Thursday, April 20, 2023
Economic Development Corporation Meeting

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

The Sachse Economic Development Corporation reserves the right to reconvene, recess, or realign the regular meeting, call 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 Sachse Economic Development Corporation meeting for the purpose of seeking confidential legal advice from the City Attorney on any workshop or regular meeting agenda item listed herein.

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 at 6 p.m. on Thursday, April 20, 2023, to consider the following items of business:

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

B. Public Comment

1. The public is invited to address Council regarding any topic not already on the agenda. The time limit is 3 minutes per speaker. A Public Comment Card should be presented to the City Secretary prior to the meeting. According to the Texas Open Meetings Act, Council is prohibited from discussing any item not posted on the agenda but will take comments under advisement.

C. 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 March 16, 2023, meeting minutes.

2. Accept the monthly revenue and expenditure report for the period ending February 28, 2023.

D. Regular Agenda Items

1. Receive any reports and presentations by the Sachse Economic Development Corporation President, Board Members, Executive Director, and staff regarding items of community interest; special events; announcements and activities; office, industrial, commercial, or retail business retention; and marketing projects.

2. Discuss the goals and objectives of the Type B Corporation.

E. Executive Session

1. The Sachse Economic Development Corporation shall convene into Executive Session pursuant to Texas Government Code Section §551.087: Deliberation regarding Economic Development Negotiations: Discussion of an Economic Development incentive for Bunker Hill Retail, LLC for a project generally located along Bunker Hill Road and Miles Road and for retail or commercial business projects seeking to locate within the City of Sachse.

F. Regular Items / Meeting Closing

1. Take action as a result of executive session: Consider authorizing the City Manager as Executive Director of the EDC to negotiate and execute an economic development agreement on behalf of the EDC with Bunker Hill Retail, LLC for a project

generally located along Bunker Hill Road and Miles Road, and any amendments and instruments related thereto.

2. Adjournment.

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

Leah K Granger, City Secretary

Posted: 04/17/2023 by 5 p.m. Removed: _____

Accommodation requests for persons with disabilities should be made at least 48 hours prior to the meeting by contacting Amanda Chi, ADA Coordinator, via phone at 972-495-1212, via email at achi@cityofsachse.com, or by appointment at 3815 Sachse Road, Building B, Sachse, Texas 75048.

C. 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 March 16, 2023, meeting minutes.
Meeting	Apr 20, 2023 - Economic Development Corporation Meeting
Access	Public
Type	Action (Consent), Minutes
Recommended Action	Approve the March 16, 2023, meeting minutes.
Minutes	View Minutes for Mar 16, 2023 - Economic Development Corporation Meeting

File Attachments
03.16.22 EDC Minutes.pdf (92 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.

ECONOMIC DEVELOPMENT CORPORATION
MARCH 16, 2023, MEETING MINUTES

The Board of Directors of the Sachse Economic Development Corporation (EDC) convened in a public meeting at 6 p.m. on Thursday, March 16, notice of the meeting having been posted as prescribed at the Sachse City Hall, 3815 Sachse Road, Building B, Sachse, Texas, as required by Chapter 551, Local Texas Government Code.

Those present: Vice President Scott McMurdie, Board members Teddy Kinzer, Mark Potter, Richard Chandler, Jim Mason, and Chinelo Nwanze; Councilmember Michelle Howarth; Economic Development Manager Jerod Potts; City Secretary Leah Granger; Finance Director David Baldwin; and Assistant Finance Director Ryan Bredehoeft.

Those absent: Marcia Harris-Daniel

*The meeting was delayed by a half hour due to inclement weather.

REGULAR MEETING OPENING:

1. Call to Order.
Mr. McMurdie called the meeting to order at 6:31 p.m.

2. Invocation and Pledge of Allegiance to the U.S. and Texas Flags.
Mr. Kinzer gave the invocation and led the Board in the pledges.

PUBLIC COMMENT:

There were no comments offered.

CONSENT AGENDA:

1. **Approve the minutes of the November 17, 2022, meeting.**
2. **Approve the minutes of the January 12, 2022, Joint City Council - Economic Development Corporation Meeting.**
3. **Accept the monthly revenue and expenditure report for the period ending October 31, 2022.**
4. **Accept the monthly revenue and expenditure report for the period ending November 30, 2022.**
5. **Accept the monthly revenue and expenditure report for the period ending December 31, 2022.**
6. **Accept the monthly revenue and expenditure report for the period ending January 31, 2023.**
7. **Accept the Quarterly Investment Report for the quarter ending September 30, 2022.**
8. **Accept the Quarterly Investment Report for the quarter ending December 31, 2022.**

Mr. Kinzer made a motion to approve items one through eight of the consent agenda as presented. Ms. Nwanze seconded the motion, and it carried unanimously.

9. Accept the City of Sachse Investment Policy for FY 2022-2023, as adopted by the City Council on November 14, 2022.

Item number nine was removed from the Consent Agenda at Mr. Kinzer's request. Mr. Kinzer asked for clarification on why the Board is being asked to review and accept the City's Investment Policy. Mr. Baldwin explained that according to the Texas Government Code and City Policy, the City Council and all boards of component units must review the investment policy annually. He clarified that it is generally a good practice for the boards to be aware of the strategies that guide the use of funds they may be associated with.

Mr. Kinzer made a motion to accept the item as presented. Mr. Potter seconded the motion and it passed unanimously.

REGULAR AGENDA ITEMS:

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

Mr. Potts noted recent ribbon cuttings for an orthodontist, Haus of Boba, and TNT Family Entertainment. He was pleased to announce that a new EDC Coordinator would begin on April 3. The ICSC trade show at Red River was a great success in January. There were a number of very productive appointments at the event as well as subsequent meetings. The new logo for the EDC was unveiled and described by Mr. Potts. Staff worked with the design consultants to build on the City's existing brand. This new branding will be incorporated into the updated website. He was pleased with the results and demonstrated that the unique name of the city will be used as advertisement. During the discussion with the Board, Mr. Potts articulated that it is important for the statistics on the website to be current, therefore, the new coordinator will be trained to help maintain it.

2. Discuss the goals and objectives of the Type B Corporation.

Mr. Potts provided background information on the process used to establish and prioritize the existing EDC goals. Upon feedback from the Board in relation to the order, wording, etc., Mr. Potts reviewed the revised ranking and provided his observations. There was extensive discussion about the currently defined goals and action items being more focused on philosophy rather than being specific and measurable goals. Councilmember Howarth provided her thoughts suggesting that the EDC may benefit from simplifying the goals. The consensus was that some of the items are not goals but things that just need to be accomplished and not prioritized. Some of the items have been completed, and some items function more like guiding principles. The Board suggested narrowing the existing goals to a few basic and measurable components, such as investing in

infrastructure to support development, and supporting the development, redevelopment, and/or beautification of: the Highway 78 corridor, the PGBT corridor, and the 5th Street District.

EXECUTIVE SESSION:

Mr. McMurdie adjourned the Board to executive session at 8:11 p.m.

1. **The Sachse Economic Development Corporation shall convene into Executive Session pursuant to Texas Government Code Section §551.087: Deliberation regarding Economic Development Negotiations: Discussion of an Economic Development incentive for Bunker Hill Retail, LLC for a project generally located along Bunker Hill Road and Miles Road and for retail or commercial business projects seeking to locate within the City of Sachse.**
2. **The Sachse Economic Development Corporation shall convene into Executive Session pursuant to Texas Government Code Section §551.087: Deliberation regarding Economic Development Negotiations: Discussion of an Economic Development incentive for Milli's Donuts LLC for a project generally located along Miles Road and Rosewood Lane.**
3. **The Sachse Economic Development Corporation shall convene into Executive Session pursuant to Texas Government Code Section §551.087: Deliberation regarding Economic Development Negotiations: Discussion of an Economic Development incentive for SB Sachse, LTD. for a project generally located along Murphy Road and Blackburn Road.**

The Board reconvened to regular session at 9:21 p.m.

REGULAR ITEMS / MEETING CLOSING:

1. **Conduct a public hearing to consider a project for C&C Sachse, LLC. for an infrastructure project generally located along State Highway 78 and Country Club Drive in Sachse, Texas.**

The Public Hearing was opened at 9:21 p.m. As there were no comments, the public hearing was closed at 9:21 p.m.

2. **Take action as a result of executive session: Consider authorizing the City Manager as Executive Director of the EDC to negotiate and execute an economic development agreement on behalf of the EDC with Bunker Hill Retail, LLC for a project generally located along Bunker Hill Road and Miles Road, and any amendments and instruments related thereto.**

Mr. Kinzer made a motion to approve the item as presented. Mr. Chandler seconded the motion and it carried unanimously.

3. **Take action as a result of executive session: Consider authorizing the City Manager as Executive Director of the EDC to negotiate and execute an economic development agreement on behalf of the EDC with Milli's Donuts LLC for a project generally located along Miles Road and Rosewood Lane and any amendments and instruments related thereto.**

A motion was made by Ms. Nwanze to approve the item as presented. Mr. Kinzer seconded the motion and it passed unanimously.

4. **Take action as a result of executive session: Consider authorizing the City Manager as Executive Director of the EDC to negotiate and execute an economic development agreement on behalf of the EDC with SB Sachse, LTD. for a project generally located along Murphy Road and Blackburn Road and any amendments and instruments related thereto.**

Mr. Chandler made a motion to approve the item as presented. Ms. Nwanze seconded and it carried unanimously.

5. **Adjournment.**

Mr. McMurdie adjourned the meeting at 9:24 p.m.

APPROVE:

_____

Scott McMurdie, Vice President

ATTEST:

_____

Jerod Potts, Economic Development Manager

C. 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 February 28, 2023.
Meeting	Apr 20, 2023 - Economic Development Corporation Meeting
Access	Public
Type	Action (Consent)
Recommended Action	Accept the monthly revenue and expenditure report for the period ending February 28, 2023.
Goals	Be a model of financial stewardship through growth management, responsible investment, and financial transparency.

BACKGROUND

The Sachse Economic Development Corporation's Treasurer prepares a report each month to update the Board concerning the current year's budget monitoring. This month's report consists of the summary report presented to the City Council covering February 2023. Also included is a preliminary line-item budget report and balance sheet for March 2023.

RECOMMENDATION

Accept the monthly revenue and expenditure report for the period ending February 28, 2023.

File Attachments
EDC February 2023.pdf (89 KB)
EDC Budget Report March 2023 Preliminary.pdf (133 KB)
EDC Balance Sheet March 2023.pdf (78 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

February 28, 2023 (Unaudited)

SACHSE ECONOMIC DEVELOPMENT CORPORATION

42% of Year Completed

	Annual Budget	Current Month Actual	YTD Actuals	YTD Actuals % of Budget	Note
Revenue Summary					
Sales Tax	$ 1,300,000	$ 156,858	$ 637,700	49%	
Other Income	10,000	-	10,000	100%	**A**
Interest Income	7,000	14,525	54,663	781%	**B**
Total Revenue	**$ 1,317,000**	**$ 171,383**	**$ 702,363**	**53%**	
Expenditure Summary					
Expenditures	$ 636,357	$ 23,954	$ 184,446	29%	**C**
Total Expenditures	**$ 636,357**	**$ 23,954**	**$ 184,446**	**29%**	
Revenue Over/(Under) Expenses	**$ 680,643**	**$ 147,429**	**$ 517,917**		
Beginning Fund Balance October 1, 2022			**$ 6,773,169**		

Explanation of Major Variances:

A Garland ISD grant received in October

B Interest revenue returns greatly exceed budgeted projections due to favorable interest rates

C Current unfilled position impacts "YTD Actuals % of Budget" spend

City of Sachse

Budget to Actual

Account Summary

For Fiscal: 2022-2023 Period Ending: 03/31/2023

		Prior Year Budget	Prior Year Actual	2022-2023 Budget	MTD Activity	YTD Activity	Encumbrances	Percentage	Remaining Balance
Fund: 06 - ECONOMIC DEVELOPMENT FUND									
Revenue									
000 - Non-Departmental									
06-000-40060	Sales Tax	975,000.00	1,374,944.64	1,300,000.00	101,118.97	738,818.83	0.00	56.83%	561,181.17
06-000-45000	Interest Income	5,000.00	12,868.48	7,000.00	-667.39	53,995.81	0.00	771.37%	-46,995.81
06-000-46120	Misc Grants and Donations	10,000.00	10,000.00	10,000.00	0.00	10,000.00	0.00	100.00%	0.00
	000 - Non-Departmental Total:	**990,000.00**	**1,397,813.12**	**1,317,000.00**	**100,451.58**	**802,814.64**	**0.00**	**60.96%**	**514,185.36**
	Revenue Total:	**990,000.00**	**1,397,813.12**	**1,317,000.00**	**100,451.58**	**802,814.64**	**0.00**	**60.96%**	**514,185.36**

		Prior Year Budget	Prior Year Actual	2022-2023 Budget	MTD Activity	YTD Activity	Encumbrances	Percentage	Remaining Balance
Expense									
019 - Economic Development									
06-019-50000	Wages and Salaries	114,039.00	84,196.85	156,152.00	10,384.80	45,085.80	0.00	28.87%	111,066.20
06-019-50030	Longevity Pay	48.00	0.00	68.00	0.00	76.00	0.00	111.76%	-8.00
06-019-50050	Social Security and Medicare (FICA)	9,176.00	6,660.88	12,027.00	771.85	3,322.40	0.00	27.62%	8,704.60
06-019-50060	TMRS Contributions	16,575.00	12,668.61	22,906.00	1,506.84	6,553.19	0.00	28.61%	16,352.81
06-019-50070	Vacation/Sick Leave Buy Back	0.00	1,279.20	991.00	0.00	0.00	0.00	0.00%	991.00
06-019-50100	Workers Compensation	280.00	189.37	211.00	0.00	127.56	0.00	60.45%	83.44
06-019-50110	Unemployment Tax	630.00	9.00	504.00	0.00	9.00	0.00	1.79%	495.00
06-019-50575	Employee Insurance Transfer Out	0.00	18,647.00	27,316.00	0.00	11,380.00	0.00	41.66%	15,936.00
06-019-51030	Utilities - Communications	1,440.00	785.53	1,008.00	0.00	201.07	0.00	19.95%	806.93
06-019-51050	Office Supplies	3,000.00	477.73	5,750.00	37.00	37.00	126.00	0.64%	5,713.00
06-019-51070	Postage	400.00	0.00	400.00	0.00	833.61	0.00	208.40%	-433.61
06-019-51230	Business Retention Efforts	10,000.00	4,660.12	10,000.00	0.00	170.00	0.00	1.70%	9,830.00
06-019-51500	Uniforms and Accessories	450.00	408.30	880.00	0.00	0.00	0.00	0.00%	880.00
06-019-51510	Small Tools and Equipment	1,000.00	473.20	1,000.00	2,764.92	2,764.92	0.00	276.49%	-1,764.92
06-019-51550	Fuel and Lubricants	3,250.00	299.97	574.00	0.00	26.24	0.00	4.57%	547.76
06-019-51700	Community Relations & Special Programs	47,275.00	25,057.87	44,750.00	0.00	14,464.00	0.00	32.32%	30,286.00
06-019-51800	Dues and Subscriptions	20,446.88	49,308.37	51,692.00	0.00	21,402.87	0.00	41.40%	30,289.13
06-019-51810	Employee Training	7,715.50	7,252.76	7,900.00	666.67	4,622.48	0.00	58.51%	3,277.52
06-019-52000	Vehicle Repairs and Maintenance	1,000.00	1,097.26	1,000.00	0.00	34.15	0.00	3.42%	965.85
06-019-53000	Legal/Consulting Fees	0.00	1,618.75	10,000.00	0.00	8,300.00	0.00	83.00%	1,700.00
06-019-53002	Professional Services (53003)	125,000.00	19,529.43	73,000.00	2,250.00	4,591.67	0.00	6.29%	68,408.33
06-019-53060	Printing Services	6,000.00	1,885.00	3,100.00	0.00	1,903.00	0.00	61.39%	1,197.00
06-019-53220	5th Street District	25,000.00	867.91	30,600.00	1,049.20	3,147.60	0.00	10.29%	27,452.40
06-019-53380	Advertising and Legal Publications	21,400.00	22,028.83	46,500.00	145.50	25,470.14	0.00	54.77%	21,029.86
06-019-53500	Web Page Services	5,000.00	7,098.00	9,225.00	0.00	0.00	0.00	0.00%	9,225.00
06-019-55000	Operating Transfer Out - General Fund	177,576.00	177,576.00	118,803.00	0.00	49,500.00	0.00	41.67%	69,303.00
	019 - Economic Development Total:	**596,701.38**	**444,075.94**	**636,357.00**	**19,576.78**	**204,022.70**	**126.00**	**32.06%**	**432,334.30**
	Expense Total:	**596,701.38**	**444,075.94**	**636,357.00**	**19,576.78**	**204,022.70**	**126.00**	**32.06%**	**432,334.30**
	Fund 06 Revenue Over/(Under) Expenses	**393,298.62**	**953,737.18**	**680,643.00**	**80,874.80**	**598,791.94**	**-126.00**	**87.97%**	**81,851.06**
	Total Revenue Over/(Under) Expenses:	**393,298.62**	**953,737.18**	**680,643.00**	**80,874.80**	**598,791.94**	**-126.00**	**87.97%**	**81,851.06**

Sachse Economic Development Corporation
Balance Sheet
3/31/2023

Assets:		
Cash	$204,869.42	
Investments	4,070,658.39	
Accts Receivable-Sales Tax	243,446.86	
Other Receivable-TIF	504,000.00	
Assets Held-Land	2,353,785.68	
Total Assets		**$7,376,760.35**
Liabilities:		
Payables	$8,606.97	
Total Liabilities		**$8,606.97**
Equity:		
Est. Fund Balance 9/30/2022	$6,773,169.44	
Net Position (full accrual)	-$3,808.00	
FY 2022 YTD Surplus	598,791.94	
Total Equity		**$7,368,153.38**
Total Liabilities and Equity		**$7,376,760.35**

D. Regular Agenda Items

Subject	1. Receive any reports and presentations by the Sachse Economic Development Corporation President, Board Members, Executive Director, and staff regarding items of community interest; special events; announcements and activities; office, industrial, commercial, or retail business retention; and marketing projects.
Meeting	Apr 20, 2023 - Economic Development Corporation Meeting
Access	Public
Type	Discussion, Information
Goals	Make Sachse more prosperous through job creation and quality development that adds community value.

BACKGROUND
Announcements are made at this time for informational purposes only.

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

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

D. Regular Agenda Items

Subject	2. Discuss the goals and objectives of the Type B Corporation.
Meeting	Apr 20, 2023 - Economic Development Corporation Meeting
Access	Public
Type	Discussion, Information
Goals	Make Sachse more prosperous through job creation and quality development that adds community value.

BACKGROUND
In 2021 the Sachse EDC and City Council each adopted the goals and objectives for the Economic Development Corporation.

OVERVIEW
The Sachse EDC and City Council held a joint meeting on January 12, 2023, where the adopted goals and objectives of the Economic Development Corporation were discussed. An outcome of this discussion was that the EDC Board needed to review the existing priority list and consider reprioritizing goals now that time has passed since initial adoption.

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

RECOMMENDATION
Discuss the goals and objectives of the Type B Corporation.

File Attachments
FINAL EDC Program Dashboard - 11x17.pdf (178 KB)

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 5th 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 5th 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 5th Street before end of 2021.	1	EDC Board/City Staff	
		B	Attract new uniquely Sachse restaurants and businesses to anchor the 5th 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 5th 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 5th 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	
		B	Prepare and distribute Support Sachse Small Business campaign and materials for each business sector.	Utilize sector specific trade materials, databases, and digital resources as well as local contact results to develop information material.	2	City Staff	
				Prepare marketing materials for top three highest priority business sectors.	3	City Staff	
		C	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
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 5th 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.

E. Executive Session

Subject	1. The Sachse Economic Development Corporation shall convene into Executive Session pursuant to Texas Government Code Section §551.087: Deliberation regarding Economic Development Negotiations: Discussion of an Economic Development incentive for Bunker Hill Retail, LLC for a project generally located along Bunker Hill Road and Miles Road and for retail or commercial business projects seeking to locate within the City of Sachse.
Meeting	Apr 20, 2023 - Economic Development Corporation Meeting
Access	Public
Type	Closed Session

F. Regular Items / Meeting Closing

Subject	1. Take action as a result of executive session: Consider authorizing the City Manager as Executive Director of the EDC to negotiate and execute an economic development agreement on behalf of the EDC with Bunker Hill Retail, LLC for a project generally located along Bunker Hill Road and Miles Road, and any amendments and instruments related thereto.
Meeting	Apr 20, 2023 - Economic Development Corporation Meeting
Access	Public
Type	Action, Discussion
Recommended Action	Authorize the City Manager as Executive Director of the EDC to negotiate and execute an economic development agreement on behalf of the EDC with Bunker Hill Retail, LLC for a project generally located along Bunker Hill Road and Miles Road, and any amendments and instruments related thereto.