



City of Sachse, Texas

Meeting Agenda

Economic Development Corporation

Thursday, May 17, 2018

6:30 PM

Council Chambers

The Board of Directors of the Economic Development Corporation of the City of Sachse will hold a Regular Meeting on Thursday, May 17, 2018, 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:

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

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.

2. Consent Agenda Items.

[18-4249](#) Consider and take action on minutes of the April 19, 2018 Sachse Economic Development Corporation regular meeting.

[18-4268](#) Accept the monthly revenue and expenditure report for the period ending March 31, 2018 and preliminary budget report for April 2018.

Attachments: [SEDC 3-31-18](#)

[EDC Summary Budget April 2018](#)

3. Regular Agenda Items.

[18-4250](#) 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.

[18-4254](#) Discussion of GISD Grant.

[18-4251](#) Discuss activation of social media for Sachse Red, White and Blue Blast on July 3, 2018.

[18-4252](#) Discuss possible future agenda items.

4. Executive Session.

[18-4253](#) The Economic Development Corporation shall convene into Executive Session pursuant to Texas Government Code Section §551.087: Deliberation regarding economic development incentive for retail or commercial business projects seeking to locate or expand within the City of Sachse.

Consider any action as a result of Executive Session.

5. Adjournment.

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.

Posted: May 14, 2018; 5:00 p.m.

Michelle Lewis Sirianni, City Secretary

If you plan to attend this public meeting and you have a disability that requires special arrangements at the meeting, please contact Michelle Lewis Sirianni, City Secretary, at (972) 495-1212, 48 business hours prior to the scheduled meeting date.



City of Sachse, Texas

Legislation Details (With Text)

File #: 18-4249 **Version:** 1 **Name:** SEDC meeting minutes of April 19, 2018
Type: Agenda Item **Status:** Agenda Ready
File created: 5/9/2018 **In control:** Economic Development Corporation
On agenda: 5/17/2018 **Final action:**
Title: Consider and take action on minutes of the April 19, 2018 Sachse Economic Development Corporation regular meeting.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Title

Consider and take action on Minutes of the Sachse Economic Development Corporation regular meeting of April 19, 2018.

Background

Minutes of meetings are prepared in writing and distributed for approval.

Policy Considerations

Robert's Rules of Order.

Budgetary Considerations

None.

Staff Recommendations

Approve the meeting minutes for April 19, 2018 as a consent item.



City of Sachse, Texas

Legislation Details (With Text)

File #: 18-4268 **Version:** 1 **Name:** EDC Financial Reports May 2018
Type: Agenda Item **Status:** Agenda Ready
File created: 5/14/2018 **In control:** Economic Development Corporation
On agenda: 5/17/2018 **Final action:**
Title: Accept the monthly revenue and expenditure report for the period ending March 31, 2018 and preliminary budget report for April 2018.
Sponsors:
Indexes:
Code sections:
Attachments: [SEDC 3-31-18](#)
[EDC Summary Budget April 2018](#)

Date	Ver.	Action By	Action	Result
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Title

Monthly revenue and expenditure report for the period ending March 31, 2018 and preliminary budget report for April 2018.

Background

The Sachse Economic Development Corporation Treasurer will prepare financial reports each month updating the Board regarding revenues and expenditures and budgetary progress for the current year. The monthly reports include the revenue and expenditure summary presented at the most recent City Council meeting, as well as the preliminary line item report for the most recent month. The report is labeled "preliminary" because the accounting period has not been closed.

Budgetary Considerations

None.

Staff Recommendations

Accept the monthly revenue and expenditure report for the period ending March 31, 2018 and preliminary budget report for April 2018.

City of Sachse

Monthly Revenue and Expenditure Report

March 31, 2018

(Unaudited)

SACHSE ECONOMIC DEVELOPMENT CORPORATION

50% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference
Revenue Summary					
Sales Tax	\$ 700,000	\$ 51,909	\$ 430,822	61.55%	A
Other Income	\$ -	\$ 2,820	\$ 8,820		
Interest Income	1,500	262	2,207	147.10%	
Total Revenue	\$ 701,500	\$ 54,991	\$ 441,848	62.99%	
Expenditure Summary					
Expenditures	701,609	56,842	186,979	26.65%	
Total Expenditures	\$ 701,609	\$ 56,842	\$ 186,979	26.65%	
Total Revenue Over/Under Expenses	\$ (109)	\$ (1,851)	\$ 254,869		

Explanation of Major Variances:

A Rental income on EDC property



City of Sachse

Budget to Actual Account Summary

For Fiscal: 2017-2018 Period Ending: 04/30/2018

		Prior Year Budget	Prior Year YTD	2017-2018 Budget	MTD Activity	YTD Activity	Encumbrances	Percentage	Remaining Balance
Fund: 06 - ECONOMIC DEVELOPMENT FUND									
Revenue									
000 - Non-Departmental									
<u>06-000-40060</u>	Sales Tax	691,944.00	438,586.69	700,000.00	52,998.14	483,819.68	0.00	69.12 %	216,180.32
<u>06-000-45000</u>	Interest Income	3,000.00	1,413.34	1,500.00	370.86	2,805.87	0.00	187.06 %	-1,305.87
<u>06-000-45060</u>	Rental Income - EDC Property	0.00	0.00	0.00	300.00	8,800.00	0.00	0.00 %	-8,800.00
<u>06-000-46120</u>	Misc Grants and Donations	0.00	0.00	0.00	0.00	-4.31	0.00	0.00 %	4.31
000 - Non-Departmental Total:		694,944.00	440,000.03	701,500.00	53,669.00	495,421.24	0.00	70.62 %	206,078.76
Revenue Total:		694,944.00	440,000.03	701,500.00	53,669.00	495,421.24	0.00	70.62 %	206,078.76

Budget to Actual

For Fiscal: 2017-2018 Period Ending: 04/30/2018

Expense	Prior Year Budget	Prior Year YTD	2017-2018 Budget	MTD Activity	YTD Activity	Encumbrances	Percentage	Remaining Balance
019 - Economic Development Corporation								
<u>06-019-50000</u> Wages and Salaries	107,807.00	59,665.14	187,817.00	13,281.54	73,958.07	0.00	39.38 %	113,858.93
<u>06-019-50030</u> Longevity Pay	194.00	128.00	266.00	0.00	176.00	0.00	66.17 %	90.00
<u>06-019-50050</u> Social Security and Med Fica Contribu	8,455.00	4,264.67	14,388.00	950.49	5,297.57	0.00	36.82 %	9,090.43
<u>06-019-50060</u> TMRS Contributions	12,577.00	7,289.06	24,357.00	1,826.88	9,926.57	0.00	40.75 %	14,430.43
<u>06-019-50070</u> Health Insurance	6,411.00	3,739.82	17,766.00	609.04	4,263.28	0.00	24.00 %	13,502.72
<u>06-019-50080</u> Dental Insurance	127.00	74.20	734.00	30.60	214.20	0.00	29.18 %	519.80
<u>06-019-50090</u> Life and LTD Insurance	248.00	0.00	472.00	0.00	0.00	0.00	0.00 %	472.00
<u>06-019-50100</u> Workers Compensation	370.00	347.00	592.00	0.00	592.00	0.00	100.00 %	0.00
<u>06-019-50110</u> Unemployment Tax	342.00	29.14	513.00	69.45	363.62	0.00	70.88 %	149.38
<u>06-019-51030</u> Utilities - Communications	1,560.00	588.26	2,060.00	85.40	1,504.50	0.00	73.03 %	555.50
<u>06-019-51050</u> Office Supplies	2,400.00	573.21	2,400.00	252.01	1,692.14	0.00	70.51 %	707.86
<u>06-019-51070</u> Postage	500.00	121.05	500.00	0.00	336.97	0.00	67.39 %	163.03
<u>06-019-51230</u> Business Retention Efforts	7,000.00	3,501.48	7,000.00	1,566.45	3,725.49	0.00	53.22 %	3,274.51
<u>06-019-51400</u> Special Programming Supplies	3,500.00	1,799.06	3,500.00	25.97	1,259.50	0.00	35.99 %	2,240.50
<u>06-019-51510</u> Small Tools and Equipment	700.00	0.00	700.00	0.00	1,584.93	0.00	226.42 %	-884.93
<u>06-019-51800</u> Dues and Subscriptions	6,000.00	2,540.00	6,000.00	560.65	2,667.32	0.00	44.46 %	3,332.68
<u>06-019-51810</u> Employee Training	9,000.00	5,338.43	9,000.00	2,017.84	2,702.84	0.00	30.03 %	6,297.16
<u>06-019-52000</u> Vehicle Repairs and Maintenance	300.00	543.57	300.00	30.61	182.91	0.00	60.97 %	117.09
<u>06-019-53002</u> Professional Fees	90,000.00	29,457.14	63,267.00	16,303.69	35,178.72	0.00	55.60 %	28,088.28
<u>06-019-53060</u> Printing Services	2,600.00	34.00	2,000.00	0.00	0.00	0.00	0.00 %	2,000.00
<u>06-019-53380</u> Advertising and Legal Publications	114,500.00	12,783.51	85,868.00	6,287.59	33,457.78	0.00	38.96 %	52,410.22
<u>06-019-53500</u> Web Page Services	7,000.00	1,914.94	7,000.00	989.40	989.40	0.00	14.13 %	6,010.60
<u>06-019-54500</u> Local Business Grant Program	246,000.00	0.00	200,000.00	5,222.76	25,853.07	0.00	12.93 %	174,146.93
<u>06-019-55000</u> Operating Transfer Out - General Fund	61,218.00	35,710.50	65,109.00	5,425.75	37,980.25	0.00	58.33 %	27,128.75
019 - Economic Development Corporation Total:	688,809.00	170,442.18	701,609.00	55,536.12	243,907.13	0.00	34.76 %	457,701.87
Expense Total:	688,809.00	170,442.18	701,609.00	55,536.12	243,907.13	0.00	34.76 %	457,701.87
Fund 06 Revenue Over/(Under) Expenses	6,135.00	269,557.85	-109.00	-1,867.12	251,514.11	0.00	-230,746.89 %	-251,623.11
Total Revenue Over/(Under) Expenses:	6,135.00	269,557.85	-109.00	-1,867.12	251,514.11	0.00	-230,746.89 %	-251,623.11



City of Sachse, Texas

Legislation Details (With Text)

File #:	18-4250	Version:	1	Name:	Reports and Presentations.
Type:	Agenda Item	Status:		Status:	Agenda Ready
File created:	5/9/2018	In control:		In control:	Economic Development Corporation
On agenda:	5/17/2018	Final action:		Final action:	
Title:	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.				

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Title

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.

Background

Announcements are made at this time only for information purposes.

Policy Considerations

There is no action or discussion of topics presented.

Budgetary Considerations

There are no budgetary considerations affiliated with this item.

Staff Recommendations

Announcements are made for information purposes only.



City of Sachse, Texas

Legislation Details (With Text)

File #: 18-4254 **Version:** 1 **Name:** GISD Grant
Type: Agenda Item **Status:** Agenda Ready
File created: 5/9/2018 **In control:** Economic Development Corporation
On agenda: 5/17/2018 **Final action:**
Title: Discussion of GISD Grant.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Title

Discussion of GISD Grant

Background

The GISD provides a grant to the SEDC annually to provide funds that can be spent on: marketing, workforce development, assisting local businesses adversely affected by GISD construction, and educational programs. The Board will discuss projects that could potentially be supported by these grant monies.

Policy Considerations

None.

Budgetary Considerations

None.

Staff Recommendations

Staff recommends discussion.



City of Sachse, Texas

Legislation Details (With Text)

File #: 18-4251 **Version:** 1 **Name:** Red, White and Blue Blast Social Media activation
Type: Agenda Item **Status:** Agenda Ready
File created: 5/9/2018 **In control:** Economic Development Corporation
On agenda: 5/17/2018 **Final action:**
Title: Discuss activation of social media for Sachse Red, White and Blue Blast on July 3, 2018.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Title

Discuss activation of social media for Sachse Red, White and Blue Blast, July 3, 2018

Background

The SEDC has been a proud sponsor of the event for several years and this year is the official sponsor of the fireworks display. The event attendance provides an audience for the SEDC to market its social media channels and recruit “friends, followers, likes and reviews” on our various platforms. The Board has requested that staff develop a plan on how to have a presence at the event whereby we can accomplish this goal.

Policy Considerations

None.

Budgetary Considerations

Funds are available in the current FY advertising budget for any costs associated with this activity.

Staff Recommendations

Staff recommends discussion.



City of Sachse, Texas

Legislation Details (With Text)

File #: 18-4252 **Version:** 1 **Name:** Future agenda items.
Type: Agenda Item **Status:** Agenda Ready
File created: 5/9/2018 **In control:** Economic Development Corporation
On agenda: 5/17/2018 **Final action:**
Title: Discuss possible future agenda items.
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Title
Discuss possible future agenda items:

Background
The Board makes suggestions on topics to be discussed at future meetings.

Policy Considerations
Only the items on the agenda can be discussed.

Budgetary Considerations
There are no budgetary considerations affiliated with this item.

Staff Recommendation
None.



City of Sachse, Texas

Legislation Details (With Text)

File #: 18-4253 **Version:** 1 **Name:** Executive Session pursuant to Texas Gov Code Section 551.087
Type: Agenda Item **Status:** Agenda Ready
File created: 5/9/2018 **In control:** Economic Development Corporation
On agenda: 5/17/2018 **Final action:**
Title: The Economic Development Corporation shall convene into Executive Session pursuant to Texas Government Code Section §551.087: Deliberation regarding economic development incentive for retail or commercial business projects seeking to locate or expand within the City of Sachse.

Consider any action as a result of Executive Session.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Title

Executive Session pursuant to Texas Government Code Section §551.087 Deliberation of Economic Development Negotiations: Deliberation regarding economic development incentive for retail or commercial business projects seeking to locate or expand within the City of Sachse.

Consider any action as a result of Executive Session.

Background

Executive Session is for the purpose of discussion.

Policy Considerations

There is no action taken during Executive Session.

Budgetary Considerations

There are no budgetary considerations affiliated with this item.

Staff Recommendations

There are no Staff Recommendations affiliated with this item.