

CITY COUNCIL OF THE CITY OF SACHSE

MEETING MINUTES

OCTOBER 16, 2017

The City Council of the City of Sachse held a regular meeting on Monday, October 16, 2017 at 7:30 p.m. at Sachse City Hall, 3815-B Sachse Road, Sachse, Texas. Those present were Mayor Mike Felix, Mayor Pro Tem Paul Watkins, Council Members Brett Franks, Charlie Ross, Bill Adams, Cullen King, and Jeff Bickerstaff. City Manager, Gina Nash; City Secretary, Michelle Lewis Sirianni; Human Resources Director, Melinda Walter; Public Works and Engineering Director, Greg Peters; Finance Director, Teresa Savage; Finance Manager, Berna Fitzpatrick; Accountant, Karen Ramirez; Parks and Recreation Director, Lance Whitworth; Parks and Recreation Supervisor, Cynthia Wiseman; Development Services Director, Dusty McAfee; Police Chief, Bryan Sylvester, and Fire Chief, Marty Wade.

Mayor Felix opened the meeting at 7:37 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE TO U.S. AND STATE FLAG: The invocation was offered by Councilman King and the pledges by Cub Scout Troop 243.

CONSENT AGENDA: All items listed on the Consent Agenda are considered routine and will be acted on by one motion, with no separate discussion of these items unless a Council member or citizen so requests.

17-4018 - Approve the minutes of the October 2, 2017 workshop meeting.

17-4019 - Approve the minutes of the October 2, 2017 regular meeting.

17-4013 – Approve the City of Sachse, Sachse Economic Development Corporation, and President George Bush Turnpike Reinvestment Zone Tax Increment Investment Policy ("Sachse Investment Policy").

17-4015 – Approve a resolution authorizing the purchase of three (3) 2018 Chevrolet 1500 Silverado 4x2 Double Cabs from Caldwell Country Chevrolet through the Houston Galveston Area Council purchasing program not to exceed the budgeted funds of sixty six thousand dollars (\$66,000.00) for the City of Sachse Development Services Department.

17-4022 - Approve a resolution authorizing the purchase of three 2017 Chevrolet 1500 4x4 Silverado Double Cab trucks from Caldwell Country Chevrolet through the Houston Galveston Area Council purchasing program not to exceed the budgeted funds of seventy eight thousand two hundred and forty six dollars (\$78,246.00) for the City of Sachse Public Works and Engineering Departments.

17-4025 - Approve a resolution authorizing the purchase of one new Ford F550 4x4 Diesel Jet Truck through the BuyBoard purchasing program not to exceed the budgeted funds of one hundred forty thousand dollars (\$140,000.00) for the City of Sachse Public Works Utility Department.

17-4027 - Approve a resolution authorizing the purchase of a new drum roller from Kirby Smith Machinery, Inc. not to exceed the budgeted funds of fifteen thousand five hundred and fifty three dollars (\$15,553.00) for the City of Sachse Public Works Department.

17-4028 - Approve a resolution authorizing the City Manager to execute a contract with Canon Solutions America, Inc. ("CSA") for the four-year lease of twelve (12) copier/printer machines through the State of Texas contract.

Councilman Adams made a motion to approve items the consent agenda items as presented. Councilman King seconded that motion and the motion was unanimously approved.

MAYOR AND CITY COUNCIL ANNOUNCEMENTS REGARDING SPECIAL EVENTS:

Councilman King thanked the Scouts for being in attendance.

Councilman Ross announced the upcoming events at the Library: Tuesday, October 17 at 6:00 p.m., Face Painting; Tuesday, October 24 at 6:00 p.m., Halloween Party and costume contest; and, the Library will be closed on October 21 and 22 for interior painting.

Councilman Bickerstaff recognized the Sachse band placing third in a recent competition and all their hard work preparing for their upcoming finals competition.

Mayor Felix announced several upcoming events which included:

- October 21 – Pumpkin Prowl at Salmon Park
- October 28 – Fall Fest at Heritage Park sponsored by the Sachse Chamber of Commerce
- November 23 – Turkey Trot at Sachse High School
- December 2 – Pancakes with Santa at Fire Station #1
- December 6 – Christmas Extravaganza with night parade at 6:00 p.m. followed by the tree lighting with many more activities

17-4020 – Recognize the Finance Department.

Mayor Felix recognized the Finance Department for their numerous awards received this past year.

CITIZENS INPUT:

Diana Smith, 4802 Sachse Road, invited everyone to a BBQ at Charles Smith Funeral Home on October 17 at 6:30 p.m. honoring Public Safety.

REGULAR AGENDA ITEMS:

17-4016 Receive presentation regarding new website design.

Mrs. Nash stated that the website has not undergone any updates in many years and was in need of a facelift. The City brought on SGR to assist in making the website read with one voice, assist with content cleanup, and be our liaison between the City and CivicPlus. Staff is seeking any input or questions.

Lori Philyaw with Strategic Government Resources (SGR) presented Council with a project timeline, the content and design team, a vision of the new website which included being user friendly, having a fresh design, streamlined, and having a consistent voice, and key improvements. SGR displayed the production site to Council to look at the new features and streamlining of content. Ms. Philyaw stated the go live date is scheduled for October 26, but can sometimes take up to 48 hours for all website browsers to display the new site.

Councilman King asked how many items they could have in the carousel. Ms. Philyaw replied that they could have as many as they wanted there you would just have to use the arrows to scroll through them. Another option would be to use the alert feature or an RSS feed.

Mayor Pro Tem Watkins inquired about the platform base and permission levels.

Councilman Bickerstaff stated he did not like the background photo. Ms. Philyaw confirmed that these can be changed and that the City is looking to get additional photos to use.

17-4024 Receive presentation from Ron Hobbs and consider approval of a Professional Services agreement between the City of Sachse, Texas and Ron Hobbs Architecture and Interior Design, LLP, for the design of the Sachse Community Center.

Ron Hobbs presented to Council a timeline for the Community Center project including preliminary programming and potential room options based on the type of activities and uses the City may have and/or need for this building. Mr. Hobbs included lists of potential space options that included examples such as a multi-purpose room, reservation room, walking track, classroom, etc. along with support spaces such as a lobby, control rooms, offices, storage, and restrooms that should be taken into consideration within the design. Mr. Hobbs displayed potential site concepts and explained how the exterior appearance will match or reflect the current buildings. A monthly update will be presented to Council so that they may stay on track.

Council discussed having a separate meeting for citizen input on the project, the total budget for the project, and if leeway was given within the agreement for supplemental services. Mrs. Nash confirmed there is.

Mayor Felix proposed an additional meeting for citizen input on Wednesday, November 8 at 6:30 p.m. Mr. Hobbs and staff were in agreement with this date and time.

Councilman Bickerstaff made a motion to approve a Professional Services agreement between the City of Sachse, Texas and Ron Hobbs Architecture and Interior Design, LLP, for the design of the Sachse Community Center. Mayor Pro Tem Watkins seconded that motion and the motion was unanimously approved.

17-4026 Receive and discuss Utility Fund financial review.

Mrs. Nash stated Finance will give an update on the Utility Fund. We are now in year three of five of the rate structure in the study which began in 2014.

Mrs. Savage presented Council with an overview of the 2014 rate study, a water and sewer revenue summary, an expense summary for North Texas Municipal Water District (NTMWD) and City of Garland Sewer Treatment, debt service payments comparison of estimated and actual, capital projects, current water and sewer rates, and NTMWD rate projections. Mrs. Savage stated that the loosened watering restrictions have impacted sales, the water revenues have exceeded projections, sewer projections have been slightly below projections, a strong overall budgetary performance has provided an overall reduction and delay of debt issuance and a \$5.9 million in capital investment not anticipated in 2014, a lower overall demand in FY 2017 is reflected in revenues, continued decline in water sales supports maintaining rates approved in 2014, and the FY2018-2019 budget will include a supplemental request for an updated rate study.

No further comments were made.

17-4029 Consider authorizing expenditures in an amount not to exceed two million two hundred fifty six thousand three hundred and seventy seven dollars (\$2,256,377.00) for purchase and installation of the City's Automated Metering Infrastructure (AMI) project through HydroPro Solutions and further authorize the City Manager to execute any necessary documents for such procurement including a Master Service Agreement.

Mrs. Nash introduced the item stating the AMI implementation was included as part of the budget and this agreement will be for the purchase and installation of the City's AMI meters.

Mrs. Savage provided a timeline including expected beginning and completion of installation. The customer portal should be activated by September 2018.

Mayor Pro Tem Watkins asked if two base stations were enough. Mrs. Savage replied yes and they will receive readings several times a day and will be able to identify problematic meters that are not reading immediately.

Mayor Pro Tem Watkins made a motion to approve expenditures in an amount not to exceed two million two hundred fifty six thousand three hundred and seventy seven dollars (\$2,256,377.00) for purchase and installation of the City's Automated Metering Infrastructure (AMI) project through HydroPro Solutions and further authorize the City Manager to execute any necessary documents for such procurement including a Master Service Agreement. Councilman Bickerstaff seconded that motion and the motion was unanimously approved.

17-4030 Consider approval of a resolution approving purchase orders in the amount not to exceed six hundred twenty three thousand dollars (\$623,000.00) to McMahan Contracting, L.P., for concrete roadway improvement projects; authorizing its execution by the City Manager; and providing an effective date.

Mr. Peters stated this item is for the projects identified for concrete street maintenance projects. Due to the large scope of panel replacement, an additional \$40,000 of funds from the Public Works Department is being included to be used as contingency funds. Any funds not used will be put back into the department's maintenance budget upon completion of the project.

Councilman Franks asked if any alley work was being included. Mr. Peters replied that they will try to adjust the grade to fix problems they encounter.

Councilman Adams made a motion to approve a resolution for purchase orders in the amount not to exceed six hundred twenty three thousand dollars (\$623,000.00) to McMahan Contracting, L.P., for concrete roadway improvement projects; authorizing its execution by the City Manager; and providing an effective date. Councilman Franks seconded that motion and the motion was unanimously approved.

17-4008 Consider approval of the First Amendment to the Project Specific Agreement by and between the City of Sachse and Dallas County to fund the construction of transportation improvements on Sachse Road and 5th Street.

Mr. Peters stated this amendment is for the first phase of the Sachse Road widening. The City has been working with the County on cost estimates. Dallas County determined that additional funds for the project are required. The City will split the additional funding with a 50/50 match, per the original agreement. The additional project funding will come from roadway impact fees. The current balance of un-allocated roadway impact fees is approximately \$1,200,000.00. Staff was anticipating that additional funding would be required. Mr. Peters added that there are two remaining right-of-way acquisitions that are needed to move the project to bid. City staff is working with Dallas County to assist the County real estate staff in finalizing the acquisition of these two strips of land.

Councilman King asked if this was solely for the first phase. Mr. Peters confirmed it was.

Councilman Bickerstaff made a motion to approve the First Amendment to the Project Specific Agreement by and between the City of Sachse and Dallas County to fund the construction of transportation improvements on Sachse Road and 5th Street. Mayor Pro Tem Watkins seconded that motion and the motion was unanimously approved.

17-4023 Consider approval of a Development Agreement made by and between the City of Sachse, Texas and K. Hovnanian Homes-DFW L.L.C.

Mr. Peters provided an overview of this item including the current configuration of Maxwell Creek Road and the how the project is within the Sachse CIP program. The City completed preliminary engineering in 2016 with a Collin County ILA that provides a \$588,000 funding match. The City currently does not have the needed funding match to construct the project. Mr. Peters commented that the Sachse Farms Lift Station will need to be removed and re-built outside of the proposed pavement due to the proposed single family residential subdivision being developed in Murphy. The proposed agreement for consideration outlines what the developer and City agree to do along with financial considerations. Staff recommends approval of the agreement. Staff finds the

agreement is the most cost-effective approach for the City to facilitate the construction of Maxwell Creek Road and the agreement eliminates a \$612,000 future funding obligation that would be needed for the City to complete the project as a City CIP project.

Council discussed if there would be any additional traffic considerations or any additional costs or changes to the design. Mr. Peters indicated that funds from the preliminary engineering design will fund the sewer lift station design.


Councilman Franks made a motion to approve a Development Agreement made by and between the City of Sachse, Texas and K. Hovnanian Homes-DFW L.L.C. Councilman King seconded that motion and the motion was unanimously approved.

ADJOURNMENT:

Mayor Felix adjourned the meeting at 9:44 p.m.


MIKE J FELIX, MAYOR

ATTEST:


Michelle Lewis Sirianni, City Secretary

