Sachse TEXAS

Monday, April 1, 2019
Regular Combined City Council Meeting

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

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.

1. 6:30 PM WORKSHOP MEETING

A. Call to Order: The City Council of the City of Sachse will hold a Workshop Meeting on Monday, April 1, 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:

B. Discuss City facilities to include the Public Works facility, the Animal Shelter, and the Parks maintenance facility.

C. Discuss proposed revisions to the Subdivision Regulations (Chapter 8 of the Code of Ordinances).

D. Discussion of City Council meeting agenda items.

E. Adjournment

2. 7:30 PM REGULAR MEETING

A. Call to Order: The City Council of the City of Sachse will hold a Regular Meeting on Monday, April 1, 2019 at 7:30 p.m. in the Council Chambers at Sachse City Hall, 3815 Sachse Road, Building B, Sachse, Texas to consider the following items of business:

B. Invocation and Pledges of Allegiance.

3. 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.

A. Approve the minutes of the March 18, 2019, combined meeting.

B. Authorize the purchase of one (1) 25' Allstar 16 Passenger Bus with two wheelchair connections, E450 from Creative Bus Sales through Houston-Galveston Area Council purchasing program for the City of Sachse Senior Center in the amount of sixty-five thousand, five hundred thirty-three dollars and two cents. ($65,533.02).

C. Accept the monthly reveue and expenditure report for the period ending February 28, 2019.

D. Approve a resolution authorizing the City Manager to execute an easement and right-of-way to Oncor Electric Delivery Company, LLC. for underground electrical supply and communication facilities for the construction of the southeast sewer lift station.

E. Approve a resolution authorizing the City Manager to sign closing documents related to the sale of Old City Hall.

F. Approve the Consent Agenda Items as presented.

4. Special Announcements

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

B. Presentation of the Texas Municipal Library Directors Association 2018 Achievement of Excellence in Libraries Award to the Sachse Public Library.

C. Proclamation recognizing April 6, 2019 as Keep America Beautiful Great American Cleanup Day in Sachse.

D. Proclamation recognizing April 6, 2019 as Arbor Day in the City of Sachse.

5. Citizen Input

A. 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. 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.

6. Regular Agenda Items

A. Discuss proposed revisions to the Subdivision Regulations (Chapter 8 of the Code of Ordinances). (Continuation from the Workshop if necessary.)

B. Receive a report regarding Library activities for 2018-2019.

C. Receive and consider the City's Comprehensive Annual Financial Report (CAFR) for the fiscal year ending September 30, 2018.

D. Receive early citizen input regarding the fiscal year 2019-2010 budget.

7. Regular Meeting Closing

A. 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	Apr 01, 2019 - Regular Combined City Council Meeting
Category	1. 6:30 PM WORKSHOP MEETING
Subject	B. Discuss City facilities to include the Public Works facility, the Animal Shelter, and the Parks maintenance facility.
Access	Public
Type	Discussion
Goals	Provide excellent government services to Sachse citizens.

Public Content

BACKGROUND
The City of Sachse Municipal Complex offers the community many difference services at multiple facilities including:

- Library
- Senior Center
- Public Safety (Police & Fire Station 1)
- City Hall
- Community Center (under construction)

Other City services take place outside of the Municipal Complex, in facilities which are aging and no longer meeting the needs of our community, including:

- Public Works facility
- Parks Maintenance facility
- Animal Shelter facility

OVERVIEW
This agenda item will provide:

- A brief overview of the existing conditions of:
  - Public Works facility
  - Parks Maintenance facility
  - Animal Shelter facility
- A brief overview of the current and future needs for the aforementioned facilities.
- A summary of next steps to take in the process of planning and improving the City services associated with these facilities.

POLICY CONSIDERATIONS
Adequate and properly functioning facilities are critical to meeting the City Council's Strategic Goal to provide excellent government services to citizens of Sachse.

RECOMMENDATION
There is no recommendation affiliated with this item. Staff is seeking feedback and discussion.

Council Workshop Presentation - Facilities.pdf (2,967 KB)

Facility Conditions & Needs

CITY COUNCIL WORKSHOP

APRIL 1, 2019

Overview

- The City of Sachse Municipal Complex offers the community many difference services at multiple facilities including:
  - Library
  - Senior Center
  - Public Safety (Police & Fire Station 1)
  - City Hall
  - Community Center (Under Construction)
- Some of our other City services take place away from the Municipal Complex, in facilities which are aging and no longer meeting the needs of our community, including:
  - Public Works
  - Animal Shelter
  - Parks Maintenance

Overview (cont'd.)

- This agenda item will provide:
  - A brief overview of the existing conditions of:
    - Public Works facility
    - Animal Shelter facility
    - Parks Maintenance facility
  - A brief overview of the current and future needs related to:
    - Public Works/Parks Maintenance
    - Animal Control
  - A summary of next steps to take in the process of planning and improving the City services associated with these facilities.

Public Works Building - Background

- The building was reviewed in the 2003 City Facility Study
- The findings in 2003 were:
  - Building was at capacity in 2003.
    - Additional offices and city vehicle parking recommended.
  - The building was already showing evidence of mold due to frequent roof leaks.
  - The building had inadequate storage space and layout space for plans and record drawings. Plans are being stored in employee break room.
  - The building experienced black-outs and brown-outs when large equipment is run (welder, etc.) due to insufficient power supply for heavy duty applications.
  - Restrooms are non-ADA compliant.
  - Shop area needs additional service equipment and storage.
  - It was recommended for the Building to be expanded in accordance with the 2001 Comprehensive Plan.

Public Works Building - Background

- In addition to the findings in 2003, the existing conditions now also include:
  - Building and shop area are now under capacity for the staff and equipment of the department.
  - The building mold and leak problems have become worse due to the foundation failing in multiple locations. The foundation failure has caused the movement of interior and exterior walls, creating gaps in window/door frames and in the roof line.

Public Works Building

Public Works Building

Public Works Building



Parks Maintenance Building - Background

- The existing Parks Maintenance facility is located on City-owned property on State Highway 78.
- The building was converted from a Fire Station into a Parks Maintenance facility in 2011, when an existing house (previous Parks Building) on the current Municipal Complex site was demolished.
- Two primary conditions impact the usability of the facility now and in the future:
  - It was never designed to function as a Parks Maintenance facility
  - The facility itself is very old and does not meet current building code requirements
- The primary concerns related to the building are:
  - The property could be developed into commercial use (SH 78 frontage)
  - The current facility lacks necessary storage and security needed for City vehicles, equipment, and building materials.
  - The restrooms and access paths are not ADA complaint
  - The break room is in very poor condition

Parks Maintenance Building

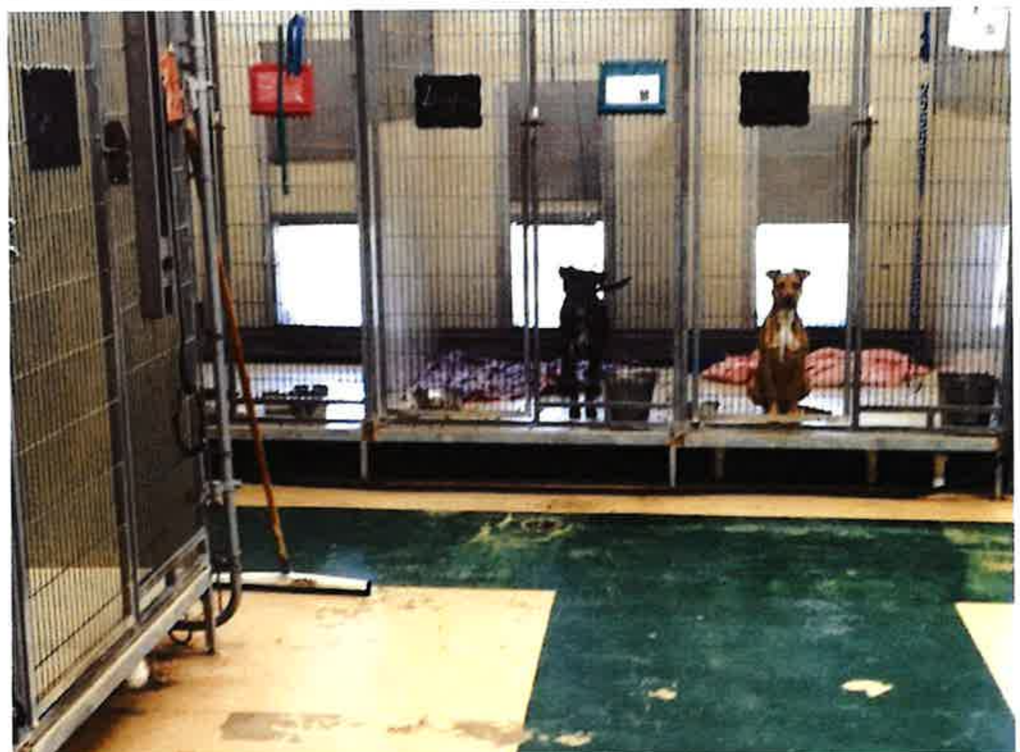
Parks Maintenance Building

Parks Maintenance Building

Animal Shelter - Background

- 2003: City of Sachse purchased and re-purposed "Gus's Garage" on Sachse Road near Public Works. The retro-fit included:
  - Dog/Cat Kennels
  - Storage Area
  - Laundry Room
  - Employee Work Space
- 2014: Re-Paving of access roadway to shelter from Sachse Rd.
- 2016: Minor remodeling completed to increase space of cat room.
- The retro-fit was a good temporary solution, but since the facility was never truly designed for use as an animal shelter, it has multiple shortcomings, including:
  - Lack of proper facilities for staff, veterinarians, and the visiting public.
  - Inadequate housing for the volume and type of animals brought to the facility
  - Inadequate electrical, plumbing, and security features

Animal Shelter



Animal Shelter

Animal Shelter

Current/Future Needs – Parks/Public Works

- Water tight building with no mold or drainage problems
- Well designed and secure equipment and material yard
- Adequate secure covered storage for expensive equipment (Backhoe, Tractor, Batwing Mower)
- Adequate parking for city vehicles and trailers, and staff’s personal vehicles
- Proper storage of plans, record drawings, and important files
- ADA accessible restroom/locker room/shower area
- Adequate office space for staff who use computers, review plans, etcetera
- Proper secure storage of SCADA computer & technology for tracking water/sewer levels

Current/Future Needs – Animal Control

- Adequate and properly designed secure spaces for the different types of animals received
- Animal quarantine areas for sick animals
- Animal Services area for veterinarian/vet tech use
- Adequate public space with public restroom for visitors seeking to adopt an animal
- Adequate office and storage space for staff
- Adequate parking for city vehicles, visitors, and staff’s personal vehicles
- Safe and secure outdoor space for animals to be exercised and socialized.

Next Steps

- Staff is seeking feedback on whether to move forward with planning efforts for the replacement of these aging facilities.
- Staff is prepared to develop a scope and replacement plan if desired, along with cost estimates and funding options for the City Council to utilize in exploring this further.

Sachse TEXAS

Agenda Item Details

Meeting	Apr 01, 2019 - Regular Combined City Council Meeting
Category	1. 6:30 PM WORKSHOP MEETING
Subject	C. Discuss proposed revisions to the Subdivision Regulations (Chapter 8 of the Code of Ordinances).
Access	Public
Type	Discussion, Information

Public Content

BACKGROUND

- Discuss proposed revisions to the Subdivision Regulations (Chapter 8 of the Code of Ordinances) and the creation of a separate Engineering Design Manual.
- The maintenance of existing ordinances is considered routine in order to provide a healthy and functioning regulatory framework that meets the needs of the community.
- Proposed revisions would:
    - Update regulations to implement standards adopted by the PGBT and Old Town zoning districts;
    - Streamline processes to facilitate development;
    - Clean up outdated references and provisions.

OVERVIEW

- The Subdivision Regulations provide for the safe, efficient, and orderly development of the city by facilitating the adequate provision of transportation, water, sewage, parkland, and other public requirements.
- The Subdivision Regulations are one of the tools used to implement the City's Comprehensive Plan.

RECOMMENDATION

Discuss and provide feedback to staff.

Staff Presentation.pdf (1,204 KB)

Discussion

Subdivision Ordinance Revisions

CITY COUNCIL WORK SESSION

APRIL 1, 2019

Purpose

Discuss updates to the Subdivision Regulations in order to:

- Update regulations to implement standards proposed by the PGBT and Old Town zoning districts;
- Streamline processes to facilitate development;
- Clean up outdated references and provisions

Notable Proposed Changes

- <u>Plat approval authority</u>
  - ❑ Planning & Zoning Commission would act as final approval board for Preliminary Plats
    - Plats are ministerial and State law requires that a plat must be approved if meeting the City's Subdivision Regulations; streamlines the process
    - While plats are ministerial, waiver requests are discretionary and the proposed amendment would have Council retain final approval authority on plats with waiver requests.
  - ❑ Allows for 90-day filing extension to be approved by the Director of Development Services
    - Preliminary plats expire after two (2) years and currently require any extensions to be approved by the Planning & Zoning Commission.
  - ❑ Addition of administratively complete section
    - The 30-day window for action on a plat is no longer triggered at submittal, but at the point the application is deemed complete (i.e. meets all requirements of the subdivision regulations).

Notable Proposed Changes (cont'd.)

- **Block requirements**
  - ❑ Update requirements to align with block length and block perimeter requirements established under the PGBT Zoning District.

- **Lot requirements**
  - ❑ Within the PGBT Zoning District, allow residential lots to front directly onto a park, open space, or common area on a case-by-case basis. Adequate provisions for access and fire safety would be required.
    - All lots are currently required to abut a public street; this provision would allow for lots to front on common areas, parks, or open spaces on a limited basis with adequate access, safety and parking provisions.
  - ❑ Update requirements to align with requirements established under the PGBT Zoning District
    - Allow for single family detached lots to be no less than 90 feet in depth and townhome lots to be no less than 80' in depth in the PGBT zoning district.
  - ❑ Allow lots within the R-E Single-Family Dwelling District to be served by private drives as currently permitted under the existing zoning regulations.
    - Current procedure requires a variance to the subdivision regulations, despite being permitted by right under the zoning standards.

Residential Lot Frontage – Park/Muse/Open Space lots

Notable Proposed Changes (cont'd.)

- <u>Creation and update of Engineering Design Manual</u>
  - ❑Consolidates and replaces the design requirements for Water & Wastewater Design, Drainage and Stormwater Pollution Prevention Design, and Paving Design – places them in a single easy to follow document.
  - ❑Removes design criteria from the Subdivision Regulations into a separate document adopted by the Council.
  - ❑Updates street and alley design guidelines to facilitate development within the PGBT Zoning District and in estate residential areas – incorporates street/alley cross-sections adopted with the PGBT Zoning District and those previously adopted in Pleasant Valley Estates for rural residential (1+ acre lots).

Engineering Design Manual

- Current design standards are located within multiple sections of the City Code of Ordinances, including Building Regulations, the Subdivision Ordinance, and the Zoning Ordinance.
- This situation can make it difficult and confusing for developers and engineers to locate the appropriate design standards.
- A complete Engineering Design Manual will place all of these standards/requirements in a simple, easy to follow document, which will be posted to the City Website in the Engineering Department.

Engineering Design Manual (cont'd.)

- The PGBT zoning includes new street cross-sections with different street and alley standards from those utilized in the rest of the City.

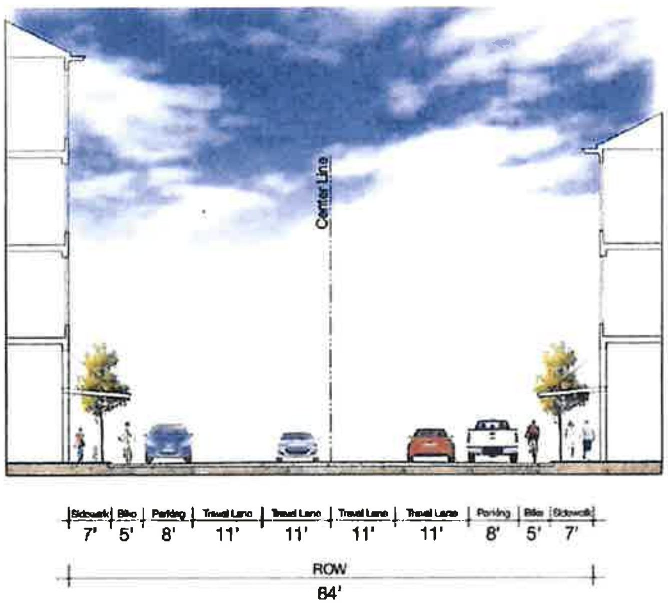


TABLE 14.8.1 STREET CLASSIFICATIONS

Street Type	ROW (Recommended Min.)		Number of Lanes	Number of Bike Lanes	Vehicle Lane Widths	Bike Lane Width	On-Street Parking	Parkway/Tree Well
	Paved Area	Ped. Realm						
A	72 FT (Angled or Parallel)	12 FT	4	2	11 FT	5 FT	Yes	5 x 5 FT (Min.)
B	42 FT	12 FT	2	N/A	12 FT	N/A	Yes, Parallel	5 x 5 FT (Min.)
General	40 FT	12 FT	2	N/A	11 FT	N/A	Yes, Parallel	5 x 5 FT (Min.)
Alley	32 FT (Garage to Garage)	None	N/A	None	N/A	N/A	None	None

Engineering Design Manual (cont'd.)

- In estate residential areas (1+ acre lots), the design needs for streets and drainage systems is different than what is needed in standard suburban residential areas.

Recommendation & Next Steps

- Provide feedback to Staff on proposed Subdivision Ordinance changes

Next Steps:

Conduct public hearings on proposed ordinance amendments at the following meetings:

4-22-19: Planning & Zoning Commission Meeting

5-6-19: City Council Regular Meeting

Sachse TEXAS

Agenda Item Details

Meeting	Apr 01, 2019 - Regular Combined City Council Meeting
Category	3. 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	A. Approve the minutes of the March 18, 2019, combined meeting.
Access	Public
Type	Action (Consent), Minutes
Recommended Action	Approve as presented.

Public Content

BACKGROUND
Minutes of the March 18, 2019, combined meeting.

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

RECOMMENDATION
Approve the minutes of the March 18, 2019, combined meeting.

03.18.19 Combined Minutes.pdf (192 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

MARCH 18, 2019

The City Council of the City of Sachse held a workshop and regular meeting on Monday, March 18, 2019 at 6:30 p.m. at the City Council Chambers, 3815 Sachse Road, Sachse, Texas. Those present were Mayor Mike Felix, Mayor Pro Tem Cullen King, Councilmembers Brett Franks, Michelle Howarth, Paul Watkins, Bill Adams, and Jeff Bickerstaff; City Manager, Gina Nash; City Secretary, Michelle Lewis Sirianni; Assistant to the City Manager, Lauren Rose; Director of Public Works and Engineering, Greg Peters; Director of Development Services, Matt Robinson; Finance Director, Teresa Savage; IT Manager, Danny Wheeler; Parks and Recreation Director, Lance Whitworth; Fire Chief, Marty Wade; and Assistant Police Chief, Steven Baxter.

Mayor Felix opened the workshop meeting at 6:37 p.m.

SACHSE LEGISLATIVE COMMITTEE: Discuss the formation of a City of Sachse Legislative Committee.

Mrs. Rose recapped recent participation in Legislative Days with Sachse EDC, the Chamber of Commerce, and the Leadership Sachse class. After this year's participation, staff received feedback from councilmembers who attended indicating they would like to see the City have more involvement relative to the legislative sessions. The EDC has also agreed to start a committee. Mrs. Rose noted the current state senators and representatives that serve Sachse along with the legislative program that was taken to Austin to provide additional information about Sachse and its legislative priorities.

Mrs. Nash stated staff is seeking direction on the formation of the committee, those interested in serving on the committee, and level of involvement from City Council.

Mayor Pro Tem King and Councilwoman Howarth expressed interest in being on the committee.

Councilman Adams asked what the maximum number of members on the committee should be and if other cities have committees.

Councilman Bickerstaff indicated the members from EDC are himself, Tim Shivers and Niloufer Watkins.

Mayor Felix proposed two members of Council and three from EDC to be on the committee.

City Council agreed with the formation of the committee and nominated Councilwoman Howarth and Mayor Pro Tem King to serve on the committee.

2019 WATER RATE STUDY: Discuss 2019 Water Rate Study.

Mrs. Savage reviewed the proposed rate plan based on City Council direction provided at the previous meeting. Staff is proposing that a five-year rate plan not be adopted at this time; rather, staff recommends a one-year rate plan, with an annual review and analysis prior to future rate adoptions. There will be no change to the base water charge for three years, tiered rates reduced 12% overall, and tiers 2 and 3 will be combined. The wastewater base and volume charge will increase by 5% in order to correct inter-class subsidy. Mrs. Savage provided a five-year projection of rates and fund balance along with how it would affect revenues and expenditures if the new rates were implemented in April 2019.

No further discussion or comments made.

ADJOURNMENT:

Mayor Felix adjourned the workshop at 7:05 p.m.

Mayor Felix opened the regular meeting at 7:30 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE TO U.S. AND STATE FLAG: The invocation was offered by Mayor Pro Tem King and pledges by Councilman Franks.

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 March 4, 2019 joint workshop meeting.

2. Approve the minutes of the March 4, 2019 regular meeting.

3. Appoint Richard Lee Schimmel as Alternate Municipal Court Judge for the City of Sachse Municipal Court.

Councilman Adams made a motion to approve items on the Consent Agenda as presented. Councilman Bickerstaff seconded that motion and the motion was unanimously approved.

MAYOR AND CITY COUNCIL ANNOUNCEMENTS REGARDING SPECIAL EVENTS:

Councilman Franks announced the upcoming Easter events on April 13 at Heritage Park.

Councilwoman Howarth announced upcoming Library events.

Mayor Pro Tem King encouraged citizens to adopt animals from the Animal Shelter.

Proclaim March 29, 2019 as national Vietnam War Veterans Day in the City of Sachse.

Mayor Felix recognized and presented a proclamation to Dennis Lee.

CITIZENS INPUT:

No comments were made.

REGULAR AGENDA ITEMS:

Conduct a public hearing to consider and act on a request by PMB Acquisitions, LLC. to rezone approximately 61 acres of land from Restricted Manufacturing and Warehousing District (I-1) and General Industrial District (I-2) to Planned Development District (PD), to modify development standards and allow for single-family detached residences and multi-family residences, generally located north of SH 78 and approximately 1,400 feet west of the intersection of Ranch Road and SH 78.

Mr. Robinson provided an overview of the subject property including location, current zoning, and current permitted uses. The Future Land Use Plan (FLUP) designates the subject property for Single Family Urban Residential and Neighborhood Retail Mixed Uses. The FLUP supports the proposed rezoning request and is in line with the catalytic neighborhood scenarios presented in the Comprehensive Plan. Mr. Robinson reviewed the two neighborhood scenarios. The applicant is requesting to rezone the subject property to be used for single-family detached residential and multi-family uses. As part of the concept plan, a minimum of five acres of open space for the residential district and two acres of open space for the multi-family district must be provided. As part of the open space network, public trails are proposed that connect from the western portion of the development around the detention pond, towards the east and up to Ranch Road. At the March 11, 2019 Planning and Zoning meeting, the Commission voted 4-1 recommending approval. Staff is also recommending approval based on the following: the proposed rezoning is consistent with the goals and objectives of the Comprehensive Plan and the Future Land Use Plan; the development is consistent with the vision presented as part of one of the catalytic areas; it provides for diversified housing products for the area as specified in the Comprehensive Plan; and, the permitted uses in the PD would be consistent with surrounding residential and planned commercial uses.

Mrs. Nash provided some historical data regarding traffic counts, new development in that area, and the projected volume of traffic on Ranch Road based on this information.

Taylor Baird, with PMB Capital Investments, addressed concerns citizens expressed regarding traffic, parking, and schools initially raised during the joint City Council/Planning and Zoning workshop. He provided an overview of the subject property that includes fragmented ownership and flooding on SH 78. Mr. Baird reviewed the land use considerations, existing zoning, how the proposed concept relates to the scenarios in the Comprehensive Plan and provides for housing diversity as indicated within the plan. The preliminary plan includes 238 single-family residential units and 350 multi-family units with a limit to 3 stories. Mr. Baird stated that they are exceeding architectural requirements. He described the types of homes, the quality and price point of the patio/cottage style homes and the urban style multi-family development, which will have a mandatory HOA and optional amenities. The project will also enhance the trail system and include a detention pond. Mr. Baird lastly touched on the property value impact, property tax comparison, and additional neighborhood concerns.

Mayor Felix opened the public hearing.

Steve Page, 3920 Harlan Drive, stated he is concerned about the increased traffic, getting in and out of the development, and balcony noise. He would prefer the property to be zoned only for single family.

Robert Beauchamp, 3602 Harlan Drive, asked if there had been any other explorations other than residential, if there was any commercial proposed or other projects explored. He is opposed to the proposed development.

Drew Shubzda, 3331 Meadow Bluff Lane, would prefer to see larger lots. His concern is not in the short-term property value, but the long term, especially when apartments cannot be filled. He is opposed to the proposed development.

Robert Hubicz, 7005 Samarth Lane, asked if this additional tax base would help get the homestead exemption for the city and expressed concerns of the added volume to the schools. He is opposed to the proposed development.

Kathy Bauer, 3709 Hidden Glen Lane, stated she is not in favor of the apartments and housing and is open to small industrial. She is opposed to the proposed development.

Maggie Hodgson, 3406 Carlton Court, stated she is against industrial and multi-family. She asked about the egress to the railroad tracks and traffic feasibility. She is opposed to the proposed development.

Charles Smith, 6800 SH 78, expressed concerns of public safety vehicles being able to maneuver through the development, the proximity of houses next to each other, and actual quality/type of house being built. He is opposed to the proposed development.

Jennifer Cheney, 3715 Meadow Wood Court, is concerned about the additional traffic on Ranch Road, the impact to Wylie ISD, and density allowed under the planned development. She is opposed to the proposed development.

Shawn Riner, 7511 Keith Lane, stated she is against the multi-family, but partially for the single-family. Her concerns included traffic, occupancy level in the multi-family, and crime. She is opposed to the proposed development and believes this is not the best use for the area.

Pat Fitzsimmons, 7621 Ridge Dale Court, is concerned about the density and traffic flows on Ranch Road. He is opposed to the proposed development.

Berry Marshall, 3706 Harlan Drive, asked if this City is locked into this plan and if it will require another public hearing if any changes are made. He is opposed to the proposed development.

Rene Rose, 3520 Mohan Court, stated she is not against change, but is not in favor of the high-density housing and would prefer commercial. She also expressed traffic concerns. She is opposed to the proposed development.

Diana Smith, 4802 Sachse Road, stated she is happy to see changes and believes the zoning and laws in place are adequate. She is in favor of the proposed development.

David Dekle, 4212 Clearview Court, is concerned about public safety access and railroad access crossing over SH 78. He is opposed to the proposed development.

William Cogwell, 7014 Samarth Lane, is in favor of the rezoning, but not the higher density, and lot sizes of homes. He asked if there were optional entrances other than Ranch Road into the development. He is concerned about the impact on traffic, schools, and water and sewer. He is opposed to the proposed development.

Tricia Lindsey, 3718 Rock House Road, stated the Comprehensive Plan supports this development and provides variety of housing to residents. She would like to see more retail, but is in favor of the proposed development.

Vinod Sharma, 4510 Ranch Road, is closely located to the proposed development and is concerned about privacy, traffic and safety. He is opposed to the proposed development.

Jack Hawkins, 4305 Oak Bluff Lane, is not in favor of the apartments due to the different lifestyles they have in comparison to single-family. He is opposed to the proposed development.

Kendall Roland, 4402 Jackson Drive, is not in favor of multi-family, but is for the cottage style homes. He expressed the concern of rise in petty theft with apartments. He is opposed to the proposed development.

Laura Tovar, 4324 Meadow View Lane, would prefer to see a nice park added versus additional multi-family. She is in favor of the cottage/patio style homes. She is opposed to the proposed development.

Richard Cho, 7504 Meadow Run Lane, is concerned about the additional traffic, noise pollution, a second egress and ingress, and higher density. He is opposed to the proposed development.

William Dillard, 4221 Meadowview Lane, is opposed to the proposed development and would prefer to find another option.

Glenda Lee, 1807 Vicksburg Drive, is concerned about traffic. She is against the proposed development.

Alaina Nguyen, 3621 Harlan Drive, is concerned about the schools and overall growth. She is against the proposed development.

Chris Scorgie, 3914 Harlan Drive, is concerned with the overcrowding in the schools, the memory care center, the detention pond, public safety access, and a wall along SH 78. He is opposed to the proposed development.

Rick Grant, 3525 Ty Circle, is concerned about the overcrowding of the schools, traffic on Ranch Road as well as McCreary/Dewitt, and adding multi-family. He is opposed to the proposed development.

Jackie Eickelberger, 7121 Bailey Road, stated the plan does follow the Comprehensive Plan, but it is only a suggestion.

Dawn Oishi, 3708 Harlan Drive, asked if they were willing to entertain any other options or changes including townhomes or condominiums. She expressed concerns with the HOA sharing costs of the trail maintenance.

Joshua Himler, 3504 Irvin Drive, is concerned about the noise level of the apartments and the additional traffic it will generate. He is opposed to the proposed development.

Kathleen Turner, 7306 Summit Ridge Lane, expressed concerns of the long-term impacts of multi-family. She would prefer to zone just single-family or keep industrial. She is opposed to the proposed development.

Kim McClurg, 4405 Jackson Drive, is not in favor of the multi-family component due to the different lifestyle, noise and traffic. She is favor of single-family. She is opposed to the proposed development.

Matthew Tovar, 4324 Meadowview Lane, asked if an energy impact study was conducted and questions the increased load it may have on the area. He is also concerned with the additional traffic. He is opposed to the proposed development.

Angel Harris, 3608 Carlton Court, asked if there have been any plans for additional schools and the effects the development will have on the property tax. She is opposed to the proposed development.

Tristan Seal, 3403 Leameadow Drive, would like to see the multi-family replaced with the cottage style homes. She expressed concerns of noise and traffic. She is opposed to the proposed development.

Mayor Felix closed the public hearing.

Councilman Adams stated that it is a unique development, but not the right fit for proposed location. He also expressed traffic concerns.

Councilman Watkins is concerned about the traffic funnel and believes that multi-family is not appropriate at this time. He does not believe the current plan meshes well existing development in Woodbridge West. He is not in favor at this time.

Mr. Baird indicated that he has been working with staff on this configuration based off feedback received at the workshop. He requested that the City Council table the item to allow additional input to be gathered for consideration.

Councilman Franks touched on the following items: the screening wall for the railroad tracks; traffic to the Wal-Mart; diversification of the tax base; community enhancements to the development; lot sizes; retail (pie piece on the corner); open space versus flood plain; home values;

no third story on multi-family; growth in Collin County; additional parking; transitional housing as identified within the Comprehensive Plan; townhomes or condominiums being better than multi-family; and traffic.

Mayor Pro Tem King asked the Fire Chief if there were any concerns with access. He indicated that he reviewed the proposed plans and had no concerns. Mayor Pro Tem King also asked about the screening between the neighborhoods and how the development would affect the water rates.

Councilman Bickerstaff stated he is not completely opposed to multi-family and is flexible on where it is placed within the development. He stated this is a unique area and believes issues can be addressed with staff.

Councilwoman Howarth stated she spoke with Dr. Vinson regarding the ISD's and growth within the schools. He indicated that the growth has been included in their growth plans. She noted the Comprehensive Plan addresses issues concerning the tax base and the three catalytic areas within the City. She is not ready to abandon the plan that seems to be working.

Councilman Franks asked Mrs. Nash to address the railroad crossing access. It has been established that in order to get one additional crossing, the City would have to give up two current crossings. This is not a realistic option as each of the current crossings serve as critical access points for the city.

Councilman Adams stated he is willing to compromise and take more time to develop a plan that works for the City and residents.

Mayor Pro Tem King added that he is willing to have the item tabled. He stated the city needs cottage/patio style homes. He commented that he also spoke with Dr. Vinson and it was communicated that Wylie ISD was aware of the growth within Sachse.

Mayor Felix stated he has concerns as well and suggested PMB host a town hall meeting.

Mayor Pro Tem King made a motion table this item to a date uncertain. Councilman Watkins seconded that motion. Motion passes with a 6-1 vote. Councilman Bickerstaff voting no.

ADJOURNMENT:

Mayor Felix adjourned the regular meeting at 11:02 p.m.

MIKE J. FELIX, MAYOR

ATTEST:

Michelle Lewis Sirianni, City Secretary

Sachse TEXAS

Agenda Item Details

Meeting	Apr 01, 2019 - Regular Combined City Council Meeting
Category	3. 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	B. Authorize the purchase of one (1) 25' Allstar 16 Passenger Bus with two wheelchair connections, E450 from Creative Bus Sales through Houston-Galveston Area Council purchasing program for the City of Sachse Senior Center in the amount of sixty-five thousand, five hundred thirty-three dollars and two cents. ($65,533.02)
Access	Public
Type	Action (Consent)
Preferred Date	Apr 01, 2019
Absolute Date	Apr 01, 2019
Fiscal Impact	Yes
Dollar Amount	65,533.02
Budgeted	Yes
Budget Source	Vehicle/Equipment Replacement Fund (VERF)
Recommended Action	Approve as presented.
Goals	Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse.

Public Content

BACKGROUND

In the FY 2018-2019 budget, the City Council approved funds for the purchase of a 2019 Ford 450 Advantage passenger bus for the City of Sachse Senior Center through the Vehicle and Equipment Replacement Fund (VERF). This bus is handicap accessible, with two wheelchair doors and accommodations on board.

This item was originally approved by the City Council at the October 15, 2018 meeting. The first approved vendor, Alliance Bus Group, no longer has a contract with the Texas Smart Buy purchasing program and is no longer able to sell the bus to the City of Sachse. Three new quotes were requested and the vendor, Creative Bus Sales, Inc., was selected as the lowest bidder for approval.

OVERVIEW

This purchase was approved in the FY 2018-2019 budget. All purchases over forty-nine thousand, nine hundred and ninety-nine dollars and ninety-nine cents ($49,999.99) must be approved by the City Council. The budgeted amounts also include any additional costs associated with equipment and outfitting the vehicles.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Authorize the purchase of one (1) 25' Allstar 16 Passenger Bus with two wheelchair connections, E450 from Creative Bus Sales through Houston-Galveston Area Council purchasing program for the City of Sachse Senior Center in the amount of sixty-five thousand, five hundred thirty-three dollars and two cents. ($65,533.02)

20190401SachseSeniorBus.pdf (276 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.

HGACBuy CONTRACT PRICING WORKSHEET For MOTOR VEHICLES Only

Contract No.:	BT01-19	Date Prepared:	12/18/2018

This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents MUST be faxed to H-GAC @ 713-993-4548. Therefore please type or print legibly.

Buying Agency:	City of Sachse	Contractor:	Creative Bus Sales, Inc.
Contact Person:	Carla Griffin	Prepared By:	Micah Bailey
Phone:	972-495-6282	Phone:	940-391-7113
Fax:		Fax:	
Email:	cgriffin@cityofsachse.com	Email:	mbailey@creativebussales.com

Product Code:	ZCE	Description:	25' Allstar 16 Passenger w/2-Wheelchair, E-450

A. Product Item Base Unit Price Per Contractor's H-GAC Contract: 59549

B. Published Options - Itemize below - Attach additional sheet(s) if necessary - Include Option Code in description if applicable.
(Note: Published Options are options which were submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
(Two)CB17-031 PASSENGER-HANDI FLIP - DOUBLE (Fli	1062.16		
(one) CB01-010 BACK UP CAMERA AND MONITOR	1309.01		
CB04-003 PA MODULE TO BE ADDED TO STEREO	216.92		
CB05-011 GERFLOR "SIRIUS" FLOORING	335.11		
CB20-001 Padded Vinyl Interior- Walls & Ceiling	327.34		
CB01-003 RUNNING BOARD ON DRIVER SIDE	374		
CB14-001 DRIVER STORAGE IN CAB OVERHEAD	142.12		
CB17-065 PASSENGER GRAB HANDLE, BLACK (each)	837.76		
CB17-085 PASSENGER-SEAT BELT LOOP (Each)	179.6		
		Subtotal From Additional Sheet(s):	0
		Subtotal B:	4784.02

C. Unpublished Options - Itemize below / attach additional sheet(s) if necessary.
(Note: Unpublished options are items which were not submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
Taller Window for Front Sign Option	725		
Window in Front Cap for Front Sign	975	Subtotal From Additional Sheet(s):	
		Subtotal C:	1700

Check: Total cost of Unpublished Options (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B).	For this transaction the percentage is:	3%

D. Total Cost Before Any Applicable Trade-In / Other Allowances / Discounts (A+B+C)

Quantity Ordered:	1	X Subtotal of A + B + C:	66033.02	=	Subtotal D:	66033.02

E. H-GAC Order Processing Charge (Amount Per Current Policy) Subtotal E: 600

F. Trade-Ins / Special Discounts / Other Allowances / Freight / Installation / Miscellaneous Charges

Description	Cost	Description	Cost
Delivery to Sachse, TX	200		
Additional Discount	-1300		
		Subtotal F:	-1100

Delivery Date:	15-30 Days	G. Total Purchase Price (D+E+F):	65533.02

The **Allstar** Series

STARCRAFT BUS
a division of Forest River, Inc.

Standard Exterior Feature Highlights

- Fully welded steel cage construction meeting all applicable FMVSS requirements
- "Starview" drivers visibility window in front of entry door
- Electric actuated passenger entry door with full length glass
- 36" wide x 36" high upper double T-Slider tempered safety glass windows with climate control tint
- Black powder coated steel rear bumper
- Rear mud flaps
- Pre-painted white aluminum side, skirts
- Fiberglass front and rear caps
- One-piece seamless FRP (fiberglass reinforced plastic) roof
- Breakaway rearview mirrors with built-in convex
- Sealed LED stop, tail, and turn signal lights with LED back-up lights
- LED front and rear marker lights
- Exterior graphics package available in three colors (blue, green or burgundy)

Standard Interior Feature Highlights

- 93" interior width
- 80" interior floor to ceiling height with standard floor (raised floor is 75")
- Floor and wall seat track for flexible seating
- Black slip resistant floor covering
- 5/8" exterior grade plywood flooring
- Ceiling and rear wall fabric for sound abatement
- FRP (fiberglass reinforced plastic) sidewalls for ease of cleaning
- White step nosing
- 1.25" left hand vertical passenger assist rail at entry door
- Printed circuit board with automotive type fuses and LED trouble shooting lights
- LED entry door step well lights
- LED driver and passenger area lighting
- Non-retractable seat belts

Popular Option Highlights

- Stainless steel wheel inserts
- Luggage Storage areas (overhead luggage racks with reading lights, interior luggage racks, rear storage area)
- Rear emergency door with window(s)
- Passenger area rear heat and air conditioning
- Complete rubber flooring
- Passenger grab rails
- Padded vinyl or cloth walls and ceiling
- Audio and video systems
- Mid back or high back seating
- ADA and FMVSS compliant wheel chair lifts and securement systems
- Fiberglass side walls and skirts

12 Passenger 2 Wheelchair
4 Passenger Foldaway Seats Plus Driver

16 Passenger 2 Wheelchair
4 Passenger Foldaway Seats Plus Driver

20 Passenger with Interior Luggage Plus Driver

21 Passenger with Rear Luggage Plus Driver

25 Passenger Plus Driver

Due to our commitment to product quality, specifications and options are subject to change without notice in the interest of product improvement and market changes

Scan this barcode using a QR Reader on your smart phone to learn more about Forest River

The **Allstar** Series

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FORD E450 SUPERDUTY CHASSIS
6.8L V10 GASOLINE ENGINE
FIVE SPEED AUTOMATIC TRANSMISSION
225 AMP FORD OEM ALTERNATOR
NON SLIP TRANSIT FLOORING ON ENTIRE FLOOR
- COLOR: GRAY
TRANS AIR SUPER FORD 70,000 BTU WITH DUAL COMPRESSORS
DOOR ACTIVATED INTERIOR LIGHTS
HOT WATER HEATER, 65K BTU
DELUXE AM/FM CD WITH 4 SPEAKERS
PA SYSTEM
PASSENGER DOOR-ELECTRIC
FRONT DESTINATION SIGN PREP PACKAGE
SIDE DESTINATION SIGN PREP PACKAGE
DOUBLE WHEELCHAIR DOORS
BRAUN CENTURY WHEELCHAIR LIFT 34" X 54" PLATFORM
INTERMOTIVE FAST IDLE WITH INTERLOCK
Q'STRAINT 8200L MAX RETRACT WHEELCHAIR TIE DOWN (2)
PRIORITY SEATING SIGN
WHEELCHAIR DECAL
BACK UP ALARM
CEILING GRAB RAIL (EACH) (2)
1 1/4" GRAB RAIL PARALLEL TO ENTRANCE
STANCHION AND MODESTY PANEL
DRIVER SEAT HIGH BACK, RECLINER, ARMREST
DRIVER SEAT COVER-LEVEL 1 NEWPORT
MID HIGH DOUBLE SEAT (8)
MID HIGH DOUBLE FLIP SEAT (2)
SEAT COVER-LEVEL 1 NEWPORT VINYL (20)
- OXEN GRAY #672
ANTI VANDAL GRAB HANDLE BLACK EACH (8)
PASSENGER LAP BELTS (20)
FORD GPC DISCOUNT
FORD MOBILITY DISCOUNT

PRICE FOB Sachse, TX	$64,933.02*
HGAC Fee	600.00
Total Cost	$65,533.02

*Price does not include tax, license, or DMV fees.
*Price good for 30 days.

Sachse TEXAS

Agenda Item Details

Meeting	Apr 01, 2019 - Regular Combined City Council Meeting
Category	3. 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	C. Accept the monthly reveue and expenditure report for the period ending February 28, 2019.
Access	Public
Type	Action (Consent)
Preferred Date	Apr 01, 2019
Fiscal Impact	No
Recommended Action	Accept the monthly revenue and expenditure report for the period ending February 28, 2019.

Public Content

BACKGROUND

The Finance Department prepares a report each month to update the City Council regarding revenues 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 Sachse Municipal Development District, as well as an analysis of sales tax revenues received year-to-date.

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 February 28, 2019.

Sales Tax Analysis April 2019.pdf (78 KB)   All Funds 2-28-19-LR.pdf (171 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
2018/2019 SALES TAX ANALYSIS

FY 2018	Total Sales Tax	General Fund Sales Tax	General Fund Year-To-Date	YTD Percent of Budget
October	192,025	109,723	109,723	9.00%
November	419,139	239,496	349,219	24.94%
December	192,626	110,067	459,286	32.81%
January	208,475	119,123	578,409	41.31%
February	313,995	179,416	757,825	54.13%
March	181,691	103,818	861,644	61.55%
April	185,503	105,996	967,640	69.12%
May	268,970	153,689	1,121,329	80.09%
June	222,767	127,295	1,248,624	89.19%
July	241,223	137,835	1,386,459	99.03%
August	281,001	160,564	1,547,023	110.50%
September	208,158	118,941	1,665,964	119.00%
TOTAL	2,915,572	1,665,964		
BUDGET		1,400,000		

FY 2019	Total Sales tax	General Fund Sales Tax	General Fund Year-To-Date	YTD Percent of Budget
October	208,112	118,915	118,915	9.75%
November	295,677	168,950	287,865	19.52%
December	216,610	123,771	411,635	27.91%
January	230,470	131,690	543,326	36.84%
February	337,215	192,685	736,011	49.90%
March	209,463	119,687	855,698	58.01%
April				
May				
June				
July				
August				
September				
TOTAL	1,497,547	855,699		
BUDGET		1,475,000		

City of Sachse

Monthly Revenue and Expenditure Report

February 28, 2019

(Unaudited)

GENERAL FUND

42% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference
Revenue Summary					
Property Tax	$ 12,019,803	$ 724,479	$ 11,925,873	99.22%	A
Sales Tax	1,508,000	192,649	754,204	50.01%	
Franchise Fees	1,710,775	134,844	848,209	49.58%	
Licenses and Permits	566,500	43,745	180,369	31.84%	
Service Fees	709,600	74,330	402,787	56.76%	
Fines	250,000	21,698	90,608	36.24%	
Interest Income	50,000	29,022	94,729	189.46%	
Miscellaneous Income	326,618	26,022	144,932	44.37%	
Intergovernmental Revenue	1,182,205	98,517	492,586	41.67%	
Total Revenue	**$ 18,323,501**	**$ 1,345,307**	**$ 14,934,298**	**81.50%**	
Expenditure Summary					
City Manager	$ 426,258	$ 30,964	$ 193,560	45.41%	
City Secretary	193,198	12,854	72,906	37.74%	
Human Resources	374,546	26,866	144,760	38.65%	
Finance	592,461	49,519	265,603	44.83%	
Municipal Court	236,104	17,436	86,178	36.50%	
Parks & Recreation	1,224,007	70,900	410,125	33.51%	
Senior Programs	167,466	10,976	55,251	32.99%	
Library Services	468,323	33,166	191,045	40.79%	
Community Development	908,890	58,072	320,125	35.22%	
Streets & Drainage	1,988,077	135,711	539,587	27.14%	
Facility Maintenance	522,749	41,631	183,807	35.16%	
Police	5,238,314	368,290	2,178,170	41.58%	
Animal Control	232,199	16,282	93,194	40.14%	
Fire/EMS	4,254,812	298,484	1,711,556	40.23%	
Combined Services	390,630	9,175	259,134	66.34%	B
City Engineer	272,381	18,107	67,230	24.68%	
Information Technology	753,684	54,586	305,678	40.56%	
Total Expenditures	**$ 18,244,099**	**$ 1,253,018**	**$ 7,077,909**	**38.80%**	
Total Revenue Over/Under Expenses	**$ 79,402**	**$ 92,289**	**$ 7,856,389**		

Explanation of Major Variances:

A Property Tax receipts peak in December and January

B Total annual property and liability premium paid in October

City of Sachse

Monthly Revenue and Expenditure Report

February 28, 2019

(Unaudited)

UTILITY FUND

42% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference
Revenue Summary					
Water Revenue	$ 6,421,324	$ 465,793	$ 2,396,406	37.32%	
Sewer Revenue	4,768,010	409,733	2,063,819	43.28%	
Drainage Revenue	204,000	17,424	87,034	42.66%	
Fees	159,500	14,256	69,687	43.69%	
Interest Income	100,000	38,079	210,195	210.19%	
Transfer In-Impact Fee	30,000	-	-		
Miscellaneous Income	-				
Total Revenue	**$ 11,682,834**	**$ 945,285**	**$ 4,827,140**	**41.32%**	
Expenditure Summary					
Utility Administration	$ 428,484	$ 26,718	$ 139,538	32.57%	
Water Operations	6,631,947	858,631	3,527,177	53.18%	A
Sewer Operations	3,952,224	2,082,031	4,825,744	122.10%	A
Drainage Projects	255,000	15,375	15,375	6.03%	
Meter Reading	-	-	-		B
Total Expenditures	**$ 11,267,655**	**$ 2,982,755**	**$ 8,507,834**	**75.51%**	
Total Revenue Over/Under Expenses	**$ 415,179**	**$ (2,037,470)**	**$ (3,680,693)**		

Explanation of Major Variances:

A Budget includes capital allocations

B Department eliminated in FY2018-2019

City of Sachse

Monthly Revenue and Expenditure Report

February 28, 2019

(Unaudited)

42% of Year Completed

Debt Service Fund

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference
Revenue Summary					
Property Tax	$ 4,474,801	$ 266,456	$ 4,403,372	98.40%	
Interest Income	1,000	899	4,040	404.01%	
Miscellaneous Receipts					
Total Revenue	**$ 4,475,801**	**$ 267,355**	**$ 4,407,412**	**98.47%**	
Expenditure Summary					
Fees	$ 3,000	$ 806	$ 1,256	41.88%	
Principal	3,033,558	2,030,000	2,030,000	66.92%	A
Interest	1,430,051	731,204	731,204	51.13%	A
Transfer Out-Utility Fund					
Total Expenditures	**$ 4,466,609**	**$ 2,762,010**	**$ 2,762,460**	**61.85%**	
Total Revenue Over/Under Expenses	**$ 9,192**	**$ (2,494,655)**	**$ 1,644,952**		

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

City of Sachse

Monthly Revenue and Expenditure Report

February 28, 2019

(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	$ 737,500	$ 96,342	$ 368,006	49.90%	
Other Income	$ 27,550	$ 215	$ 9,973	36.20%	
Interest Income	2,500	705	3,425	137.01%	
Total Revenue	**$ 767,550**	**$ 97,262**	**$ 381,404**	**49.69%**	
Expenditure Summary					
Expenditures	767,183	38,772	227,739	29.69%	
Total Expenditures	**$ 767,183**	**$ 38,772**	**$ 227,739**	**29.69%**	
Total Revenue Over/Under Expenses	**$ 367**	**$ 58,490**	**$ 153,665**		

Explanation of Major Variances:

City of Sachse

Monthly Revenue and Expenditure Report
February 28, 2019
(Unaudited)

MUNICIPAL DEVELOPMENT DISTRICT

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget 42%	Note Reference
Revenue Summary					
Sales Tax	$ 350,000	$ 43,857	$ 163,748	46.79%	
Other Income	$ -				
Interest Income	1,000	13	62	6.21%	
Total Revenue	**$ 351,000**	**$ 43,870**	**$ 163,810**	46.67%	
Expenditure Summary					
Expenditures	455,000	49,463	49,628	10.91%	
Total Expenditures	**$ 455,000**	**$ 49,463**	**$ 49,628**	10.91%	
Total Revenue Over/Under Expenses	**$ (104,000)**	**$ (5,593)**	**$ 114,182**		

Explanation of Major Variances:

Sachse TEXAS

Agenda Item Details

Meeting	Apr 01, 2019 - Regular Combined City Council Meeting
Category	3. 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	D. Approve a resolution authorizing the City Manager to execute an easement and right-of-way to Oncor Electric Delivery Company, LLC. for underground electrical supply and communication facilities for the construction of the southeast sewer lift station.
Access	Public
Type	Action (Consent)
Preferred Date	Apr 01, 2019
Absolute Date	Apr 01, 2019
Fiscal Impact	No
Budgeted	Yes
Budget Source	Utility Fund
Recommended Action	Approve as presented.
Goals	Strategically invest in the City's existing and future infrastructure.

Public Content

BACKGROUND

The City of Sachse has an active construction project to expand sanitary sewer services for the President George Turnpike corridor and the southeastern portion of the City. This item pertains to an easement which is required in order for Oncor to provide electrical service to the Southeast Sewer Lift Station, which is Phase 2 of the southeast sewer expansion.

OVERVIEW

The City of Sachse has an active construction project to expand sanitary sewer services for the President George Turnpike corridor and the southeastern portion of the City. The Southeast Lift Station will require 3-phase power in order to run the pumps and other improvements at the site. Oncor has agreed to bring 3-phase power to the site from Pleasant Valley Road, along their existing power poles at no cost to the City. In order to install the transformer and underground electrical lines at the lift station, Oncor requires the City to provide an easement for the electric utility.

A site plan of the proposed lift station is attached. A draft version of the easement document is also attached. Oncor is working on the final dimensions and location for the easement, and will finalize their layout upon approval by the City Council of the attached resolution.

POLICY CONSIDERATIONS

The Southeast Lift Station is a capital improvement project which is critical to providing sanitary sewer service for the PGBT corridor. Therefore, the overall project is in-line with the City Council's strategic goal of strategically investing in the City''s existing and future infrastructure. In addition, the project is funded through the Utility Fund. The proposed electric utility easement does not require any funding, as Oncor has agreed to provide the service at no cost.

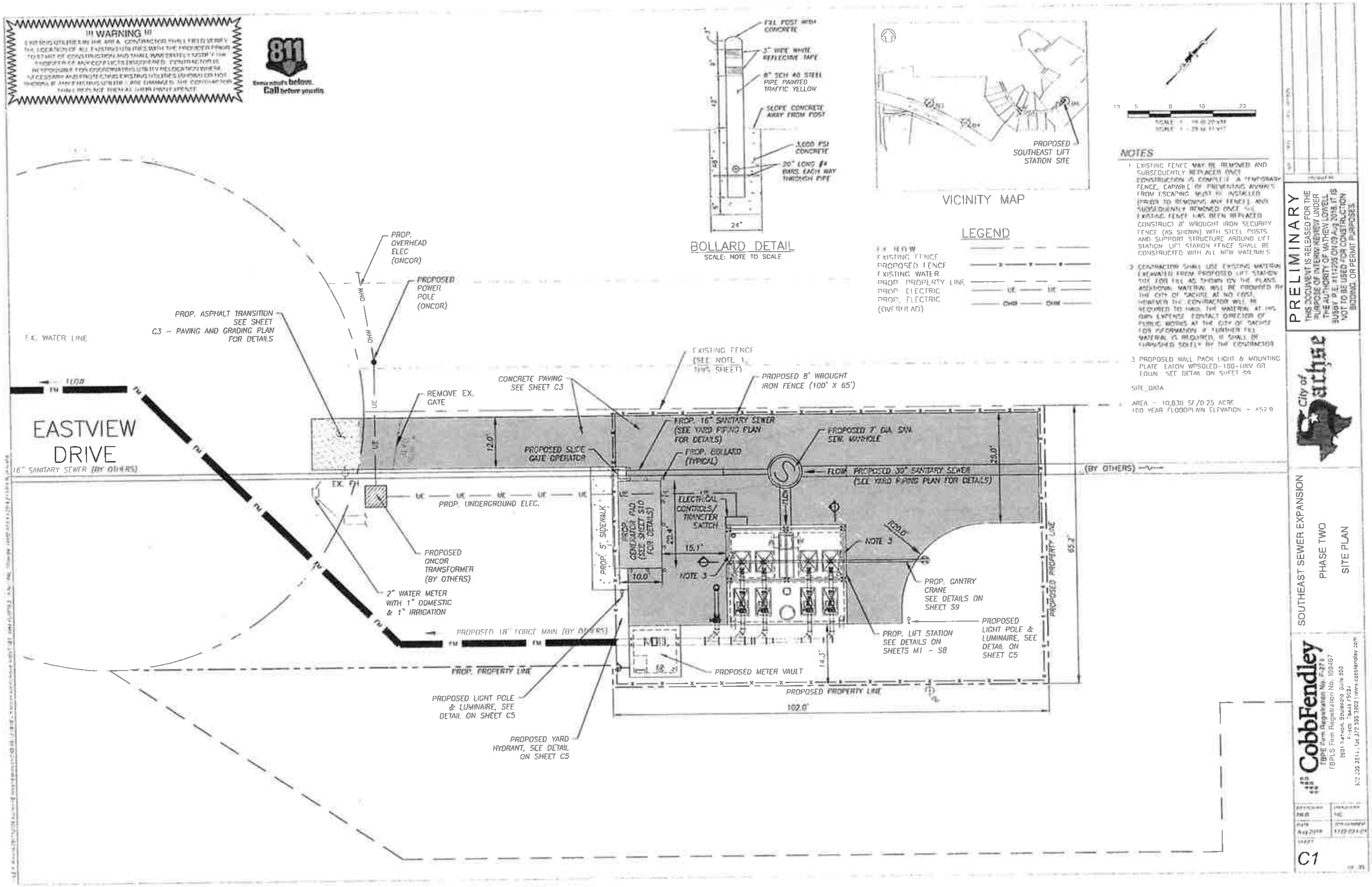
RECOMMENDATION

Staff recommends approval of a resolution authorizing the City Manager to execute an easement and right-of-way to Oncor Electric Delivery Company, LLC.

SELS Site Plan.pdf (780 KB)

Resolution and Legal Description - SE Lift Station Oncor Easement 4-1-19.pdf (1,113 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.



!!! WARNING !!!
Know what's below. Call before you dig.
811
EASTVIEW DRIVE
16" SANITARY SEWER (BY OTHERS)
EX. WATER LINE
FLOW
PROP. ASPHALT TRANSITION SEE SHEET C3 - PAVING AND GRADING PLAN FOR DETAILS
PROP. OVERHEAD ELEC (ONCOR)
PROPOSED POWER POLE (ONCOR)
REMOVE EX. GATE
CONCRETE PAVING SEE SHEET C3
EXISTING FENCE (SEE NOTE 1, THIS SHEET)
PROPOSED 8' WROUGHT IRON FENCE (100' X 65')
PROP. 16" SANITARY SEWER (SEE YARD PIPING PLAN FOR DETAILS)
PROP. BOLLARD (TYPICAL)
PROPOSED 7' DIA. SAN. SEW. MANHOLE
FLOW PROPOSED 30" SANITARY SEWER (SEE YARD PIPING PLAN FOR DETAILS)
(BY OTHERS)
PROPOSED SLIDE GATE OPERATOR
ELECTRICAL CONTROLS/ TRANSFER SWITCH
EX. FH
PROP. UNDERGROUND ELEC.
PROP. 5' SIDEWALK
PROP. GENERATOR PAD (SEE SHEET S10 FOR DETAILS)
PROPOSED ONCOR TRANSFORMER (BY OTHERS)
2" WATER METER WITH 1" DOMESTIC & 1" IRRIGATION
NOTE 3
PROP. GANTRY CRANE SEE DETAILS ON SHEET S9
PROPOSED LIGHT POLE & LUMINAIRE, SEE DETAIL ON SHEET C5
PROP. LIFT STATION SEE DETAILS ON SHEETS M1 - S8
PROPOSED 18" FORCE MAIN (BY OTHERS)
PROP. PROPERTY LINE
PROPOSED METER VAULT
PROPOSED PROPERTY LINE
PROPOSED LIGHT POLE & LUMINAIRE, SEE DETAIL ON SHEET C5
PROPOSED YARD HYDRANT, SEE DETAIL ON SHEET C5
12.0'
20.0'
20.4'
15.1'
10.0'
14.3'
100.0'
65.2'
102.0'
BOLLARD DETAIL
SCALE: NOTE TO SCALE
FILL POST WITH CONCRETE
3" WIDE WHITE REFLECTIVE TAPE
8" SCH 40 STEEL PIPE PAINTED TRAFFIC YELLOW
SLOPE CONCRETE AWAY FROM POST
3,000 PSI CONCRETE
20" LONG #4 BARS EACH WAY THROUGH PIPE
24"
VICINITY MAP
PROPOSED SOUTHEAST LIFT STATION SITE
LEGEND
EXISTING FENCE
PROPOSED FENCE
EXISTING WATER
PROP. PROPERTY LINE
PROP. ELECTRIC
PROP. ELECTRIC (OVERHEAD)
NOTES
1 EXISTING FENCE MAY BE REMOVED AND SUBSEQUENTLY REPLACED ONCE CONSTRUCTION IS COMPLETE. A TEMPORARY FENCE, CAPABLE OF PREVENTING ANIMALS FROM ESCAPING MUST BE INSTALLED
CONSTRUCT 8' WROUGHT IRON SECURITY FENCE (AS SHOWN) WITH STEEL POSTS AND SUPPORT STRUCTURE AROUND LIFT STATION. LIFT STATION FENCE SHALL BE CONSTRUCTED WITH ALL NEW MATERIALS
3 PROPOSED WALL PACK LIGHT & MOUNTING PLATE EATON WPSOLED-100-UNV OR EQUAL. SEE DETAIL ON SHEET S9
SITE DATA
AREA - 10,830 SF/0.25 ACRE
100 YEAR FLOODPLAIN ELEVATION - 452.9
PRELIMINARY
THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF INTERIM REVIEW UNDER THE AUTHORITY OF MATHEW LOWELL BUSBY P.E. #114205 ON 09 Aug 2018. IT IS NOT TO BE USED FOR CONSTRUCTION, BIDDING, OR PERMIT PURPOSES.
City of Sachse
SOUTHEAST SEWER EXPANSION
PHASE TWO
SITE PLAN
CobbFendley
TBPE Firm Registration No. F-274
TBPLS Firm Registration No. 100467
C1

RESOLUTION NO. ____________

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE AN EASEMENT AND RIGHT-OF-WAY TO ONCOR ELECTRIC DELIVERY COMPANY, LLC FOR UNDERGROUND ELECTRICAL SUPPLY AND COMMUNICATION FACILITIES FOR THE CONSTRUCTION OF THE SOUTHEAST SEWER LIFT STATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Sachse is the owner of real property located at 6812 Eastview drive in the City of Sachse, Texas; and

WHEREAS, the City of Sachse is causing to construct the Southeast Lift Station located at 6812 Eastview Drive in the City of Sachse, Texas; and

WHEREAS, Oncor Electric Delivery Company, LLC has agreed to provide underground electrical supply to the Southeast Lift Station; and

WHEREAS, an easement and right-of-way has been requested by Oncor Electric Delivery Company, LLC, to allow access, installation, and maintenance of franchise electric utilities on real property owned by the City of Sachse;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS:

SECTION 1. That the City Manager is hereby authorized to execute the Easement and Right-of-way, attached hereto as Exhibit "A," granting an easement and right-of-way to Oncor Electric Delivery Company, LLC for underground electrical supply and communication facilities.

SECTION 2. That this Resolution shall take effect immediately upon its passage.

DULY RESOLVED AND APPROVED by the City Council of the City of Sachse, Texas, on the _____ day of ________________________, 2019.

65351

APPROVED:

Mike J. Felix, Mayor

ATTEST:

Michelle Lewis Sirianni, City Secretary

EXHIBIT "A"

BEING a 485 square foot (0.011 acre) tract contained within the John T. Moore Survey, Abstract No. 963, Dallas County, Texas and being part of Lot 1 of Pleasant Valley Ranch Estates Phase IV and III A, an addition to the City of Sachse, Dallas County, Texas as recorded in Volume 85091, Page 2046 of the Deed Records of Dallas County, Texas, said tract also being part of that certain tract of land described in a Special Warranty Deed to the City of Sachse, Texas as recorded in Instrument No. 201800326685, of the Deed Records of Dallas County, Texas, said 485 square foot tract being more particularly described as follows:

BEGINNING at the most northerly west corner of said Lot 1 and the most easterly south corner of Lot 2 of said Pleasant Valley Ranch Estates Phase IV and III A, said point being in a cul-de-sac at the northeasterly end of Eastview Drive (a 60-foot wide right-of-way), from which a found 1/2-inch iron rod bears North 46 degrees 56 minutes 09 seconds East – 0.76 feet;

THENCE North 46 degrees 56 minutes 09 seconds East, departing said cul-de-sac of Eastview Drive and along the north line of said Lot 1 and the south line of said Lot 2, a distance of 10.00 feet to a point for corner, from which a found 5/8-inch iron rod with yellow cap stamped "COBB FENDLEY & ASSOCIATES" bears North 46 degrees 56 minutes 09 seconds East – 149.06 feet, said point beginning a non-tangent curve to the right;

THENCE departing the north line of said Lot 1 and the south line of said Lot 2, and over, across and through said Lot 1, the following four (4) calls:

> Southeasterly, along said curve, having a central angle of 20 degrees 23 minutes 34 seconds, a radius of 70.00 feet, a chord bearing and distance of South 32 degrees 56 minutes 49 seconds East – 24.78 feet, and an arc distance of 24.91 feet to a point for corner and the end of said curve;
>
> North 67 degrees 14 minutes 58 seconds East, a distance of 5.00 feet to a point for corner and beginning a non-tangent curve to the right;
>
> Southeasterly, along said curve, having a central angle of 14 degrees 21 minutes 41 seconds, a radius of 75.00 feet, a chord bearing and distance of South 15 degrees 34 minutes 11 seconds East – 18.75 feet, and an arc distance of 18.80 feet to a point for corner and the end of said curve;
>
> South 81 degrees 36 minutes 39 seconds West, a distance of 15.00 feet to a point for corner in said cul-de-sac of Eastview Drive and beginning a non-tangent curve to the left from which a 5/8-inch iron rod with yellow cap stamped "COBB FENDLEY & ASSOCIATES" bears South 19 degrees 16 minutes 24 seconds West – 55.71 feet;

THENCE Northerly, along said cul-de-sac of Eastview Drive and along said curve to the left, having a central angle of 34 degrees 46 minutes 03 seconds, a radius of 60.00 feet, a chord bearing and distance of North 25 degrees 46 minutes 22 seconds West – 35.85 feet, and an arc distance of 36.41 feet to the **POINT OF BEGINNING**, containing 485 square feet (0.011 acre) of land, more or less.

EXHIBIT "A"

This description is accompanied by a survey plat of even date.

All bearings are based on the Texas State Plane Coordinate System, North Central Zone 4202, NAD 83 (2011), Epoch 2010.00. All distances and coordinates shown are surface values and may be converted to grid by dividing by a combined scale factor of 1.000136506.

I, Chad A. Gulick, a Registered Professional Land Surveyor in the State of Texas, hereby certify that this legal description and plat represent an actual survey made on the ground under my supervision.

STATE OF TEXAS
REGISTERED
PRELIMINARY
This document shall not be recorded for any purpose and shall not be used or viewed or relied upon as a final survey document
LAND SURVEYOR

Chad A. Gulick — Date
Registered Professional Land Surveyor
Texas Registration No. 6021

Cobb, Fendley & Associates, Inc.
TBPLS Firm Registration No. 10046702
2801 Network Boulevard, Suite 800
Frisco, Texas 75034
(972) 335-3214

EXHIBIT "A"

NOTES:

1. All bearings are based on the Texas State Plane Coordinate System, North Central Zone 4202, NAD 83 (2011), Epoch 2010.00. All distances and coordinates shown are surface values and may be converted to grid by dividing by a combined scale factor of 1.000136506.

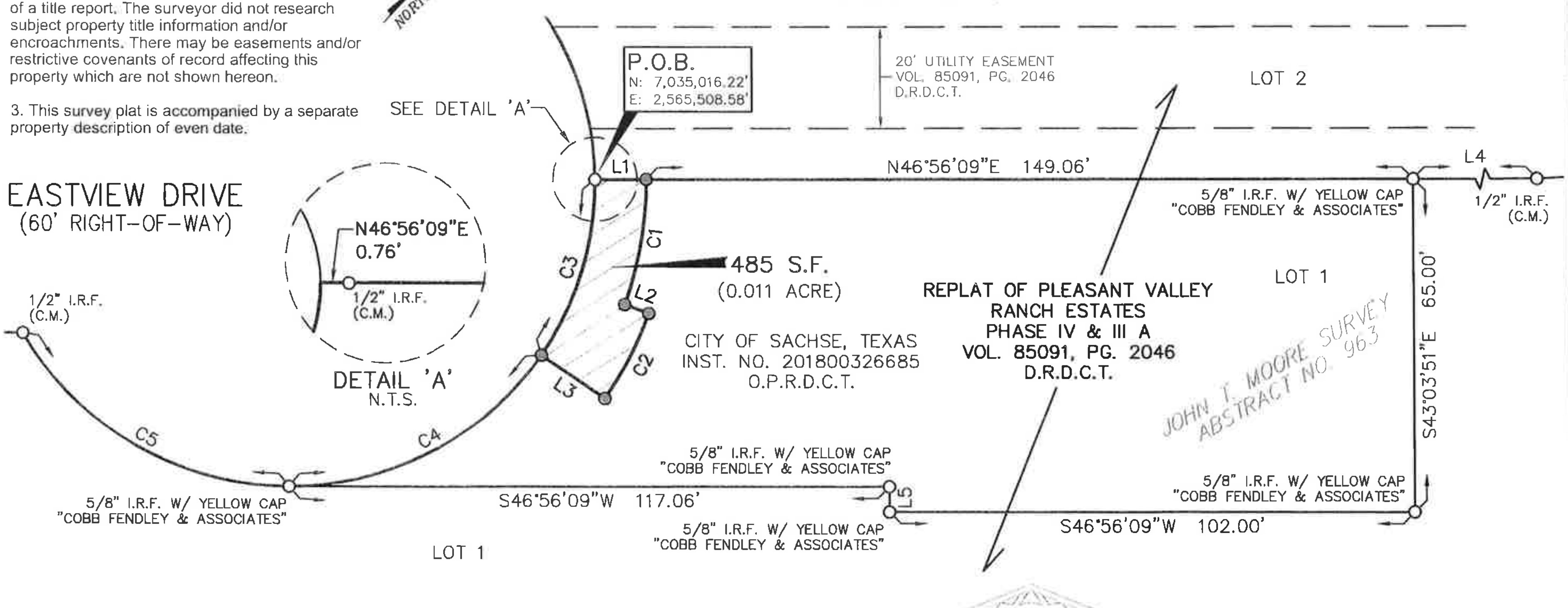
2. This survey was performed without the benefit of a title report. The surveyor did not research subject property title information and/or encroachments. There may be easements and/or restrictive covenants of record affecting this property which are not shown hereon.

3. This survey plat is accompanied by a separate property description of even date.

ONCOR

GRAPHIC SCALE (in feet)
30 0 15 30
1 inch = 30 ft.

LEGEND
I.R.F. = IRON ROD FOUND
(C.M.) = CONTROLLING MONUMENT
P.O.B. = POINT OF BEGINNING
D.R.D.C.T. = DEED RECORDS OF DALLAS COUNTY, TEXAS
O.P.R.D.C.T. = OFFICIAL PUBLIC RECORDS OF DALLAS COUNTY, TEXAS
N.T.S. = NOT TO SCALE
○ = MONUMENT FOUND OR SET (AS NOTED)
● = POINT FOR CORNER (NOTHING FOUND OR SET)



CURVE TABLE					
CURVE	LENGTH	RADIUS	DELTA	BEARING	CHORD
C1	24.91'	70.00'	20°23'34"	S32°56'49"E	24.78'
C2	18.80'	75.00'	14°21'41"	S15°34'11"E	18.75'
C3	36.41'	60.00'	34°46'03"	N25°46'22"W	35.85'
C4	57.94'	60.00'	55°19'30"	S19°16'24"W	55.71'
C5	62.94'	60.00'	60°06'24"	S76°59'21"W	60.10'

LINE TABLE		
LINE	BEARING	LENGTH
L1	N46°56'09"E	10.00'
L2	N67°14'58"E	5.00'
L3	S81°36'39"W	15.00'
L4	S46°56'09"W	632.11'
L5	N43°03'51"W	4.90'

STATE OF TEXAS REGISTERED PROFESSIONAL LAND SURVEYOR
PRELIMINARY
This document shall not be recorded for any purpose and shall not be used or viewed or relied upon as a final survey document.

Chad A. Gulick Date
Registered Professional Land Surveyor
No. 6021

DATE: 04/06/2018	SCALE: 1" = 30'
DRAWN BY: JS	CHECKED BY: CG
SHEET NO. 3 of 3	JOB NUMBER: 1712-024-01
SHEET ID: 1712-024-01_Oncor.dwg	

ONCOR EASEMENT
485 SQUARE FEET (0.011 ACRE) OUT OF LOT 1,
REPLAT OF PLEASANT VALLEY RANCH ESTATES PHASE IV & III A,
JOHN T. MOORE SURVEY, ABSTRACT NO. 963
CITY OF SACHSE, DALLAS COUNTY, TEXAS

CobbFendley
TBPE Firm Registration No. 274
TBPLS Firm Registration No. 10046702
2801 Network Boulevard, Suite 800 | Frisco, Texas 75034
972.335.3214 | fax 972.335.3202 | www.cobbfendley.com

Sachse TEXAS

Agenda Item Details

Meeting	Apr 01, 2019 - Regular Combined City Council Meeting
Category	3. 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	E. Approve a resolution authorizing the City Manager to sign closing documents related to the sale of Old City Hall.
Access	Public
Type	Action (Consent)
Recommended Action	Approve as submitted.

Public Content

BACKGROUND
The City was approached by a brokerage company who is interested in developing the site of the Old City Hall building. The City Council recently authorized the development and negotiations of a purchase and sale agreement to commence. This is the final step related to that process.

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

RECOMMENDATION
Approve a resolution authorizing the City Manager to sign closing documents related to the sale of Old City Hall.

Resolution Authorizing City Manager to Sign Closing Docs (Old City Hall Sale).pdf (79 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.

RESOLUTION NO. ____________

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS, AUTHORIZING THE CITY MANAGER TO SIGN CLOSING DOCUMENTS RELATED TO THE SALE OF OLD CITY HALL AND TAKE OTHER ACTIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to authority granted by the City Council, the City Manager has entered into that certain Purchase and Sale Agreement effective February 18, 2019 ("the Agreement"), for the purpose of selling to the Sachse Economic Development Corporation formerly used as City Hall subject to the SEDC's agreement to further sell and develop the property described as Lot 2, Block 1 of Brookview Commercial Park, an addition to the City of Sachse, Dallas County, Texas, according to the Map or Plat thereof recorded in Volume 93178, Page 3351, Official Public Records, Dallas County, Texas ("the Property"); and

WHEREAS, the City Council of the City of Sachse, Texas, finds it to be in the public interest to authorize the City Manager to sign all documents and take all action relating to the sale of the Property.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS, THAT:

SECTION 1. The City Manager is hereby authorized to execute all deeds and other instruments, and to perform such other acts relating to the performance of the City's obligations pursuant to the Agreement and the closing on the sale of the Property pursuant to the Agreement.

SECTION 2. This Resolution shall take effect immediately from and after its passage, and it is accordingly so resolved.

DULY RESOLVED AND ADOPTED by the City Council of the City of Sachse, Texas, this the 1st day of April 2019.

CITY OF SACHSE, TEXAS

____
Mike J. Felix, Mayor

ATTEST:

____
Michelle Lewis Sirianni, City Secretary

Sachse TEXAS

Agenda Item Details

Meeting	Apr 01, 2019 - Regular Combined City Council Meeting
Category	4. Special Announcements
Subject	B. Presentation of the Texas Municipal Library Directors Association 2018 Achievement of Excellence in Libraries Award to the Sachse Public Library
Access	Public
Type	Recognition

Public Content

BACKGROUND
The Achievement of Excellence in Libraries Award is selected annually by a committee of members from the Texas Municipal Library Directors Association. The winning libraries must demonstrate excellence in each of the following categories: Provide services to underserved populations, provide enhanced services to the public during the past year, provide current marketing materials, provide cultural, topical, and educational programs for adults and families, provide literacy support for all ages, conduct a Summer Reading Program, invest in collaborative efforts with community organizations, support workforce development, support digital inclusion, and establish professional staff training for staff at all levels.

OVERVIEW
The 2018 Achievement of Excellence in Libraries Award will be presented to the Sachse Public Library by Shelley Holley, President of the Texas Municipal Library Directors Association.

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

RECOMMENDATION
Receive award from Shelley Holley, President of the Texas Municipal Library Directors Association.

Sachse TEXAS

Agenda Item Details

Meeting	Apr 01, 2019 - Regular Combined City Council Meeting
Category	4. Special Announcements
Subject	C. Proclamation recognizing April 6, 2019 as Keep America Beautiful Great American Cleanup Day in Sachse.
Access	Public
Type	Recognition
Goals	Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse.

Public Content

BACKGROUND

Keep America Beautiful's Great American Cleanup is the nation's largest annual community improvement program. The City of Sachse has participated in this annual event for the past 9 years. This event is an outstanding community program where citizens of all ages can participate. Last year, we were able to collect 2,960 pounds of trash, plant 3 trees, and plant 140 flowers at various locations throughout the city. More than 193 individuals participated in the cleanup and beautification projects at 13 sites across the City of Sachse.

Great American Cleanup Proclamation.pdf (9 KB)

PROCLAMATION

WHEREAS, Keep America Beautiful, Inc. a national not-for-profit organization dedicated to helping individuals improve their community environment, has established the Great American Cleanup as its signature national effort for involving American citizens in environmental stewardship; and

WHEREAS, the City of Sachse is proud of its natural resources and its neighborhoods and seeks to protect and improve our community through the action of citizens, schools, governments and businesses working together; and

WHEREAS, the President of the United States of America has recognized the important commitment to improve American communities through litter prevention, beautification and solid waste management initiatives and has assumed the title of Honorary Chair of the Keep America Beautiful Great American Cleanup.

I, **THEREFORE,** Mike Felix, Mayor of the City of Sachse, do hereby proclaim: **April 6, 2019 as Keep America Beautiful Great American Cleanup Day in Sachse** and call upon our citizens to join in activities that promote responsible environmental stewardship and help us renew our commitment to building a better world today for future generations.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Sachse, Texas to be affixed this the 1st day of April, 2019.

Mike J. Felix
Mayor

Sachse TEXAS

Agenda Item Details

Meeting	Apr 01, 2019 - Regular Combined City Council Meeting
Category	4. Special Announcements
Subject	D. Proclamation recognizing April 6, 2019 as Arbor Day in the City of Sachse.
Access	Public
Type	Recognition
Goals	Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse.

Public Content

BACKGROUND

This is the 11th year the City of Sachse has celebrated Arbor Day. The City of Sachse has also met the requirements to receive the designation as a "Tree City USA" for the 11th year in a row. We are proud to be an active community that recognizes the importance of having healthy trees and understands the long-term benefits of tree planting.

Arbor Day Proclamation.pdf (8 KB)

PROCLAMATION

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

WHEREAS, this special day, called Arbor Day is now observed throughout the nation and the world, and

WHEREAS, trees can reduce erosion of our precious topsoil by wind and water, cut heating and cooling costs, clean the air, produce life-giving oxygen and provide a habitat for wildlife, and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and beautify our community, and

WHEREAS, trees in our city increase property values and enhance the economic vitality of business areas, and

WHEREAS, trees wherever they are planted, are a source of joy and spirituality.

I, THEREFORE, Mike Felix, Mayor of the City of Sachse, do hereby proclaim: **April 6, 2019 as Arbor Day in Sachse** and urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Sachse, Texas to be affixed this the 1st day of April, 2019.

Mike J. Felix
Mayor

Sachse TEXAS

Agenda Item Details

Meeting	Apr 01, 2019 - Regular Combined City Council Meeting
Category	6. Regular Agenda Items
Subject	A. Receive a report regarding Library activities for 2018-2019.
Access	Public
Type	Reports
Goals	Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse.

Public Content

BACKGROUND
Library Manager Daniel Laney will present a summary of Library activities for 2018 and 2019, including statistics, new and ongoing programs and services including the 2018 Summer Reading Program, and potential additions to Library services.

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

RECOMMENDATION
Receive the report regarding Library activities.

Sachse TEXAS

Agenda Item Details

Meeting	Apr 01, 2019 - Regular Combined City Council Meeting
Category	6. Regular Agenda Items
Subject	B. Receive and consider the City's Comprehensive Annual Financial Report (CAFR) for the fiscal year ending September 30, 2018.
Access	Public
Type	Action
Preferred Date	Apr 01, 2019
Absolute Date	Apr 01, 2019
Fiscal Impact	No
Budgeted	No
Recommended Action	Receive and consider the City's Comprehensive Annual Financial Report (CAFR) for the fiscal year ending September 30, 2018.
Goals	Be a model of financial stewardship through growth management, responsible investment, and financial transparency.

Public Content

BACKGROUND

LaFollett and Abbott, PLLC, an independent audit firm, has audited the City's financial statements for the period ending September 30, 2018 and has issued an Unmodified or "clean" opinion. Susan LaFollett will provide highlights and comments on the CAFR and audit process. In accordance with Charter provisions (Section 7.18), an independent auditor has audited the City's Financial Statements for the period ending September 30, 2018. It is the auditor's primary function to express an opinion on the financial statements of the organization, but the organization itself has the primary responsibility for the remaining information presented (i.e., the financial statements, supporting schedules and notes). Management is responsible for the information presented in the financial statements.

The CAFR is composed of an introductory section, which includes the letter of transmittal and information about the entity; the financial section, which includes the auditor's opinion, the Management's Discussion and Analysis (MD&A), financial statements, notes to the financial statements, and required supplemental information; and, the statistical section, which contains various statistical tables and historical trend data.

OVERVIEW

The following are a few major highlights:

- Cash and investments (city-wide) are $55,748,631.
- Increase in total net position (primary government) is $5,884,872.
- Governmental fund balances total $29,548,254.
- Unassigned general fund balance is $8,640,784, which is 55% of annual expenditures.
- City-wide outstanding debt at 9/30/18 was $55,790,000.
- Ratio of general bonded debt to assessed value was 2.58%
- Debt per capita equals $2,257.

Professional auditing standards require the auditors to communicate directly with the governing body regarding the City's internal control over financial reporting (Statement of Auditing Standards 115) and other relevant issues such as accounting policies, accounting estimates, disclosures, and management representations (Statement of Auditing Standards 114). The relevant letters are included in the supporting documentation for this item.

POLICY CONSIDERATIONS

The City's financial statements have been prepared in conformity with Generally Accepted Accounting Principles (GAAP) as applied to governmental entities. It is the responsibility of the Finance Department to present financial information fairly in all material respects, so that the financial position of the City is not compromised. The desired result of the independent audit is to receive an "unmodified opinion." The current report reflects an unmodified (clean) opinion, which is the highest opinion available. An unmodified opinion states that the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Sachse, as of September 30, 2018, and the respective changes in financial position and cash flows, where applicable, thereof for the year then ended are in conformity with accounting principles generally accepted in the United States of America.

RECOMMENDATION

Receive the City's Comprehensive Annual Financial Report (CAFR) for the fiscal year ending September 30, 2018.

City of Sachse Final Audit 9-30-18.pdf (4,432 KB)

Management Letter.pdf (291 KB)

Final Required Governance Letter.pdf (225 KB)

Required Auditor Report on Internal Control.pdf (119 KB)

Finance Department
3815-B Sachse Road
Sachse, TX 75048
972-495-1212, ext. 33

March 18, 2019

LaFollett & Abbott PLLC
P. O. Box 717
Tom Bean, Texas 75489

This representation letter is provided in connection with your audit(s) of the financial statements of City of Sachse, Texas, which comprise the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information as of September 30, 2018, and the respective changes in financial position and, where applicable, cash flows for the year then ended, and the related notes to the financial statements, for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of March 18, 2019, the following representations made to you during your audit.

Financial Statements

1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated May 3, 2018, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP and for preparation of the supplementary information in accordance with the applicable criteria.
2) The financial statements referred to above are fairly presented in conformity with U.S. GAAP and include all properly classified funds and other financial information of the primary government and all component units required by generally accepted accounting principles to be included in the financial reporting entity.
3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
5) Significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.
6) Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with U.S. GAAP.

7) Adjustments or disclosures have been made for all events, including instances of noncompliance, subsequent to the date of the financial statements that would require adjustment to or disclosure in the financial statements. No events have occurred subsequent to the balance sheet date and through the date of this letter that would require adjustments to or disclosure in the aforementioned financial statements.

8) There are no uncorrected misstatements at year end September 30, 2018.

9) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.

10) Guarantees, whether written or oral, under which the City is contingently liable, if any, have been properly recorded or disclosed.

Information Provided

11) We have provided you with:

  a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters and all audit or relevant monitoring reports, if any, received from funding sources.

  b) Additional information that you have requested from us for the purpose of the audit.

  c) Unrestricted access to persons within the City from whom you determined it necessary to obtain audit evidence.

  d) Minutes of the meetings of the City and component units or summaries of actions of recent meetings for which minutes have not yet been prepared.

12) All material transactions have been recorded in the accounting records and are reflected in the financial statements.

13) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.

14) We have no knowledge of any fraud or suspected fraud that affects the City and involves—

- Management,
- Employees who have significant roles in internal control, or
- Others where the fraud could have a material effect on the financial statements.

15) We have no knowledge of any allegations of fraud or suspected fraud affecting the City's financial statements communicated by employees, former employees, regulators, or others.

16) We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.

17) We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements.

18) We have disclosed to you the identity of the City's related parties and all the related party relationships and transactions of which we are aware.

Government-specific

19) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.

20) We have a process to track the status of audit findings and recommendations.

21) We have identified to you any previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.

22) The City has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or equity.

23) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts, and legal and contractual provisions for reporting specific activities in separate funds.

24) There are no instances that have occurred or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that we believe have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance.

25) There are no instances, which have occurred or are likely to have occurred, of noncompliance with provisions of contracts and grant agreements that we believe have a material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.

26) There are no instances that have occurred or are likely to have occurred, of abuse that could be quantitatively or qualitatively material to the financial statements or other financial data significant to the audit objectives.

27) There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.

28) As part of your audit, you assisted with preparation of the financial statements and related notes. We acknowledge our responsibility as it relates to those nonaudit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for those financial statements and related notes.

29) The City has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.

30) The City has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.

31) The financial statements include all component units as well as joint ventures with an equity interest, and properly disclose all other joint ventures and other related organizations.

32) The financial statements properly classify all funds and activities in accordance with GASB Statement No. 34 .

33) All funds that meet the quantitative criteria in GASBS Nos. 34 and 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.

34) Components of net position (net investment in capital assets; restricted; and unrestricted) and classifications of fund balance (nonspendable, restricted, committed, assigned, and unassigned) are properly classified and, if applicable, approved.

35) Investments, derivative instruments, and land and other real estate held by endowments are properly valued.

36) Provisions for uncollectible receivables have been properly identified and recorded.

37) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.

38) Revenues are appropriately classified in the statement of activities within program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.

39) Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.

40) There are no special and extraordinary items reported.

41) Deposits and investment securities and derivative instruments are properly classified as to risk and are properly disclosed.

42) Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated.

43) Tax abatement agreements have been properly disclosed in the notes to the financial statements.

44) We have appropriately disclosed the City's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available and have determined that net position is properly recognized under the policy.

45) We are following our established accounting policy regarding which resources (that is, restricted, committed, assigned, or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available. That policy determines the fund balance classifications for financial reporting purposes.

46) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.

Signature: Gina Nash
Title: City Manager

Signature: [signature]
Title: Finance Director

Susan LaFollett, CPA – Partner
Rod Abbott, CPA – Partner

LaFollett and Abbott PLLC
Certified Public Accountants

To the Honorable Mayor and
Members of the City Council
City of Sachse, Texas

We have audited the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Sachse, Texas (the "City"), for the year ended September 30, 2018. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated May 3, 2018. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note I to the financial statements. During 2018, the City adopted GASB No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions.* We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure affecting the financial statements was:

The disclosure of long-term debt in Note IV to the financial statements. This disclosure provides detail of debt terms, future payments, interest rates, and other information for each debt.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. The following misstatements detected as a result of audit procedures were corrected by management: See Attachment I.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representation

We have requested certain representations from management that are included in the management representation letter dated March 18, 2019.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

This information is intended solely for the use of City Council and management of the City and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

LaFollett and Abbott PLLC

Tom Bean, Texas
March 18, 2019

Attachment I

City of Sachse
Adjusting Journal Entries
FYE 9/30/18

Entry Number	Reference	Account Number	Account	DR	CR
AJE #1	C-1.1	02-000-14360	Accumulated Depreciation - Water Meters and Values		31,045
		02-000-14370	Accumulated Depreciation - Water System	31,045	
				31,045	31,045
		To reclass balance between accumulated depreciation accounts.			
AJE #2	C-1	07-000-14290	Accumulated Depreciation - Buildings	111,136	
		07-000-14320	Accumulated Depreciation - Office Equipment	338	
		07-000-14350	Accumulated Depreciation - Street Infrastructure	93,446	16,045
		07-000-14360	Accumulated Depreciation - Drainage		188,875
		01-017-51260	Library Books		14,240
		01-017-51250	Library Supplies	14,240	
		04-030-54000	Vehicles		2,469
		04-033-54520	Public Safety Facility	2,469	
		12-024-54000	Vehicles	10,000	
		12-000-47060	Auction Proceeds		10,000
				231,629	231,629
		To reclass depreciation between accumulated accounts and reclass capital outlay accounts.			
AJE #3	G-4	08-000-16100	Def (inflow) outflow - Diff in expected & actual experience		823,506
		08-000-29050	Def (inflow) outflow - Diff in assumption changes	51,971	
		08-000-29000	Def (inflow) outflow - Diff in projected and actual earnings		326,185
		08-000-16000	Def (inflow) outflow - TMRS contributions	103,934	
		08-000-29100	Net Pension (Liability) Asset	702,205	
		08-000-50060BC	Retirement-TMRS	291,581	
				1,149,691	1,149,691
		TO PROPERLY UPDATE GASB 68 PENSION RELATED BALANCES IN THE GLTDAG.			
AJE #4	G-4	02-000-29100	Net Pension (Liability) Asset	52,854	
		02-000-16000	Deferred Outflow of Resources - TMRS Contributions	7,823	
		02-000-29000	Def (inflow) outflow - Diff in projected and actual earnings		24,551
		02-000-16100	Def (inflow) outflow - Diff in expected & actual experience		61,984
		02-000-29050	Def (inflow) outflow - Diff in assumption changes	3,911	
		02-027-50060	TMRS Contributions	15,998	
		02-028-50060	TMRS Contributions	5,949	
				86,535	86,535
		TO PROPERLY UPDATE GASB 68 PENSION RELATED BALANCES IN THE WATER FUND.			
AJE #5	G-6	08-000-30000	Fund Balance - Unrestricted	231,102	
		08-000-16200	Deferred Outflow-OPEB SDBF Contributions	7,698	
		08-000-29200	OPEB SDBF Liability		238,800
				238,800	238,800
		Cumulative effect adjustment to record the beginning of year OPEB liability for the l-t debt account group.			
AJE #6	G-6	08-000-50070BC	OPEB SDBF Expense - Public Safety	27,645	
		08-000-16200	Deferred Outflow-OPEB SDBF Contributions Jan-Sep	1,916	
		08-000-16300	Deferred Outflow-Diff in Assumptions OPEB SDBF	21,992	
		08-000-29200	OPEB SDBF Liability		51,553
				51,553	51,553
		To properly state the end of year OPEB liability for the l-t debt account group.			

Attachment I

Entry Number	Reference	Account Number	Account	DR	CR
AJE #7	G-6	02-000-30001	Retained Earnings	17,395	
		02-000-16200	Deferred Outflow-OPEB SDBF Contributions	579	
		02-000-29200	OPEB SDBF Liability		17,974
				17,974	17,974
		Cumulative effect adjustment to record the beginning of year OPEB liability for the Water Fund.			
AJE #8	G-6	02-000-16300	Deferred Outflow-Difference in Assumptions OPEB SDBF	1,655	
		02-000-16200	Deferred Outflow-OPEB SDBF Contributions	144	
		02-027-50060	TMRS Contributions	2,081	
		02-000-29200	OPEB SDBF Liability		3,880
				3,880	3,880
		To properly state the end of year OPEB liability for the Water Fund.			
AJE #9	I-4	12-000-48024	Transfers in-Fire	177,317	
		01-000-48020	Operating Transfers In-Sewer Operations	5,426	
		12-000-47060	Auction Proceeds		177,317
		01-000-48040	Operating Transfers In-EDC		5,426
				182,743	182,743
		Provided by client adjustment to properly state transfers.			
AJE #10	F-1.1	02-000-21218	2017 CO Premium	18,723	
		02-000-21214	2016 Refunding Premium	20,234	
		02-028-56214	Interest - 2017 Series CO		18,723
		02-027-56212	Interest - 2016 Refunding GO		20,234
		02-000-20040	Accrued Interest Payable	51,313	
		02-027-56212	Interest - 2016 Refunding GO		1,250
		02-028-56214	Interest - 2017 Series CO		50,063
				90,270	90,270
		To update premium and interest payable balances.			
AJE #11	F-3	08-000-21970	Deferred Amount on Bonds-Current	111,462	
		08-000-21980	Deferred Amount on Bonds	1,123,131	
		08-000-30000	Fund Balance - Unrestricted		1,234,593
		02-027-56212	Interest - 2016 Refunding GO	3,451	
		02-000-16900	2016 Deferred Loss on Refunding		3,451
				1,238,044	1,238,044
		To update deferred balances in GLTDAG and Utility Fund.			
AJE #12	C-1	07-000-14300	Accumulated Depreciation - Vehicles	594,459	
		07-000-14021	PP&E Vehicles		594,459
				594,459	594,459
		Provided by client to record disposal of 2004 American LaFrance Ladder Truck			

Susan LaFollett, CPA – Partner
Rod Abbott, CPA – Partner

LaFollett and Abbott PLLC
Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Honorable Mayor and
Members of the City Council
City of Sachse, Texas

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Sachse, Texas (the City), as of and for the year ended September 30, 2018, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated March 18, 2019.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

LaFollett and Abbott PLLC

Tom Bean, Texas
March 18, 2019

Sachse TEXAS

Agenda Item Details

Meeting	Apr 01, 2019 - Regular Combined City Council Meeting
Category	6. Regular Agenda Items
Subject	C. Receive early citizen input regarding the fiscal year 2019-2010 budget.
Access	Public
Type	Information
Goals	Be a model of financial stewardship through growth management, responsible investment, and financial transparency.

Public Content

BACKGROUND

Preparations have begun for the FY 2019-2020 budget. Department heads are currently preparing requests for current operating expenditures and proposed additional programs and enhancements. Traditionally, early citizen input has occurred later in the budget calendar, but starting the process while departmental budgets are still in development will allow consideration of requests from citizens.

RECOMMENDATION

Open the floor for citizen input regarding the FY 2019-2020 budget.

2020 Budget Calendar.pdf (544 KB)

Budget Calendar (2019-2020 Fiscal Year)

February 23	City Council retreat/goal-setting
March 19	Budget kick-off
March 29	Personnel requests due to HR; technology requests due to IT
April 1	Public hearing to allow early citizen input on the budget
May 3	Departmental operating budget requests due to Finance Department.
May 31	Finance Department presents total budget requests to City Manager
June 11-18	City Manager reviews budget requests with departments and provides preliminary direction regarding appropriate budget guidelines and strategy
June 20	SEDC Board Meeting—first review of proposed budget
June 21	Department budget revisions due to Finance
July 1	Regular City Council meeting-Health Insurance update, long-range financial update
July 5	Finance provides preliminary budget to City Manager
July 15	City Council meeting-CIP review
July 18	SEDC Board Meeting—final review of proposed budget
July 22	Budget Workshop
July 25	Certified values available from Appraisal Districts
July 29	Calculated tax rates available from Dallas County
August 5	City Council Meeting—accept certified tax rolls, City Manager presents budget to Council; City Council determines maximum tax rate; schedule public hearings; record vote; discuss budget and tax rate
August 8	Publication of Effective and Rollback rates and required schedules
August 15	SEDC Board Meeting—approve budget
August 19	City Council Meeting—first public hearings, discuss budget
September 3	Special City Council meeting; discuss budget and tax rate(optional); second public hearings

September 16	Regular City Council meeting; adopt budget and tax rate.
October 1	New fiscal year begins. Begin tracking performance measures.
November 30	Budget document is finalized and distributed.

Calendar does not include MDD budget review meetings