# Thursday, July 18, 2019
# Economic Development Corporation Meeting

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

**The SEDC Board reserves the right to convene into Executive Session pursuant to the Texas Government Code, Chapter 551.071(2) for the purpose of seeking confidential legal advice from SEDC's general counsel regarding posted items on the meeting agenda.**

## A. Regular Meeting Opening

1. Call to Order: The Board of Directors of the Economic Development Corporation of the City of Sachse will hold a Regular Meeting on Thursday, July 18, 2019 at 6:30 p.m. in the Council Chambers at Sachse City Hall, 3815 Sachse Road, Building B, Sachse, Texas to consider the following items of business:

2. Invocation and Pledge of Allegiance to the U.S. and Texas Flags.

## B. Consent Agenda - All items listed on the consent agenda will be considered by the Board and will be enacted on by one motion. There will be no separate discussion of these items unless a Board member so requests.

1. Approve the minutes of the June 20, 2019 regular meeting.

2. Accept the monthly revenue and expenditure report for the period ending May 31, 2019 and preliminary budget report for June 2019.

3. Approve the Consent Agenda Items as presented.

## C. Regular Agenda Items

1. Receive an update on streetscape improvements for SH 78 and 5th Street area.

2. Discuss and consider the preliminary FY 2019-2020 Sachse Economic Development Corporation Annual Budget.

3. Consider and take action on reports and presentations by the Sachse Economic Development Corporation President, Board Members, CEO and staff regarding items of community interest, special events, announcements and activities, office, industrial, commercial, retail, business retention and marketing projects.

## D. Executive Session

1. The Sachse Economic Development Corporation shall convene into Executive Session pursuant to Texas Government Code Section §551.087 Economic Development Negotiations: Deliberation regarding an Economic Development incentive for a business prospect.

2. Take any action as a result of Executive Session.

## E. 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

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

Sachse TEXAS

**Agenda Item Details**

| | |
|---|---|
| Meeting | Jul 18, 2019 - Economic Development Corporation Meeting |
| Category | B. Consent Agenda - All items listed on the consent agenda will be considered by the Board and will be enacted on by one motion. There will be no separate discussion of these items unless a Board member so requests. |
| Subject | 1. Approve the minutes of the June 20, 2019 regular meeting. |
| Access | Public |
| Type | Action (Consent), Minutes |
| Recommended Action | Motion to approve minutes as attached. |

**Public Content**

*All items listed on the consent agenda will be considered by the Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests.*

Sachse TEXAS

**Agenda Item Details**

| | |
|---|---|
| Meeting | Jul 18, 2019 - Economic Development Corporation Meeting |
| Category | B. Consent Agenda - All items listed on the consent agenda will be considered by the Board and will be enacted on by one motion. There will be no separate discussion of these items unless a Board member so requests. |
| Subject | 2. Accept the monthly revenue and expenditure report for the period ending May 31, 2019 and preliminary budget report for June 2019. |
| Access | Public |
| Type | Action (Consent) |
| Preferred Date | Jul 18, 2019 |
| Fiscal Impact | No |
| Recommended Action | Accept the monthly revenue and expenditure report for the period ending May 31, 2019 and the preliminary budget report for June 2019. |
| Goals | Be a model of financial stewardship through growth management, responsible investment, and financial transparency. |

**Public Content**

**BACKGROUND**

The Sachse EDC Treasurer will prepare financial reports each month updating the Board regarding revenues, expenditures ad budgetary progress for the current year.

**RECOMMENDATION**

Accept the monthly revenue and expenditure report for the period ending May 31, 2019 and the preliminary budget report for June 2019.

SEDC 5-31-19.pdf (81 KB) Preliminary Budget EDC June 2019.pdf (104 KB)

*All items listed on the consent agenda will be considered by the Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests.*

# City of Sachse

Monthly Revenue and Expenditure Report

May 31, 2019

(Unaudited)

## SACHSE ECONOMIC DEVELOPMENT CORPORATION

67% of Year Completed

| | Annual Budget | Current Month Actual | Actual YTD | YTD Actual as a Percent of Budget | Note Reference 0% |
|---|---|---|---|---|---|
| **Revenue Summary** | | | | | |
| Sales Tax | $ 737,500 | $ 82,895 | $ 567,931 | 77.01% | |
| Other Income | $ 27,550 | $ 888 | $ 11,437 | 41.51% | |
| Interest Income | 2,500 | 587 | 5,244 | 209.77% | |
| **Total Revenue** | **$ 767,550** | **$ 84,369** | **$ 584,612** | **76.17%** | |
| **Expenditure Summary** | | | | | |
| Expenditures | 767,183 | 57,835 | 391,262 | 51.00% | |
| **Total Expenditures** | **$ 767,183** | **$ 57,835** | **$ 391,262** | **51.00%** | |
| **Total Revenue Over/Under Expenses** | **$ 367** | **$ 26,534** | **$ 193,351** | | |

**Explanation of Major Variances:**

City of Sachse

# Budget to Actual

## Account Summary

For Fiscal: 2018-2019 Period Ending: 06/30/2019

| | | Prior Year Budget | Prior Year YTD | 2018-2019 Budget | MTD Activity | YTD Activity | Encumbrances | Percentage | Remaining Balance |
|---|---|---|---|---|---|---|---|---|---|
| **Fund: 06 - ECONOMIC DEVELOPMENT FUND** | | | | | | | | | |
| **Revenue** | | | | | | | | | |
| **000 - Non-Departmental** | | | | | | | | | |
| 06-000-40060 | Sales Tax | 700,000.00 | 624,311.67 | 737,500.00 | 53,334.87 | 621,266.19 | 0.00 | 84.24 % | 116,233.81 |
| 06-000-45000 | Interest Income | 1,500.00 | 3,685.28 | 2,500.00 | 1,621.37 | 6,865.66 | 0.00 | 274.63 % | -4,365.66 |
| 06-000-45060 | Rental Income - EDC Property | 0.00 | 11,100.00 | 15,000.00 | 203.61 | 5,758.67 | 0.00 | 38.39 % | 9,241.33 |
| 06-000-46055 | Concession Income - Food Trucks | 0.00 | 1,120.10 | 12,550.00 | 3,808.35 | 9,689.95 | 0.00 | 77.21 % | 2,860.05 |
| | **000 - Non-Departmental Total:** | **701,500.00** | **640,217.05** | **767,550.00** | **58,968.20** | **643,580.47** | **0.00** | **83.85 %** | **123,969.53** |
| | **Revenue Total:** | **701,500.00** | **640,217.05** | **767,550.00** | **58,968.20** | **643,580.47** | **0.00** | **83.85 %** | **123,969.53** |

**Budget to Actual**

**For Fiscal: 2018-2019 Period Ending: 06/30/2019**

| | | Prior Year Budget | Prior Year YTD | 2018-2019 Budget | MTD Activity | YTD Activity | Encumbrances | Percentage | Remaining Balance |
|---|---|---|---|---|---|---|---|---|---|
| **Expense** | | | | | | | | | |
| **019 - Economic Development Corporation** | | | | | | | | | |
| 06-019-50000 | Wages and Salaries | 187,817.00 | 107,582.18 | 189,574.00 | 13,158.40 | 131,346.34 | 0.00 | 69.28 % | 58,227.66 |
| 06-019-50005 | Wages and Salaries - Seasonal | 0.00 | 0.00 | 0.00 | 2,182.69 | 4,944.64 | 0.00 | 0.00 % | -4,944.64 |
| 06-019-50020 | Other Pay | 0.00 | 0.00 | 1,154.00 | 0.00 | 0.00 | 0.00 | 0.00 % | 1,154.00 |
| 06-019-50030 | Longevity Pay | 266.00 | 176.00 | 378.00 | 0.00 | 224.00 | 0.00 | 59.26 % | 154.00 |
| 06-019-50050 | Social Security and Med Fica Contribu | 14,388.00 | 7,733.14 | 14,620.00 | 1,097.35 | 9,781.09 | 0.00 | 66.90 % | 4,838.91 |
| 06-019-50060 | TMRS Contributions | 24,357.00 | 14,493.77 | 25,264.00 | 1,965.86 | 19,219.08 | 0.00 | 76.07 % | 6,044.92 |
| 06-019-50070 | Health Insurance | 17,766.00 | 7,242.06 | 20,426.00 | 1,702.16 | 15,319.44 | 0.00 | 75.00 % | 5,106.56 |
| 06-019-50080 | Dental Insurance | 734.00 | 297.50 | 571.00 | 47.60 | 428.40 | 0.00 | 75.03 % | 142.60 |
| 06-019-50090 | Life and LTD Insurance | 472.00 | 472.00 | 382.00 | 0.00 | 0.00 | 0.00 | 0.00 % | 382.00 |
| 06-019-50100 | Workers Compensation | 592.00 | 592.00 | 483.00 | 0.00 | 331.34 | 0.00 | 68.60 % | 151.66 |
| 06-019-50110 | Unemployment Tax | 513.00 | 408.09 | 486.00 | 2.19 | 43.29 | 0.00 | 8.91 % | 442.71 |
| 06-019-51030 | Utilities - Communications | 2,060.00 | 1,846.97 | 4,224.00 | 0.00 | 2,769.68 | 0.00 | 65.57 % | 1,454.32 |
| 06-019-51050 | Office Supplies | 2,400.00 | 2,044.41 | 2,400.00 | 0.00 | 3,085.28 | 0.00 | 128.55 % | -685.28 |
| 06-019-51070 | Postage | 500.00 | 336.97 | 500.00 | 0.00 | 251.59 | 0.00 | 50.32 % | 248.41 |
| 06-019-51230 | Business Retention Efforts | 7,000.00 | 3,725.49 | 5,000.00 | 0.00 | 214.62 | 0.00 | 4.29 % | 4,785.38 |
| 06-019-51400 | Special Programming Supplies | 3,500.00 | 1,634.01 | 3,000.00 | 0.00 | 1,177.99 | 0.00 | 39.27 % | 1,822.01 |
| 06-019-51510 | Small Tools and Equipment | 700.00 | 1,584.93 | 700.00 | 0.00 | 559.74 | 0.00 | 79.96 % | 140.26 |
| 06-019-51800 | Dues and Subcriptions | 6,000.00 | 4,317.93 | 7,200.00 | 0.00 | 5,034.34 | 0.00 | 69.92 % | 2,165.66 |
| 06-019-51810 | Employee Training | 9,000.00 | 3,797.84 | 8,000.00 | 0.00 | 11,779.43 | 0.00 | 147.24 % | -3,779.43 |
| 06-019-52000 | Vehicle Repairs and Maintenance | 300.00 | 567.20 | 500.00 | 32.76 | 414.12 | 0.00 | 82.82 % | 85.88 |
| 06-019-53002 | Professional Fees | 63,267.00 | 58,021.10 | 62,591.00 | 92.50 | 22,430.21 | 0.00 | 35.84 % | 40,160.79 |
| 06-019-53060 | Printing Services | 2,000.00 | 0.00 | 1,000.00 | 0.00 | 0.00 | 0.00 | 0.00 % | 1,000.00 |
| 06-019-53220 | Special Events | 0.00 | 0.00 | 34,000.00 | 4,191.50 | 31,307.89 | 0.00 | 92.08 % | 2,692.11 |
| 06-019-53380 | Advertising and Legal Publications | 85,868.00 | 43,743.26 | 83,000.00 | 2,375.00 | 53,890.27 | 0.00 | 64.93 % | 29,109.73 |
| 06-019-53500 | Web Page Services | 7,000.00 | 989.40 | 7,000.00 | 0.00 | 547.29 | 0.00 | 7.82 % | 6,452.71 |
| 06-019-54500 | Local Business Grant Program | 200,000.00 | 57,142.07 | 181,055.00 | 26.06 | 27,251.96 | 0.00 | 15.05 % | 153,803.04 |
| 06-019-55000 | Operating Transfer Out - General Fund | 65,109.00 | 48,831.75 | 113,675.00 | 9,472.96 | 85,256.64 | 0.00 | 75.00 % | 28,418.36 |
| | **019 - Economic Development Corporation Total:** | **701,609.00** | **367,580.07** | **767,183.00** | **36,347.03** | **427,608.67** | **0.00** | **55.74 %** | **339,574.33** |
| | **Expense Total:** | **701,609.00** | **367,580.07** | **767,183.00** | **36,347.03** | **427,608.67** | **0.00** | **55.74 %** | **339,574.33** |
| | **Fund 06 Revenue Over/(Under) Expenses** | **-109.00** | **272,636.98** | **367.00** | **22,621.17** | **215,971.80** | **0.00** | **58,847.90 %** | **-215,604.80** |
| | **Total Revenue Over/(Under) Expenses:** | **-109.00** | **272,636.98** | **367.00** | **22,621.17** | **215,971.80** | **0.00** | **58,847.90 %** | **-215,604.80** |

Sachse TEXAS

**Agenda Item Details**

| | |
|---|---|
| Meeting | Jul 18, 2019 - Economic Development Corporation Meeting |
| Category | C. Regular Agenda Items |
| Subject | 1. Receive an update on streetscape improvements for SH 78 and 5th Street area. |
| Access | Public |
| Type | Discussion |

**Public Content**

Sachse TEXAS

**Agenda Item Details**

| | |
|---|---|
| Meeting | Jul 18, 2019 - Economic Development Corporation Meeting |
| Category | C. Regular Agenda Items |
| Subject | 2. Discuss and consider the preliminary FY 2019-2020 Sachse Economic Development Corporation Annual Budget. |
| Access | Public |
| Type | Discussion |

**Public Content**

Sachse TEXAS

**Agenda Item Details**

| | |
|---|---|
| Meeting | Jul 18, 2019 - Economic Development Corporation Meeting |
| Category | C. Regular Agenda Items |
| Subject | 3. Consider and take action on reports and presentations by the Sachse Economic Development Corporation President, Board Members, CEO and staff regarding items of community interest, special events, announcements and activities, office, industrial, commercial, retail, business retention and marketing projects. |
| Access | Public |
| Type | Action, Discussion, Information |
| Recommended Action | Approve any reports and presentations by the Sachse Economic Development Corporation President, Board Members, CEO and staff regarding items of community interest, special events, announcements and activities, office, industrial, commercial, retail, business retention and marketing projects. |

**Public Content**

**BACKGROUND**
Announcements are made at this time only for information purposes.

**POLICY CONSIDERATION**
There are no policy considerations affiliated with this item.

**RECOMMENDATION**
Approve any reports and presentations by the Sachse Economic Development Corporation President, Board Members, CEO and staff regarding items of community interest, special events, announcements and activities, office, industrial, commercial, retail, business retention and marketing projects.

Sachse TEXAS

**Agenda Item Details**

| | |
|---|---|
| Meeting | Jul 18, 2019 - Economic Development Corporation Meeting |
| Category | D. Executive Session |
| Subject | 1. The Sachse Economic Development Corporation shall convene into Executive Session pursuant to Texas Government Code Section §551.087 Economic Development Negotiations: Deliberation regarding an Economic Development incentive for a business prospect. |
| Access | Public |
| Type | Action |
| Recommended Action | Motion to.... |

**Public Content**