



Thursday, February 17, 2022
Sachse Economic Development Corporation Meeting

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

The Sachse Economic Development Corporation reserves the right to reconvene, recess, or realign the regular meeting, call Executive Session, or order of business at any time prior to adjournment.

As authorized by Section 551.071(2) of the Texas Government Code, these meetings may be convened into closed Executive Session at any time during the Sachse Economic Development Corporation meeting for the purpose of seeking confidential legal advice from the City Attorney on any workshop or regular meeting agenda item listed herein.

A. Regular Meeting Opening

1. Call to Order: The Board of Directors of the Economic Development Corporation of the City of Sachse will hold a Regular Meeting at 6 p.m. on Thursday, February 17, 2022, to consider the following items of business:
2. Invocation and Pledge of Allegiance to the U.S. and Texas Flags.
3. Sachse Business Spotlight - Woodbridge Cafe & Primo Brothers Pizza.

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

1. Approve the minutes of the January 20, 2022, regular meeting.
2. Approve the minutes of the January 20, 2022, Joint City Council - Economic Development Corporation workshop.
3. Accept the monthly revenue and expenditure report for the period ending January 31, 2022.
4. Approve the Consent Agenda as presented.

C. Regular Agenda Items

1. Receive and take action on any reports and presentations by the Sachse Economic Development Corporation President, Board Members, Executive Director, and staff regarding items of community interest, special events, announcements and activities, office, industrial, commercial, retail, business retention, and marketing projects.
2. Receive a presentation on the DFW region from the Dallas Regional Chamber.
3. Discuss and consider the selection process for target business sectors based on the goals and objectives of the Sachse EDC.

D. Executive Session

1. The Sachse Economic Development Corporation shall convene into Executive Session pursuant to Texas Government Code Section §551.087: Deliberation regarding Economic Development Negotiations: Discussion of an Economic Development incentive for C&C Sachse, LLC. for a project generally located along State Highway (SH) 78 and Country Club Drive, and for retail or commercial business projects seeking to locate within the City of Sachse.

E. Regular Agenda Items

1. Take action as a result of executive session: Consider authorizing the City Manager as Executive Director of the EDC to negotiate and execute an economic development agreement on behalf of the EDC with C&C Sachse, LLC. for a project generally located along State Highway (SH) 78 and Country Club Drive, and any amendments and instruments related thereto.

2. Request for future agenda items.

F. Regular Meeting Closing

1. Adjournment.

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


Leah K Granger, City Secretary

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



Agenda Item Details

Meeting	Feb 17, 2022 - Sachse Economic Development Corporation Meeting
Category	A. Regular Meeting Opening
Subject	3. Sachse Business Spotlight - Woodbridge Cafe & Primo Brothers Pizza.
Access	Public
Type	Information

Public Content

BACKGROUND

In an effort to bolster business retention and expansion efforts, local Sachse businesses are selected and invited to attend EDC meetings. The goal for the Sachse Business Spotlight is to build and grow relationships between staff, the EDC, and the local business community.

OVERVIEW

Woodbridge Cafe and Primo Brothers Pizza have been invited to present during the Sachse Business Spotlight.

POLICY CONSIDERATION

There are no policy considerations affiliated with this item.

RECOMMENDATION

Receive a brief introduction and update from Woodbridge Cafe and Primo Brothers Pizza as part of the Sachse Business Spotlight.

Brent and Byron Linsteadt from Woodbridge Cafe and Primo Brothers Pizza will be in attendance.



Agenda Item Details

Meeting	Feb 17, 2022 - Sachse Economic Development Corporation Meeting
Category	B. Consent Agenda - All items listed on the consent agenda will be considered by the Board and will be enacted on by one motion. There will be no separate discussion of these items unless a Board member so requests.
Subject	1. Approve the minutes of the January 20, 2022, regular meeting.
Access	Public
Type	Action (Consent), Minutes
Preferred Date	Feb 17, 2022
Absolute Date	Feb 17, 2022
Recommended Action	Approve the minutes as presented.
Minutes	View Minutes for Jan 20, 2022 - Sachse Economic Development Corporation Meeting

Public Content

BACKGROUND

Minutes of the January 20, 2022, regular meeting.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Approve the minutes as presented.

[01.20.22 EDC Minutes.pdf \(206 KB\)](#)

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



**Sachse Economic Development Corporation
Meeting Minutes
January 20, 2022**

The Board of Directors of the Sachse Economic Development Corporation (EDC) convened in a public meeting at 7:00 p.m. on Thursday, January 20, 2022, notice of the meeting having been posted as prescribed at the Sachse City Hall, 3815 Sachse Road, Building B, Sachse, Texas, as required by Chapter 551, Local Texas Government Code.

Those present: President Spencer Hauenstein; Vice President Tim Shivers; Board members Marcia Harris-Daniel, Teddy Kinzer, Cedric Alford, and Mark Potter; Mayor Pro Tem Jeff Bickerstaff; EDC Executive Director and City Manager Gina Nash; Assistant to the City Manager – Economic Development Jerod Potts; City Secretary Leah Granger; Assistant to the City Manager Amanda Chi; Director of Finance Teresa Savage; Assistant Director of Finance David Baldwin; and Councilmember Michelle Howarth.

Regular Meeting Opening:

Call to Order.

President Hauenstein called the meeting to order at 7:25 p.m.

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

Ms. Harris-Daniel gave the invocation and led the board in the Pledge of Allegiance to the U.S. and Texas flags.

Sachse Business Spotlight - Sachse Discount Pharmacy.

Ms. Nash introduced Mr. Chirag Sompura, Pharmacy Manager at Sachse Discount Pharmacy, the second business featured in the Sachse Business Spotlight. This is the first independent pharmacy in Sachse. They have been in business since 2020 with a focus on community service. Sachse Discount Pharmacy provides free home delivery and personalized services like pill packs and home delivery vaccinations to elderly or disabled patients. Mr. Sompura mentioned that they try to support the community by going above and beyond expectations. Sachse Discount Pharmacy is family-owned and run by Mr. and Mrs. Sompura.

The Board thanked Mr. and Mrs. Sompura for coming out and expressed appreciation for all of the community service they do. Mr. Shivers mentioned how helpful the staff at the pharmacy was and how he enjoyed the experience. Ms. Harris-Daniel asked how the EDC can best promote the business to others. Mr. Sompura stated that many are not aware that independent pharmacies can do the same as other pharmacies, that they provide the same level of service, take insurance, and the co-pay is similar to other pharmacies. Mr. Sompura also noted the word is not spreading enough right now. They have tried advertising with Facebook marketing, flyers, and Google marketing, but word of mouth is best. Dr. Alford asked Mr. Sompura why they chose Sachse. Mr. Sompura responded that he really likes the area and everybody is so nice. Mr. Kinzer commended Mr. Sompura for being here despite the competition. Mr. Kinzer asked Mr. Sompura for his thoughts about being a business owner on SH 78. Mr. Sompura noted that there is a visibility issue and they might eventually have to move. Mr. Kinzer asked, relative to their lease, if something could be done to help between the property owners and businesses, and how can the EDC help to get everybody working together. Mr. Sompura noted he and the property owner have been talking about signage over the past six months and contemplating moving elsewhere in the City.

Consent Agenda:

- 1. Approve the minutes of the December 16, 2021, regular meeting.**
- 2. Accept the monthly financial reports for the period ending December 31, 2021.**
- 3. Approve the Consent Agenda as presented.**

Vice President Shivers made a motion to approve all consent agenda items as they were presented. Ms. Harris-Daniel seconded the motion, and it carried unanimously.

Regular Agenda Items:

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

- Ms. Nash started the report by reminding the Board about the monthly financial reports, and noting that Ms. Savage sits in the audience to answer questions about the reports. Ms. Savage will soon be retiring and the City will be having a retirement reception for her in February, which was delayed due to the rise of COVID-19 cases. Ms. Nash asked Ms. Savage to introduce the incoming Finance Director and to give her last remarks to the EDC. Ms. Savage thanked the Board for having her present, noting the first meeting she attended when starting with the City was an EDC meeting. Ms. Savage made the announcement about her retirement last summer to allow time for the transition. Ms. Savage mentioned that in September of 2020 they hired David Baldwin as Assistant Director of Finance who came from Washington State and has been working closely with Ms. Savage to assume Director duties. Ms. Savage noted the Board will be in great shape.

Mr. Hauenstein thanked Ms. Savage for all her efforts over the years. Mr. Shivers expressed appreciation for all of her helpful explanations. Ms. Harris-Daniel expressed thanks to Ms. Savage noting she appreciated her stamina in dealing with Boards and Commissions and her professionalism, stating that Ms. Savage will be missed. Mr. Kinzer thanked Ms. Savage. Mr. Hauenstein thanked Mr. Baldwin for stepping up, noting he looks forward to working together.

- Ms. Nash communicated that ICSC @ Red River has been moved from February 1 through February 3 to March 30 through April 1. Ms. Nash mentioned staff is diligently working on getting prepared.
- Ms. Nash spoke on the 5th Street District concept plan, noting that various staff members recently met with representatives from Kimley-Horn and Mr. Shivers. She noted the two restaurant groups for 5th Street were there to talk about what their needs are relative to the project (parking, landscaping, building orientation, trees, etc.) regarding property lay out. After the meeting ended, most of the group was able to tour and discuss the project on site. Ms. Nash spoke on the timeline for the project noting that Kimley-Horn will be working on the concept through February. As part of this project, the consultants are working on the drainage study; the intention is to sync restaurant construction with the necessary site improvements. Ms. Nash noted the most important factor is to ensure the project, and particularly the drainage, is completed correctly. With limited land available, it should not be wasted with detention and retention. Part of Kimley-Horn's charge is figuring out how move the water away from the site underground to maximize gross leasable area on that site. Ms. Nash mentioned she will have monthly updates about this project. Mr. Kinzer said he is comfortable with the schedule. Dr. Alford said he likes the more strategic and long-term view of being patient in favor of the gross leasable area. Ms. Harris-Daniel asked if the Board would see the conceptual design. Ms. Nash responded that they would and once the concepts are ready, they will be brought to the City Council and EDC for review. Mr. Shivers said the meeting was fascinating, and the thing he observed was how all the parties were aligned in the vision for the space.
- Ms. Nash reminded the EDC that the Chamber Awards Banquet will be held on February 10 and the Wylie ISD Boots 'N BBQ Gala will be held on February 26.
- Ms. Nash informed the Board that Leah Granger has been appointed as the City Secretary. There is not currently a plan to fill Ms. Granger's previous position, so for the time being, Mr. Potts will be doing the administrative work. Ms. Nash noted the situation would be monitored and reviewed as necessary. Dr. Alford congratulated Ms. Granger. Ms. Granger said it has been an honor and a pleasure working with the EDC, that she learned a lot, and really enjoyed it. Mr. Shivers noted that Ms. Granger's service has been appreciated. President Hauenstein congratulated Ms. Granger.

Conduct a public hearing to consider a project for Evolve Biologics (USA) Inc. for a manufacturing facility to be constructed on an approximately 11.266-acre tract generally located at the southwest corner of President George Bush Highway and Pleasant Valley Road.

Ms. Nash updated the Board on the legal requirement to hold a public hearing before the EDC can provide an incentive. The Board approved the incentive, as did City Council, and now the

Board is required to hold a public hearing. After the public hearing is held the Board must wait 60 days before funds can be expended for the approved project.

President Hauenstein declared the public hearing for Evolve Biologics (USA) Inc. open at 8:02 pm.

Seeing nobody coming forward, President Hauenstein closed the public hearing at 8:03 pm.

Conduct a public hearing to consider a project for Balleza Insurance Agency, LLC. for a building to be constructed on property described as Lot 1, Block A, Balleza Addition, City of Sachse, Dallas County, Texas, on 0.218-acres, generally located between State Highway 78, 6th Street, Billingsley Street, and 7th Street, addressed as 6100 State Highway 78.

President Hauenstein declared the public hearing for Balleza Insurance Agency, LLC open at 8:03 pm.

Councilmember Michelle Howarth, 1207 Westglen Drive, said she is glad the EDC approved this incentive. Ms. Howarth noted she is glad to see the City supporting small businesses and getting something on that lot. She thanked the EDC for their action.

President Hauenstein closed the public hearing at 8:04 pm.

Discuss goals and objectives as it relates to the Type B Corporation.

Ms. Nash added this item to the EDC agenda in case the Board wanted follow up conversation regarding the previously held joint meeting with City Council. Mr. Hauenstein noted he thought it was a good meeting. He agreed with Mr. Shivers' entertainment idea, noting the Board may need to figure out what purpose it serves the city so that it is not just entertainment for the sake of entertainment, but something the EDC and the city are benefitting from. Dr. Alford noted he loved the offer from Chase Oaks Church to host Backyard on 5th type events, but there was a particular appeal with the previous iteration. Dr. Alford stated he really loved the idea of doing something more often, but if it is associated with a church, that may change the dynamic. Dr. Alford mentioned the possibility of getting creative with a Chase Oaks offer, but tying it to the intent of what 5th Street was may be a bit of a contradiction. Ms. Nash mentioned that she has had a few conversations with Todd Baughman with Chase Oaks and believes what he wants to do is very similar to Backyard on 5th. Dr. Alford said the Board needs to understand what it means to partner in this event, noting this may also be an opportunity for businesses in Sachse like the pharmacist; it is about awareness. Ms. Nash noted that Chase Oaks would like for the EDC and/or the City to be a partner. Ms. Nash mentioned she is certainly open to having those conversations to see what they mean by partnership and would be happy to bring that information to the Board for consideration. Ms. Harris-Daniel said she likes the opportunity and understands what Dr. Alford is saying about being associated with the church. Ms. Harris-Daniel also asked if the street in-between the church and the train tracks could be shut down as opposed to just having the event on the property of the church itself. Ms. Nash responded that Chase Oaks wants the event to be seen from SH 78. Mr. Kinzer recommended having Mr. Baughman attend an EDC meeting

once there is a bit more form around it. Mr. Shivers asked about next steps, and Ms. Nash noted she has been working to get a meeting set up. Dr. Alford said that if the project is to be restarted it should be from the proposition of what is going to be different; what is Chase Oaks' idea of how to improve and not just replicate Backyard on 5th. Mr. Shivers noted that Backyard on 5th was always going to go away because it was a conceptual event to identify demand and draw people to that area. However, the community enjoyed it so much that perhaps the concept moving forward should be finding ways for the community to come together. He noted even if regular events like Backyard on 5th are not possible, the Board should continue to look for opportunities for the community to come together. Dr. Alford mentioned he, as a resident, did not have the context or perspective that the event was supposed to go away and that it was a temporary EDC-supported venture. Ms. Harris-Daniel mentioned the diminishing crowd when football season happened. The community already has some events they are tied to, but it would be nice if the new event is not scheduled on top of something else in order to stand out. Ms. Harris-Daniel asked how frequently the event needs to be; does it have to be every week or can it be a calendar event that is monthly. She would like it to be something that residents can really plan for. Mr. Shivers mentioned looking at some of the data tools to demonstrate how well received the events were.

Mr. Kinzer mentioned continuing to interact with the Chamber. He hopes to formalize having them at the table and involved in the joint meetings. He sees this as a joint effort. Mr. Shivers noted that he would like to continue and further that relationship as well. He asked if there can be coordination between the Chamber outreach program and the EDC program. Ms. Nash mentioned that this was the plan. Staff is trying to figure out how to move forward by laying out what the Chamber will do relative to the ambassador program as opposed to the EDC business visitation program.

President Hauenstein adjourned the meeting to Executive Session at 8:26 p.m.

Executive Session:

The Sachse Economic Development Corporation shall convene into Executive Session pursuant to Texas Government Code Section §551.087: Deliberation regarding Economic Development Negotiations: Discussion of an Economic Development incentive for C&C Sachse, LLC. for a project generally located along State Highway (SH) 78 and Country Club Drive, and for retail or commercial business projects seeking to locate within the City of Sachse.

President Hauenstein reconvened back to Regular Session at 9:49 p.m.

Regular Agenda:

Take action as a result of executive session: Consider authorizing the City Manager as Executive Director of the EDC to negotiate and execute an economic development agreement on behalf of the EDC with C&C Sachse, LLC. for a project generally located along State Highway (SH) 78 and Country Club Drive, and any amendments and instruments related thereto.

No action taken at this time.

Request for future agenda items.

President Hauenstein asked if there were any requests for future meetings. Ms. Harris-Daniel requested a presentation on the demographics of the city. Dr. Alford asked for area comparisons. Ms. Nash said staff can include the 380 corridor as an example.

Regular Meeting Closing:

Adjournment

President Hauenstein adjourned the meeting at 9:51 p.m.

APPROVE:

ATTEST:

Spencer Hauenstein, President

Gina Nash, Executive Director



Agenda Item Details

Meeting	Feb 17, 2022 - Sachse Economic Development Corporation Meeting
Category	B. Consent Agenda - All items listed on the consent agenda will be considered by the Board and will be enacted on by one motion. There will be no separate discussion of these items unless a Board member so requests.
Subject	2. Approve the minutes of the January 20, 2022, Joint City Council - Economic Development Corporation workshop.
Access	Public
Type	Action (Consent), Minutes
Recommended Action	Approve the minutes as presented.

Public Content

BACKGROUND

Minutes of the January 20, 2022, Joint City Council - Economic Development Corporation workshop.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Approve the minutes as presented.

[01.20.22 Joint CC-EDC Minutes.pdf \(78 KB\)](#)

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

**CITY COUNCIL AND ECONOMIC DEVELOPMENT CORPORATION
JOINT WORKSHOP MEETING MINUTES
JANUARY 20, 2022**

The City Council and Economic Development Corporation (EDC) of the City of Sachse held a joint workshop on Thursday, January 20, 2022, at 6:00 p.m. at Sachse City Hall, 3815-B Sachse Road. Those present were Mayor Mike Felix; Mayor Pro Tem Jeff Bickerstaff; Councilmembers Brett Franks, Michelle Howarth, Chance Lindsey, and Cullen King; Sachse Economic Development Corporation Board members: Spencer Hauenstein, Tim Shivers, Marcia Harris-Daniel, Teddy Kinzer, Cedric Alford, and Mark Potter; City Manager, Gina Nash; City Secretary, Leah Granger; Help Desk Technician, James Burnes; Finance Director, Teresa Savage; Assistant Director of Finance, David Baldwin; Assistant to the City Manager, Amanda Chi; and Assistant to the City Manager – Economic Development, Jerod Potts.

Members absent: Councilmember Frank Millsap

Mayor Felix called the joint workshop meeting to order at 6:07 p.m.

President Hauenstein called the joint workshop meeting to order at 6:08 p.m.

WORKSHOP:

Discuss goals and objectives as it relates to the Type B Corporation.

Ms. Nash presented an overview of EDC accomplishments and progress since March 2021 when Ms. Nash became the Executive Director, and reminded the group of the goal established at the previous joint meeting to have both groups reconvene to ensure that the EDC is still on the right course. The EDC Board decided it would be ideal for members of the Sachse Chamber of Commerce to attend this joint meeting to make sure all three groups are working well in tandem.

Key accomplishments Ms. Nash reviewed included the 5th Street District, including targeting restaurants, focusing on infrastructure to support future business, asbestos abatement and demolition of buildings on site, and the initiation of the drainage study and concept plan; the Highway 78 corridor development, including the establishment of TIRZ #3, incentives for Evolve Biologics, Belleza Insurance, Avalon Development; and several internal process improvements, including Mr. Potts attending all predevelopment meetings, incentive temperature checks between the EDC and Council, increased and targeted social media postings by staff, migrating EDC emails to City servers, digitized incentive requests, improved detail during the budget process for more understanding and greater control, and procurement of multiple tools needed for effective analysis and incentives.

Mr. Potts explained recently purchased tools and demonstrated the benefit in relation to the goals. Ms. Nash emphasized that one of the most important goals of the EDC is to have good data and analytics in order to understand the community and what will be the most beneficial business types to attract. She went on to discuss staff's efforts to build community and business relationships. Staff hand delivered Christmas gifts, giving them an opportunity to connect in person. The EDC participated in the annual Red, White, and Blue Blast and Fallfest. Ms. Nash traveled with the Dallas Regional Chamber to Chicago to market the area, and Sachse specifically, to site selectors and developers. The EDC agenda now contains a Sachse Business Spotlight item at each monthly meeting, allowing a local business to be introduced and highlighted to the Board. So far, the Board has met owners from Sachse Nutrition. Sachse Discount Pharmacy will be on the EDC Board regular meeting agenda taking place after the joint meeting this evening. The Sachse Business Spotlight enables local businesses to share what they do and allows the

Board to delve into how they may be of service. The EDC has sponsored local events like the Sachse High School Turkey Trot, Garland ISD Education Foundation's Tinsel and Trivia event, and Wylie ISD Education Foundation's Boots 'N BBQ Gala.

Ms. Nash posed questions to the Council and EDC to make sure that the group is on track. Mayor Felix asked Mr. Kinzer, as a representative of the Sachse Chamber of Commerce, how they want to join in the process. Mr. Kinzer responded that the Chamber is a key stakeholder in the area and it would be beneficial to continue inviting them to the table to make sure the three groups are in lock-step. Mayor Felix agreed that utilizing the Chamber as a participant will be a benefit in the big picture.

Councilmember Howarth said she was incredibly impressed with the progress the EDC has made since April. She was expecting it to take much longer to get to this point and is pleased since their progress is important for the long-term financial success of the city. Councilmember Howarth gave kudos to staff for the amount of communication they are providing on a consistent basis. Councilmember King reinforced Councilmember Howarth's comments indicating that prior to April, he was unaware of what EDC was doing, now he is excited to be seeing the accomplishments and outreach that was lacking. Mayor Pro Tem Bickerstaff indicated things were going very well. He shared that Anthem Development mentioned they chose Sachse because of the relationships the EDC and Council are interested in building. The Council is already seeing the fruits of the work put in since April 2021 and he is looking forward to more. Mr. Hauenstein noted that there is now a great channel of communication with City Council which gives better direction to what the EDC should be working towards. Mr. Shivers agreed that they are moving in a good direction, and emphasized the value of the tools and data in helping them know their targets. He continued, asking if there is anything new the Council would like to see that has not been discussed or has recently showed the need for attention.

Mr. Shivers expressed an interest in bringing entertainment to the 5th Street District, now that the site is progressing. He would like a pop-up entertainment venue as a trial initiative over the next six months. Todd Baughman with Chase Oaks Church and the Chamber announced that it has been his dream to bring something like Backyard on 5th back to Sachse. The group continued discussing entertainment options and venues.

Mayor Felix asked Ms. Nash to project where progress may be in six months at the next joint meeting. Ms. Nash replied that the goal would be to have a better plan around what the target industries should be in order to know who staff should be pursuing, along with a concept plan for the 5th Street District. She should also have a better plan of how Council, EDC, and the Chamber can be working effectively together. Finally, she believes that the Sachse Business Spotlight and business visitation programs will help gain an understanding of what businesses need from the EDC from a retention and expansion perspective.

Adjournment.

Mayor Felix adjourned the joint workshop at 7:08 p.m.

President Hauenstein adjourned the joint workshop at 7:08 p.m.

Spencer Hauenstein, President

ATTEST:

Gina Nash, Executive Director EDC



Agenda Item Details

Meeting	Feb 17, 2022 - Sachse Economic Development Corporation Meeting
Category	B. Consent Agenda - All items listed on the consent agenda will be considered by the Board and will be enacted on by one motion. There will be no separate discussion of these items unless a Board member so requests.
Subject	3. Accept the monthly revenue and expenditure report for the period ending January 31, 2022.
Access	Public
Type	Action (Consent)
Preferred Date	Feb 17, 2022
Fiscal Impact	No
Recommended Action	Accept the monthly financial report for the period ending January 31, 2022.
Goals	Be a model of financial stewardship through growth management, responsible investment, and financial transparency.

Public Content

BACKGROUND

The Sachse Economic Development Corporation Treasurer prepares a report each month to update the Board concerning the current year's budgetary progress. This month's report consists of the summary financial report presented to City Council covering December 2021 and a preliminary line item budget report and balance sheet for January 2022.

RECOMMENDATION

Accept the monthly financial report for the period ending January 31, 2022.

[EDC 12-31-21.pdf \(108 KB\)](#)

[EDC Budget Report 1-31-22 Preliminary.pdf \(134 KB\)](#)

[EDC Balance Sheet 1-31-22.pdf \(111 KB\)](#)

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

City of Sachse
Monthly Revenue and Expenditure Report
December 31, 2021
(Unaudited)

SACHSE ECONOMIC DEVELOPMENT CORPORATION

25% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference
Revenue Summary					
Sales Tax	\$ 975,000	\$ 97,947	\$ 303,097	31.09%	
Other Income	10,000	10,000	10,000	100.00%	A
Interest Income	5,000	306	1,935	38.70%	
Total Revenue	\$ 990,000	\$ 108,253	\$ 315,032	31.82%	
Expenditure Summary					
Expenditures	\$ 627,204	\$ 65,858	\$ 278,196	44.35%	B
Total Expenditures	\$ 627,204	\$ 65,858	\$ 278,196	44.35%	
Total Revenue Over/Under Expenses	\$ 362,796	\$ 42,396	\$ 36,836		

Explanation of Major Variances:

- A** Garland ISD grant received in December
B Includes asbestos abatement and demolition



City of Sachse

Budget to Actual Account Summary

For Fiscal: 2021-2022 Period Ending: 01/31/2022

		Prior Year Budget	Prior Year YTD	2021-2022 Budget	MTD Activity	YTD Activity	Encumbrances	Percentage	Remaining Balance
Fund: 06 - ECONOMIC DEVELOPMENT FUND									
Revenue									
000 - Non-Departmental									
06-000-40060	Sales Tax	837,500.00	356,806.20	975,000.00	103,493.08	406,590.29	0.00	41.70%	568,409.71
06-000-45000	Interest Income	5,000.00	1,935.51	5,000.00	0.00	1,934.86	0.00	38.70%	3,065.14
06-000-46120	Misc Grants and Donations	0.00	10,000.00	10,000.00	0.00	10,000.00	0.00	100.00%	0.00
000 - Non-Departmental Total:		842,500.00	368,741.71	990,000.00	103,493.08	418,525.15	0.00	42.28%	571,474.85
Revenue Total:		842,500.00	368,741.71	990,000.00	103,493.08	418,525.15	0.00	42.28%	571,474.85

Budget to Actual

For Fiscal: 2021-2022 Period Ending: 01/31/2022

		Prior Year Budget	Prior Year YTD	2021-2022 Budget	MTD Activity	YTD Activity	Encumbrances	Percentage	Remaining Balance
Expense									
019 - Economic Development Corporation									
06-019-50000	Wages and Salaries	190,736.00	35,007.54	114,039.00	6,008.20	28,835.36	0.00	25.29%	85,203.64
06-019-50005	Wages and Salaries - Seasonal	6,000.00	0.00	6,000.00	0.00	0.00	0.00	0.00%	6,000.00
06-019-50010	Overtime	0.00	0.00	5,196.75	0.00	2,062.28	0.00	39.68%	3,134.47
06-019-50020	Other Pay	0.00	0.00	659.00	0.00	0.00	0.00	0.00%	659.00
06-019-50030	Longevity Pay	320.00	320.00	48.00	0.00	0.00	0.00	0.00%	48.00
06-019-50050	Social Security and Med Fica Contributio...	15,314.00	2,448.10	9,176.00	437.99	2,427.72	0.00	26.46%	6,748.28
06-019-50060	TMRS Contributions	25,449.00	4,952.50	16,575.00	863.02	4,615.99	0.00	27.85%	11,959.01
06-019-50070	Health Insurance	20,937.00	3,938.19	17,867.00	0.00	1,279.20	0.00	7.16%	16,587.80
06-019-50080	Dental Insurance	1,181.00	92.34	543.00	0.00	0.00	0.00	0.00%	543.00
06-019-50090	Life and LTD Insurance	386.00	0.00	237.00	0.00	0.00	0.00	0.00%	237.00
06-019-50100	Workers Compensation	493.00	263.00	280.00	0.00	189.37	0.00	67.63%	90.63
06-019-50110	Unemployment Tax	648.00	128.00	630.00	165.84	165.84	0.00	26.32%	464.16
06-019-51020	Utilities - Water	0.00	0.00	0.00	0.00	65.90	0.00	0.00%	-65.90
06-019-51030	Utilities - Communications	1,600.00	408.87	1,440.00	0.00	262.91	0.00	18.26%	1,177.09
06-019-51050	Office Supplies	3,000.00	260.15	3,000.00	0.00	10.95	0.00	0.37%	2,989.05
06-019-51070	Postage	400.00	300.00	400.00	0.00	0.00	0.00	0.00%	400.00
06-019-51230	Business Retention Efforts	12,000.00	0.00	10,000.00	0.00	0.00	0.00	0.00%	10,000.00
06-019-51500	Uniforms and Accessories	0.00	0.00	450.00	0.00	0.00	0.00	0.00%	450.00
06-019-51510	Small Tools and Equipment	700.00	0.00	1,000.00	0.00	0.00	0.00	0.00%	1,000.00
06-019-51550	Fuel and Lubricants	0.00	0.00	3,250.00	0.00	0.00	0.00	0.00%	3,250.00
06-019-51700	Community Relations	0.00	0.00	47,275.00	0.00	6,989.99	0.00	14.79%	40,285.01
06-019-51800	Dues and Subcriptions	6,500.00	2,251.89	20,446.88	1,875.00	30,028.00	0.00	146.86%	-9,581.12
06-019-51810	Employee Training	7,000.00	165.00	7,715.50	0.00	700.00	0.00	9.07%	7,015.50
06-019-52000	Vehicle Repairs and Maintenance	500.00	32.86	1,000.00	40.59	81.09	0.00	8.11%	918.91
06-019-53002	Professional Fees	100,000.00	6,787.50	125,000.00	5,243.35	12,904.62	0.00	10.32%	112,095.38
06-019-53060	Printing Services	1,000.00	0.00	6,000.00	0.00	0.00	0.00	0.00%	6,000.00
06-019-53220	Backyard on 5th	25,000.00	549.41	25,000.00	0.00	172.52	0.00	0.69%	24,827.48
06-019-53380	Advertising and Legal Publications	45,000.00	13,922.56	21,400.00	129.35	4,511.30	3,400.00	21.08%	16,888.70
06-019-53500	Web Page Services	2,000.00	833.76	5,000.00	0.00	0.00	0.00	0.00%	5,000.00
06-019-54252	Economic Dev - Property Abatement	0.00	0.00	0.00	3,237.00	155,804.00	0.00	0.00%	-155,804.00
06-019-54500	Local Business Grant Program	206,262.00	21,884.59	0.00	0.00	695.39	0.00	0.00%	-695.39
06-019-55000	Operating Transfer Out - General Fund	154,310.00	51,436.76	177,576.00	0.00	44,394.24	0.00	25.00%	133,181.76
019 - Economic Development Corporation Total:		826,736.00	145,983.02	627,204.13	18,000.34	296,196.67	3,400.00	47.22%	331,007.46
Expense Total:		826,736.00	145,983.02	627,204.13	18,000.34	296,196.67	3,400.00	47.22%	331,007.46
Fund 06 Revenue Over/(Under) Expenses		15,764.00	222,758.69	362,795.87	85,492.74	122,328.48	-3,400.00	33.72%	240,467.39
Total Revenue Over/(Under) Expenses:		15,764.00	222,758.69	362,795.87	85,492.74	122,328.48	-3,400.00	33.72%	240,467.39

Sachse Economic Development Corporation
Balance Sheet
1/31/2022

Assets:

Cash	\$49,111.57
Investments	2,894,575.55
Accts Receivable-Sales Tax	205,150.26
Other Receivable-TIF	594,902.49
Assets Held-Land	<u>\$2,197,981.68</u>

Total Assets	<u>\$5,941,721.55</u>
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Liabilities:

Payables	<u>\$10,804.52</u>
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Total Liabilities	\$10,676.70
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Equity:

Fund Balance 9/30/2021	\$5,813,382.22
FY 2021 YTD Surplus	<u>\$122,328.48</u>

Total Equity	<u>\$5,935,710.70</u>
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Total Liabilities and Equity	<u>\$5,946,387.40</u>
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Agenda Item Details

Meeting	Feb 17, 2022 - Sachse Economic Development Corporation Meeting
Category	C. Regular Agenda Items
Subject	1. Receive and take action on any reports and presentations by the Sachse Economic Development Corporation President, Board Members, Executive Director, and staff regarding items of community interest, special events, announcements and activities, office, industrial, commercial, retail, business retention, and marketing projects.
Access	Public
Type	Action, Discussion, Information
Preferred Date	Dec 16, 2021
Absolute Date	Dec 16, 2021
Recommended Action	Receive and take action on any reports and presentations by the Sachse Economic Development Corporation President, Board Members, Executive Director, and staff regarding items of community interest, special events, announcements and activities, office, industrial, commercial, retail, business retention, and marketing projects.
Goals	Make Sachse more prosperous through job creation and quality development that adds community value.

Public Content

BACKGROUND

Announcements are made at this time for informational purposes only.

POLICY CONSIDERATION

There are no policy considerations affiliated with this item.

RECOMMENDATION

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



Agenda Item Details

Meeting	Feb 17, 2022 - Sachse Economic Development Corporation Meeting
Category	C. Regular Agenda Items
Subject	2. Receive a presentation on the DFW region from the Dallas Regional Chamber.
Access	Public
Type	Discussion, Information

Public Content

BACKGROUND

Sachse, Texas, is one city in a dynamic and rapidly growing region. As the EDC Board continues working to identify target business sectors, a global presentation on the DFW region as a whole will provide great insight into regional trends. This information will help contextualize where the region is now, and the direction it is heading.

OVERVIEW

At the January 20 EDC meeting, the Board requested staff bring in a representative from the Dallas Regional Chamber to present on the DFW area.

RECOMMENDATION

Receive a presentation on the DFW region from the Dallas Regional Chamber.

Kevin Shatley, Vice President of Economic Development for the Dallas Regional Chamber, will be presenting.



Agenda Item Details

Meeting	Feb 17, 2022 - Sachse Economic Development Corporation Meeting
Category	C. Regular Agenda Items
Subject	3. Discuss and consider the selection process for target business sectors based on the goals and objectives of the Sachse EDC.
Access	Public
Type	Action, Discussion
Preferred Date	Feb 17, 2022
Absolute Date	Feb 17, 2022
Budget Source	Economic Development Corporation
Recommended Action	Provide direction for staff on target business sector identification.
Goals	Make Sachse more prosperous through job creation and quality development that adds community value.

Public Content

BACKGROUND

The Sachse Economic Development Corporation desires to more formally identify, distinguish, and prioritize businesses by sector in the community. Such an analysis will assist the EDC in terms of both business retention and expansion, as well as business attraction. Developing a list of prioritized business sectors will assist the EDC by clearly articulating the types of businesses to pursue based upon the factors that make Sachse unique in the Metroplex. There are different paths to achieving this outcome, and each will require robust analysis not only of this community, but of the region. This analysis will enable Sachse and the EDC to better understand where the city has strategic strengths on which to capitalize.

OVERVIEW

At the July 15 meeting, the board approved the goals and objectives set forth by the Economic Development Corporation. Identifying target business sectors was a high priority during the strategic planning process. At the August 19 meeting, the process of how to determine the focus of business acquisition and retention efforts was discussed. At the September 16 meeting, the EDC directed staff to internally start the data gathering piece of this project. At its October 28 Board meeting, the EDC was presented with data relative to Sachse to provide the Board with a demographic and economic profile of the city. The Board directed staff to continue pulling data to support the identification of target industries in Sachse.

POLICY CONSIDERATION

There is no policy consideration at this time.

RECOMMENDATION

Provide direction for staff on target business sector identification.



Agenda Item Details

Meeting	Feb 17, 2022 - Sachse Economic Development Corporation Meeting
Category	D. Executive Session
Subject	1. The Sachse Economic Development Corporation shall convene into Executive Session pursuant to Texas Government Code Section §551.087: Deliberation regarding Economic Development Negotiations: Discussion of an Economic Development incentive for C&C Sachse, LLC. for a project generally located along State Highway (SH) 78 and Country Club Drive, and for retail or commercial business projects seeking to locate within the City of Sachse.
Access	Public
Type	Closed Session

Public Content



Agenda Item Details

Meeting	Feb 17, 2022 - Sachse Economic Development Corporation Meeting
Category	E. Regular Agenda Items
Subject	1. Take action as a result of executive session: Consider authorizing the City Manager as Executive Director of the EDC to negotiate and execute an economic development agreement on behalf of the EDC with C&C Sachse, LLC. for a project generally located along State Highway (SH) 78 and Country Club Drive, and any amendments and instruments related thereto.
Access	Public
Type	Action
Preferred Date	Feb 17, 2022
Absolute Date	Feb 17, 2022
Recommended Action	Authorize the City Manager as Executive Director of the EDC to negotiate and execute an economic development agreement on behalf of the EDC with C&C Sachse, LLC. for a project generally located along State Highway (SH) 78 and Country Club Drive, and any amendments and instruments related thereto.
Goals	Make Sachse more prosperous through job creation and quality development that adds community value.

Public Content