



City of Sachse, Texas

Meeting Agenda

Economic Development Corporation

Thursday, April 19, 2018

5:30 PM

Council Chambers

The Board of Directors of the Economic Development Corporation of the City of Sachse will hold a Regular Meeting on Thursday, April 19, 2018 at 5:30 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.
2. Consent Agenda Items.

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.

[18-4230](#) Approve the minutes of the Sachse Economic Development Corporation regular meeting of March 15, 2018.

[18-4236](#) Accept the monthly revenue and expenditure report for the period ending February 28, 2018 and preliminary budget report for March 2018.

Attachments: [SEDC 2-28-18](#)

[SEDC Summary Budget March 2018](#)

3. Regular Agenda Items.

[18-4232](#) Consider and take action to provide an economic development incentive to Rowlett Florist to fund certain site improvements for a retail establishment located at 2924 5th Street

[18-4233](#) Consider and take action to provide an economic development incentive to Woodbridge Village Shopping Center to fund certain site improvements for a commercial development located at 8110 SH 78.

[18-4234](#) Consider and take action to provide an economic development incentive to Spec's Family Partners Ltd. to fund certain site improvements for a retail establishment located at 8110 SH 78.

[18-4227](#) 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.

[18-4228](#) Discuss possible future agenda items.

- a. Pending - Discussion of social media activation at Red, White and

Blue Blast.

4. Executive Session.

[18-4229](#)

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: April 16, 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 #:	18-4230	Version:	1	Name:	SEDC meeting minutes of March 15, 2018
Type:	Agenda Item	Status:		Status:	Agenda Ready
File created:	4/11/2018	In control:		In control:	Economic Development Corporation
On agenda:	4/19/2018	Final action:		Final action:	
Title:	Approve the minutes of the Sachse Economic Development Corporation regular meeting of March 15, 2018.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Title

Minutes of the Sachse Economic Development Corporation regular meeting of March 15, 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 March 15, 2018 as a consent item.



City of Sachse, Texas

Legislation Details (With Text)

File #: 18-4236 **Version:** 1 **Name:** EDC Financial Reports April 2018
Type: Agenda Item **Status:** Agenda Ready
File created: 4/16/2018 **In control:** Economic Development Corporation
On agenda: 4/19/2018 **Final action:**
Title: Accept the monthly revenue and expenditure report for the period ending February 28, 2018 and preliminary budget report for March 2018.
Sponsors:
Indexes:
Code sections:
Attachments: [SEDC 2-28-18](#)
[SEDC Summary Budget March 2018](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Title

Monthly revenue and expenditure report for the period ending February 28, 2018 and preliminary budget report for March 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 February 28, 2018 and preliminary budget report for March 2018.

City of Sachse
Monthly Revenue and Expenditure Report
February 28, 2018
(Unaudited)

SACHSE ECONOMIC DEVELOPMENT CORPORATION

42% 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	\$ 89,708	\$ 378,912	54.13%	
Other Income	\$ -	\$ 2,500	\$ 6,000		A
Interest Income	1,500	451	1,944	129.61%	
Total Revenue	\$ 701,500	\$ 92,660	\$ 386,857	55.15%	
Expenditure Summary					
Expenditures	701,609	25,203	130,136	18.55%	
Total Expenditures	\$ 701,609	\$ 25,203	\$ 130,136	18.55%	
Total Revenue Over/Under Expenses	\$ (109)	\$ 67,456	\$ 256,720		

Explanation of Major Variances:

A Rental income on EDC property



City of Sachse

Budget to Actual Account Summary

For Fiscal: 2017-2018 Period Ending: 03/31/2018

		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									
06-000-40060	Sales Tax	691,944.00	390,237.11	700,000.00	51,909.12	430,821.54	0.00	61.55 %	269,178.46
06-000-45000	Interest Income	3,000.00	1,156.09	1,500.00	223.35	2,167.51	0.00	144.50 %	-667.51
06-000-45060	Rental Income - EDC Property	0.00	0.00	0.00	2,500.00	8,500.00	0.00	0.00 %	-8,500.00
06-000-46120	Misc Grants and Donations	0.00	0.00	0.00	320.00	320.00	0.00	0.00 %	-320.00
000 - Non-Departmental Total:		694,944.00	391,393.20	701,500.00	54,952.47	441,809.05	0.00	62.98 %	259,690.95
Revenue Total:		694,944.00	391,393.20	701,500.00	54,952.47	441,809.05	0.00	62.98 %	259,690.95

Budget to Actual

For Fiscal: 2017-2018 Period Ending: 03/31/2018

Expense	Prior Year Budget	Prior Year YTD	2017-2018 Budget	MTD Activity	YTD Activity	Encumbrances	Percentage	Remaining Balance
019 - Economic Development Corporation								
06-019-50000 Wages and Salaries	107,807.00	51,759.91	187,817.00	12,861.29	60,676.53	0.00	32.31 %	127,140.47
06-019-50030 Longevity Pay	194.00	128.00	266.00	0.00	176.00	0.00	66.17 %	90.00
06-019-50050 Social Security and Med Fica Contribu	8,455.00	3,704.20	14,388.00	918.34	4,347.08	0.00	30.21 %	10,040.92
06-019-50060 TMRS Contributions	12,577.00	6,299.64	24,357.00	1,826.88	8,099.69	0.00	33.25 %	16,257.31
06-019-50070 Health Insurance	6,411.00	3,205.56	17,766.00	609.04	3,654.24	0.00	20.57 %	14,111.76
06-019-50080 Dental Insurance	127.00	63.60	734.00	30.60	183.60	0.00	25.01 %	550.40
06-019-50090 Life and LTD Insurance	248.00	0.00	472.00	0.00	0.00	0.00	0.00 %	472.00
06-019-50100 Workers Compensation	370.00	347.00	592.00	0.00	592.00	0.00	100.00 %	0.00
06-019-50110 Unemployment Tax	342.00	11.52	513.00	281.82	294.17	0.00	57.34 %	218.83
06-019-51030 Utilities - Communications	1,560.00	543.28	2,060.00	0.00	1,197.67	0.00	58.14 %	862.33
06-019-51050 Office Supplies	2,400.00	573.21	2,400.00	0.00	1,347.84	0.00	56.16 %	1,052.16
06-019-51070 Postage	500.00	121.05	500.00	0.00	301.87	0.00	60.37 %	198.13
06-019-51230 Business Retention Efforts	7,000.00	3,501.48	7,000.00	0.00	1,890.05	0.00	27.00 %	5,109.95
06-019-51400 Special Programming Supplies	3,500.00	1,734.56	3,500.00	0.00	1,126.05	0.00	32.17 %	2,373.95
06-019-51510 Small Tools and Equipment	700.00	0.00	700.00	1,424.66	1,584.93	0.00	226.42 %	-884.93
06-019-51800 Dues and Subscriptions	6,000.00	1,990.00	6,000.00	0.00	2,081.99	0.00	34.70 %	3,918.01
06-019-51810 Employee Training	9,000.00	2,491.73	9,000.00	0.00	685.00	0.00	7.61 %	8,315.00
06-019-52000 Vehicle Repairs and Maintenance	300.00	138.17	300.00	0.00	140.20	0.00	46.73 %	159.80
06-019-53002 Professional Fees	90,000.00	22,402.14	63,267.00	10,600.51	18,875.03	0.00	29.83 %	44,391.97
06-019-53060 Printing Services	2,600.00	34.00	2,000.00	0.00	0.00	0.00	0.00 %	2,000.00
06-019-53380 Advertising and Legal Publications	114,500.00	11,783.51	85,868.00	2,863.50	27,170.19	0.00	31.64 %	58,697.81
06-019-53500 Web Page Services	7,000.00	1,914.94	7,000.00	0.00	0.00	0.00	0.00 %	7,000.00
06-019-54500 Local Business Grant Program	246,000.00	0.00	200,000.00	20,000.00	20,000.00	0.00	10.00 %	180,000.00
06-019-55000 Operating Transfer Out - General Fund	61,218.00	30,609.00	65,109.00	5,425.75	32,554.50	0.00	50.00 %	32,554.50
019 - Economic Development Corporation Total:	688,809.00	143,356.50	701,609.00	56,842.39	186,978.63	0.00	26.65 %	514,630.37
Expense Total:	688,809.00	143,356.50	701,609.00	56,842.39	186,978.63	0.00	26.65 %	514,630.37
Fund 06 Revenue Over/(Under) Expenses	6,135.00	248,036.70	-109.00	-1,889.92	254,830.42	0.00	-233,789.38 %	-254,939.42
Total Revenue Over/(Under) Expenses:	6,135.00	248,036.70	-109.00	-1,889.92	254,830.42	0.00	-233,789.38 %	-254,939.42



City of Sachse, Texas

Legislation Details (With Text)

File #:	18-4232	Version:	1	Name:	Rowlett Florist Request
Type:	Discussion Item	Status:		Status:	Agenda Ready
File created:	4/11/2018	In control:		In control:	Economic Development Corporation
On agenda:	4/19/2018	Final action:		Final action:	
Title:	Consider and take action to provide an economic development incentive to Rowlett Florist to fund certain site improvements for a retail establishment located at 2924 5th Street				
Sponsors:					
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Title

Consider and take action to provide an economic development incentive to Rowlett Florist to fund certain site improvements for a retail establishment located at 2924 5th Street.

Background

Rowlett Florist is in the process of leasing the commercial building located at 2924 5th St. to expand the business into Sachse. In order to do so, the building must be brought up to code. Rowlett Florist is requesting an incentive to help offset the costs involved in bringing the building up to code, as well as costs associated with other improvements such as parking lot and exterior aesthetic improvements.

Policy Considerations

N/A

Budgetary Considerations

The SEDC allocates funds for grants in their annual budget. Each grant request is considered on a case by case basis and subject to available funding.

Staff Recommendations

Board review and discussion.



City of Sachse, Texas

Legislation Details (With Text)

File #:	18-4233	Version:	1	Name:	Woodbridge Village Shopping Center Request
Type:	Discussion Item	Status:		Status:	Agenda Ready
File created:	4/11/2018	In control:		In control:	Economic Development Corporation
On agenda:	4/19/2018	Final action:		Final action:	
Title:	Consider and take action to provide an economic development incentive to Woodbridge Village Shopping Center to fund certain site improvements for a commercial development located at 8110 SH 78.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Title

Consider and take action to provide an economic development incentive to Woodbridge Village Shopping Center to fund certain site improvements for a commercial development located at 8110 SH 78.

Background

The developer for Woodbridge Village Shopping Center, located at the Northeast corner of Woodbridge Parkway and SH 78, is requesting an incentive to offset expenses incurred with installing necessary infrastructure to complete their development project and attract retail, restaurants and services to the site.

Policy Considerations

N/A

Budgetary Considerations

The SEDC allocates funds for grants in their annual budget. Each grant request is considered on a case by case basis and subject to available funding.

Staff Recommendations

Board review and discussion.



City of Sachse, Texas

Legislation Details (With Text)

File #:	18-4234	Version:	1	Name:	Spec's Family Partners Ltd. Request
Type:	Discussion Item	Status:		Status:	Agenda Ready
File created:	4/11/2018	In control:		In control:	Economic Development Corporation
On agenda:	4/19/2018	Final action:		Final action:	
Title:	Consider and take action to provide an economic development incentive to Spec's Family Partners Ltd. to fund certain site improvements for a retail establishment located at 8110 SH 78.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Title

Consider and take action to provide an economic development incentive to Spec's Family Partners Ltd. to fund certain site improvements for a retail establishment located at 8110 SH 78.

Background

Spec's Wines, Spirits, & Finer Foods is expanding into Sachse, locating in the Woodbridge Village Shopping Center. They are requesting an incentive to assist with constructing their building, interior build out and FF&E.

Policy Considerations

N/A

Budgetary Considerations

The SEDC allocates funds for grants in their annual budget. Each grant request is considered on a case by case basis and subject to available funding.

Staff Recommendations

Board review and discussion.



City of Sachse, Texas

Legislation Details (With Text)

File #:	18-4227	Version:	1	Name:	Reports and Presentations.
Type:	Agenda Item	Status:		Status:	Agenda Ready
File created:	4/11/2018	In control:		In control:	Economic Development Corporation
On agenda:	4/19/2018	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
------	------	-----------	--------	--------

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 #:	18-4228	Version:	1	Name:	Future agenda items.
Type:	Agenda Item	Status:		Status:	Agenda Ready
File created:	4/11/2018	In control:		In control:	Economic Development Corporation
On agenda:	4/19/2018	Final action:		Final action:	
Title:	Discuss possible future agenda items.				

a. Pending - Discussion of social media activation at Red, White and Blue Blast.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Title

Discuss possible future agenda items:

Pending - Discussion of social media activation at Red, White and Blue Blast.

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 #:	18-4229	Version:	1	Name:	Executive Session pursuant to Texas Gov Code Section 551.087
Type:	Agenda Item	Status:			Agenda Ready
File created:	4/11/2018	In control:			Economic Development Corporation
On agenda:	4/19/2018	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
------	------	-----------	--------	--------

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.