger	1FTYR10UX5PA77930	44,510	895987						25,000	
	2003	Chevrolet	Silverado	1GCFC14X83Z272483	113,010	706	Replace				26,000		
	2003	Chevrolet	Silverado	1GCHC29U63E267694	109,469	302							25,000
	2006	Ford	F250	4FTNX20506EC94469	86,123	303	Replace						
	2003	Chevrolet	1 Ton Pu	1GBJC33U33F235042	83,553	304	Replace	25,000					
Streets	1998	GMC	6 Ton	1GDM7H1C5WJ515689	50,913	308	Replace		80,000				
	2003	Ford	Dump Truck	1GBE5E1143F521174	26,067	309	Replace						80,000



**ANNUAL BUDGET  
VEHICLE / EQUIPMENT INVENTORY AND REPLACEMENT SCHEDULE**

Department	YEAR	MAKE	MODEL	VIN#	CURRENT MILEAGE	UNIT NUMBER	NEW OR REPLACE	PLANNED ADDITIONS TO FLEET OR REPLACEMENTS								
								FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19 - 28-29			
Engineering	2010	Dodge	Ram	3D6WF4ETXBG503904	29,929	A1										200,000
	2010	E-One		4ENGAA8XA1005736	22,188	E1										750,000
	2007	Ford	F150 PU	1FTRF12W17KC21800	29,917	1004117										25,000
Water Operations	2001	Ford	Crown Victoria	2FAFP71W41X178861	114,850	1137124				18,000						
	2001	Chevrolet	Silverado	1GCEC14V51Z186561	92,528	701	Replace		26,000							
	2005	Ford	F350	1FDSW3456ED17947	81,989	703	Replace		30,000							
	2008	Ford	F150	1FTRX12W28FB13600	34,684	301	replace									30,000
	2010	Chevrolet	Silverado	1GCSGPEX1AZ237933	17,037	707	replace									30,000
	2006	Ford	F150	1FTRF12Z76NA58600	19,008	901	replace									30,000
Sewer Operations	2008	Ford	F250	1FDSW20568ED80597	48,379		replace				30,000					
	2002	GMC	W5500	J8DE5B14027900457	27,707		replace									80,000
	2009	Freightliner	M-2	1FVACXD1X9DAM7283	4,631		replace									125,000
Meter Reading	2003	Chev	Silverado 1500	1GCEC14X33Z271032	92,342	720	REPLACE	15,000								
	2009	Chev	Colorado	1GCCS149698129543	35,238	705	REPLACE									20,000
<b>Total</b>								\$261,000	\$298,000	\$276,500	\$438,000	\$947,000	\$	3,142,986		



## OVERVIEW

- Revenue experience this year
- Significant current year line-item expenses
- Status of General Fund Balance (Operational Reserve)
- FY 2014 one-time requests
- Discussion and direction



### REVENUE EXPERIENCE THIS YEAR

○ Development rev. through 5/31/13:	\$ 301,391
○ Budgeted rev. FY2013	<u>\$1,500</u>
	\$ 299,891
○ Franchise Fee rev. through 5/31/13:	\$ 1,385,412
○ Budgeted rev. FY2013	<u>\$ 1,444,403</u>
	<\$ 58,991>
○ Net rev. adjustment through 5/31/13:	\$ 240,900
○ Requested FY2013 adjustment	<u>&lt;\$ 26,590&gt;</u>
	\$ 214,310

### SIGNIFICANT CURRENT LINE-ITEM EXPENSES

○ City Manager	\$ 15,090
○ City Secretary	\$ 2,500
○ Fire	\$ 4,000
○ Legal	<u>\$ 5,000</u>
	\$ 26,590

## STATUS OF GENERAL FUND BALANCE

- o Audited unassigned general fund balance on  
September 30, 2012 = **\$ 3,490,845 or 34%** of total  
general fund expenditures<sup>1</sup>
  
- o Net rev. adjustment through 5/31/13:                   \$ 240,900
- o Requested FY2013 adjustment                               <\$ 26,590>  
  \$ 214,310

<sup>1</sup>Comprehensive Annual Financial Report for Fiscal  
Year Ended September 30, 2012

## FY 2014 ONE-TIME REQUESTS

Department	Description	Requested
City Secretary	Council Retreat	\$4,000
Human Resources	Filing Cabinet	\$2,200
Parks & Recreation	Ford F350 1-ton Crew Cab	\$39,000
	Ford F350 1-ton Ext Cab	\$37,000
	Toro MX 6080 Comm Mower	\$8,500
	Backhoe 3 point hitch	\$5,000
Library	Shelving and chairs	\$2,800
	RFID Security System	\$61,000
Comm. Development	Add'l license for ArcGIS	\$3,500
Streets	1 ton chassis cab truck	\$25,000
	Motor grader	\$82,000
	Crack seal machine	\$50,000

## FY 2014 ONE-TIME REQUESTS, PAGE 2

<b>Department</b>	<b>Description</b>	<b>Requested</b>
Streets	Drainage maintenance	\$60,000
	Pavement replacement	\$65,000
Facilities Maint.	Repaint trellises/arbors	\$17,500
	Restriping fire lanes	\$6,000
	HVAC unit Heritage Park	\$5,500
	Repaint library interior	\$4,000
	3 windows Senior Center	\$1,000
	Repaint Caboose	\$5,000
	Work order tracking software	\$5,063
Police	3 patrol vehicles	\$103,500
	5 portable radios	\$18,750
	Segway patroller	\$7,500

## FY 2014 ONE-TIME REQUESTS, PAGE 3

<b>Department</b>	<b>Description</b>	<b>Requested</b>
Police	Speed sign	\$3,500
	Tasers	\$6,000
Animal Control	¾ ton Cab/Chassis Truck	\$33,000
	Back up camera	\$200
Fire/Ambulance	Command 1 replacement	\$65,000
	SCBA Equipment	\$4,033
	<b>TOTAL</b>	<b>\$730,546</b>

DISCUSSION & DIRECTION





Legislation Details (With Text)

<b>File #:</b>	13-1590	<b>Version:</b>	1	<b>Name:</b>	CD - MASONRY WALL UPDATE2 CC
<b>Type:</b>	Agenda Item	<b>Status:</b>		<b>Status:</b>	Agenda Ready
<b>File created:</b>	6/11/2013	<b>In control:</b>		<b>In control:</b>	City Council
<b>On agenda:</b>	6/17/2013	<b>Final action:</b>		<b>Final action:</b>	
<b>Title:</b>	Discuss the existing perimeter masonry walls associated with portions of the Sachse on the Creek Phases 1 & 2, Park Lake Estates Phases 2 & 4, Hudson Crossing Phases 1 & 2, and Westgate subdivisions.				
	<p>Executive Summary</p> <p>Masonry walls were constructed as part of the Sachse on the Creek Phases 1 &amp; 2, Park Lake Estates Phases 2 &amp; 4, Hudson Crossing Phases 1 &amp; 2, and Westgate subdivisions. The long-term maintenance options for these portions of perimeter masonry walls will be discussed. This purpose of this discussion item is to provide additional information gathered pursuant to City Council direction at previous public meetings.</p>				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">CD - MASONRY WALL UPDATE2 CC - PRESENTATION.pdf</a> <a href="#">CD - MASONRY WALL UPDATE2 CC - ATTACHMENT 1.pdf</a> <a href="#">CD - MASONRY WALL UPDATE2 CC - ATTACHMENT 2.pdf</a>				

Date	Ver.	Action By	Action	Result
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Title

Discuss the existing perimeter masonry walls associated with portions of the Sachse on the Creek Phases 1 & 2, Park Lake Estates Phases 2 & 4, Hudson Crossing Phases 1 & 2, and Westgate subdivisions.

*Executive Summary*

*Masonry walls were constructed as part of the Sachse on the Creek Phases 1 & 2, Park Lake Estates Phases 2 & 4, Hudson Crossing Phases 1 & 2, and Westgate subdivisions. The long-term maintenance options for these portions of perimeter masonry walls will be discussed. This purpose of this discussion item is to provide additional information gathered pursuant to City Council direction at previous public meetings.*

Background

Previous discussion items were held before City Council on February 18, 2013 and May 14, 2013 in order to provide background information on the perimeter masonry walls associated with portions of the following four subdivisions:

1. Sachse on the Creek Phases 1 & 2
2. Park Lake Estates Phases 2 & 4
3. Hudson Crossing Phases 1 & 2
4. Westgate

At the February 18, 2013, meeting, City Council directed staff to draft a letter to be sent to property owners in the subdivisions with affected perimeter masonry walls in order to initiate dialogue and provide the research findings staff has discovered. Staff presented this letter to City Council and was provided some minor feedback during the follow-up City Council meeting held on May 6, 2013. This feedback was incorporated into the revised draft letter (Attachment 1).

On May 14, 2013, a total of 52 letters were mailed to homeowners in the aforementioned four subdivisions (See Attachment 2). In these letters, staff provided the research findings to homeowners and requested that they forward any additional information that may be in their possession to help clarify the situation.

To date, staff has received response from one homeowner in Hudson Crossing Phase 1. This particular homeowner provided a copy of the Title Policy associated with their property. The Title Policy was examined and a reference was found to Covenants, Conditions and Restrictions (CCR's) filed at Dallas County associated with Hudson Crossing Phase 1. The City Attorney's office examined the CCR's. The CCR's clearly state that the individual homeowners are responsible for the masonry wall directly adjacent to their property if one is constructed there. However, the CCR's are only enforceable by an HOA, which is not currently active in Hudson Crossing Phase 1. In conclusion, the discovery of the CCR's did not alter the current responsibility of maintenance of the masonry walls by individual homeowners, but it did provide knowledge that if homeowners acquired a Title Policy in the purchase of their homes, they would most likely have been made aware of their responsibility for maintenance of the wall.

In an effort to meet with property owners to gain information and have a dialogue, Marc Kurbansade, Director of Community Development and Gregory Peters, City Engineer met with the Sachse on the Creek Phase 1 Homeowner's Association (SOTCHOA) on May 30, 2013. This meeting was also attended by Councilman Brett Franks. The goal of this meeting was to discuss the research progress made and meet the newly installed HOA Board members.

SOTCHOA is a unique situation since they are the only community examined that has an active HOA. Furthermore, the information contained in the SOTCHOA Covenants and the

recorded plat, demonstrates that SOTCHOA is responsible for the maintenance of the masonry screen wall adjacent to Phase 1 of the development. It should be noted that the requirement for a masonry screen wall will be dictated by the SOTCHOA Bylaws and Covenants and not necessarily by City standards.

During the February 18, 2013 and May 14, 2013, City Council meetings, the following three options were presented to City Council as a means of maintenance of perimeter masonry walls. Staff presented background on each of these options in light of existing conditions, history, and research performed.

1. Private Maintenance by Individual Homeowners or collective Homeowner's Association as dictated by plat and/or Homeowner's Association documents.
2. Partnership with Homeowners through Public Improvement District guidelines as dictated in Texas Local Government Code, Chapter 372. It would be staff's intention to provide the mechanism or "roadmap" for this type of partnership, but the initiation of this type of agreement would be dependent upon the homeowners.
3. Dedication of easement and associated rights to City of Sachse and maintenance of wall by City of Sachse.

#### Policy Considerations

Based on the information researched and direction provided by City Council, City staff is offering the following recommendations for long-term maintenance. It should be noted that these recommendation have a basis in our existing legal framework.

1. Private Maintenance by Individual Homeowners or collective Homeowner's Association as dictated by plat and/or Homeowner's Association documents.
  - Sachse on the Creek Phase 1 (maintained by HOA)
  - Sachse on the Creek Phase 2 (maintained by individual homeowner(s) since HOA is not currently active)
  - Park Lake Estates Phase 4
  - Hudson Crossing Phase 1 (maintained by individual homeowner(s) since HOA is not currently active)
  - Hudson Crossing Phase 2
  - Westgate

*Note: There still may be inactive homeowners associations for some of these subdivisions; however, staff presently has not been able to find the legal recording documents associated with these subdivisions.*

2. Partnership with Homeowners through Public Improvement District guidelines as

dictated in Texas Local Government Code, Chapter 372. It would be staff's intention to provide the mechanism or "roadmap" for this type of partnership, but the initiation of this type of agreement would be dependent upon the homeowners.

3. Dedication of easement and associated rights to City of Sachse and maintenance of wall by City of Sachse.
  - Park Lake Estates Phase 2 (This will only impact Lot 19, Block E of the subdivision. The remaining sections of the masonry wall constructed in City right-of-way may require City maintenance.)

The next step will entail notification of homeowners of findings and respective maintenance responsibilities. City staff will make themselves available to meet with individual homeowners or groups if necessary.

#### Budgetary Considerations

If City Council decides to assume maintenance responsibility for Lot 19, Block E in Park Lake Estates Phase 2, there will be costs associated with surveying and recording an easement whereby granting the City the authority enter the property and maintain the masonry screen wall if necessary. Furthermore long-term maintenance costs will need to be considered for the remaining sections of masonry screen wall in Park Lake Estates Phase 2 that are constructed in City right-of-way should the City assume responsibility. It should be noted that a structural evaluation of this Park Lake Estates Phase 2 wall has not been performed to estimate the long-term maintenance costs of the wall.

#### Staff Recommendations

Staff requests feedback from City Council regarding the direction to proceed.



## **CITY COUNCIL**

JUNE 17, 2013

### **OUTLINE**

- ❑ Recap of Previous Meetings
- ❑ Discuss Resident Letter
- ❑ Three Options



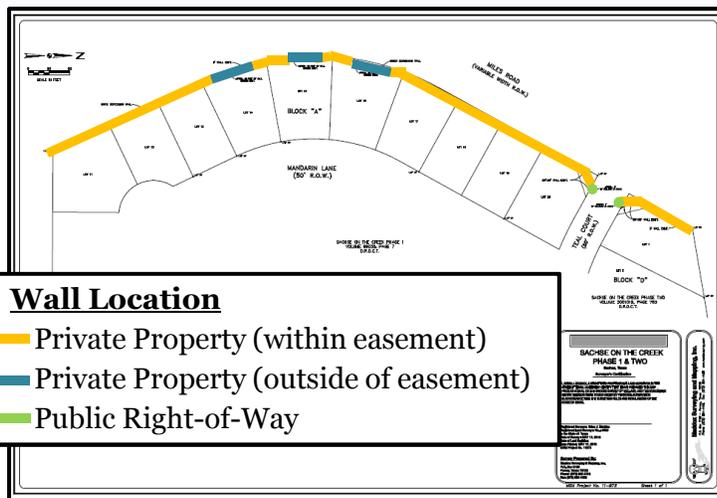
# BACKGROUND

## SACHSE ON THE CREEK PHASES I & II



# BACKGROUND

## SACHSE ON THE CREEK PHASES I & II



# BACKGROUND

## PARK LAKE ESTATES PHASES II & IV

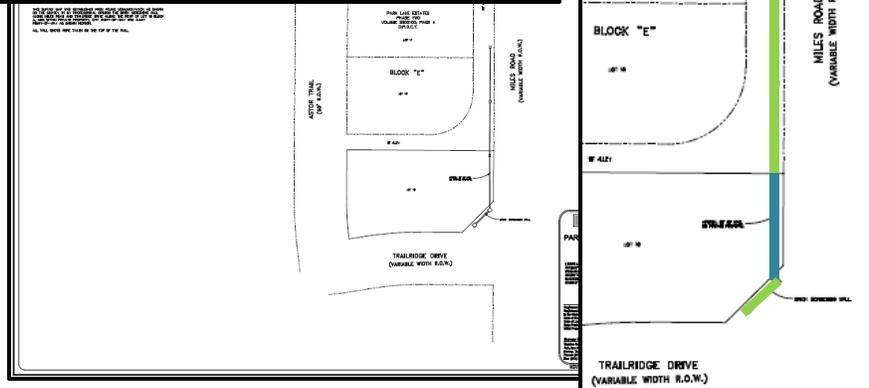


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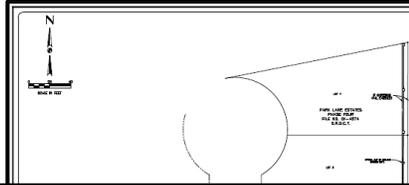
## PARK LAKE ESTATES PHASE II

### Wall Location

- Private Property (outside of easement)
- Public Right-of-Way

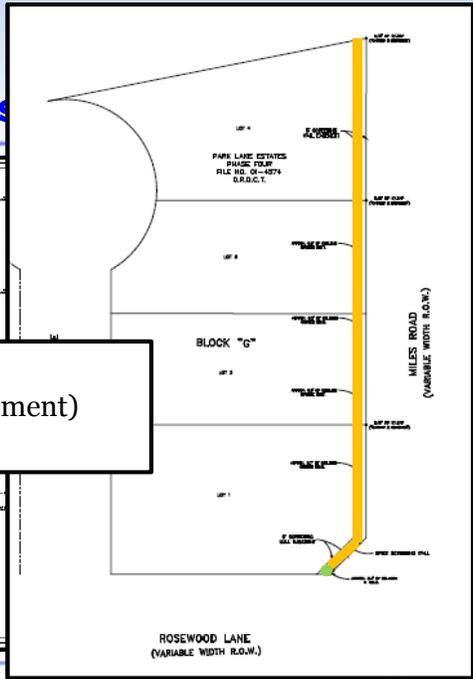


# BACKGROUND PARK LAKE ESTATES



**Wall Location**

- Private Property (within easement)
- Public Right-of-Way



# BACKGROUND HUDSON CROSSING PHASES I & II



Phase I

Phase I

Phase II

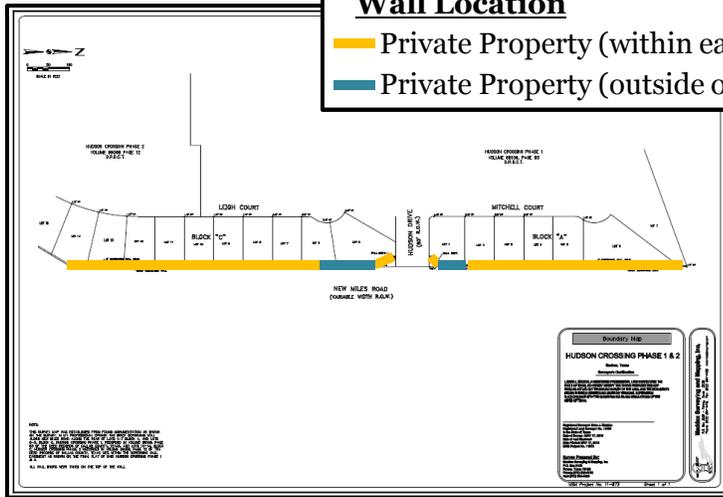


# BACKGROUND

## HUDSON CROSSING PHASES I & II

### Wall Location

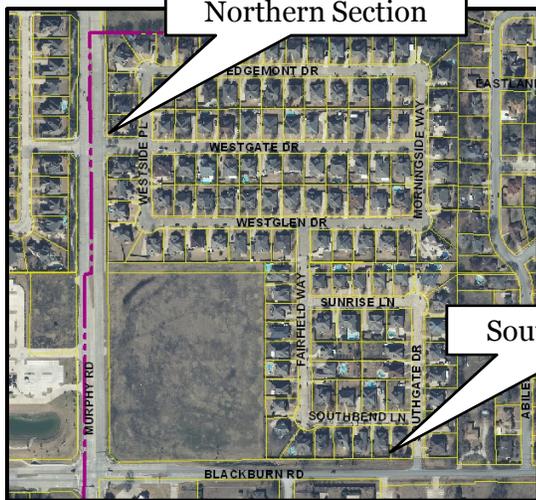
- Private Property (within easement)
- Private Property (outside of easement)



# BACKGROUND

## WESTGATE

Northern Section

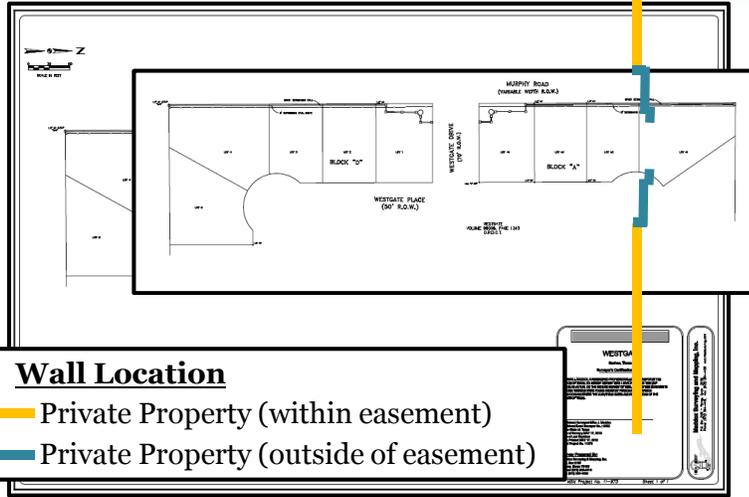


Southern Section



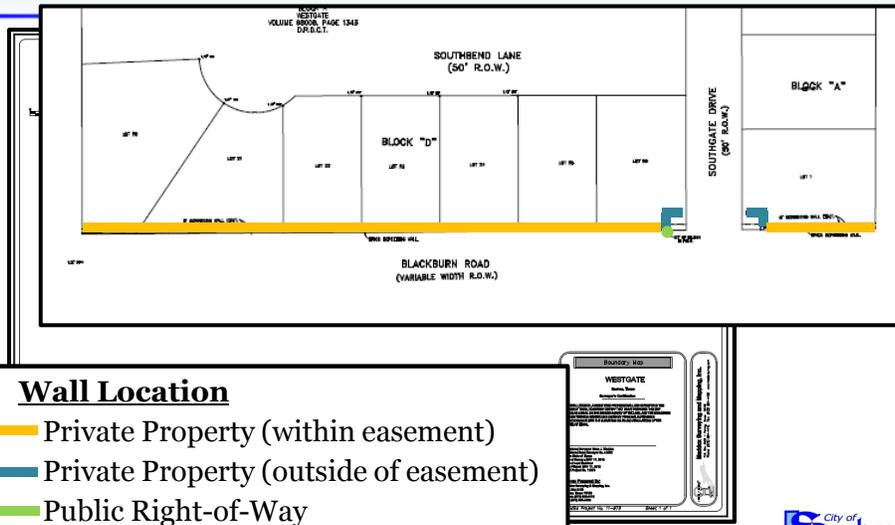
# BACKGROUND

## WESTGATE – NORTHERN SECTION



# BACKGROUND

## WESTGATE – SOUTHERN SECTION



## **LETTER TO RESIDENTS**

### **SUMMARY**

- ❑ Letter mailed on May 14, 2013 to homeowners with walls constructed in/adjacent to their backyards
- ❑ Notified residents of City research and requested information
- ❑ City Research performed to date
  - Exhausted all resources available to gather information
  - Performed survey of wall location
  - Research of Legal Plats
  - Research deeds and other public records available
- ❑ Requested information from homeowners by June 1, 2013
- ❑ Only one response from letters mailed



## **LETTER TO RESIDENTS**

### **FINDINGS – HUDSON CROSSING PHASE 1**

- ❑ Conditions, Covenants and Restrictions (CCR) documents recorded with Dallas County in 1998
- ❑ If Title Policy performed in purchase/sale of property, homeowner would have been aware of CCR's
- ❑ CCR's establish homeowner responsible for maintenance of masonry wall...but only enforceable by HOA which is not active



## **SACHSE ON THE CREEK PHASE 1 MEETING WITH HOA**

- ❑ Met with HOA on May 30, 2013
- ❑ HOA is newly “reactivated” and Board is all new in their positions
- ❑ Plat and CCR’s state HOA responsible for maintenance of wall
- ❑ Requirement for wall is guided by HOA Bylaws and CCR’s
- ❑ Will continue to work with HOA to ensure they are guided through City permitting processes should they decide to construct/repair existing masonry wall



## **OPTIONS**

1. Private Maintenance by Individual Homeowners / HOA (current regulatory environment)
2. Public Improvement District (Texas Local Government Code Chapter 372)
3. Dedication of easement to City & City Maintenance



## **OPTION #1**

### **PRIVATE MAINTENANCE**

1. Private Maintenance by Individual Homeowners / HOA
  - Supported by current legal framework (example: Orchard Grove)
  - Notification of individual homeowners and/or HOA



## **OPTION #2**

### **PUBLIC IMPROVEMENT DISTRICT**

2. Public Improvement District (Texas Local Government Code Chapter 372)
  - Would entail a city-wide policy adoption to provide a “roadmap” for property owner participation
  - Property owners would need to “opt in” and/or initiate this process



## OPTION #3

### EASEMENT DEDICATION & CITY MAINTENANCE

3. Dedication of easement to City & City Maintenance
  - Would require voluntary dedication by property owner
  - Discussion of fence materials to be used (e.g., masonry screen wall, wood fence, etc.)
  - Future maintenance concerns (e.g., matching of bricks as they become aged/weathered)



## OPTIONS SUMMARY

### STAFF RECOMMENDATIONS

SUBDIVISION	OPTION 1	OPTION 2	OPTION 3
Sachse on the Creek 1	✓		
Sachse on the Creek 2	✓		
Park Lake Estates 2			✓
Park Lake Estates 4	✓		
Hudson Crossing 1	✓		
Hudson Crossing 2	✓		
Westgate	✓		



## **BUDGETARY CONSIDERATIONS**

- ❑ Dependent upon maintenance responsibility determined for Park Lake Estates Phase 2



## **NEXT STEPS**

- ❑ Notification of homeowners
- ❑ Continue outreach through meetings
- ❑ Monitor screen walls





**ATTACHMENT 1**  
**Community Development**  
**Department**

May 14, 2013

<<Homeowner>>  
<<Address>>  
Sachse, Texas 75048

**RE: Masonry Screening Wall Update**

Dear <<Homeowner>>:

This letter is being written to initiate or continue dialogue with you regarding the masonry screening wall currently constructed on or adjacent to your property. The goal is to gather the information necessary to determine maintenance responsibility of the masonry wall.

The maintenance of masonry screening walls like the one constructed on or adjacent to your property is dependent upon a number of factors. In order to accurately make a determination, the City is asking homeowners to assist the City in researching all necessary information in order to make an informed decision. Below is a listing of legal documents the City has access to and has already researched. **THERE IS NO NEED TO PROVIDE THESE DOCUMENTS TO THE CITY:**

1. The City contracted with a surveying consultant to perform a survey in order to accurately locate the position of the masonry screening walls. This survey provided the location of the screening wall with respect to existing property lines and easements. This survey showing the masonry wall location is included with this letter.
2. City staff researched the **Legal Plats** for each subdivision in order to verify any easements that may exist and/or language that may exist with regard to maintenance responsibility.
3. City staff researched the **deeds** that are of public record pertaining to the last sale/transaction associated with your property. These deeds were researched in order to discover any language related to maintenance responsibility.

**In order to complete the research, City staff is requesting homeowners verify their records to see if they are in the possession of any legal documents that would provide additional information.** Examples of these documents would include **restrictive covenants**, which are typically a part of the **Title Policy** that is issued to a homeowner upon closing of their property. Please provide any information that you may have by **June 1, 2013**, so that we may move forward on this matter.

## ATTACHMENT 1

As stated above, staff wishes to initiate dialogue so that we may collectively reach an informed decision. **Please note that you are not obligated or required in any way to provide information. Any information would be provided simply on a voluntary basis.** Please do not hesitate to contact me at (469) 429-4781 with any questions you may have. Thank you.

Regards,



Marc Kurbansade, AICP  
Director of Community Development

Enclosures

**ATTACHMENT 2**

<b>Subdivision</b>	<b>Phase</b>	<b>Lot</b>	<b>Block</b>	<b>County</b>	<b>Street Address</b>
Hudson Crossing	1	1	A	Dallas	4112 Mitchell Court
Hudson Crossing	1	2	A	Dallas	4108 Mitchell Court
Hudson Crossing	1	3	A	Dallas	4104 Mitchell Court
Hudson Crossing	1	4	A	Dallas	4102 Mitchell Court
Hudson Crossing	1	5	A	Dallas	4016 Mitchell Court
Hudson Crossing	1	6	A	Dallas	4012 Mitchell Court
Hudson Crossing	1	7	A	Dallas	4008 Mitchell Court
Hudson Crossing	1	5	C	Dallas	3764 Leigh Court
Hudson Crossing	1	6	C	Dallas	3662 Leigh Court
Hudson Crossing	1	7	C	Dallas	3656 Leigh Court
Hudson Crossing	1	8	C	Dallas	3652 Leigh Court
Hudson Crossing	1	9	C	Dallas	3564 Leigh Court
Hudson Crossing	2	10	C	Dallas	3560 Leigh Court
Hudson Crossing	2	11	C	Dallas	3556 Leigh Court
Hudson Crossing	2	12	C	Dallas	3552 Leigh Court
Hudson Crossing	2	13	C	Dallas	3462 Leigh Court
Hudson Crossing	2	14	C	Dallas	3458 Leigh Court
Park Lake Estates	2	16	E	Dallas	5018 Astor Trail
Park Lake Estates	2	17	E	Dallas	5014 Astor Trail
Park Lake Estates	2	18	E	Dallas	5010 Astor Trail
Park Lake Estates	2	19	E	Dallas	5006 Astor Trail
Park Lake Estates	4	1	G	Dallas	4506 Mimosa Circle
Park Lake Estates	4	2	G	Dallas	4510 Mimosa Circle
Park Lake Estates	4	3	G	Dallas	4514 Mimosa Circle
Park Lake Estates	4	4	G	Dallas	4518 Mimosa Circle
Sachse on the Creek	1	11	A	Dallas	4303 Mallard Lane
Sachse on the Creek	1	12	A	Dallas	5621 Mandarin Lane
Sachse on the Creek	1	13	A	Dallas	5707Mandarin Lane
Sachse on the Creek	1	14	A	Dallas	5711 Mandarin Lane
Sachse on the Creek	1	15	A	Dallas	5715 Mandarin Lane
Sachse on the Creek	1	16	A	Dallas	5721 Mandarin Lane
Sachse on the Creek	1	17	A	Dallas	5807 Mandarin Lane
Sachse on the Creek	1	18	A	Dallas	5811 Mandarin Lane
Sachse on the Creek	1	19	A	Dallas	5815 Mandarin Lane
Sachse on the Creek	1	20	A	Dallas	5821 Mandarin Lane
Sachse on the Creek	2	1	D	Dallas	4302 Teal Court
Westgate (North)	-	41	A	Collin	7019 Westside Place
Westgate (North)	-	42	A	Collin	7015 Westside Place
Westgate (North)	-	43	A	Collin	7011 Westside Place
Westgate (North)	-	44	A	Collin	7007 Westside Place
Westgate (North)	-	1	D	Collin	6919 Westside Place
Westgate (North)	-	2	D	Collin	6915 Westside Place
Westgate (North)	-	3	D	Collin	6909 Westside Place

**ATTACHMENT 2**

<b>Subdivision</b>	<b>Phase</b>	<b>Lot</b>	<b>Block</b>	<b>County</b>	<b>Street Address</b>
Westgate (North)	-	4	D	Collin	6905 Westside Place
Westgate (South)	-	1	A	Dallas	6704 Southgate Drive
Westgate (South)	-	20	D	Dallas	6707 Fairfield Way
Westgate (South)	-	21	D	Dallas	6703 Fairfield Way
Westgate (South)	-	22	D	Dallas	1402 Southbend Lane
Westgate (South)	-	23	D	Dallas	1406 Southbend Lane
Westgate (South)	-	24	D	Dallas	1410 Southbend Lane
Westgate (South)	-	25	D	Dallas	1414 Southbend Lane
Westgate (South)	-	26	D	Dallas	1418 Southbend Lane