



**Wednesday, April 6, 2022
Animal Shelter Board Meeting**

**Council Chambers
3815-B Sachse Road
Sachse, TX 75048
7 p.m.**

A. Regular Meeting

1. Call to Order: The Animal Shelter Board of the City of Sachse will hold a Regular Meeting on Wednesday April 6, 2022, at 7 p.m. to consider the following items of business:
2. Invocation and Pledges of Allegiance to the U.S. and Texas Flags.
3. Consider approval of the January 27, 2022, meeting minutes.
4. Consider and elect a Vice-Chairperson of the Animal Shelter Board.
5. Receive an update and discuss the quarterly Animal Shelter report.
6. Receive an update on the Animal Shelter construction project.
7. Request for future agenda items.
8. Adjournment.

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


Leah K Granger, City Secretary

Accommodation requests for persons with disabilities should be made at least 48 hours prior to the meeting by contacting Amanda Chi, ADA Coordinator, via phone at 972.429.4770, via email at achi@cityofsachse.com, or by appointment at 3815 Sachse Road, Building B, Sachse, Texas 75048.



Agenda Item Details

Meeting	Apr 06, 2022 - Animal Shelter Board Meeting
Category	A. Regular Meeting
Subject	3. Consider approval of the January 27, 2022, meeting minutes.
Access	Public
Type	Action, Minutes
Recommended Action	Approve the minutes as presented.
Minutes	View Minutes for Jan 27, 2022 - Animal Shelter Board Meeting

Public Content

[01.27.2022 Animal Shelter Board Minutes.pdf \(116 KB\)](#)

**ANIMAL SHELTER BOARD OF THE CITY OF SACHSE
MEETING MINUTES
JANUARY 27, 2022**

The Animal Shelter Board of the City of Sachse held a regular meeting on Thursday, January 27th, 2022 at 7 p.m. in the Sachse City Council Chambers 3815-B Sachse Road. Those present were Chairperson Jim Mathis; Board members Kimberly McClurg; Shelly Monroe; and BJ Futrell; Councilmember Cullen King; Police Chief Bryan Sylvester; Assistant Police Chief Steven Baxter; Animal Services Supervisor Terri O’Neal; Animal Control Officer Brenda Smith; and Animal Control Officer Monica Thomas.

Members absent were: Brandi Petee, Janice Brooks, and Katie Rohler

Mr. Mathis called the meeting to order at 7 p.m.

REGULAR MEETING:

Invocation and pledges of allegiance to the US and Texas flags.

Councilmember King lead the invocation and pledges.

Consider approval of the September 23, 2021, meeting minutes.

Ms. McClurg made a motion to approve the minutes as presented. Ms. Monroe seconded the motion, and it carried unanimously.

Consider and elect a Chairperson, Vice-Chairperson, and Secretary of the Animal Shelter Board.

Ms. McClurg nominated Mr. Mathis for Chairperson. Ms. Monroe seconded the motion and it passed unanimously.

Ms. McClurg nominated Ms. Monroe for Secretary. Mr. Mathis seconded the motion, and it passed unanimously.

Ms. Monroe nominated Ms. Petee for Vice-Chairperson. Ms. McClurg seconded the motion to postpone until the next meeting as Ms. Petee was not present.

Receive an update and discuss the quarterly Animal Shelter report.

Following the staff quarterly update presentation, Board members asked if there had been an increase in field calls due to the new apartments in Sachse. Ms. O’Neal responded that Animal Services has not seen a significant increase in field calls from the Prose or Station Apartments.

The Board discussed the recent tethering law Senate Bill5 which went into effect January 18, 2022.

Receive an update on the Animal Shelter construction project.

Chief Sylvester gave an update on the project to construct a new animal shelter.

Councilman King announced that he would not seek another term as Councilman in May 2022.

Request for future agenda items.

No requests at this time.

Adjournment.

Mr. Mathis adjourned the meeting at 7:30 p.m.

APPROVE:

Jim Mathis, Chairperson

ATTEST:

Shelly Monroe, Secretary



Agenda Item Details

Meeting	Apr 06, 2022 - Animal Shelter Board Meeting
Category	A. Regular Meeting
Subject	4. Consider and elect a Vice-Chairperson of the Animal Shelter Board.
Access	Public
Type	Action, Discussion
Fiscal Impact	No
Recommended Action	Appoint_____ as the Vice-Chairperson of the Animal Shelter Board.

Public Content



Agenda Item Details

Meeting	Apr 06, 2022 - Animal Shelter Board Meeting
Category	A. Regular Meeting
Subject	5. Receive an update and discuss the quarterly Animal Shelter report.
Access	Public
Type	Discussion, Information, Reports

Public Content



Agenda Item Details

Meeting	Apr 06, 2022 - Animal Shelter Board Meeting
Category	A. Regular Meeting
Subject	6. Receive an update on the Animal Shelter construction project.
Access	Public
Type	Discussion, Information, Reports

Public Content

[Presentation_Architect Services - Animal Shelter.pdf \(156 KB\)](#)

Animal Shelter Design/Construction Project - Ron Hobbs Architects Services

City Council Meeting

March 21, 2022



The City of
SACHSE

Background

- Upon direction of Council, staff has engaged with Ron Hobbs Architectural & Interior Design, LLP to develop an agreement for architectural services pertaining to the design and construction of a new Animal Shelter.
- Proposed agreement has been completed and reviewed by appropriate staff, city management, and the city attorney.



Major Provisions and Scope of Services

- Designation of Construction Manager at Risk (CMAR) methodology
- Architect will complete full design of Animal Shelter
 - Schematic design of a dog park to be presented as an “add-on” option
- Preparation of bid documents and assistance with bid selection process
- On-site construction observations and inspections
- Review of contractor submittals and shop drawings
- Certification of contractor payment(s)



Related Fees

- Architect's Base Fee: Architect, Structural Engineer, Mechanical Engineer = \$291,450.00

Supplemental Services Fees

- Interior Design Services (furniture, fixtures, and equipment) = 10% of purchase and installation costs
 - Projected - \$16,500.00
- Civil Engineer, Landscape Architecture = Negotiated
 - Projected - \$26,500.00
- City Provided Services: Geotech Report, Topographic Survey
 - Projected = \$8,000.00
- Any Additional Services: Negotiated or Hourly Rate, City must authorize
- **Total: \$342,450**



Compensation by Phase

- Schematic Design 20%
- Design Development 15%
- Construction Documents 40%
- Bidding Process 5%
- Construction 20%



Next Steps

Upon Council approval:

- Pre-Design Services
 - Staff design consultation meetings
 - Data collection and code research
 - Architectural programming
 - Site analysis

Staff recommends authorizing the City Manager to execute the proposed agreement.





Agenda Item Details

Meeting	Apr 06, 2022 - Animal Shelter Board Meeting
Category	A. Regular Meeting
Subject	7. Request for future agenda items.
Access	Public
Type	Discussion, Information

Public Content