



**Monday, August 2, 2021
City Council Combined Meeting**

**Council Chambers
3815 Sachse Road, Building B
6:30 p.m.**

The City Council meeting will be held in the Council Chambers.

A temporary suspension of the Open Meetings Act to allow telephone or videoconference public meetings has been granted by Governor Greg Abbott and therefore, members of the public are entitled to participate in person or remotely.

Citizens may use the ZOOM link below to participate via chat for any questions/comments. However, to view the meeting live, you may stream online (<http://sachsetx.swagit.com/live>) or access through the local PEG Channel.

**<https://us02web.zoom.us/j/87230491586>
Or Telephone: (Toll Free) 877-853-5247
Webinar ID: 872 3049 1586**

Members of the public who wish to submit their written comments on a listed agenda item can also submit their comments by filling out the public meeting speaker form at: <http://www.cityofsachse.com/328/Agendas-Minutes-Videos> or by visiting the Agendas & Minutes button on the homepage of the City's website.

Comments must be received before 4:00 p.m. on Monday, August 2, 2021.

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

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

A. 6:30 PM WORKSHOP MEETING

1. Call to Order: The City Council of the City of Sachse will hold a Workshop Meeting on Monday, August 2, 2021 at 6:30 p.m. to consider the following items of business:
2. The City Council shall convene into Executive Session pursuant to Texas Government Code §551.071(2) to consult with the City Attorney regarding legal matters related to Vicksburg Drive drainage easements.
3. Discuss potential Bond 2021 projects.
4. Discussion of City Council meeting agenda items.
5. Adjournment.

B. 7:00 PM REGULAR MEETING

1. Call to Order: The City Council of the City of Sachse will hold a Regular Meeting on Monday, August 2, 2021 at 7:00 p.m. to consider the following items of business:
2. Invocation and Pledges of Allegiance.

C. Special Announcements

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

D. Citizen Input

1. Citizen Input: The public is invited at this time to address the Council. Please come to the microphone and state your name and address for the record or citizens wishing to speak may use the chat function to state their name, address, and question for the record. However, if your remarks pertain to a specific agenda item, please hold them until that item, at which time the Mayor may solicit your comments. Time limit is 3 minutes per speaker. The City Council is prohibited by state law from discussing any item not posted on the agenda according to the Texas Open Meetings Act, but may take them under advisement. Issues raised may be referred to City Staff for research and possible future action.

E. Consent Agenda - All items listed on the consent agenda will be considered by the City Council and will be enacted on by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests.

1. Approve the minutes of the July 26, 2021, combined meeting.
2. Accept the monthly revenue and expenditure report for the period ending June 30, 2021.
3. Approve the Consent Agenda Items as presented.

F. Regular Agenda Items

1. Take any action as a result of Executive Session.
2. Discuss and consider adopting the goals and objectives set forth and approved by the Sachse Economic Development Corporation on July 15, 2021.
3. Receive an update from Community Waste Disposal on changes to the City's Master Fee Schedule.
4. Receive an overview of the completed Fire Department Master Plan 2021 from Emergency Services Consulting International (ESCI).
5. Receive an update and discuss the hours of operation for the Michael J. Felix Community Center.

G. Executive Session

1. The City Council shall convene into Executive Session pursuant to Texas Government Code, Section §551.087 Economic Development Deliberations: to deliberate the offer or other financial incentive to a business prospect generally located along the President George Bush Turnpike.
2. The City Council shall convene into Executive Session pursuant to Texas Government Code Section §551.087: Deliberation regarding Economic Development Negotiations: Discussion of Economic Development incentive for retail or commercial business projects seeking to locate within the City of Sachse.

H. Regular Agenda Items

1. Take action as result of executive session including authorizing the City Manager as the Executive Director of Sachse Economic Development Corporation to negotiate and execute an economic development agreement on behalf of the City Council with Avalon Sachse I LLC, and any amendments and instruments related thereto.

I. Regular Meeting Closing

1. 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.



Michelle Lewis Sirianni, City Secretary



Agenda Item Details

Meeting	Aug 02, 2021 - City Council Combined Meeting
Category	A. 6:30 PM WORKSHOP MEETING
Subject	2. The City Council shall convene into Executive Session pursuant to Texas Government Code §551.071(2) to consult with the City Attorney regarding legal matters related to Vicksburg Drive drainage easements.
Access	Public
Type	Closed Session

Public Content



Agenda Item Details

Meeting	Aug 02, 2021 - City Council Combined Meeting
Category	A. 6:30 PM WORKSHOP MEETING
Subject	3. Discuss potential Bond 2021 projects.
Access	Public
Type	Discussion, Information

Public Content

BACKGROUND

On March 1, 2021, the Sachse City Council appointed seven individuals to serve on the Bond 2021 Committee. On March 15, 2021, the City Council received an overview of potential capital projects for consideration and issued the following charge to the Bond 2021 Committee:

"Make a recommendation to the City Council regarding the need and size of a bond package to submit to Sachse voters in a November 2, 2021, referendum in light of:

- The condition of residential, collector, and arterial streets citywide;
- The condition of drainage systems citywide;
- The condition of select city facilities;
- The condition of select screening walls;
- The tax rate impact of various bond package amounts; and,
- The potential for a successful election outcome."

The Bond 2021 Committee met on March 29, 2021; April 12, 2021; May 24, 2021; and finally on July 13, 2021 to receive information from City staff and its advisors, review information about potential projects, and review feedback received from residents. At its July 13 meeting, the Bond 2021 Committee finalized its recommendation to the City Council. If the City Council elects to move forward with the referendum, an ordinance calling a bond election will be placed on the August 16, 2021, City Council agenda for consideration.

POLICY CONSIDERATIONS

The Bond 2021 Committee presented its recommendation to the City Council on Monday, July 26. The Council requested that the recommendation item return for further discussion and a next steps determination from Council.

RECOMMENDATION

Discuss potential Bond 2021 projects.

[Staff Presentation - Bond Discussion.pdf \(263 KB\)](#)

[Bond 2021 Committee Recommendation to City Council-7.26.21.pdf \(78 KB\)](#)

[Final Proposed Bond Ballot Language.pdf \(14 KB\)](#)

Bond Discussion

City Council

August 2, 2021



The City of
SACHSE

Overview

- The Bond 2021 Committee presented its recommendation to the City Council on July 26, 2021
- Council requested that this item be brought back for further discussion



Bond Committee Recommendation

- In response to the charge issued by the City Council, the Bond 2021 Committee recommends that the City Council call a general election to consider the issuance of general obligation bonds for the following projects in the following groups:
 - Sachse Road, phases II-IV (Miles Road – city limits)
 - Bailey/Hooper Road, Williford Road, and West Creek Road
 - Blackburn/Ingram Road
 - Neighborhood residential streets package
 - Sachse Animal Shelter



Bond Committee Recommendation-\$72 million

Project	Estimated Cost
Sachse Road (phases II, II,IV, Miles Road to city limits, including the bridge)	\$33,479,181
Bailey/Hooper Road, Williford Road, West Creek Road	\$20,650,375
Blackburn/Ingram Road	\$9,617,030
Neighborhood residential streets package	\$5,000,000
Sachse Animal Shelter	\$2,500,000
TOTAL PROPOSED BOND PACKAGE	\$71,246,585.51



City of Sachse
Summary of Tax Rate Impact

<i>A</i>	<i>B</i>	<i>C</i>	<i>D</i>	<i>E</i>	<i>F</i>	<i>G</i>	<i>H</i>	<i>I</i>
Scenario	Description	Total GO Bond Proceeds	Final Issuance	Projected Maximum I&S Rate	Current I&S Rate	Projected Tax Rate Increase	Estimated Tax Payment Increase Based on Average Net Home Value of \$283,000	
1	Bond Election + \$1.8mm Tax Notes	\$43,000,000	FY 2028	\$0.1942	\$0.1942	\$0.0000	Annual	\$0.00
							Monthly	\$0.00
							Weekly	\$0.00
2	Bond Election + \$1.8mm Tax Notes	\$55,000,000	FY 2028	\$0.2093	\$0.1942	\$0.0151	Annual	\$42.61
							Monthly	\$3.55
							Weekly	\$0.82
3	Bond Election + \$1.8mm Tax Notes	\$72,000,000	FY 2028	\$0.2453	\$0.1942	\$0.0511	Annual	\$144.57
							Monthly	\$12.05
							Weekly	\$2.78



\$72 million scenario

Project	Estimated Cost
Sachse Road (phases II-IV, Miles Road to city limits)	\$33,479,181
Bailey/Hooper Road, Williford Road, West Creek Road	\$20,650,375
Blackburn/Ingram Road	\$9,617,030
Neighborhood residential streets package	\$5,000,000
Sachse Animal Shelter	\$2,500,000
TOTAL PROPOSED BOND PACKAGE	\$71,246,585.51

Bond Election + \$1.8mm
Tax Notes

\$72,000,000

FY 2028

Projected Maximum I&S Rate	Current I&S Rate	Projected Tax Rate Increase
\$0.2453	\$0.1942	\$0.0511

Annual	\$144.57
Monthly	\$12.05
Weekly	\$2.78



\$55 million scenario

Project	Estimated Cost
Sachse Road (phases II and III, Miles to city limits) (no bridge)	\$23,382,528
Bailey/Hooper Road, Williford Road, West Creek Road	\$20,650,375
Blackburn/Ingram Road	-
Neighborhood residential streets package	\$5,000,000
Sachse Animal Shelter	\$5,000,000
TOTAL PROPOSED BOND PACKAGE	\$54,032,903.29

Bond Election + \$1.8mm
Tax Notes

\$55,000,000

FY 2028

Projected Maximum I&S Rate	Current I&S Rate	Projected Tax Rate Increase
\$0.2093	\$0.1942	\$0.0151

Annual \$42.61

Monthly \$3.55

Weekly \$0.82



Discussion and Next Steps

- Staff is seeking feedback from Council on whether to call an election and, if so, for which package amount?
- Once direction is received, staff will work with bond counsel to draft the necessary documents, if needed
- Recommend

**Bond 2021 Committee
Recommendation to the City Council
July 26, 2021**

On March 1, 2021, the City Council appointed seven individuals to serve on the Bond 2021 Committee:

Charles Elk, Chair
Brad Ford, Vice-Chair
Tim Shivers, Second Vice-Chair
Josh Ackles

Lindsay Buhler
John McKinney
Scott McMurdie

On March 15, 2021, the City Council issued the following charge to the Bond 2021 Committee:

“Make a recommendation to the City Council regarding the need and size of a bond package to submit to Sachse voters in a November 2, 2021, referendum in light of:

- The condition of residential, collector, and arterial streets citywide;
- The condition of drainage systems citywide;
- The condition of select city facilities;
- The condition of select screening walls;
- The tax rate impact of various bond package amounts; and,
- The potential for a successful election outcome.”

The Bond 2021 Committee met four times to discuss the contents of the charge. During these meetings, the Bond 2021 Committee received presentations from staff and City advisors, toured potential projects, and received input from residents. In addition, staff led a public engagement campaign to spread awareness about the items under review by the Bond 2021 Committee. In consideration of the charge, the information presented, and the feedback received from residents, the Bond 2021 Committee recommends that the City Council call a general election in November for a bond package in the following format:

1. Proposition A: Sachse Road, phases II, III, and IV, from Miles Road to the city limits, in the aggregate principal amount of \$33,479,180;
2. Proposition B: Bailey-Hooper Road, from SH 78 to Sachse Road; Williford Road, from SH 78 to Bailey Road; and West Creek Lane, from Sachse Road to Timbercreek Court, in the aggregate principal amount of \$20,650,375;
3. Proposition C: Blackburn-Ingram Road, from Hilltop Trail to Dewitt Road, in the aggregate principal amount of \$9,617,030;
4. Proposition D: Neighborhood residential streets including design, construction, reconstruction, improvements, extension, expansion, upgrades and development, in the aggregate amount of \$5,000,000;
5. Proposition E: Sachse Municipal Animal Shelter, including design, construction, improvements, and to equip a municipal animal shelter, in the aggregate amount of \$2,500,000.

CITY OF SACHSE, TEXAS SPECIAL ELECTION
CITY OF SACHSE, TEXAS PROPOSITION A

Shall the City Council of the City of Sachse, Texas, be authorized to issue and sell the bonds of said City, in one or more series or issues, in the aggregate principal amount of \$33,479,180, for the purpose of designing, constructing, improving, extending, expanding, upgrading and developing the following streets and roads in the City: Sachse Road, from Miles Road to the City limits, with such improvements to include any associated sidewalks, bridges and intersections, related drainage improvements, utility relocations, signalization, landscaping, lighting, signage, curbs, pedestrian right of ways, traffic safety and operational improvements and interests in land as may be necessary for such purposes; with said bonds to be issued in one or more series or issues, to mature, bear interest at such rate or rates, not to exceed the respective limits prescribed by law at the time of issuance, and to be sold at such price or prices, as the City Council in its discretion shall determine; and shall there be levied and pledged, assessed and collected annually ad valorem taxes on all taxable property in said City in an amount sufficient, within the limits prescribed by law, to pay the annual interest on said bonds and provide a sinking fund to pay said bonds at maturity?

CITY OF SACHSE, TEXAS SPECIAL ELECTION
CITY OF SACHSE, TEXAS PROPOSITION B

Shall the City Council of the City of Sachse, Texas, be authorized to issue and sell the bonds of said City, in one or more series or issues, in the aggregate principal amount of \$20,650,375, for the purpose of designing, constructing, improving, extending, expanding, upgrading and developing the following streets and roads in the City: Bailey-Hooper Road, from SH 78 to Sachse Road, Williford Road, from SH 78 to Bailey Road, and West Creek Lane, from Sachse Road to Timbercreek Court, with such improvements to include any associated sidewalks, bridges and intersections, related drainage improvements, utility relocations, signalization, landscaping, lighting, signage, curbs, pedestrian right of ways, traffic safety and operational improvements and interests in land as may be necessary for such purposes; with said bonds to be issued in one or more series or issues, to mature, bear interest at such rate or rates, not to exceed the respective limits prescribed by law at the time of issuance, and to be sold at such price or prices, as the City Council in its discretion shall determine; and shall there be levied and pledged, assessed and collected annually ad valorem taxes on all taxable property in said City in an amount sufficient, within the limits prescribed by law, to pay the annual interest on said bonds and provide a sinking fund to pay said bonds at maturity?

CITY OF SACHSE, TEXAS SPECIAL ELECTION
CITY OF SACHSE, TEXAS PROPOSITION C

Shall the City Council of the City of Sachse, Texas, be authorized to issue and sell the bonds of said City, in one or more series or issues, in the aggregate principal amount of \$9,617,030, for the purpose of designing, constructing, improving, extending, expanding, upgrading and developing the following streets and roads in the City: Blackburn-Ingram Road, from Hilltop Trail to Dewitt Road, with such improvements to include any associated sidewalks, bridges and intersections, related drainage improvements, utility relocations, signalization, landscaping, lighting, signage, curbs, pedestrian right of ways, traffic safety and operational improvements and interests in land as may be necessary for such purposes;

with said bonds to be issued in one or more series or issues, to mature, bear interest at such rate or rates, not to exceed the respective limits prescribed by law at the time of issuance, and to be sold at such price or prices, as the City Council in its discretion shall determine; and shall there be levied and pledged, assessed and collected annually ad valorem taxes on all taxable property in said City in an amount sufficient, within the limits prescribed by law, to pay the annual interest on said bonds and provide a sinking fund to pay said bonds at maturity?

CITY OF SACHSE, TEXAS SPECIAL ELECTION
CITY OF SACHSE, TEXAS PROPOSITION D

Shall the City Council of the City of Sachse, Texas, be authorized to issue and sell the bonds of said City, in one or more series or issues, in the aggregate principal amount of \$5,000,000, for the purpose of designing, constructing, reconstructing, improving, extending, expanding, upgrading and developing residential streets, roads, sidewalks, thoroughfares and related improvements in the City, including any associated bridges and intersections, related drainage improvements, utility relocations, signalization, landscaping, lighting, signage, curbs, pedestrian right of ways, traffic safety and operational improvements and interests in land as may be necessary for such purposes; with said bonds to be issued in one or more series or issues, to mature, bear interest at such rate or rates, not to exceed the respective limits prescribed by law at the time of issuance, and to be sold at such price or prices, as the City Council in its discretion shall determine; and shall there be levied and pledged, assessed and collected annually ad valorem taxes on all taxable property in said City in an amount sufficient, within the limits prescribed by law, to pay the annual interest on said bonds and provide a sinking fund to pay said bonds at maturity?

CITY OF SACHSE, TEXAS SPECIAL ELECTION
CITY OF SACHSE, TEXAS PROPOSITION E

Shall the City Council of the City of Sachse, Texas, be authorized to issue and sell the bonds of said City, in one or more series or issues, in the aggregate principal amount of \$2,500,000, for the purpose of designing, constructing, improving and equipping a municipal animal shelter; with said bonds to be issued in one or more series or issues, to mature, bear interest at such rate or rates, not to exceed the respective limits prescribed by law at the time of issuance, and to be sold at such price or prices, as the City Council in its discretion shall determine; and shall there be levied and pledged, assessed and collected annually ad valorem taxes on all taxable property in said City in an amount sufficient, within the limits prescribed by law, to pay the annual interest on said bonds and provide a sinking fund to pay said bonds at maturity?



Agenda Item Details

Meeting	Aug 02, 2021 - City Council Combined Meeting
Category	E. Consent Agenda - All items listed on the consent agenda will be considered by the City Council and will be enacted on by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests.
Subject	1. Approve the minutes of the July 26, 2021, combined meeting.
Access	Public
Type	Action (Consent), Minutes
Recommended Action	Approve as presented.
Minutes	View Minutes for Jul 26, 2021 - City Council Combined Meeting

Public Content

BACKGROUND

Minutes of the July 26, 2021, combined meeting.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Approve the minutes of the July 26, 2021, combined meeting.

[07.26.21 Minutes.pdf \(111 KB\)](#)

All items listed on the consent agenda will be considered by the City Council and will be enacted on by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests.

CITY COUNCIL OF THE CITY OF SACHSE

MEETING MINUTES

JULY 26, 2021

The City Council of the City of Sachse held a regular meeting on Monday, July 26, 2021, at 6:00 p.m. at Sachse City Hall, 3815-B Sachse Road. Those present were Mayor Mike Felix, Mayor Pro Tem Jeff Bickerstaff, Councilmembers Brett Franks, Frank Millsap, Chance Lindsey, and Cullen King. City Manager, Gina Nash; City Secretary, Michelle Lewis Sirianni; IT Manager, Mike Pastor; IT Staff, James Burns; Strategic Services Director, Lauren Rose; CIP and Public Works Director, Corey Nesbit; Development Services Director, Matt Robinson; Parks and Recreation Supervisor, Cynthia Wiseman; Finance Director, Teresa Savage; Assistant Finance Director, David Baldwin; Library Manager, Daniel Laney; Building Maintenance Supervisor, Shawn Bridgeman; Assistant to the City Manager, Amanda Chi; Executive Assistant to the City Manager, Leah Granger; Fire Chief, Marty Wade; Deputy Fire Chief, Lee Richardson; and Police Chief, Bryan Sylvester; Bond 2021 Committee members Charles Elk, Chair, Lindsey Buhler, Scott McMurdie, and Josh Ackles. Bond 2021 Committee members Tim Shivers and Brad Ford participated virtually. Councilmember Michelle Howarth and Bond 2021 Committee member John McKinney were absent.

Mayor Felix opened the workshop meeting at 6:05 p.m.

BOND 2021 RECOMMENDATION: Receive a recommendation from the Bond 2021 Committee.

Mrs. Rose presented a public engagement and committee overview regarding the proposed bond. A dedicated email and website page were set up, six ZOOM live Q&A sessions were held, and events were promoted on Facebook and shared in the online newsletter, the Sachse Scene. A survey for Bailey Road was also sent to residents who live on this road. Mrs. Rose recognized the members of the committee, noted they met four times including one being a tour of the potential projects. The Committee received information about specific capital projects and associated costs, as well as funding options. The Committee received several scenarios from the City's Financial Advisor in order to decide on a dollar amount they were comfortable with presenting.

Jason Hughes presented a summary of the tax rate impact based on three different dollar amounts. Mr. Hughes noted that the Attorney General typically will allow for the issuance of voted bond authority for a period of approximately ten years after a successful bond election. Voter authority gives the City Council the right to issue GO bonds, but not an obligation to issue GO bonds.

Charles Elk, Bond Committee Chair, presented the recommendation from the Committee to the City Council. The Committee recommends calling a bond election to consider the issuance of general obligation bonds for the following projects in the following groups: Sachse Road, phase II-IV; Bailey Road/Hooper Road, Williford Road, and West Creek Road; Blackburn/Ingram Road; Neighborhood residential streets package; and the Sachse Animal Shelter.

Mrs. Nash reminded the audience of the situation with Dallas County relative to Sachse Road, as well as recalled the Council's discussion on Blackburn/Ingram Road and its last meeting. She also noted concerns about the proposed dollar amount for the Animal Shelter. Mrs. Nash suggested removing the bridge from the Sachse Road project and using the fund balance for the signalization project on Blackburn/Ingram. Mrs. Nash explained concern that the proposed \$2.5 million will only allow a rehab of the Animal Shelter, and recommended an increase from \$2.5 million to \$5 million if a new constructed Animal Shelter was desired. The revised bond package with the information presented by Mrs. Nash would total \$55 million.

The City Council and Bond Committee members discussed the tax rate based on scenarios presented and the potential projects presented including Blackburn/Ingram Road, Sachse Road, and the Animal Shelter. Most notably the discussion focused on the importance of identifying regional partnership for the ultimate solution on Blackburn/Ingram Road project, and whether the proposed \$2.5 million for the Animal Shelter would be sufficient or insufficient.

The City Council requested staff to bring item back for further Council discussion at the next City Council meeting.

The Bond 2021 Committee adjourned.

PRELIMINARY 2021-2022 BUDGET: Discuss the preliminary 2021-2022 Fiscal Year Budget.

Mrs. Savage presented the preliminary FY 2021-2022 budget by providing an overview of the General and Utility funds including revenues and expenditures. She also presented a summary comparison of each departmental fund and the vehicle/equipment replacement fund (VERF).

Mrs. Nash presented a compensation update and recommendation along with the supplemental requests based on how they align with the goals from the strategic plan.

Mrs. Savage concluded with summaries of the preliminary budget for the General and Utility funds for the 2021-2022 fiscal year.

The City Council discussed the compensation recommendation, the proposed alley projects, and monies available within the fund balance.

No further comments or questions were made.

CAPITAL IMPROVEMENT PLAN (CIP): Discuss the City's Capital Improvement Plan (CIP).

Mr. Nesbit provided an overview of current funded projects underway including Sachse Road Phase I, Anthony Lane sewer system project, Merritt Road, the Muddy Creek sewer main, the Maxwell Creek pump station reconstruction, Sable Hill lift station, and the Public Works pump station emergency generator. Mr. Nesbit also presented project recommendations with utilities, roads/streets, and drainage, and the street projects presented within the supplementals for the 2021-2022 preliminary budget. Staff is recommending selecting the alley packages to be included in the funding from the General Fund supplemental with the remaining funding to be transferred from

the Fund Balance. Other funding for projects may be done in combination of Street Maintenance Tax, Fund Balance, and Roadway Impact Fees as appropriate.

No comments or questions were made by the City Council.

Mayor Felix adjourned the workshop meeting at 8:30 p.m.

Mayor Felix opened the regular meeting at 8:35 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE TO U.S. AND STATE FLAGS:

Councilman King offered the invocation and Councilman Lindsey led the pledges.

MAYOR AND CITY COUNCIL ANNOUNCEMENTS REGARDING SPECIAL EVENTS:

No comments were made.

CITIZEN INPUT:

Butch Kemper, 7107 Longmeadow Drive, stated he was disappointed in the traffic survey results regarding a four-way stop at Blackburn/Ingram Road. However, he would like to make it a proper road. Therefore, does not agree with the signalization option that was given.

Matthew Holboke, 5511 Oakridge Circle, expressed his frustration with not receiving justification for the \$20 million proposed for collector streets on a possible bond election as well as not adding sound walls on Sachse Road.

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 City Councilmember or citizen so requests.

1. Approve the minutes of the July 12, 2021, combined meeting.

Mayor Pro Tem Bickerstaff made a motion to approve consent agenda as presented. Councilman King seconded that motion and the motion was unanimously approved.

REGULAR AGENDA ITEMS:

Consider a resolution approving the 2021 annual update to the service and assessment plan and assessment roll for public improvements for the Sachse Public Improvement District No. 1.

Mrs. Nash provided a brief introduction and noted the service and assessment plan must be reviewed and updated annually per the Texas Local Government Code.

Kirk McDaniel with Petty and Associates and Jason Hughes with Hilltop Securities were in attendance for any questions.

No comments or questions were made by the City Council.

Councilman King made a motion to approve a resolution approving the 2021 annual update to the service and assessment plan and assessment roll for public improvements for the Sachse Public Improvement District No. 1. Mayor Pro Tem Bickerstaff seconded that motion and the motion was unanimously approved.

Conduct a public hearing and consider the adoption of an ordinance accepting and approving an operations and maintenance service and assessment plan update and operations and maintenance assessment roll for the Sachse Public Improvement District No. 1, levying operations and maintenance assessments against certain property in the District and making certain findings and determinations relating to the District.

Mrs. Nash provided a brief introduction and noted a public hearing is required to be held to consider proposed assessments.

Mayor Felix opened the public hearing.

No comments were made.

Mayor Felix closed the public hearing.

Mayor Pro Tem Bickerstaff made a motion to approve the adoption of an ordinance accepting and approving an operations and maintenance service and assessment plan update and operations and maintenance assessment roll for the Sachse Public Improvement District No. 1, levying operations and maintenance assessments against certain property in the District and making certain findings and determinations relating to the District. Councilman King seconded that motion and the motion was unanimously approved.

ADJOURNMENT:

Mayor Felix adjourned the meeting at 8:48 p.m.

MIKE J. FELIX, MAYOR

ATTEST:

Michelle Lewis Sirianni, City Secretary



Agenda Item Details

Meeting	Aug 02, 2021 - City Council Combined Meeting
Category	E. Consent Agenda - All items listed on the consent agenda will be considered by the City Council and will be enacted on by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests.
Subject	2. Accept the monthly revenue and expenditure report for the period ending June 30, 2021.
Access	Public
Type	Action (Consent)
Preferred Date	Aug 02, 2021
Fiscal Impact	No
Recommended Action	Accept the monthly revenue and expenditure report for the period ending June 30, 2021.
Goals	Be a model of financial stewardship through growth management, responsible investment, and financial transparency.

Public Content

BACKGROUND

The Finance Department prepares a report each month to update the City Council regarding revenue and expenditures for the City. Included in the report are unaudited summaries for the General Fund, Utility Fund, Debt Service Fund, Sachse Economic Development Corporation, and the Sachse Municipal Development District, as well as an analysis of year-to-date sales tax revenue.

POLICY CONSIDERATIONS

The City Charter requires that the City Manager submit a monthly report covering revenues and expenditures.

RECOMMENDATION

Accept the monthly revenue and expenditure report for the period ending June 30, 2021.

[All Funds 6-30-2021.pdf \(115 KB\)](#)

[Sales Tax Analysis August 2021.pdf \(82 KB\)](#)

All items listed on the consent agenda will be considered by the City Council and will be enacted on by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests.

City of Sachse
Monthly Revenue and Expenditure Report
June 30, 2021
(Unaudited)

GENERAL FUND

75% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference
Revenue Summary					
Property Tax	\$ 13,420,000	\$ 72,106	\$ 13,574,773	101.15%	A
Sales Tax	1,700,000	175,442	1,682,923	99.00%	
Franchise Fees	1,847,825	66,663	1,395,952	75.55%	
Licenses and Permits	621,000	249,971	1,435,673	231.19%	B
Service Fees	916,500	173,436	1,769,897	193.11%	
Fines	250,000	16,459	165,386	66.15%	C
Interest Income	50,000	5,831	45,106	90.21%	
Miscellaneous Income	402,218	33,667	296,847	73.80%	
Intergovernmental Revenue	1,443,819	120,318	1,082,864	75.00%	
Total Revenue	\$ 20,651,362	\$ 913,892	\$ 21,449,420	103.86%	
Expenditure Summary					
City Manager	\$ 759,865	\$ 68,377	\$ 473,990	62.38%	
City Secretary	209,339	11,485	139,742	66.75%	
Human Resources	388,830	15,585	256,467	65.96%	
Finance	717,569	82,277	613,723	85.53%	
Municipal Court	241,740	20,696	147,324	60.94%	
Parks	1,010,900	39,260	632,835	62.60%	
Senior Programs	146,645	5,743	79,089	53.93%	
Library Services	515,646	37,656	333,362	64.65%	
Community Development	750,215	76,811	607,257	80.94%	
Streets & Drainage	3,341,560	77,051	2,686,372	80.39%	
Facility Maintenance	562,072	42,667	382,784	68.10%	
Police	5,581,495	390,604	3,970,966	71.15%	
Animal Control	240,865	16,194	137,771	57.20%	
Fire/EMS	4,602,376	306,232	3,591,775	78.04%	
Combined Services	422,652	10,986	314,458	74.40%	
Recreation	386,106	409	234,650	60.77%	
City Engineer	368,244	17,981	245,381	66.64%	
Information Technology	746,910	92,695	590,036	79.00%	
Total Expenditures	\$ 20,993,029	\$ 1,312,710	\$ 15,437,982	73.54%	
Total Revenue Over/Under Expenses	\$ (341,667)	\$ (398,818)	\$ 6,011,438		

Explanation of Major Variances:

- A** Property Tax receipts peak in December and January.
- D** Building permit revenue reflects activity in Ranch Park Village and the Station.
- E** Plan Review, Developer and Ambulance fees are above projections.

City of Sachse
Monthly Revenue and Expenditure Report
June 30, 2021
(Unaudited)

UTILITY FUND

75% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference 0%
Revenue Summary					
Water Revenue	\$ 7,460,000	\$ 682,181	\$ 4,915,142	65.89%	
Sewer Revenue	5,197,500	467,859	4,005,768	77.07%	
Drainage Revenue	210,000	17,689	157,459	74.98%	
Fees	165,700	12,110	112,570	67.94%	
Interest Income	60,000	7,069	70,227	117.04%	A
Transfer In-Impact Fee	-	-	-		
Miscellaneous Income	-				
Total Revenue	\$ 13,093,200	\$ 1,186,908	\$ 9,261,166	70.73%	
Expenditure Summary					
Utility Administration	\$ 442,209	\$ 32,947	\$ 313,068	70.80%	
Water Operations	7,380,181	472,962	4,794,414	64.96%	
Sewer Operations	5,733,264	324,823	3,019,471	52.67%	
Drainage Projects	100,000	25,950	25,950	25.95%	
Total Expenditures	\$ 13,655,654	\$ 856,683	\$ 8,152,902	59.70%	
Total Revenue Over/Under Expenses	\$ (562,454)	\$ 330,226	\$ 1,108,263		

Explanation of Major Variances:

A Interest is budgeted conservatively, and principal is higher than anticipated.

City of Sachse
Monthly Revenue and Expenditure Report
June 30, 2021
(Unaudited)

Debt Service Fund

75% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference 0%
Revenue Summary					
Property Tax	\$ 5,035,703	\$ 26,713	\$ 5,096,233	101.20%	B
Interest Income	5,000	457	3,237	64.73%	
Miscellaneous Receipts					
Total Revenue	\$ 5,040,703	\$ 27,170	\$ 5,099,470	101.17%	
Expenditure Summary					
Fees	\$ 3,000		\$ 1,656	55.21%	A
Principal	3,543,300	-	3,655,000	103.15%	
Interest	1,495,917	-	651,457	43.55%	
Transfer Out-Utility Fund					
Total Expenditures	\$ 5,042,217	\$ -	\$ 4,308,114	85.44%	
Total Revenue Over/Under Expenses	\$ (1,514)	\$ 27,170	\$ 791,356		

A Principal payments are due in February and interest payments in February and August

B Property Tax receipts peak in December and January.

City of Sachse
Monthly Revenue and Expenditure Report
June 30, 2021
(Unaudited)

SACHSE ECONOMIC DEVELOPMENT CORPORATION

75% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference 0%
Revenue Summary					
Sales Tax	\$ 837,500	\$ 86,153	\$ 828,732	98.95%	A
Other Income	\$ 12,500	\$ -	\$ 10,000	80.00%	
Interest Income	5,000	832	4,232	84.64%	
Total Revenue	\$ 855,000	\$ 86,985	\$ 842,964	98.59%	
Expenditure Summary					
Expenditures	855,000	64,122	419,146	49.02%	
Total Expenditures	\$ 855,000	\$ 64,122	\$ 419,146	49.02%	
Total Revenue Over/Under Expenses	\$ -	\$ 22,862	\$ 423,818		

Explanation of Major Variances:

A GISD Grant received in November

City of Sachse
Monthly Revenue and Expenditure Report
June 30, 2021
(Unaudited)

MUNICIPAL DEVELOPMENT DISTRICT

75% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference
Revenue Summary					
Sales Tax	\$ 385,000	\$ 41,302	\$ 391,859	101.78%	
Other Income	\$ -				
Interest Income	500	287	1,394	278.76%	A
Total Revenue	\$ 385,500	\$ 41,589	\$ 393,253	102.01%	
Expenditure Summary					
Expenditures	249,000	6,925	34,506	13.86%	
Total Expenditures	\$ 249,000	\$ 6,925	\$ 34,506	13.86%	
Total Revenue Over/Under Expenses	\$ 136,500	\$ 34,664	\$ 358,747		

Explanation of Major Variances:

A Interest is budgeted conservatively, and principal is higher than anticipated.

CITY OF SACHSE

2020/2021 SALES TAX ANALYSIS

FY 2020	Total Sales tax	General Fund Sales Tax	General Fund Year-To-Date	YTD Percent of Budget	FY 2021	Total Sales tax	General Fund Sales Tax	General Fund Year-To-Date	YTD Percent of Budget
October	240,829	137,609	137,609	8.63%	October	264,016	150,859	150,859	9.01%
November	316,904	181,079	318,688	19.98%	November	374,502	213,991	364,850	21.78%
December	252,331	144,182	462,870	29.02%	December	286,729	163,837	528,687	31.56%
January	272,241	155,558	618,429	38.77%	January	323,637	184,926	713,613	42.60%
February	401,877	229,633	848,061	53.17%	February	435,095	248,614	962,226	57.45%
March	250,829	143,324	991,385	62.16%	March	279,789	159,871	1,122,098	66.99%
April	224,183	128,098	1,119,483	70.19%	April	247,713	141,543	1,263,641	75.44%
May	332,834	190,181	1,309,665	82.11%	May	387,674	221,517	1,485,158	88.67%
June	273,969	156,546	1,466,211	91.93%	June	301,551	172,306	1,657,464	98.95%
July	197,476	112,838	1,579,048	99.00%	July	311,326	177,892	1,835,356	109.57%
August	372,977	213,119	1,792,167	112.36%	August				
September	275,319	157,317	1,949,485	122.22%	September				
TOTAL	3,411,769	1,949,485			TOTAL	3,212,033	1,835,355		
BUDGET		1,595,000			BUDGET		1,675,000		



Agenda Item Details

Meeting	Aug 02, 2021 - City Council Combined Meeting
Category	F. Regular Agenda Items
Subject	2. Discuss and consider adopting the goals and objectives set forth and approved by the Sachse Economic Development Corporation on July 15, 2021.
Access	Public
Type	Action, Discussion, Information
Recommended Action	Motion to adopt the goals and objectives set forth by the Sachse Economic Development Corporation.
Goals	Make Sachse more prosperous through job creation and quality development that adds community value.

Public Content

BACKGROUND

The Sachse Economic Development Corporation Board of Directors has met several times over the previous months to discuss the goals and objectives for the EDC. Joint meetings between the City Council and EDC were held on April 5, May 5, and June 17 to workshop and discuss the goals and objectives. The EDC also met as a board without the City Council on May 20 to hold a discussion regarding goals and objectives as it relates to the Type B Corporation. The goals and objectives were approved by the Economic Development Corporation on July 15, 2021.

OVERVIEW

Staff will present the approved goals and objectives for approval by the City Council.

POLICY CONSIDERATION

There are no policy considerations affiliated with this item.

RECOMMENDATION

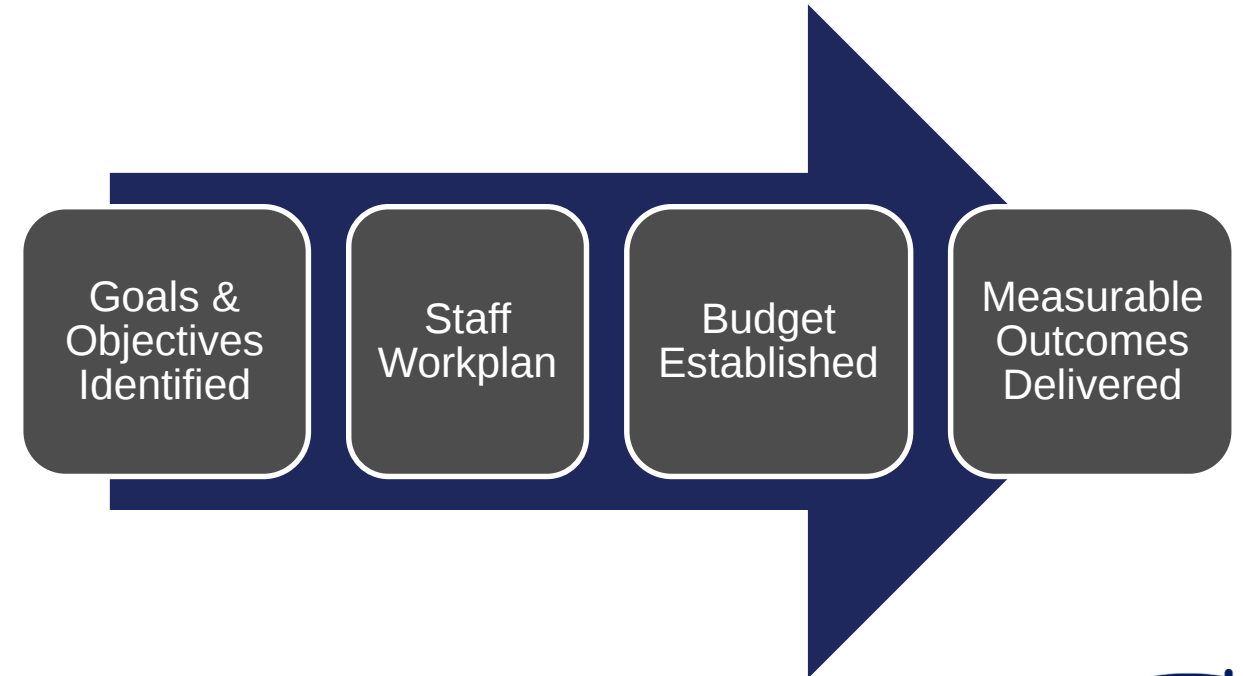
Motion to adopt the goals and objectives set forth by the Sachse Economic Development Corporation.

[2021-07-15_SAC_EDC_Program Dashboard_Export.pdf \(125 KB\)](#)

City of Sachse
Economic Development Corporation
Program Dashboard - Priority Action Items

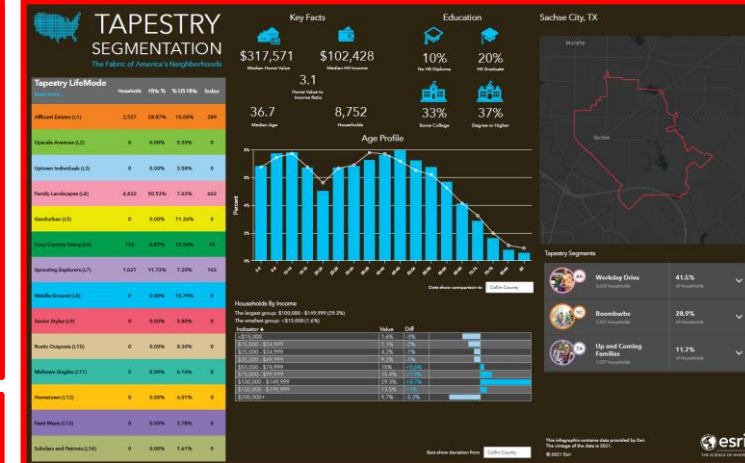
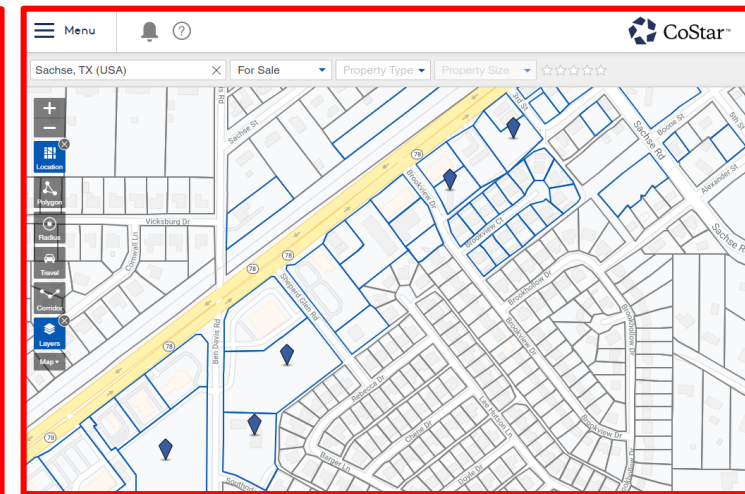
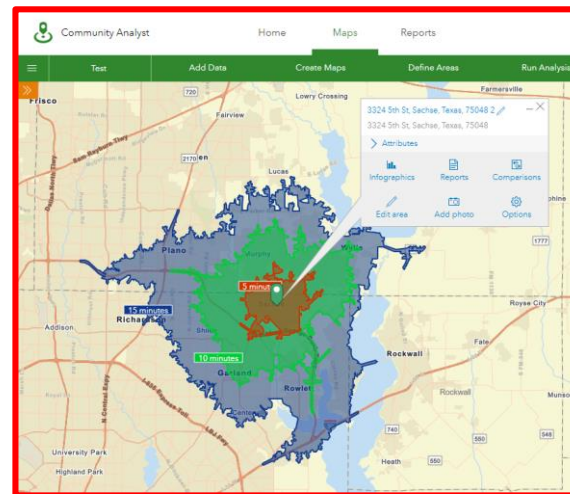
Priority	Action Items
1	Identify, distinguish, and prioritize businesses by sector (communication, consumer, energy, financial, health care, industrial, information technology, materials, real estate, utilities).
2	Prioritize business sectors for Sachse.
3	Create "Contact Sachse Businesses" program materials, conduct training, and begin contacting businesses. Keep database of contacts and recontact every two years or more depending on resources.
4	Prepare sector specific surveys for Sachse businesses within those sectors to determine needs and gather data for economic development efforts.
5	Complete agreement for two restaurants on 5 th Street before end of 2021.
6	Working with City Staff, determine major infrastructure needs for undeveloped areas and construct a map that correlates infrastructure cost to development area, projecting demand/capacity with approved land use/density/FAR, etc.
7	Utilize sector specific trade materials, databases, and digital resources as well as local contact results to develop information material.
8	Gather pertinent data options, including costs, and prepare recommendation.
9	Prepare and present empirical cost/benefit analysis for each prospect chosen to incentivize, including wage data and wage claw backs.
10	Utilize new "anchor tenants" to attract new development and unique venues.
11	Identify best and most appropriate wage/income data sources and integrate into routine reporting.
12	Survey citizens and business regarding their most desired venues for the SH 78 Corridor.
13	Working with City Staff, develop prioritized list of re-purpose properties that offer the best economic development benefit.
14	Gather data, format list, and prepare report to be updated annually. Regularly consult list for partnering opportunities.
15	Prepare marketing materials for top three highest priority business sectors.

EDC Goals & Objectives Top 15 Action Items



City of Sachse Economic Development Corporation Program Dashboard - Priority Action Items

Priority	Action Items
1	Identify, distinguish, and prioritize businesses by sector (communication, consumer, energy, financial, health care, industrial, information technology, materials, real estate, utilities).
2	Prioritize business sectors for Sachse.
3	Create "Contact Sachse Businesses" program materials, conduct training, and begin contacting businesses. Keep database of contacts and recontact every two years or more depending on resources.
4	Prepare sector specific surveys for Sachse businesses within those sectors to determine needs and gather data for economic development efforts.
5	Complete agreement for two restaurants on 5 th Street before end of 2021.
6	Working with City Staff, determine major infrastructure needs for undeveloped areas and construct a map that correlates infrastructure cost to development area, projecting demand/capacity with approved land use/density/FAR, etc.
7	Utilize sector specific trade materials, databases, and digital resources as well as local contact results to develop information material.
8	Gather pertinent data options, including costs, and prepare recommendation.
9	Prepare and present empirical cost/benefit analysis for each prospect chosen to incentivize, including wage data and wage claw backs.
10	Utilize new "anchor tenants" to attract new development and unique venues.
11	Identify best and most appropriate wage/income data sources and integrate into routine reporting.
12	Survey citizens and business regarding their most desired venues for the SH 78 Corridor.
13	Working with City Staff, develop prioritized list of re-purpose properties that offer the best economic development benefit.
14	Gather data, format list, and prepare report to be updated annually. Regularly consult list for partnering opportunities.
15	Prepare marketing materials for top three highest priority business sectors.



End of Year 2021
(Short-term)

- Prioritize Business Sectors for Sachse (2)
- Complete agreement for two restaurants on 5th Street before end of 2021 (5)
- Gather pertinent data options, including costs, prepare a recommendation (8)
- Gather data, format list, and prepare report to be updated annually. Regularly consult list for partnering opportunities (14)

Early-Mid 2022
(Medium-term)

- Identify, distinguish, and prioritize businesses by sector...(1)
- Create “Contact Sachse Businesses” program materials, conduct training, and begin contacting businesses. Keep database of contacts and recontact every two years or more depending on resources (3)
- Utilize sector specific trade materials, databases, and digital resources as well as local contact results to develop informational material (7)
- Survey citizens and businesses regarding their most desired venues for the SH 78 Corridor (12)
- Prepare marketing materials for top three highest priority business sectors (15)

Mid-Late 2022
(Longer-term)

- Prepare sector specific surveys for Sachse businesses within those sectors to determine needs and gather data for economic development efforts (4)
- ...determine major infrastructure needs for undeveloped areas and construct a map that correlates infrastructure cost to development area, projecting demand/capacity with approved land use/density/FAR, etc. (6)
- Prepare and present empirical cost/benefit analysis for each prospect chosen to incentivize, including wage data and wage claw backs (9)
- Utilize new “anchor tenants” to attract new development and unique venues (10)
- Identify best and most appropriate wage/income data sources and integrate into routine reporting (11)
- ...develop prioritized list of re-purpose properties that offer the best ED benefit (13)



Next Steps

- **City Council Action Requested: Adopt the goals and objectives set forth and approved by the Sachse Economic Development Corporation on July 15, 2021.**



City of Sachse
Economic Development Corporation
Program Dashboard

	The Sachse Economic Development Program will:						
	Goals:	Objectives:	Action Items:	Rank:	Champion:	Status:	
Business Attraction	1. Invest in infrastructure, essential public services, research and data bases, workforce training, and education that instills the importance of maintaining healthy economic growth and development of Sachse.	A	Identify data sources to establish accurate and measurable criteria to accomplish goals.	Gather pertinent data options, including costs, and prepare recommendation.	1	City Staff	
				Working with City Staff, determine major infrastructure needs for undeveloped areas and construct a map that correlates infrastructure cost to development area, projecting demand/capacity with approved land use/density/FAR, etc.	2	EDC Board/City Staff	
		B	Actively seek opportunities to partner workforce resources with new business prospects.	Obtain major workforce data from available sources and format in a manner suitable to offer prospects as a relocation resource.	3	City Staff	
				Establish working relationship with workforce resources and report results and contact information.	4	EDC Board	
		C	Support specific Sachse infrastructure needs necessary for targeted business attraction.	Conduct EDC/City Council joint work session every six months, to report progress, maintain alignment and adjust policy direction.	5	City Council/EDC Board	
				Actively incorporate infrastructure incentives into new business attraction efforts using ½ cent Sales Tax.	6	EDC Board	
Business Attraction	2. Attract a wide, healthy, and diverse variety of resilient businesses and the talent that supports them.	A	Secure access to data bases, sources, and subscriptions, for business start-ups and relocations.	Prioritize business sectors for Sachse.	1	EDC Board	
		B	Analyze Sachse business sectors to determine greatest needs and opportunities considering local and regional demand.	Prepare sector specific surveys for Sachse businesses within those sectors to determine needs and gather data for economic development efforts.	2	EDC Board/City Staff	
				Inventory all EDC materials and reevaluate cost and benefit, prepare recommendation for Board.	3	City Staff	
				Prepare quarterly report of prioritized new business startups and relocations in the region and Sachse’s efforts to secure them.	4	City Staff	
		C	Maintain up to date materials, and continually participate in marketing Sachse.	Target marketing materials to business sectors that improve overall average income levels.	5	City Staff	
Develop prospect list for specific business sectors	6			EDC Board/City Staff			
Business Attraction	3. Attract quality jobs that raise the overall average income in Sachse.	A	Gather, analyze and maintain Sachse wage and income data base.	Identify best and most appropriate wage/income data sources and integrate into routine reporting.	1	City Staff	
		B	Apply wage data to business attraction tools and incentive considerations.	Prepare and present empirical cost/benefit analysis for each prospect chosen to incentivize, including wage data and wage claw backs.	2	City Staff	
		C	Identify opportunities to incubate and/or support businesses that produce high paying jobs.	Investigate incubator projects and report on feasibility and appropriateness for Sachse.	3	City Staff	

City of Sachse
Economic Development Corporation
Program Dashboard

	The Sachse Economic Development Program will:							
	Goals:	Objectives:		Action Items:		Rank:	Champion:	Status:
Business Attraction	4. Provide tools and resources to improve the SH 78 Corridor.	A	Support City efforts to develop a SH 78 Corridor Redevelopment Overlay.	Working with City Staff, develop prioritized list of re-purpose properties that offer the best economic development benefit.		1	EDC Board/City Staff	
				Survey citizens and business regarding their most desired venues for the SH 78 Corridor.		2	EDC Board	
		B	Seek opportunities to re-purpose deteriorated properties.	Assist City Staff in providing economic development information pertinent to the SH 78 Overlay including demographic data, existing business impact, new business potential, partnering for relocation opportunities, and infrastructure funding when appropriate.		3	EDC Board/City Staff	
		C	Improve 5 th Street entryway.	Include beautification components in the Corridor Overlay Plan and begin beautification projects as soon as funds are available.		4	City Staff	
		D	Identify unique neighborhood businesses to bring to corridor.	Using networking resources (ICSC Regional participation, Chamber of Commerce, business attraction data, survey results and business contact meetings), seek to place three new neighborhood businesses to the SH 78 Corridor.		5	City Staff	
				Provide review and funding for access, signage, and property assembly necessary to improve the 5 th Street entryway.		6	EDC Board	
		E	Actively pursue the beautification of the SH 78 Corridor.	Regularly report EDC efforts and results.		7	City Staff	
Business Attraction	5. Aggressively pursue unique arts, entertainment, and dining venues.	A	Aggressively pursue unique neighborhood businesses to bring to corridor.	Complete agreement for two restaurants on 5 th Street before end of 2021.		1	EDC Board/City Staff	
		B	Attract new uniquely Sachse restaurants and businesses to anchor the 5 th Street District. Utilize land use needs gleaned from survey.	Utilize new “anchor tenants” to attract new development and unique venues.		2	EDC Board/City Staff	
				Working with City, use EDC funds to support festivals and/or unique events that are designed to bring new visitors to Sachse and showcase the community.		3	EDC Board	
				Develop specialized marketing campaign (video, print and social media) to target desired businesses to the City.		4	City Staff	
				Plan and host two annual events to bring focus and attract visitors to 5 th Street.		5	EDC Board/City Staff	
				Fund necessary overflow parking to support “anchor tenants” with accompanying cost/benefit study to support.		6	EDC Board	
		C	Identify, pursue, and support unique events in the City.	Begin assembling additional land to support 5 th Street development.		7	City Staff	

**City of Sachse
Economic Development Corporation
Program Dashboard**

	The Sachse Economic Development Program will:						
	Goals:	Objectives:	Action Items:	Rank:	Champion:	Status:	
Business Retention & Expansion	6. Engage Sachse businesses in order to form working relationships so that the business community knows who we are and what we do.	A	Identify appropriate data sources to gather information on all Sachse businesses with 10 or more employees and record in database.	Gather data, format list, and prepare report to be updated annually. Regularly consult list for partnering opportunities.	1	City Staff	
				Create “Contact Sachse Businesses” program materials, conduct training, and begin contacting businesses. Keep database of contacts and recontact every two years or more depending on resources.	2	City Staff	
		B	Prepare contact form and make personal contact with each the businesses identified in 6.A.1.	Incorporate City Council, EDC Board members, City Staff, Chamber of Commerce, and/or other volunteers to enlist in business contact effort.	3	All	
		C	Prepare annual report to reflect State of Small Businesses in Sachse.	Gather communication material, produce drafts, present to City Council and EDC and distribute to small businesses.	4	City Staff	
		D	Produce communication materials designed to distribute to small business to increase awareness of EDC resources.	Present report to EDC and City Council in annual joint work session and local civic groups.	5	City Staff	
Business Retention & Expansion	7. Provide networking opportunities with other Sachse businesses to improve awareness and business/customer relationships.	A	Identify appropriate data sources for each Sachse business sector and develop information material.	Identify, distinguish, and prioritize businesses by sector (communication, consumer, energy, financial, health care, industrial, information technology, materials, real estate, utilities).	1	EDC Board	
				Utilize sector specific trade materials, databases, and digital resources as well as local contact results to develop information material.	2	City Staff	
		B	Prepare and distribute Support Sachse Small Business campaign and materials for each business sector.	Prepare marketing materials for top three highest priority business sectors.	3	City Staff	
				Host networking events that bring local businesses together to share information and forge business relationships.	Identify business sectors most acutely impacted by the pandemic, incorporate questions into business contacts and determine EDC role, if any.	4	EDC Board/City Staff
		D	Support local businesses modifications and transitions resulting from the pandemic.	Prepare and host two sector specific mixers to increase awareness of partnering opportunities. Rotate mixer schedules between sectors annually.	5	EDC Board/City Staff	

City of Sachse
Economic Development Corporation
Program Dashboard - Priority Action Items

Priority	Action Items
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7	Utilize sector specific trade materials, databases, and digital resources as well as local contact results to develop information material.
8	Gather pertinent data options, including costs, and prepare recommendation.
9	Prepare and present empirical cost/benefit analysis for each prospect chosen to incentivize, including wage data and wage claw backs.
10	Utilize new “anchor tenants” to attract new development and unique venues.
11	Identify best and most appropriate wage/income data sources and integrate into routine reporting.
12	Survey citizens and business regarding their most desired venues for the SH 78 Corridor.
13	Working with City Staff, develop prioritized list of re-purpose properties that offer the best economic development benefit.
14	Gather data, format list, and prepare report to be updated annually. Regularly consult list for partnering opportunities.
15	Prepare marketing materials for top three highest priority business sectors.



Agenda Item Details

Meeting	Aug 02, 2021 - City Council Combined Meeting
Category	F. Regular Agenda Items
Subject	3. Receive an update from Community Waste Disposal on changes to the City's Master Fee Schedule.
Access	Public
Type	

Public Content

BACKGROUND

Community Waste Disposal (CWD) is the City's solid waste and recycling provider.

OVERVIEW

CWD's contract with the City allows it to submit rate increase requests before August 1 of each year. This year, the City received CWD's request in early summer. CWD will present an overview of current operations and provide an explanation for the requested rate increase.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Receive an update from Community Waste Disposal on changes to the City's Master Fee Schedule.



Partners Since 2019



CommunityWasteDisposal.com
Since 1984

Council Meeting Presentation

August 2, 2021

Greg Roemer

President

Jason Roemer

Municipal Coordinator



CWD Update

April 29th Letter



Partners Since 2019

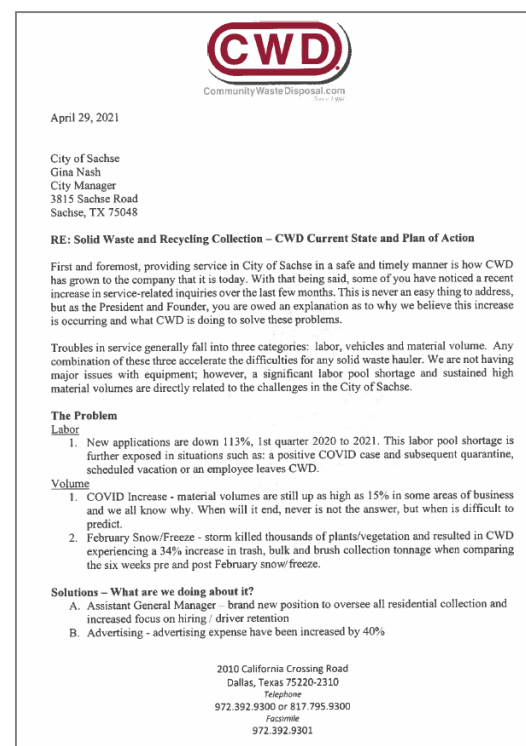
Service issues fall into three categories:
labor, vehicles and material volume

Labor

- CWD new applications down 113%,
1st quarter 2020 to 2021

Volume

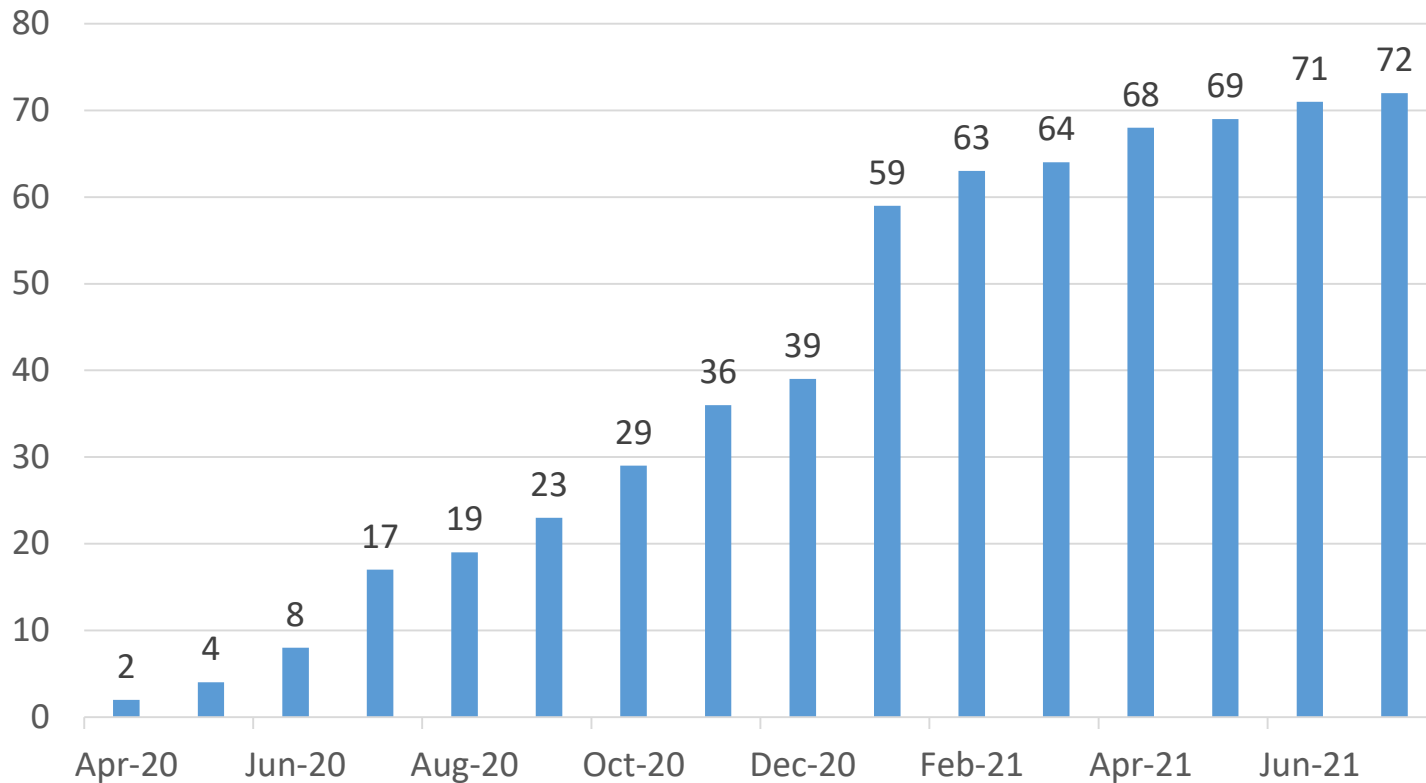
- COVID Increase
 - Material volumes still up 15% in
some areas of business
- February Snow/Freeze
 - CWD experienced a **34%**
increase in trash, bulk and
brush collection tonnage
company wide



CWD Update

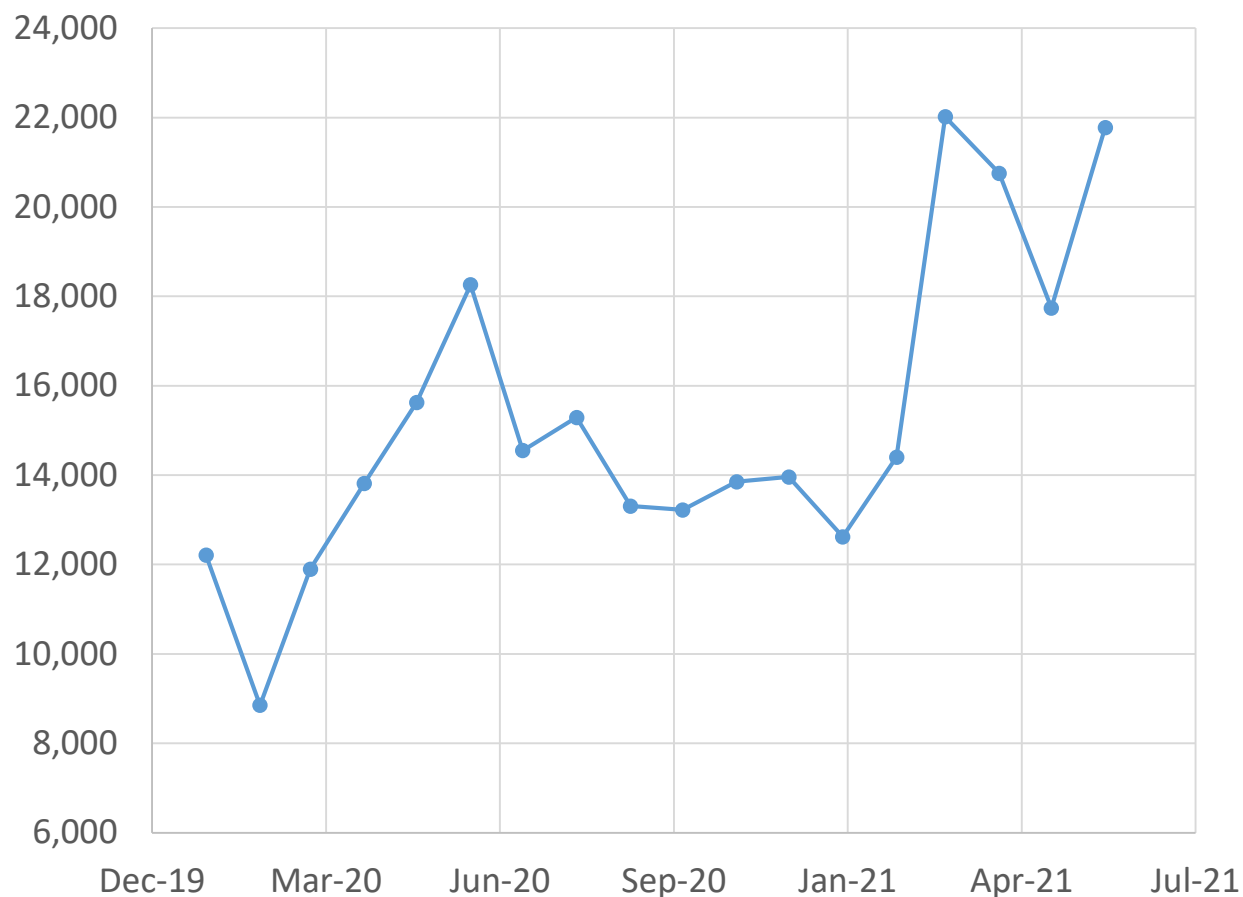
Cumulative Positive COVID Cases

Postive COVID Cases



CWD Update

CWD Customer Service Call Volume



Average monthly calls increased **33%** in 2021



CWD Update

Sachse Material Volumes



Partners Since 2019

Pandemic Increase		
Period	Dates	Average Tons / Month
Pre Pandemic	Apr 2019 - Jan 2020	1,075.49
Pandemic	Apr 2020 - Jan 2021	1,211.05
	Increase In tons	135.56
	% Increase	12.6%
FEMA Declared Disaster (February 13-19, 2021)		
Tonnage comparison pre and post		
6 weeks Prior	1-3-21 thru 2-13-21	1,402.57
6 Weeks Post	2-21-21 thru 4-3-21	1,849.00
	Increase	446.44
	% Increase	31.8%
CURRENT TONNAGE		
Pre Pandemic	Apr 2019 - Jan 2020	1,075.49
Most current 90 days	Apr 2021 - Jun 2021	1,305.64
	Increase In tons	230.15
	% Increase	21.4%

**all tonnage includes trash, bulk and recycle*



CWD Update

What are we doing about it?

Since the April 29th letter was sent, CWD has done the following:

1. **Outsized Wage Increase** – driver wages increased 18% on average, or and additional \$506,000 spent on wages each year
2. **Equipment** – CWD has spent over \$1.8M to purchase 5 additional residential trucks to accommodate material volume increases
3. **Customer Service** – New Customer Service Manager hired in April 2021. Since then, CWD increased number of representatives answering phones from 8 to 17 as of July 26th.
4. **Advertising Increase** – CWD spent \$19,000 in June 2021 on advertising (billboards, radio ads, etc.) which is up from the average of \$10,000 in prior months



Annual Rate Adjustment

Diesel Fuel worksheet		
	March, April, & May of 2020	March, April, & May of 2021
Week 1	2.627	2.929
Week 2	2.577	2.988
Week 3	2.504	2.991
Week 4	2.438	2.955
Week 5	2.363	2.934
Week 6	2.325	2.924
Week 7	2.289	2.923
Week 8	2.272	2.917
Week 9	2.208	2.924
Week 10	2.169	2.968
Week 11	2.178	3.029
Week 12	2.175	3.029
Week 13	2.175	3.027
Average	2.331	2.964
Dollar Change		0.634
Percent of Change		27.19%

Landfill Information	
Rate 05/01/20	42.00
Rate 05/01/21	42.00
Difference in \$	-
Percentage	0.00%

CPI Information	
CPI May 20	245.301
CPI May 21	256.633
CPI Change	11.332
Percentage	4.6%

<u>INDEX CHANGE</u>	
CPI%	4.6%
Fuel %	27.19%
Disposal %	0.00%



Annual Rate Adjustment

Residential Rates

Residential Service	2020	2021
Trash	\$ 7.84	\$ 8.44
Recycle	\$ 4.80	\$ 5.21
Bulk	\$ 2.18	\$ 2.35
Extreme Green	\$ 0.73	\$ 0.79
Total	\$ 15.55	<u>\$ 16.79</u>





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Agenda Item Details

Meeting	Aug 02, 2021 - City Council Combined Meeting
Category	F. Regular Agenda Items
Subject	4. Receive an overview of the completed Fire Department Master Plan 2021 from Emergency Services Consulting International (ESCI).
Access	Public
Type	Discussion, Information
Goals	Meet the public safety needs of a growing citizen, student, and business population. Strategically invest in the City's existing and future infrastructure. Provide excellent government services to Sachse citizens.

Public Content

BACKGROUND

In October 2020, Sachse Fire-Rescue (SFR), retained ESCI to conduct a long-range master plan. This was to better understand strategic needs related to population growth and the associated development and ultimate build-out of Sachse.

OVERVIEW

The purpose of the study is to identify key strategies to ensure the department is capable to meet the challenges associated with current and future service needs.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Receive an overview of the completed Fire Department Master Plan 2021 from Emergency Services Consulting International (ESCI).



Sachse Fire-Rescue

LONG-RANGE MASTER PLAN

Sheldon Gilbert

Business Development Director



Emergency Services Consulting International

Scope of Work

ESCI was retained by SFRD to conduct a Master Plan Study, assessing community demographics, risks, current Fire Department operations & service delivery, projected population changes, and impacts of the ongoing COVID-19 pandemic.

Based on this analysis, specific recommendations were developed.



Overall Observations

- **Highly capable fire department.**
- **Well equipped and trained.**
- **Strong administration and management.**
- **Desires to meet future challenges and meet industry best practices.**
- **There is a need for additional staff, facilities and operational resources to provide consistent citywide coverage that meets department and national standards and to accommodate current and future growth.**





Critical Issues and Future Challenges

- **Need for formal Strategic Planning.**
- **Address future service demand needs with an effective response model.**
- **Improve the City's Emergency Management Program.**
- **Continue to build and enhance the Fire Prevention Program.**



Analysis Included:

- **Review of SFRD Background Information:**
 - **Past research**
 - **Local census & demographic data**
 - **Community Growth Management Plans**
 - **Budgets**
 - **SOGs**
 - **Facilities & Apparatus**
 - **RMS Data and incident records**
 - **GIS Data**
 - **Site Visit**



ESCI Assessed Current Conditions

- **ESCI Reviewed:**
 - **Background Information**
 - **Organizational History**
 - **Current Service Delivery Infrastructure**
 - **Governance & Lines of Authority**
 - **Organizational Design**
 - **Budget & Financial Resources**
 - **Community Demographics & Growth History**
 - **Community Risk & Hazards Risk Assessments**

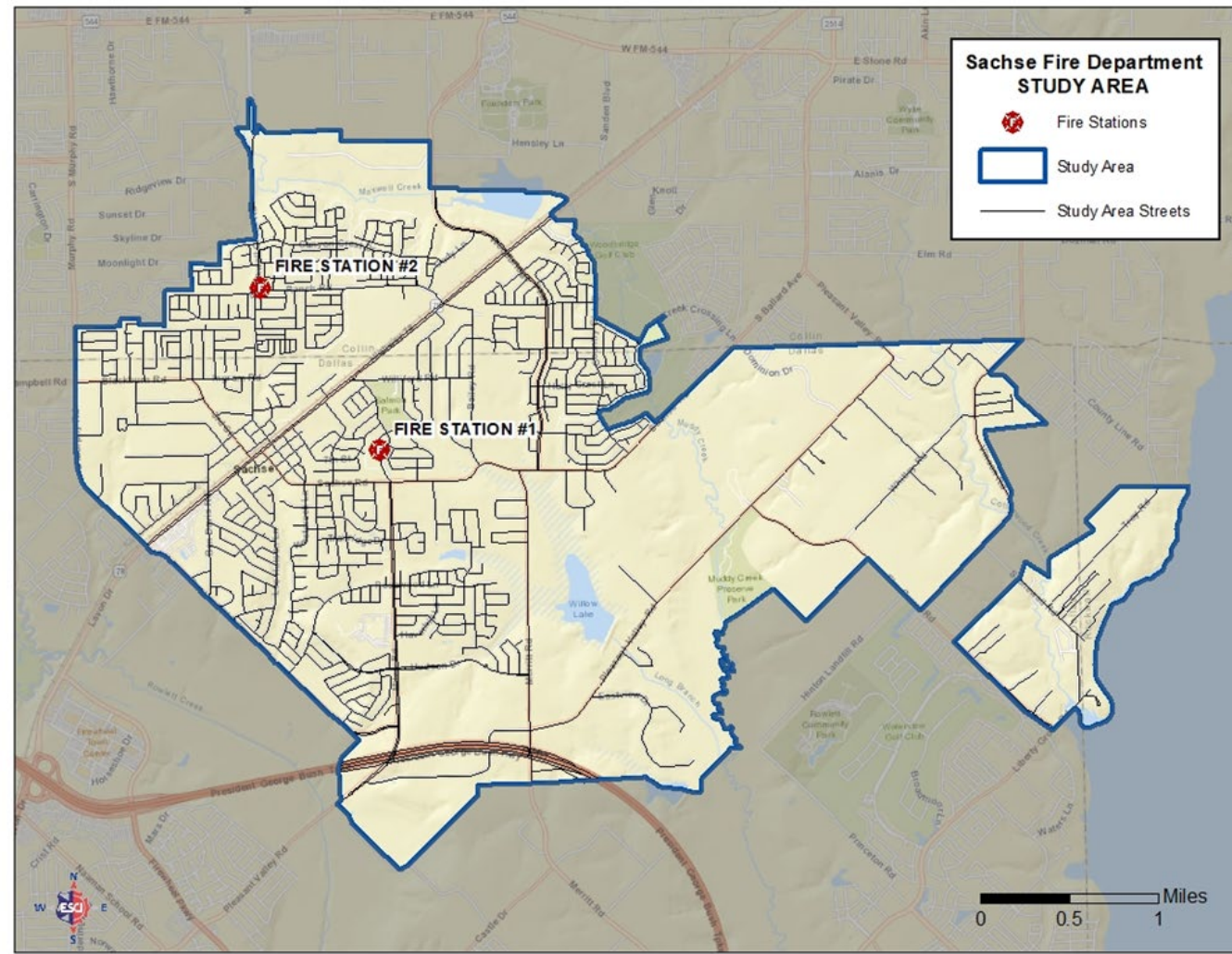


Programs Evaluated

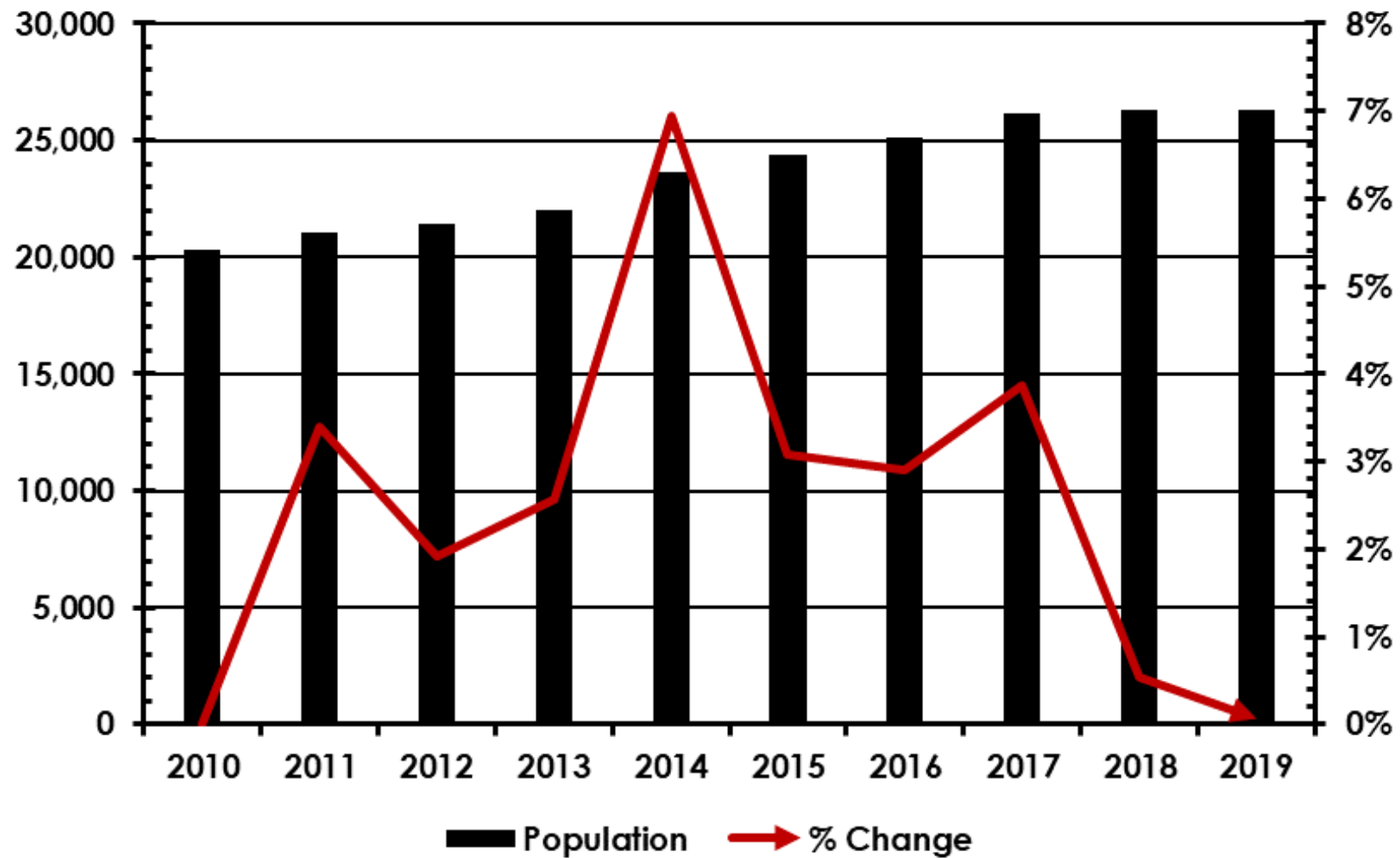
- **Administration**
- **Staffing & Personnel**
- **Fire Operations & Performance**
- **Emergency Management**
- **Training**
- **EMS**
- **Life Safety/Fire Prevention/Public Education**
- **Capital Facilities/Apparatus/Equipment**
- **Regional Planning & Cooperative Efforts**



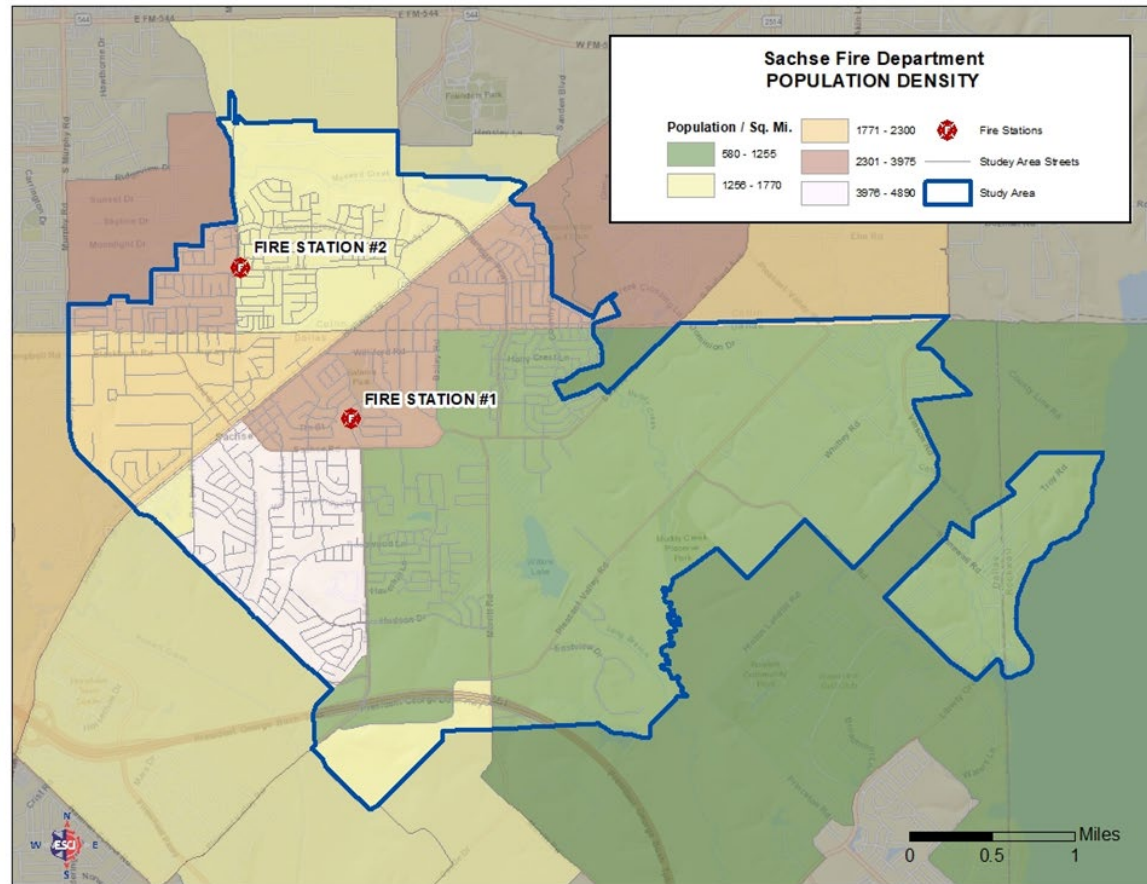
Study Area



Population History



Population Density & Future Incident Projections



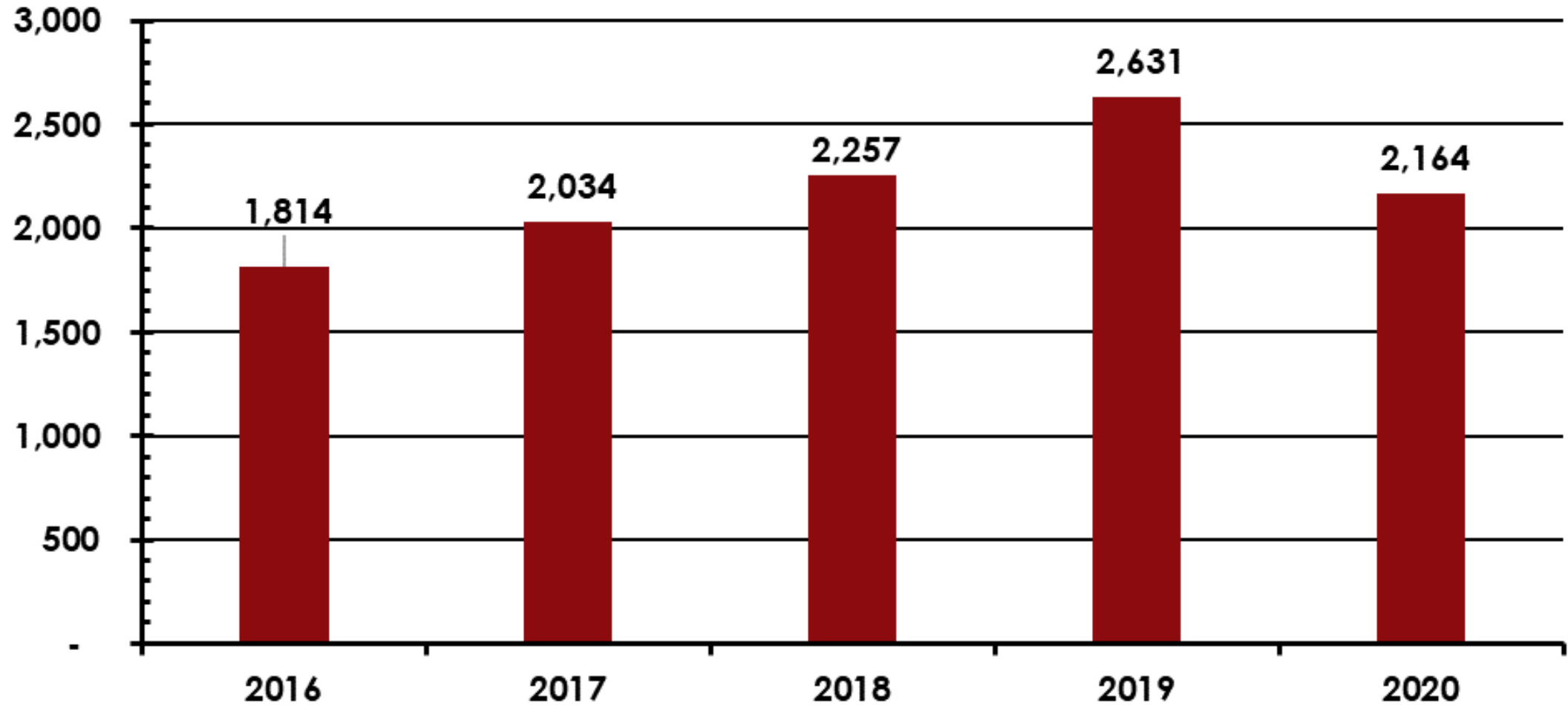
Methodology	Projected 2030 Population	Per Capita 2019 incident Rate ¹	Total projected 2030 Incidents
Historical 3% annual average population increase	34,919	.10	3,514
Texas Demographic Center Dallas MSA Projection	30,656	.10	3,065
Current Development Projection	28,560	.10	2,856

¹ Based on 2019 population and total incidents

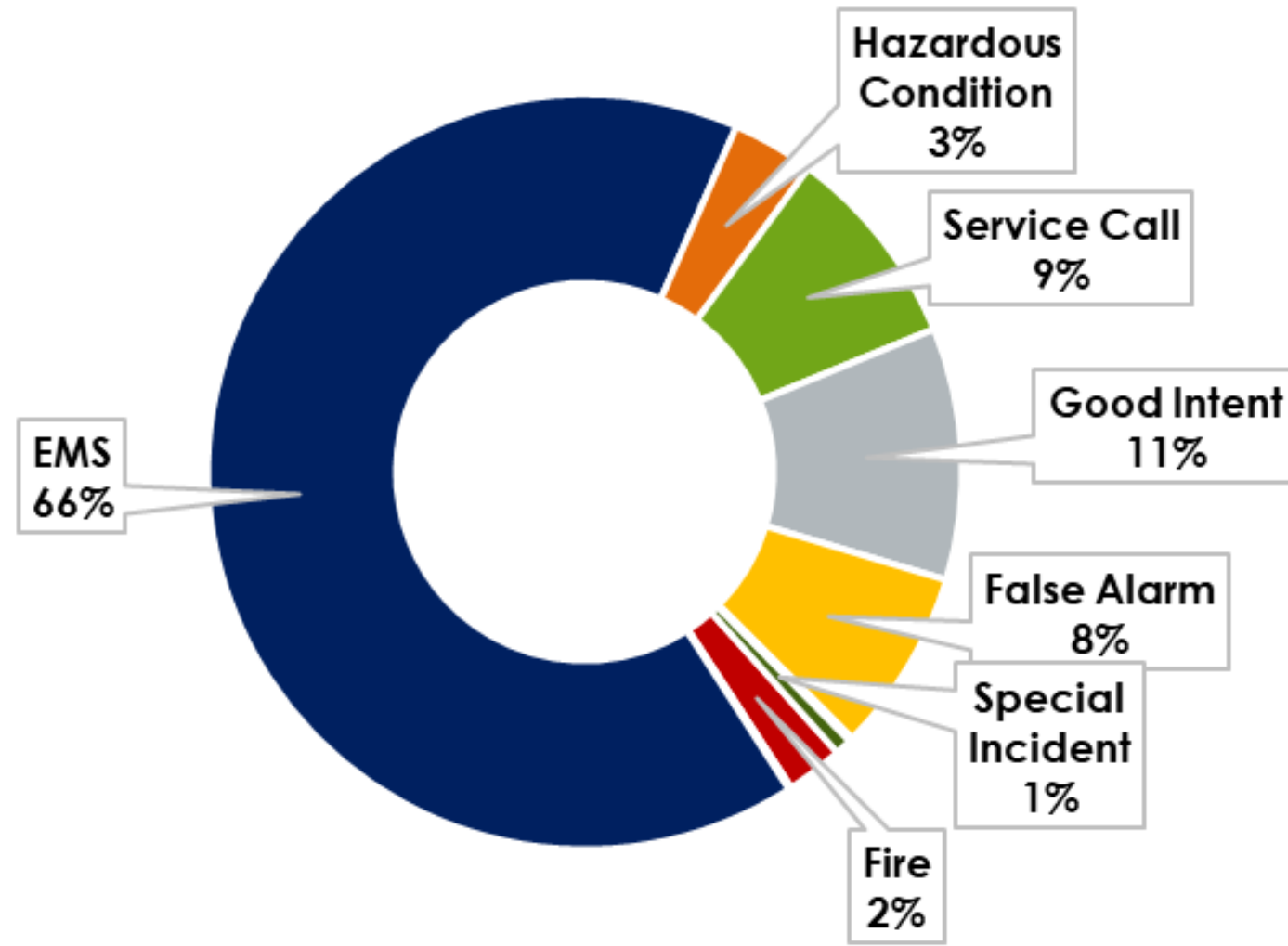




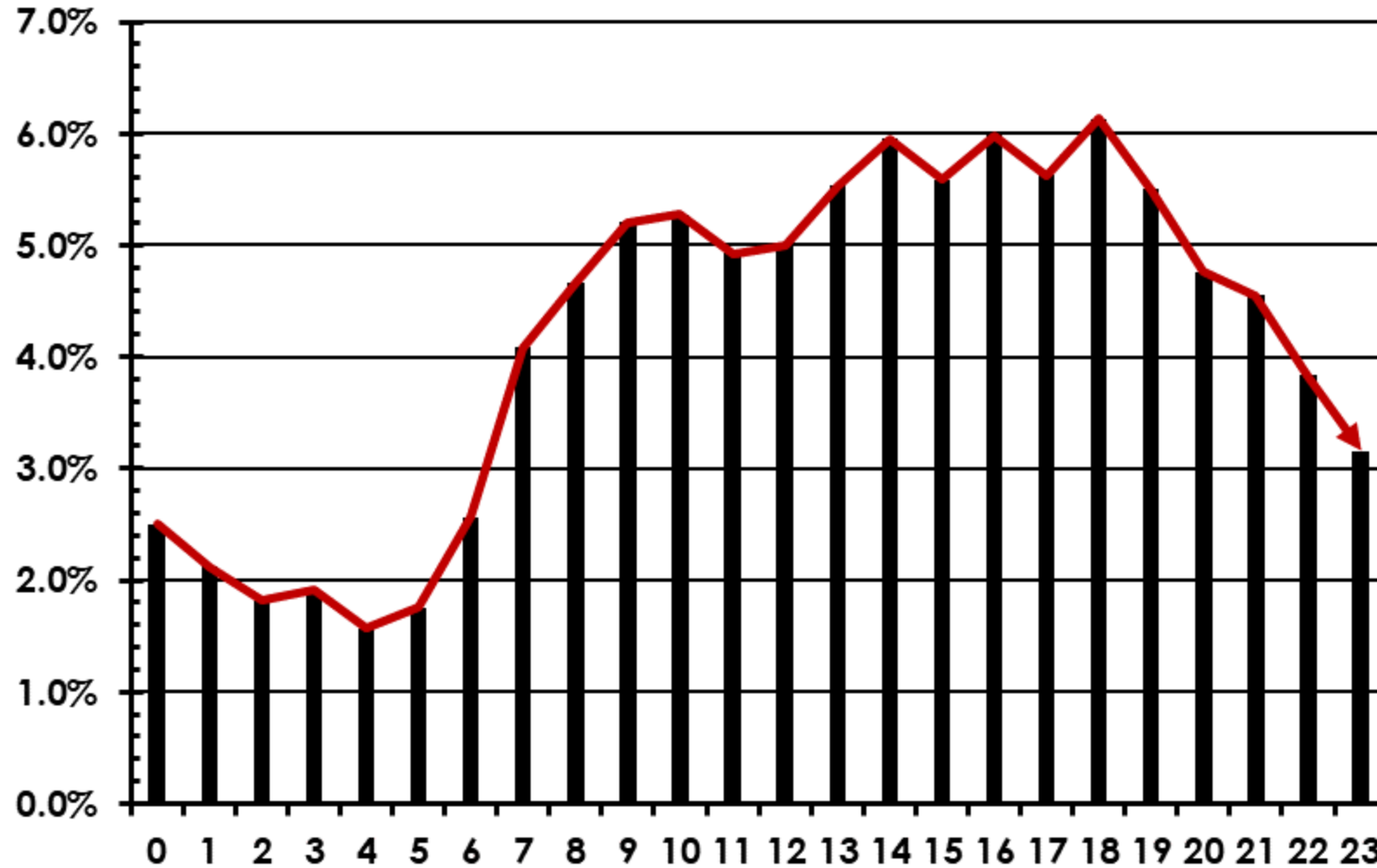
Incident Demand (2016–2019)



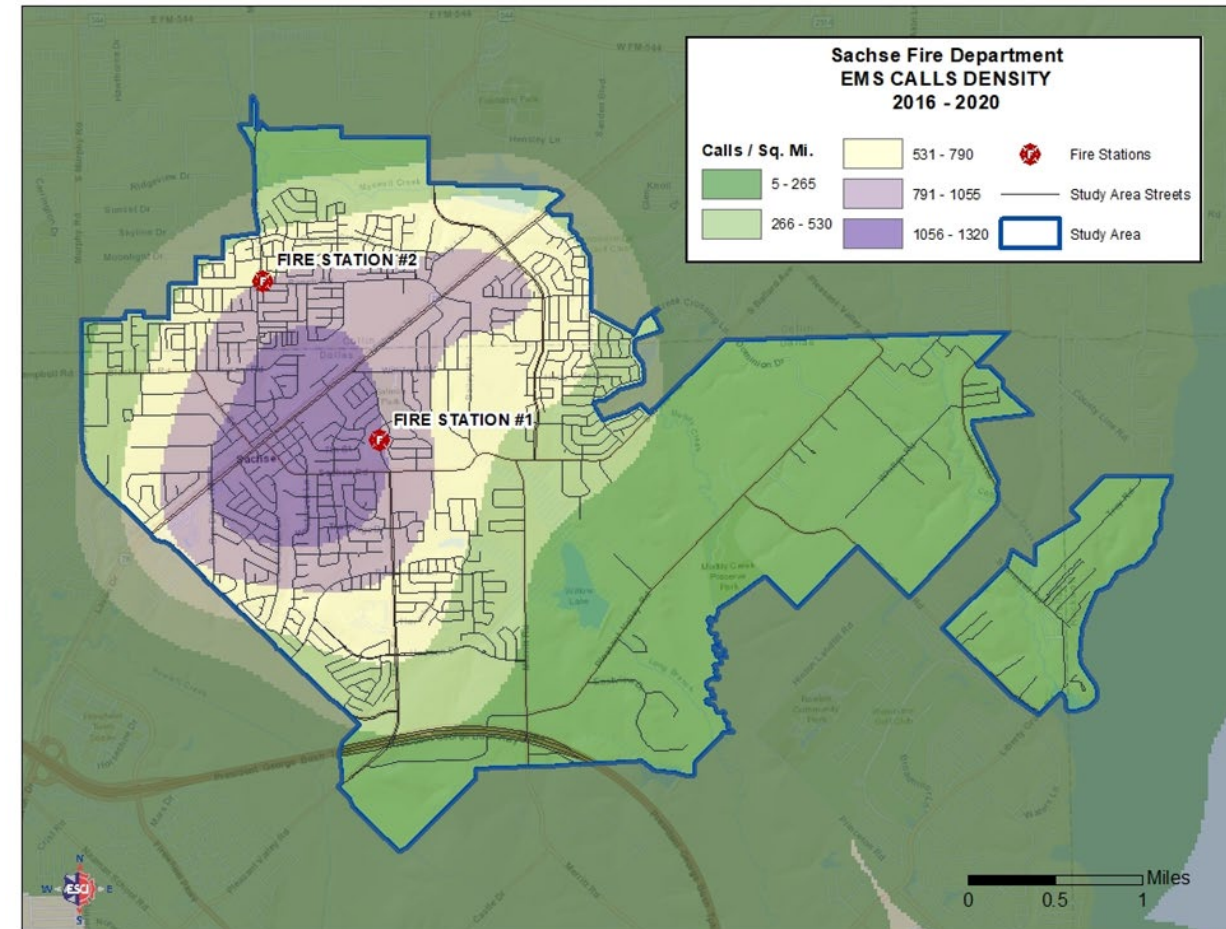
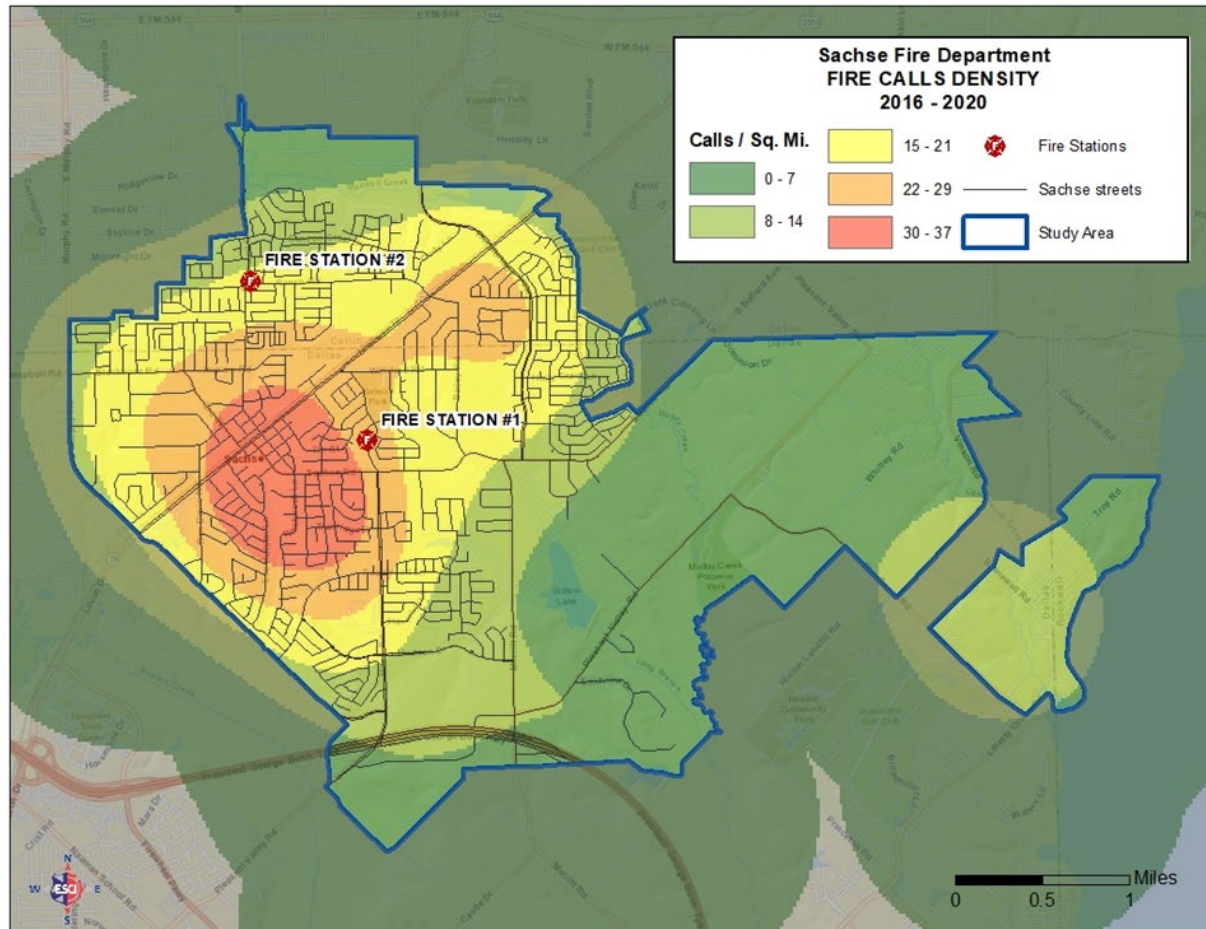
Service Demand by Incident Type



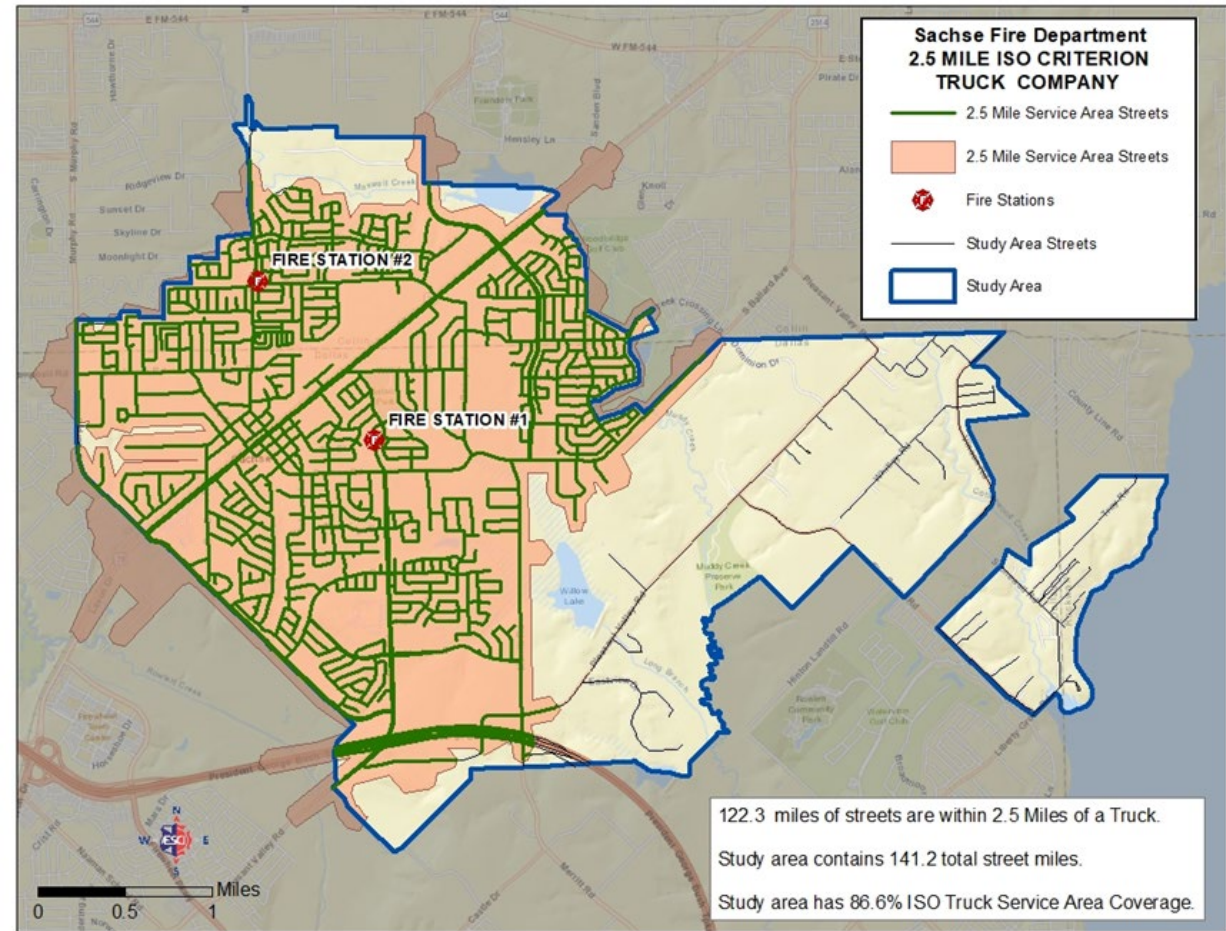
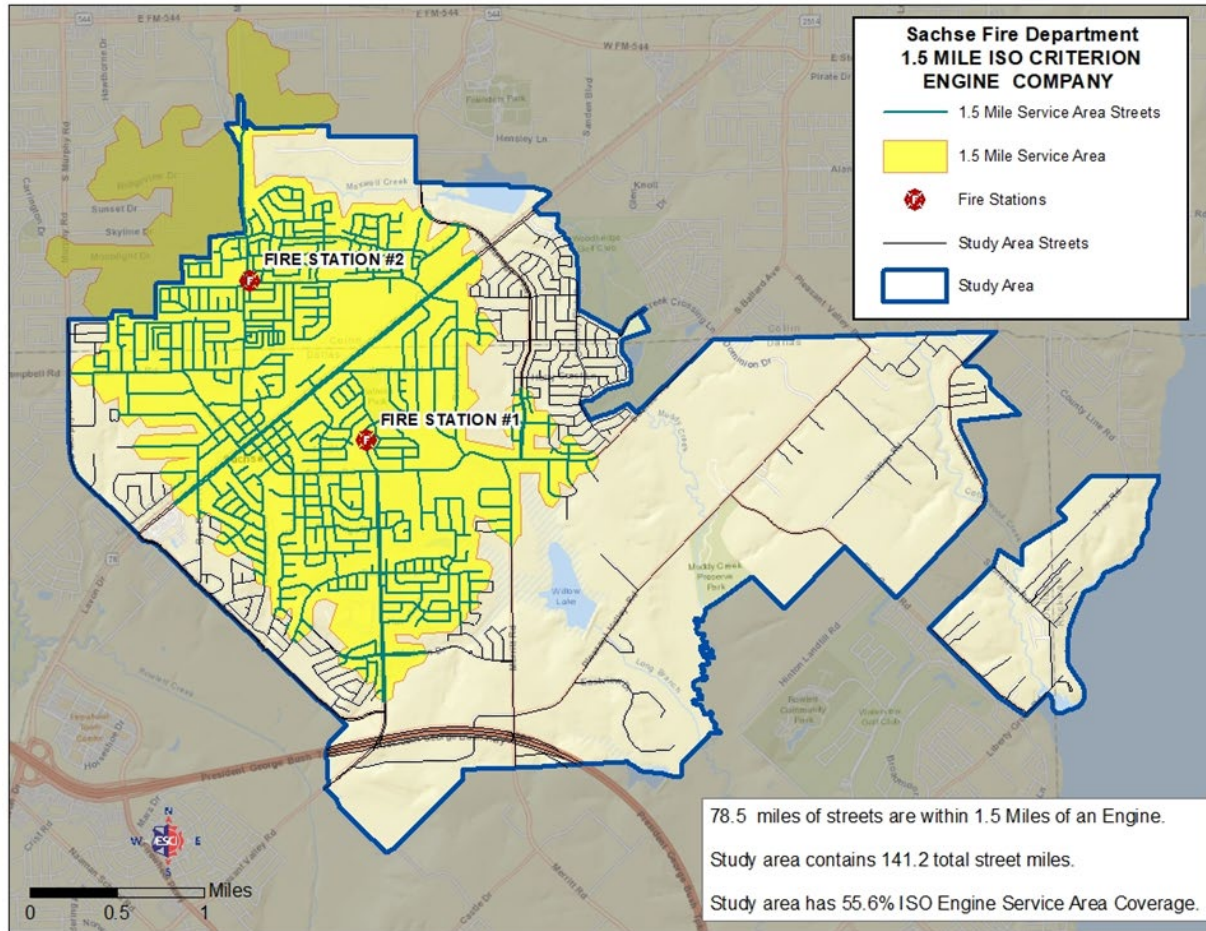
Temporal Analysis – Time of Day



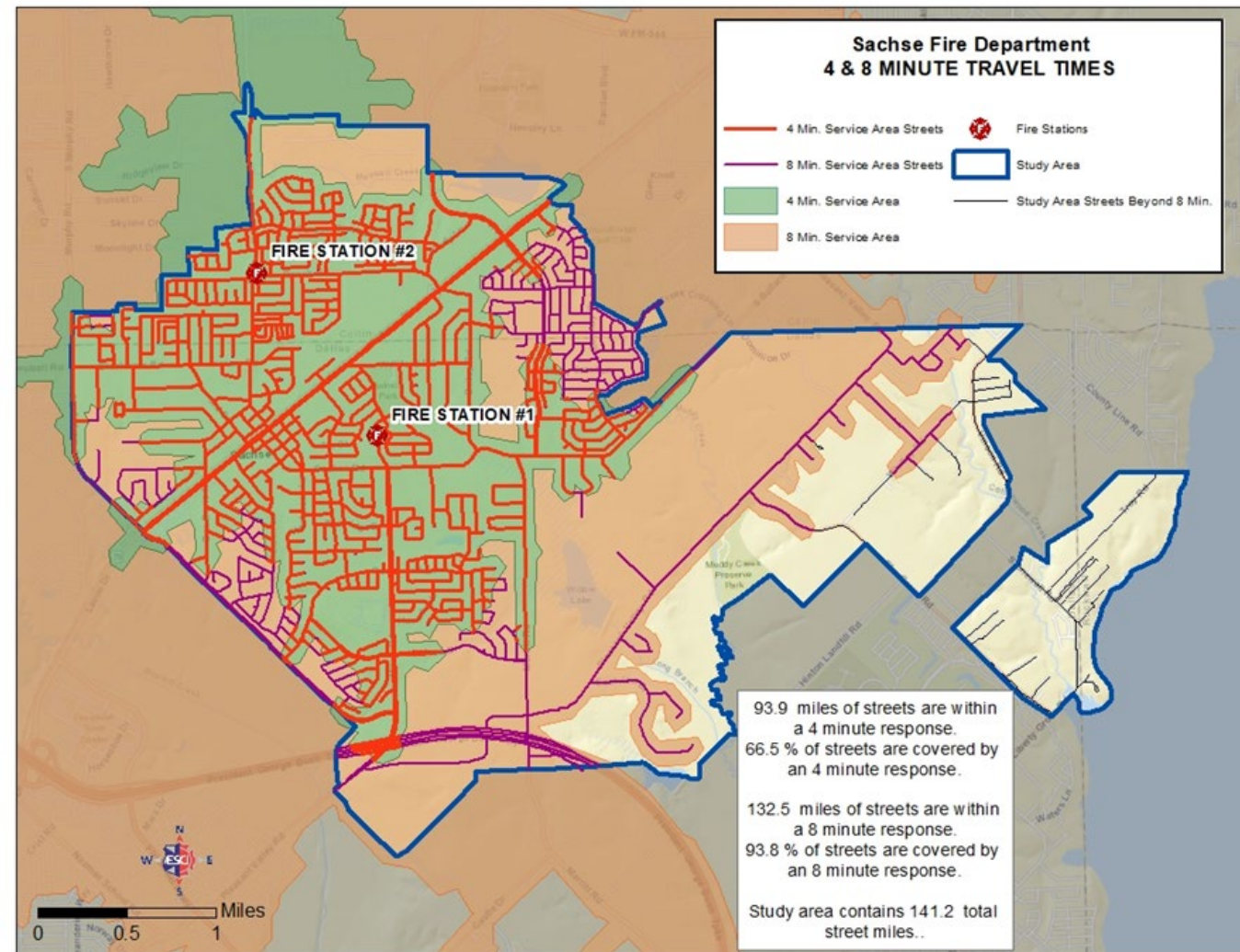
Geographical Service Demand Analysis



Resource Distribution Analysis – 1.5/2.5 mile



Response Time Analysis





Incident Concurrency

Concurrency	Number of Incidents
Single Incident	9,381
2 Incidents	1,063
3 or more Incidents	60





Unit Hour Utilization Analysis

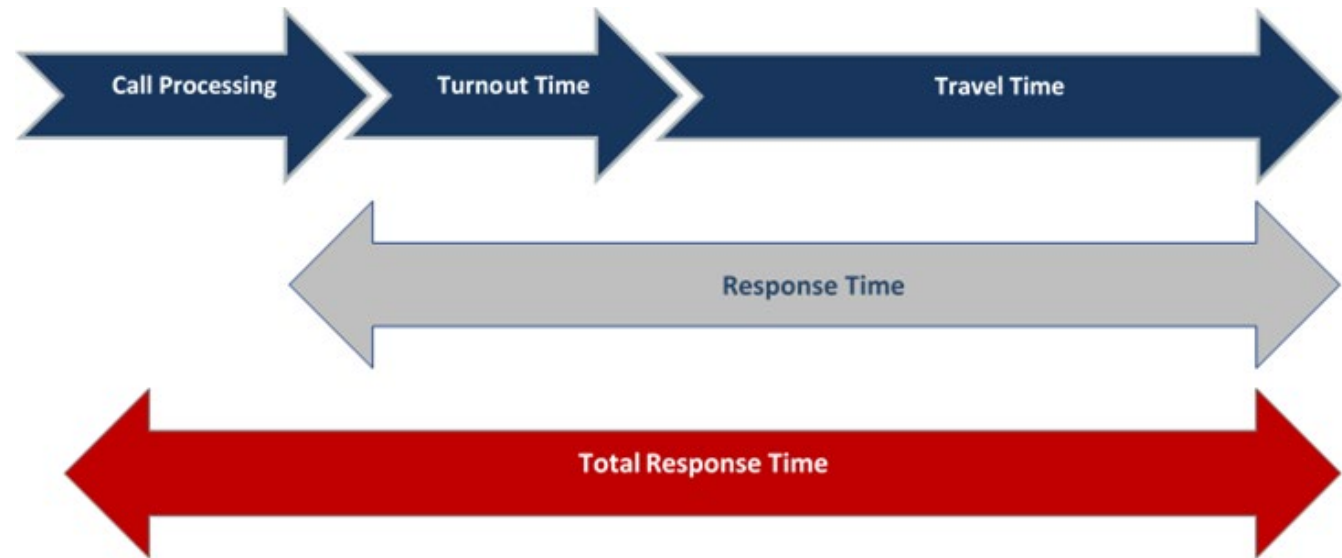
Unit	Incident Count	Total Time	Average Time	UHU
A-1	3,995	2788:53:28	0:41:56	10.6%
T-1	2,672	1028:24:29	0:23:08	3.9%
E-1	2,182	831:00:35	0:22:54	3.2%
A-2	1,231	786:00:52	0:38:22	3.0%
E-2	712	265:49:15	0:22:28	1.0%
Average Units Above			0:29:46	4.3%





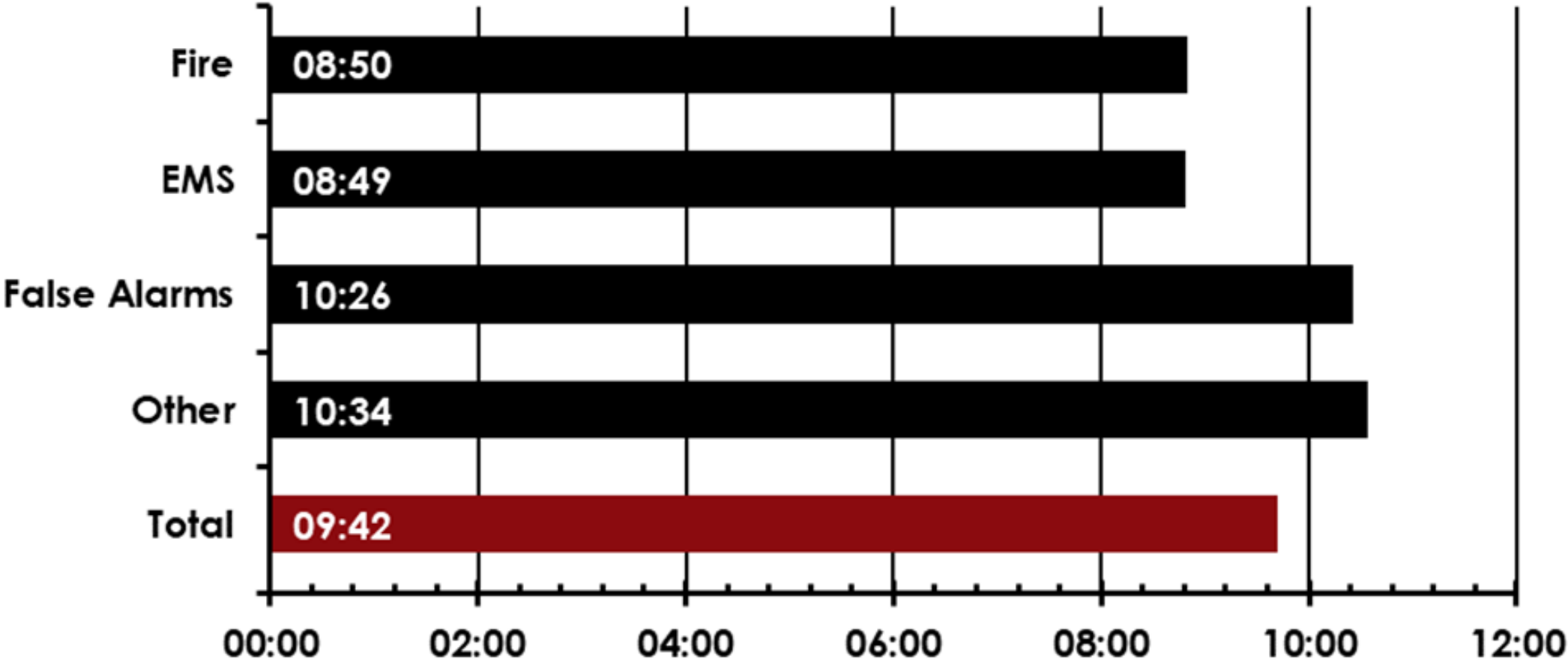
Response Time Analysis: Components of Response Time (90%)

- Call Processing Time – **1:04 minutes**
- Turnout Time – **1:00/1:20 minutes**
- Travel Time – **4 minutes**
- Response Time – **5 minutes/5:20 minutes**
- Total Response Time – **6:04/6:24 minutes**





Total Response Time Performance





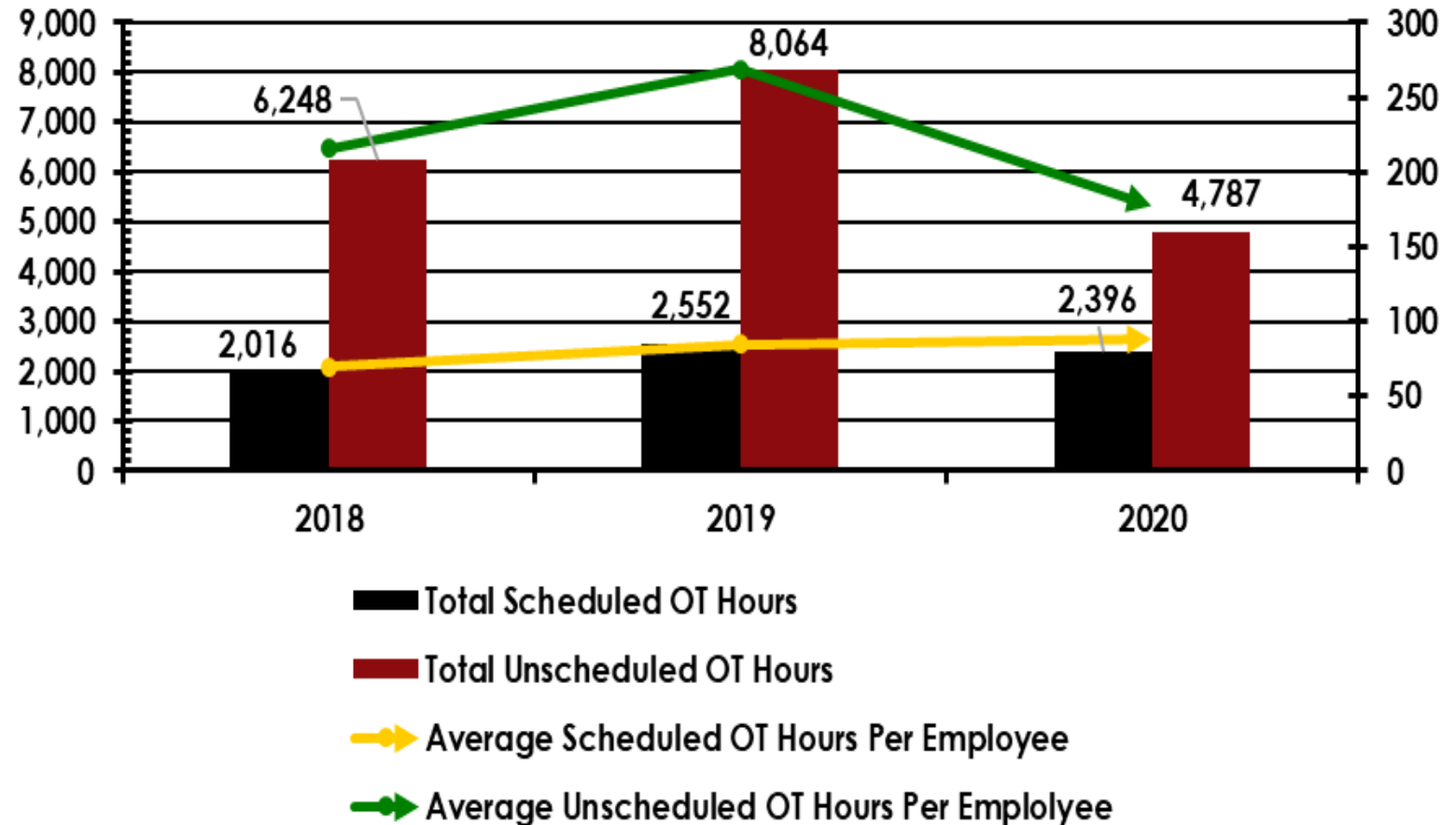
Staffing & Personnel Management Findings

- Admin. support ratio is appropriate.
- Firefighters are “mandated” to work overtime shifts due to lack of available staff.
- Scheduling of personal leave is inconsistent between shifts, resulting in unnecessary overtime.
- Overtime hiring rules promote “cherry picking.”



Staffing & Personnel Management Findings

- Total Operations staffing level is appropriate.
- Frequent use of overtime and mandated overtime.





Staffing & Personnel Management Findings

- Regional job market is very competitive.
- Department has experienced turnover over past five years that has been addressed through new recruitment and full-time staffing policies.
- Turnover has gone down more recently and is not considered as a current staffing risk factor.





Capital Facilities & Equipment Findings

- **Apparatus Replacement Schedule and planned purchases is prudent.**
- **No Capital Facilities Improvement Plan.**
- **Need for a Facility Programmatic Assessment to identify future maintenance and improvement needs.**



Other Key Findings

- EMS program is robust, with strong Medical Director oversight & QA program.
- Lack of accessible drill ground is problematic.
- Enhanced Fire Code enforcement and prevention activities
- Volunteer groups actively engaged in Emergency Management.
- 911 Dispatch minimum staffing is problematic.





Key Short-Term Recommendations

- **Recommendation 1-B: Create a Strategic Plan for SFRD, spanning a three-to-five-year period.**
- **Recommendation 1-C: Formalize a Fire Prevention Specialist Job Description and permanently fill the position.**
- **Recommendation 1-G: Work with the City's Facility Management Division to develop a Capital Facilities Improvement and Work Plan.**
- **Recommendation 1-H: Modify the overtime hiring rules in CrewSense®.**





Key Mid-Term Recommendations

- **Recommendation 2-A: Establish Automatic Aid Agreements with adjacent Fire Departments.**
- **Recommendation 2-B: Fully implement the Emergency Medical Dispatch™ (EMD) Protocol system.**
- **Recommendation 2-D: Explore transitioning out of the Dallas County intergovernmental agreement.**
- **Recommendation 2-F: Increase on-duty operations staffing.**





Deployment Scenario 1 (2023)

Add a 24/7 Lieutenant position at Station 2 and cross-staff the engine and MICU.

Benefits

- Increased station/crew supervision.
- Four-person staffing potential for structure fire response.
- Flexibility in deploying fire and MICU units.
- Additional promotional opportunities.
- Two personnel available for response when MICU crew is treating/transporting a patient.
- No additional capital expense.

2023 Estimated Cost: \$458,927





Deployment Scenario 2

Add a Lieutenant and a Firefighter/Paramedic position to Station 2.

Benefits

- Increased station/crew supervision.
- Increased overall staffing 24/7.
- Engine company could deploy as a third MICU to meet surge demand.
- Engine company remains available when MICU is out of service.
- Additional promotional opportunities.
- Additional capital expense (station and apparatus) is not required.

2023 Estimated Cost: \$719,906





Deployment Scenario 3 (2023)

Add 2 Firefighter/Paramedic Positions, an additional MICU, and build an ambulance station in the south-central city area.

Benefits

- Faster EMS response to a rapidly developing area, with a higher elderly and congregate care population.
- Decreased use of fire engine crews to provide surge response.
- Increased overall staffing 24/7 for fire and EMS incidents.

2023 Estimated One Time Cost: \$3,283,759

Total Annual Operating Cost: \$725,759





Deployment Scenario 3A (2023)

Add 2 Firefighter/Paramedic Positions and an additional MICU Ambulance, and staff it during peak demand times.

- Assign two personnel to a 40-hour (or 40+ hour) work schedule.
- Would only require two additional personnel.
- MICU would operate out of Station 1.

2023 Estimated One-Time Cost: \$419, 986

Total Annual Operating Cost: \$173,986





Long-Term Recommendation

- **Recommendation 3-A: Construct a multi-use public safety training and educational facility.**





QUESTIONS



Emergency Services Consulting International



Agenda Item Details

Meeting	Aug 02, 2021 - City Council Combined Meeting
Category	F. Regular Agenda Items
Subject	5. Receive an update and discuss the hours of operation for the Michael J. Felix Community Center.
Access	Public
Type	Discussion, Information
Goals	Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse. Provide excellent government services to Sachse citizens.

Public Content

BACKGROUND

Staff proposed a plan at the April 19, 2021, City Council Workshop meeting for extended hours at the Michael J. Felix Community Center during the summer months. The City Council approved those extended evening hours during the meeting and the summer hours have been in place since the beginning of June.

OVERVIEW

Staff will provide a report on how successful of those summer extended hours have been and will propose annual hours of operation for Council's consideration.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Receive an update and discuss the hours of operation for the Michael J. Felix Community Center.

[Staff Presentation - Community Center Hours of Operation.pdf \(175 KB\)](#)

Michael J. Felix Community Center

City Council
August 2, 2021



Update on Summer Hours and Programs

- 416 summer class and camp registrations.
- 2,300 summer member check-ins and drop-ins.
- Tuesday has been the most attended day of the week.
- Camp attendance this summer was at an all-time high, with no camp cancellations.
- Staff scheduled time for full court basketball on Wednesday evenings, and it has been well attended.
- Cops and Campers were able to utilize the gymnasium and game room during their camp.



Update Continued

- New fall programs include:
 - Toddler Time open gym
 - Additional Karate class on Fridays
 - Adult Martial Arts and Self Defense
 - Paper Crafting
 - Ping Pong lessons
 - Parent's Day Out – holiday editions



Hours of Operation

Days	Current Summer Hours (June-August)	Proposed Hours (Annual)
Tuesday	10 AM-9 PM	9 AM-9 PM
Wednesday	10 AM-9 PM	9 AM-9 PM
Thursday	10 AM-9 PM	9 AM-9 PM
Friday	10 AM-9 PM	10 AM-7 PM
Saturday	9 AM-5 PM	10 AM-5 PM
Sunday	Closed	Closed
Monday	Closed	Closed



Considerations

- Now that staff has been able to fully operate the Center for several months, there is a better understanding of peak usage times.
- Attendance is lower on Fridays after 7 PM, and Saturdays before 10 AM.
- Opening at 9 AM Tuesday, Wednesday, and Thursday coincides with programming that is currently in place.
- Extending hours during the summer provided more time for kids who may be out of school and families



Discussion and Next Steps

- Staff is proposing that the schedule presented tonight is adopted as the annual schedule for the Michael J. Felix Community Center.
- Staff recommends establishing an annual schedule for residents.
- Staff could bring the schedule back for Council consideration if any new trends are identified or at the Council's request.



Council Discussion





Agenda Item Details

Meeting	Aug 02, 2021 - City Council Combined Meeting
Category	G. Executive Session
Subject	1. The City Council shall convene into Executive Session pursuant to Texas Government Code, Section §551.087 Economic Development Deliberations: to deliberate the offer or other financial incentive to a business prospect generally located along the President George Bush Turnpike.
Access	Public
Type	Closed Session

Public Content



Agenda Item Details

Meeting	Aug 02, 2021 - City Council Combined Meeting
Category	G. Executive Session
Subject	2. The City Council shall convene into Executive Session pursuant to Texas Government Code Section §551.087: Deliberation regarding Economic Development Negotiations: Discussion of Economic Development incentive for retail or commercial business projects seeking to locate within the City of Sachse.
Access	Public
Type	Closed Session

Public Content



Agenda Item Details

Meeting	Aug 02, 2021 - City Council Combined Meeting
Category	H. Regular Agenda Items
Subject	1. Take action as result of executive session including authorizing the City Manager as the Executive Director of Sachse Economic Development Corporation to negotiate and execute an economic development agreement on behalf of the City Council with Avalon Sachse I LLC, and any amendments and instruments related thereto.
Access	Public
Type	Action
Fiscal Impact	Yes
Budgeted	No
Recommended Action	Motion to authorize the City Manager as the Executive Director of Sachse Economic Development Corporation to negotiate and execute an economic development agreement on behalf of the City Council with Avalon Sachse I LLC, and any amendments and instruments related thereto.
Goals	Make Sachse more prosperous through job creation and quality development that adds community value.

Public Content