City of Sachse, Texas

Meeting Agenda

City Council

Tuesday, January 3, 2017 | **6:30 PM** | **Emergency Operations Center (EOC)**

The Mayor and Sachse City Council request that all cell phones be turned off or set to vibrate. Members of the audience are requested to step outside the Council Chambers to respond or to conduct a phone conversation.

The City Council of the City of Sachse will hold a Regular Meeting on Tuesday, January 3, 2017, at 6:30 p.m. in the Emergency Operations Center (EOC) at Sachse City Hall, 3815 Sachse Road, Building D, Sachse, Texas to consider the following items of business:

Invocation and Pledges of Allegiance to U.S. and Texas Flags.

A. Pledge of Allegiance to the Flag of the United States of America: I pledge allegiance to the flag of the United States of America, and to the Republic for which it stands: one nation under God, indivisible, with liberty and justice for all.

B. Pledge of Allegiance to the Texas State Flag: Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.

1. 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 Council Member or citizen so requests.

16-3634 Approve the minutes of the December 5, 2016 workshop minutes.

Attachments: 12.05.16 Minutes Workshop

16-3635 Approve the minutes of the December 5, 2016 regular meeting.

Attachments: 12.05.16 Minutes

16-3636 Reschedule the January 16, 2017 City Council Workshop and Meeting to Tuesday, January 17, 2017.

17-3639 Accept the Monthly Revenue and Expenditure Report for the period ending November 30, 2016.

Attachments: GF 11-30-16
UF 11-30-16
DS 11-30-16
SEDC 11-30-16
Sales Tax Analysis Jan 2017

2. MAYOR AND CITY COUNCIL ANNOUNCEMENTS REGARDING SPECIAL EVENTS, CURRENT ACTIVITIES, AND LOCAL ACHIEVEMENTS.

3. CITIZEN INPUT.

The public is invited at this time to address the Council. The Mayor will ask you to 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.

4. REGULAR AGENDA ITEMS.

17-3637 Receive presentation and discuss the Comprehensive Plan.

5. EXECUTIVE SESSION.

17-3638 The City Council shall convene into Executive Session pursuant to the Texas Government Code, Section § 551.072: Deliberation of the purchase, sale and license of real property generally located in mid-west part of the City of Sachse.

Consider any action as a result of Executive Session.

6. ADJOURNMENT.

Vision Statement: Sachse is a friendly, vibrant community offering a safe and enjoyable quality of life to all who call Sachse home.

The City of Sachse reserves the right to reconvene, recess or realign the regular session or called Executive Session or order of business at any time prior to adjournment.

As authorized by Section 551.072(2) of the Texas Government Code, this meeting 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 regluar meeting agenda item listed herein.

Posted: Thursday, December 29; 5:00 p.m.

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Michelle Lewis Sirianni, City Secretary

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

City of Sachse, Texas

Legislation Details (With Text)

File #:	16-3634	**Version:**	1	**Name:**	December 5, 2016 Council Workshop meeting minutes.
Type:	Agenda Item			**Status:**	Agenda Ready
File created:	12/12/2016			**In control:**	City Council
On agenda:	1/3/2017			**Final action:**	
Title:	Approve the minutes of the December 5, 2016 workshop minutes.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	12.05.16 Minutes Workshop				

Date	Ver.	Action By	Action	Result

Title
December 5, 2016 workshop minutes

Background
Minutes of the December 5, 2016 workshop meeting.

Policy Considerations
None.

Budgetary Considerations
None.

Staff Recommendations
Approve the minutes of the December 5, 2016 workshop meeting.

CITY COUNCIL OF THE CITY OF SACHSE

WORKSHOP MEETING MINUTES

DECEMBER 5, 2016

The City Council of the City of Sachse held a workshop meeting on Monday, December 5, 2016 at 6:30 p.m. at Sachse City Hall, 3815-B Sachse Road, Sachse, Texas. Those present were Mayor Mike Felix, Council Members Brett Franks, Charlie Ross, Bill Adams, Cullen King, and Jeff Bickerstaff. City Manager, Gina Nash; City Secretary, Michelle Lewis Sirianni; and Human Resources Director, Stacy Buckley. Council Member Paul Watkins was absent.

Mayor Felix called the meeting to order at 6:36 p.m.

EXECUTIVE SESSION: The City Council shall convene into Executive Session pursuant to the Texas Government Code, Section §551.074: Personnel regarding the six month review of the City Manager.

At 6:36 p.m., City Council recessed into Executive Session.

At 7:31 p.m., City Council reconvened back into the workshop meeting.

No further discussion or action was taken.

ADJOURNMENT: At 7:31 p.m. Mayor Felix adjourned the meeting.

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MIKE J FELIX, MAYOR

ATTEST:

_____

Michelle Lewis Sirianni, City Secretary

City of Sachse, Texas

Legislation Details (With Text)

File #:	16-3635	**Version:**	1	**Name:**	December 5, 2016 Council meeting minutes.
Type:	Agenda Item			**Status:**	Agenda Ready
File created:	12/12/2016			**In control:**	City Council
On agenda:	1/3/2017			**Final action:**	
Title:	Approve the minutes of the December 5, 2016 regular meeting.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	12.05.16 Minutes				

Date	Ver.	Action By	Action	Result

Title
December 5, 2016 meeting minutes.

Background
Minutes of the December 5, 2016 regular meeting.

Policy Considerations
None.

Budgetary Considerations
None.

Staff Recommendations
Approve the minutes of the December 5, 2016 regular meeting.

CITY COUNCIL OF THE CITY OF SACHSE

MEETING MINUTES

DECEMBER 5, 2016

The City Council of the City of Sachse held a regular meeting on Monday, December 5, 2016 at 7:30 p.m. at Sachse City Hall, 3815-B Sachse Road, Sachse, Texas. Those present were Mayor Mike Felix, Council Members Brett Franks, Charlie Ross, Bill Adams, Cullen King, and Jeff Bickerstaff. City Manager, Gina Nash; City Secretary, Michelle Lewis Sirianni; Human Resources Director, Stacy Buckley; Community Development Director, Dusty McAfee; Parks and Recreation Director, Lance Whitworth; Finance Director, Teresa Savage; Director of Public Works and Engineering, Greg Peters; Fire Chief, Marty Wade; and Police Chief, Bryan Sylvester. Councilman Paul Watkins was absent.

Mayor Felix opened the meeting at 7:41 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE TO U.S. AND STATE FLAG: The invocation was offered by Councilman King and the 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 Council member or citizen so requests.

16-3614 Approve the minutes of the November 21, 2016 workshop meeting.

16-3615 Approve the minutes of the November 21, 2016 regular meeting.

16-3617 Accept the Monthly Revenue and Expenditure Report for the period ending October 31, 2016.

16-3612 Reschedule the January 2, 2017 City Council Workshop and Meeting to Tuesday, January 3, 2017.

16-3623 Approve an ordinance updating the City's Personnel Policies and Procedures Manual.

Councilman Bickerstaff made a motion to approve items 16-3614, 16-3615, 16-3617, 16-3612, and 16-3623 as submitted. Councilman King seconded that motion and the motion was unanimously approved.

MAYOR AND CITY COUNCIL ANNOUNCEMENTS REGARDING SPECIAL EVENTS:

Mayor Pro Tem Ross stated that the Polar Express event at the Library had over 400 people in attendance and was very successful. On December 6, the Library will have a cooking decorating

for ages nine and up with spaces limited to the first 30 participants. On December 13 at 6:00 p.m., the Library is hosting the Nutcracker event. The Library will be closed Friday, December 16 for staff development. Mayor Pro Tem Ross added upcoming Holiday hours at the Library will include closing at 5 p.m. on December 22 and closed December 23-26 and December 31.

Councilman Franks thanked the choirs for singing at the Christmas tree lighting and for all those who attended and staff, which was roughly 350 plus people. Councilman Franks invited all out for the annual Christmas parade and Cookies with Santa event on Saturday, December 10.

Councilman Adams thanked all who came out for the annual pancakes with Santa. It was very well attended and the children enjoyed being able to see and get on the fire trucks.

Mayor Felix thanked staff for all they did for the Christmas lighting and added that the Sachse FOP is collecting toys and nonperishable foods for Christmas. Donations may be delivered to the Sachse Police Department any time day or night.

CITIZENS INPUT:

No comments were made.

REGULAR AGENDA ITEMS:

16-3619 Discuss the logo on the City of Sachse's Caboose located at the intersection of Highway 78 and 5th Street.

Mrs. Nash introduced this item stating Council previously discussed some improvements that they would like to see to the caboose. Staff is looking for direction on the logo and any options they would like to see on the caboose. Council could choose a different logo eventually if a branding campaign happens in the future.

Mr. Whitworth presented the options of the Sachse Shines logo, which has been on the caboose and the City of Sachse logo. The contractor is currently repainting the caboose and will move next to the logo once Council selects the option they wish to see. The logo will be painted on both sides of the caboose.

Mayor Felix stated he likes the Sachse Shines logo. Councilman Adams, King and Bickerstaff agreed. Mayor Pro Tem Ross stated that he would prefer to look at later if a branding campaign took place, but of the two logos presented, he likes the Sachse Shines best. Councilman Franks stated that he would like to wait until the Comprehensive Plan was complete to decide and would like the number of the caboose placed on it as well.

Based on feedback from Council, the consensus was to move forward with the Sachse Shines logo.

16-3618 Consider an ordinance amending Chapter 7 of the Code of Ordinances by adding Section 7-5 titled "Police Volunteers".

Chief Sylvester presented the Volunteer Program within the Police Department and what the ordinance provisions creating the program entail, the initial proposed duties of the program, and the development of the programs policies, forms, and application process. The department will roll out the program in the spring of 2017. Chief Sylvester stated that upon an appropriate background check, volunteers will assist the Police Department by performing clerical, administrative, and designated field duties, but will not perform any law enforcement function.

The Council discussed how the volunteers would communicate with dispatch, if the volunteers would be able to assist with Animal Control, the extensiveness of the background checks, and the minimum age requirement. Chief Sylvester replied that volunteers must be 18 years of age or older to apply and have the ability to donate time regularly. Councilman Franks added that he would to see a youth program spur off this program.

Councilman Franks made a motion to approve an ordinance amending Chapter 7 of the Code of Ordinances by adding Section 7-5 titled "Police Volunteers". Councilman Bickerstaff seconded that motion and the motion was unanimously approved.

16-3620 Conduct a public hearing to consider and act on a request by Frank Millsap, to rezone approximately 9.87 acres of land from AG (Agriculture) and Special Use Permit (Ord. #802 & #3052) to Planned Development district (PD) to allow for an expansion of the existing facility using similar construction materials, located at 3904 Miles Road, generally north of Hudson Middle school.

Mr. McAfee presented this item by briefing Council with the project information. Due to the public hearing, property owners within a 1,000 feet were notified and no negative responses were received. The subject property location was identified and noted that the rear majority of the property is undeveloped, raw land. The front of the subject property is predominantly mature trees with an existing single family residence setback from the road. The visibility of the mechanic shop portion is limited. Mr. McAfee provided a history of the Rod Shop, an overview of the PD, and policy considerations. The Planning and Zoning Commission unanimously recommended approval at its November 14 meeting. Staff recommends approval of the proposed PD with the special ordinance provisions outlined in the proposed ordinance.

Mayor Felix opened the public hearing.

No comments were made.

Councilman Franks made a motion to close the public hearing. Councilman Adams seconded that motion and the motion was unanimously approved.

No further discussion or comments were made by Council.

Councilman King made a motion to approve a request to rezone approximately 9.87 acres of land from AG (Agriculture) and Special Use Permit (Ord. #802 & #3052) to Planned Development

district (PD) to allow for an expansion of the existing facility using similar construction materials. Mayor Pro Tem Ross seconded that motion and the motion was unanimously approved.

16-3621 Conduct a public hearing to consider and act on a request by Trepex, to rezone approximately 9.82 acres of land from C2 (Commercial) with Turnpike Overlay (Transition Zone) to Planned Development district (PD) to allow for a senior housing complex, generally located south of Sewell Elementary and east of Mile Road, within Sachse city limits.

Mr. McAfee presented this item by briefing Council with the project information. Due to the public hearing property owners within a 1,000 feet were notified and no negative responses were received. The subject property location was identified and noted that the tract of land is located in the "Transition Zone" of the Turnpike Overlay district. The subject property is not in the Turnpike TIF. Mr. McAfee provided an overview of the classifications of senior housing, entitlements to the applicant including that assisted living is allowed by right in all zoning districts, and an overview of the PD. Mr. McAfee discussed the fiscal impact and policy considerations of the proposed project. The Planning and Zoning Commission unanimously recommended approval at their November 14 meeting. Staff is recommending approval of the proposed PD with the special ordinance provisions outlined in the proposed ordinance.

Mayor Felix opened the public hearing.

No comments were made.

Councilman Franks made a motion to close the public hearing. Mayor Pro Tem Ross seconded that motion and the motion was unanimously approved.

Council discussed the senior housing classifications, the possibility of adding a turn lane, and the possible amount of public safety calls and/or visits that could be made to such facility. Council also discussed maximum building height. Mayor Felix noted and asked the applicant if they were comfortable with having the park as a buffer. The applicant replied that yes they are.

Councilman King made a motion to approve a request to rezone approximately 9.82 acres of land from C2 (Commercial) with Turnpike Overlay (Transition Zone) to Planned Development district (PD) to allow for a senior housing complex. Councilman Adams seconded that motion and the motion was unanimously approved.

16-3624 Consider a resolution awarding the bid for the construction of the Bunker Hill Turn Lane Improvements Project to McMahon Contracting, L.P., in an amount not to exceed one hundred six thousand six hundred thirty-seven dollars and forty cents ($106,637.40).

Mr. Peters presented this item providing an overview of the project including the project scope and engineering design and the review completed by TxDOT. Mr. Peters discussed the bid process with McMahon Contracting being the lowest qualified bidder. Staff recommends approving a resolution awarding bid for the construction of the Bunker Hill Turn Lane Improvements Project to McMahon Contracting, L.P., in an amount not to exceed one hundred six thousand six hundred thirty-seven dollars and forty cents ($106,637.40).

Councilman Franks expressed his thanks for getting this project underway. Councilman Bickerstaff asked what the total timeframe of completion would be on the project. Mr. Peters replied that the contractor has 120 days to complete, but it should not take that long and will continue to work with the contractor on the timing of completion.

Councilman Adams made a motion to approve a resolution awarding the bid for the construction of the Bunker Hill Turn Lane Improvements Project to McMahon Contracting, L.P., in an amount not to exceed one hundred six thousand six hundred thirty-seven dollars and forty cents ($106,637.40). Councilman Franks seconded that motion and the motion was unanimously approved.

16-3622 Consider the application of the Skorburg Company requesting a waiver from the Code of Ordinances, Chapter 8 Subdivisions, to permit the design and construction of a non-standard roadway in the City of Sachse, Texas.

Mr. Peters presented this item stating that the necessary infrastructure was never constructed and the lots have been owned by individuals who have been unable to use or build a home on the property. The plat was filed in the 1960's. The subject property was identified along with two streets that were never originally constructed. Several lots remain undeveloped in the subdivision. Mr. Peters provided Council with a brief history of the subject property along with the applicant's efforts on working with staff and landowners. The waiver request is to allow for a street section that is different from the City standard. The requested section would entail 60' of right-of-way (per platted subdivision), 24' wide concrete streets, and no curbs; bar ditches on both sides, and no sidewalks. The current City standard street section is 50' of right-of-way, 31' concrete streets with curb and gutter, an underground storm system, and 4'sidewalks. Mr. Peters outlined the waiver process and policy considerations along with budgetary impacts. Staff evaluated the waiver application and finds that there are special circumstances affecting the land. The original developer of the property platted and subdivided the land without constructing the public improvements subsequently creating the properties un-useable for their intended purpose. Staff also found that the approval of the waiver would cause the construction of a public road in a difficult situation, providing access to private property that currently has no public access and the waiver would not prevent the orderly subdivision of other lands in the area. The approval of the waiver would allow for the construction of public streets to a standard consistent with the surrounding streets, with a higher standard pavement surface. Therefore, staff does recommend approval of the waiver based on the special circumstances created by the original developer, the surrounding street systems, and the hardships placed on all property owners of lots.

Rich Darragh with Skorburg Company presented Council with an overview of what they are projecting to do if the waiver is granted.

Mayor Felix opened the floor for public comments.

Herb Whitacker, 7202 Sable Lane, stated his concern is the drainage and the current flow of water.

Jim Tawwater, 7204 Sable Lane, stated his concerns are the drainage and having no sidewalks and the safety for the children. He has no issue with the area being developed.

Chuck Schaefer, 4811 Williford Road, stated his concern is the drainage and the flow of water. He would like to see the City keep with their standards, but is not opposed to development.

James Petre, 7209 Bailey Road, stated his concerns are the drainage and sidewalks.

Jackie Eickelberger, 7121 Bailey Road, stated she would like to see the City follow current building standards and major concern being the flow of water. She feels if the properties are developed, it will add to the current flooding they experience. She suggested the possibility of installing a detention pond.

Robert Corbin, 4951 Williford Road, stated his concerns are the increased traffic, the bar ditches, and the water control for that area.

Greg Stewart, 6615 Bradford Lane, stated his concern is the current flooding and would like to see the City stay with current standards.

The Council discussed how to develop the area correctly without affecting drainage to the other surrounding areas as well as locating the actual origination of the drainage problems. Council discussed waiting until the stormwater utility rate study was complete. Councilman Franks commented that the plat is filed. The developer would have to build to City standards, but it is a matter of water concerns.

Councilman Franks made a motion to deny a waiver request from the Code of Ordinances, Chapter 8 Subdivisions, to permit the design and construction of a non-standard roadway. Councilman Adams seconded that motion and the motion was unanimously approved.

16-3610 Consider appointments to the Citizen Steering Committee for the Sachse Stormwater Utility Study.

Mrs. Nash stated that as part of the study, staff is requesting for Council to each appoint a member to a Citizen Steering Committee. Staff will work with the members and the consultant to put together a timeline for committee meetings. Beginning in January, it is anticipated that they will meet 4-5 times.

Councilman Adams appointed Mike Paroski.

Councilman Bickerstaff appointed Heath Bennett.

Councilman King appointed Pat Covington.

Mayor Pro Tem Ross appointed Scott Everett.

Councilman Franks appointed Eric Arnold.

Mayor Felix appointed Jackie Eickelberger.

Councilman Bickerstaff made a motion to approve appointments as listed. Mayor Pro Tem Ross seconded that motion and the motion was unanimously approved.

ADJOURNMENT:

Mayor Felix adjourned the meeting at 10:14 p.m.

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MIKE J FELIX, MAYOR

ATTEST:

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Michelle Lewis Sirianni, City Secretary

City of Sachse, Texas

Legislation Details (With Text)

File #:	16-3636	**Version:**	1	**Name:**	Reschedule January 2017 Council Workshops and Meetings.
Type:	Agenda Item			**Status:**	Agenda Ready
File created:	12/12/2016			**In control:**	City Council
On agenda:	1/3/2017			**Final action:**	
Title:	Reschedule the January 16, 2017 City Council Workshop and Meeting to Tuesday, January 17, 2017.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result

Title
January 2017 Council Workshop and Meeting

Background
Due to the Martin Luther King Day Holiday being the third Monday of January, the City Council will need to reschedule this regularly scheduled meeting. Council traditionally reschedules a Monday meeting to the Tuesday following, which would be January 17, but may choose another date if preferred.

Policy Considerations
None.

Budgetary Considerations
None.

Staff Recommendations
Reschedule the January 16, 2017 City Council Workshop and Meeting to Tuesday, January 17, 2017.

City of Sachse, Texas

Legislation Details (With Text)

File #:	17-3639	**Version:**	1	**Name:**	Monthly Budget Reports November 2016
Type:	Agenda Item			**Status:**	Agenda Ready
File created:	12/29/2016			**In control:**	City Council
On agenda:	1/3/2017			**Final action:**	
Title:	Accept the Monthly Revenue and Expenditure Report for the period ending November 30, 2016.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	GF 11-30-16 UF 11-30-16 DS 11-30-16 SEDC 11-30-16 Sales Tax Analysis Jan 2017				

Date	Ver.	Action By	Action	Result

Title

Monthly Revenue and Expenditure Report for the period ending November 30, 2016.

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, and Sachse Economic Development Corporation for the period ended November 30, 2016, and an analysis of year-to-date sales receipts compared to the prior year.

Policy Considerations

City Charter requires that the City Manager submit a report covering revenues and expenditures monthly.

Budgetary Considerations

November is the second month of the fiscal year.

Staff Recommendations

Accept the Monthly Revenue and Expenditure for the period ending November 30, 2016.

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City of Sachse

Monthly Revenue and Expenditure Report

November 30, 2016

(Unaudited)

GENERAL FUND

17% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference 17%
Revenue Summary					
Property Tax	$ 10,076,929	$ 605,487	$ 785,118	7.79%	**A**
Sales Tax	1,417,851	153,748	278,840	19.67%	
Franchise Fees	1,690,233	58,735	294,837	17.44%	
Licenses and Permits	757,000	58,730	151,855	20.06%	
Service Fees	721,500	28,878	102,163	14.16%	
Fines	280,000	19,398	46,663	16.67%	
Interest Income	12,000	3,118	6,418	53.49%	
Miscellaneous Income	350,946	45,489	65,420	18.64%	
Intergovernmental Revenue	1,024,611	85,384	170,769	16.67%	
Total Revenue	**$ 16,331,070**	**$ 1,058,968**	**$ 1,902,082**	**11.65%**	
Expenditure Summary					
City Manager	$ 383,103	$ 22,395	$ 50,396	13.15%	
City Secretary	148,553	11,315	29,035	19.54%	
Human Resources	337,607	20,382	37,735	11.18%	
Finance	548,026	30,936	102,175	18.64%	
Municipal Court	217,130	18,440	30,087	13.86%	
Parks & Recreation	1,164,914	104,438	164,934	14.16%	
Senior Programs	150,433	11,899	20,579	13.68%	
Library Services	458,091	41,897	76,722	16.75%	
Community Development	844,546	86,618	138,171	16.36%	
Streets & Drainage	1,691,786	86,724	157,407	9.30%	
Facility Maintenance	515,018	37,897	70,028	13.60%	
Police	4,811,657	408,578	816,748	16.97%	
Animal Control	210,614	19,458	37,343	17.73%	
Fire/EMS	3,740,453	277,196	565,633	15.12%	
Combined Services	381,203	17,828	179,362	47.05%	**B**
City Engineer	239,302	25,511	46,193	19.30%	
Information Technology	385,183	65,092	74,120	19.24%	**C**
Total Expenditures	**$ 16,227,619**	**$ 1,286,603**	**$ 2,596,667**	**16.00%**	
Total Revenue Over/Under Expenses	**$ 103,451**	**$ (227,635)**	**$ (694,585)**		

Explanation of Major Variances:

A Property Tax receipts peak in December and January

B Total annual property and liability premium paid in October

C New department for FY2017

City of Sachse

Monthly Revenue and Expenditure Report

November 30, 2016

(Unaudited)

UTILITY FUND

17% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference 17%
Revenue Summary					
Water Revenue	$ 5,602,656	$ 602,193	$ 1,145,279	20.44%	
Sewer Revenue	4,355,842	428,546	782,642	17.97%	
Fees	158,500	17,150	36,361	22.94%	
Interest Income	1,500	1,271	3,312	220.78%	
Transfer In-Debt Service					
Miscellaneous Income	-	1,833	1,833		
Total Revenue	**$ 10,118,498**	**$ 1,050,992**	**$ 1,969,426**	**19.46%**	
Expenditure Summary					
Utility Administration	$ 360,973	$ 15,814	$ 35,696	9.89%	
Water Operations	7,043,677	431,102	541,340	7.69%	
Sewer Operations	3,737,513	235,120	308,624	8.26%	
Meter Reading	576,755	16,587	28,885	5.01%	
Total Expenditures	**$ 11,718,918**	**$ 698,624**	**$ 914,545**	**7.80%**	
Total Revenue Over/Under Expenses	**$ (1,600,420)**	**$ 352,369**	**$ 1,054,881**		

Explanation of Major Variances:

Monthly Revenue and Expenditure Report
November 30, 2016
(Unaudited)

Debt Service Fund

17% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference 17%
Revenue Summary					
Property Tax	$ 3,522,138	$ 210,369	$ 272,789	7.74%	
Interest Income	1,000	173	366	36.57%	
Miscellaneous Receipts		-	4,073		
Total Revenue	**$ 3,523,138**	**$ 210,542**	**$ 277,228**	**7.87%**	
Expenditure Summary					
Fees	$ 3,500	$ -	$ -	0.00%	
Principal	1,922,218	-	-	0.00%	**A**
Interest	1,583,679			0.00%	**A**
Transfer Out-Utility Fund					
Total Expenditures	**$ 3,509,397**	**$ -**	**$ -**	**0.00%**	
Total Revenue Over/Under Expenses	**$ 13,741**	**$ 210,542**	**$ 277,228**		

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

City of Sachse

Monthly Revenue and Expenditure Report

November 30, 2016

(Unaudited)

SACHSE ECONOMIC DEVELOPMENT CORPORATION

17% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference
					17%
Revenue Summary					
Sales Tax	$ 691,944	$ 76,874	$ 135,160	19.53%	
Other Income	$ -	$ -	$ 502,845		**A**
Interest Income	3,000	123	320	10.67%	
Total Revenue	**$ 694,944**	**$ 76,997**	**$ 638,325**	**91.85%**	
Expenditure Summary					
Expenditures	688,809	27,221	43,522	6.32%	
Total Expenditures	**$ 688,809**	**$ 27,221**	**$ 43,522**	**6.32%**	
Total Revenue Over/Under Expenses	**$ 6,135**	**$ 49,776**	**$ 594,803**		

Explanation of Major Variances:

A Proceeds from sale of land

CITY OF SACHSE
2016/2017 SALES TAX ANALYSIS

FY 2016	Total Sales Tax	General Fund Sales Tax	General Fund Year-To-Date	YTD Percent of Budget	FY 2017	Total Sales Tax	General Fund Sales Tax	General Fund Year-To-Date	YTD Percent of Budget
October	156,703	89,540	89,540	7.34%	October	204,011	116,572	116,572	9.56%
November	223,828	127,895	217,435	17.83%	November	269,073	153,748	270,320	19.53%
December	162,793	93,020	310,455	25.46%	December	195,780	111,868	382,188	27.62%
January	198,309	113,314	423,769	34.75%	January				
February	278,265	159,001	582,769	47.79%	February				
March	168,935	96,530	679,299	55.70%	March				
April	165,486	94,559	773,858	63.46%	April				
May	269,268	153,860	927,718	76.07%	May				
June	190,617	108,919	1,036,636	85.00%	June				
July	189,206	108,113	1,144,749	93.87%	July				
August	265,824	151,892	1,296,641	106.32%	August				
September	196,876	112,495	1,409,136	115.55%	September				
TOTAL	2,466,111	1,409,136			TOTAL	668,864	382,188		
BUDGET		1,219,518			BUDGET		1,383,888		

City of Sachse, Texas

Legislation Details (With Text)

File #:	17-3637	**Version:**	1	**Name:**	Comp Plan 1-03-17 CC
Type:	Agenda Item			**Status:**	Agenda Ready
File created:	12/27/2016			**In control:**	City Council
On agenda:	1/3/2017			**Final action:**	
Title:	Receive presentation and discuss the Comprehensive Plan.				

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result

Title
Comprehensive Plan

Background
As the comprehensive plan process nears completion, the review and approval phase begins.

Policy Considerations
None.

Budgetary Considerations
None.

Staff Recommendations
Hear the presentation, discuss, and provide feedback.

City of Sachse, Texas

Legislation Details (With Text)

File #:	17-3638	**Version:**	1	**Name:**	Executive Session: Real Property
Type:	Agenda Item			**Status:**	Agenda Ready
File created:	12/28/2016			**In control:**	City Council
On agenda:	1/3/2017			**Final action:**	
Title:	The City Council shall convene into Executive Session pursuant to the Texas Government Code, Section § 551.072: Deliberation of the purchase, sale and license of real property generally located in mid-west part of the City of Sachse. Consider any action as a result of Executive Session.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result

Title

Executive Session pursuant to the Texas Government Code, Section § 551.072: Deliberation of the purchase, sale and license of real property generally located in mid-west part of the City of Sachse.

Background

This agenda item is provided for the City Council to meet in Executive Session to deliberate the purchase, sale, and license of real property generally located in mid-west part of the City, in accordance with Texas Government Code.

Policy Considerations

None.

Budgetary Considerations

None.

Staff Recommendations

Conduct executive session and take any action appropriate.

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PLAN SACHSE

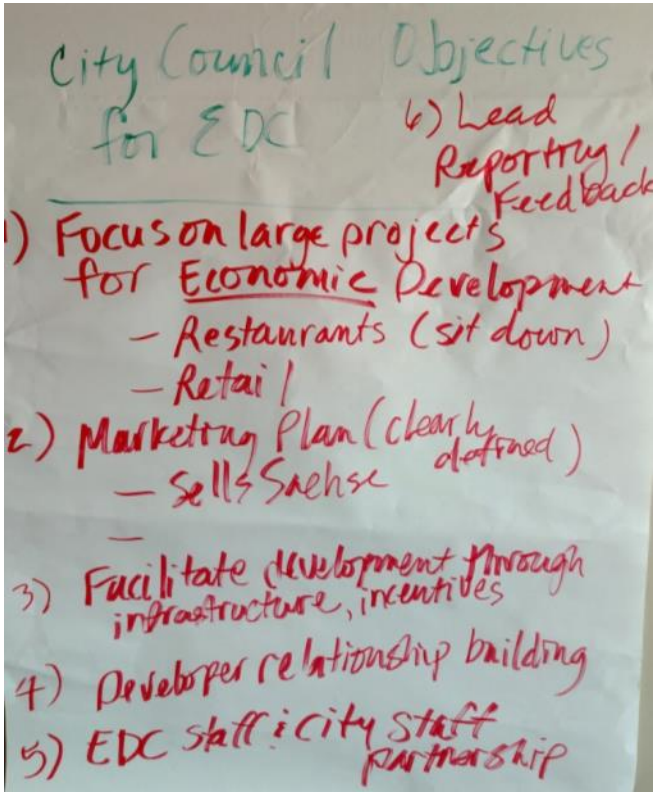
Comprehensive Plan Initiative Update

January 3, 2017

City of Sachse | catalyst | la terra studio | VERDUNITY | LIVABLE CITY PLANS & CODES | GP

We Understand Sachse's Opportunity

A Council Strategic Plan based on Outcomes



Work Program

	April	May	June	July	August	September	October	November	December	January	February
Digital Engagement Platform	Create web page/Facebook profile and brand	Track and update social media platforms									
Council/EDC Work Sessions			6/20/2016								
Community Working Group Meetings						9/12/2016	10/10/2016	11/16/2016			
Stakeholder Interviews	Start	Complete									
Existing Data Assessment	Exploration of needs for utility strategy, FLUP, parks and recreation and infrastructure										
Calibration of Model (Fiscal Impact)				Model Completed	Model Refined						
Market Analysis + Fiscal Impact	Initial Market Study and Merchandising Plan Strategy		Merchandising Strategy Refinement			Fiscal Impact Analysis					
Design Charrette + Design Refinment		Initial Charrette 05/04/2016	Internal Team Workshop 07/12/2016	Second Charrette July 27 - 28	Refinement of Plans						
ICSC	Preparation	Attended May 22 - 25									
Town Hall Meetings				7/28/2016			10/18/2016				
Adoption and Final Report							Joint Council, EDC, and P&Z 10/11/2016	Draft Refinement Staff Review #1 - 12/06/2016		Council 01/17 EDC Board 01/19 P&Z 01/23	Council 02/06

Community Engagement

- www.PlanSachse.com
- Online Surveys
- Interviews
- Town Hall Sessions
- Catalytic Area Stakeholder Sessions
- CPAC Sessions

Community Engagement

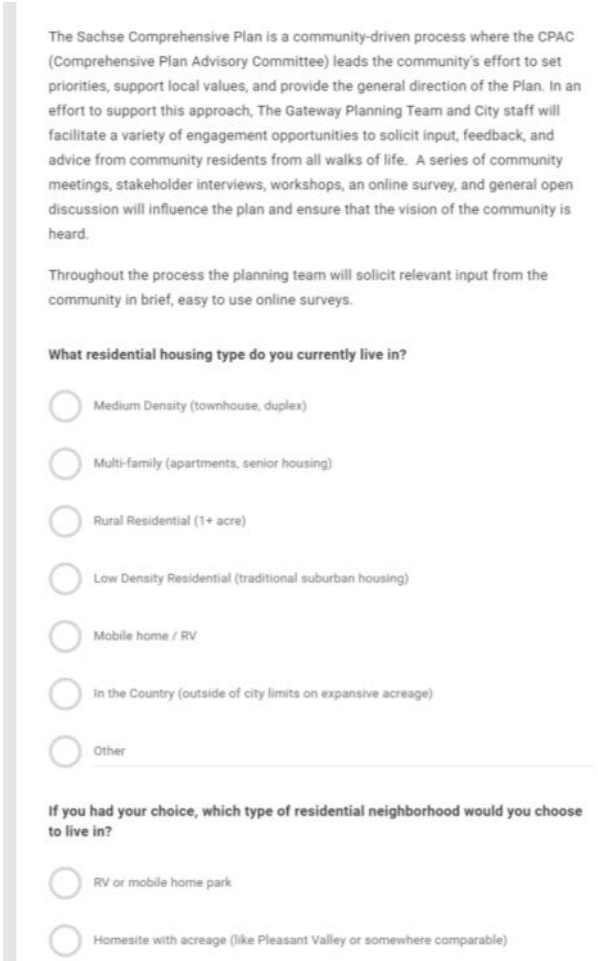
What We've Heard

- 59.3% of respondents thought Sachse's park system was worse than other cities in the region
- 91% of respondents indicated they wanted Old Town to be **walkable and pedestrian-friendly**, as well as mixed-use
- 82% of respondents would support making **roads a higher priority** during budget preparation.
- Majority of respondents indicated **high quality architecture and development standards** (38.9%) were their highest community-wide priority, followed by **improving the City's tax base** (37.1%)

Community Engagement

Online Survey Results

- People indicated development along SH 190 should cater to empty nesters, families with children and young professionals
- Over 65% of people indicated they would like to see grant programs to help rehab and reface buildings along SH 78



The Sachse Comprehensive Plan is a community-driven process where the CPAC (Comprehensive Plan Advisory Committee) leads the community's effort to set priorities, support local values, and provide the general direction of the Plan. In an effort to support this approach, The Gateway Planning Team and City staff will facilitate a variety of engagement opportunities to solicit input, feedback, and advice from community residents from all walks of life. A series of community meetings, stakeholder interviews, workshops, an online survey, and general open discussion will influence the plan and ensure that the vision of the community is heard.

Throughout the process the planning team will solicit relevant input from the community in brief, easy to use online surveys.

What residential housing type do you currently live in?

- Medium Density (townhouse, duplex)
- Multi-family (apartments, senior housing)
- Rural Residential (1+ acre)
- Low Density Residential (traditional suburban housing)
- Mobile home / RV
- In the Country (outside of city limits on expansive acreage)
- Other

If you had your choice, which type of residential neighborhood would you choose to live in?

- RV or mobile home park
- Homesite with acreage (like Pleasant Valley or somewhere comparable)

Property Owner Engagement

Catalytic Areas

- Met with property owners in each catalytic area at least twice in 2016
- Opportunity for feedback and input on scenarios and development potential

Catalytic Opportunities

Key Sites for Redevelopment

- SH 190 Corridor
  - Retail-Focused Concept
  - Corporate Campus Concept
  - Traditional Big Box/Medical Concept
- "Industrial Park" Site (2 concepts)
- Old Town (1 concept)

Catalytic Opportunities

“Industrial” Area

- Opportunity to expand housing choice and reinforce the existing neighborhood, especially Woodbridge
- Industrial and extensive retail uses not viable on the site, but hard corner could be reserved for retail uses
- Effectively marries the community’s vision and the landowners’ vision
- Higher densities allowed with an increase of open space and park amenities

“Industrial Site” Catalytic Scenario #1

Neighborhood

“Industrial Site” Catalytic Scenario #2

Neighborhood

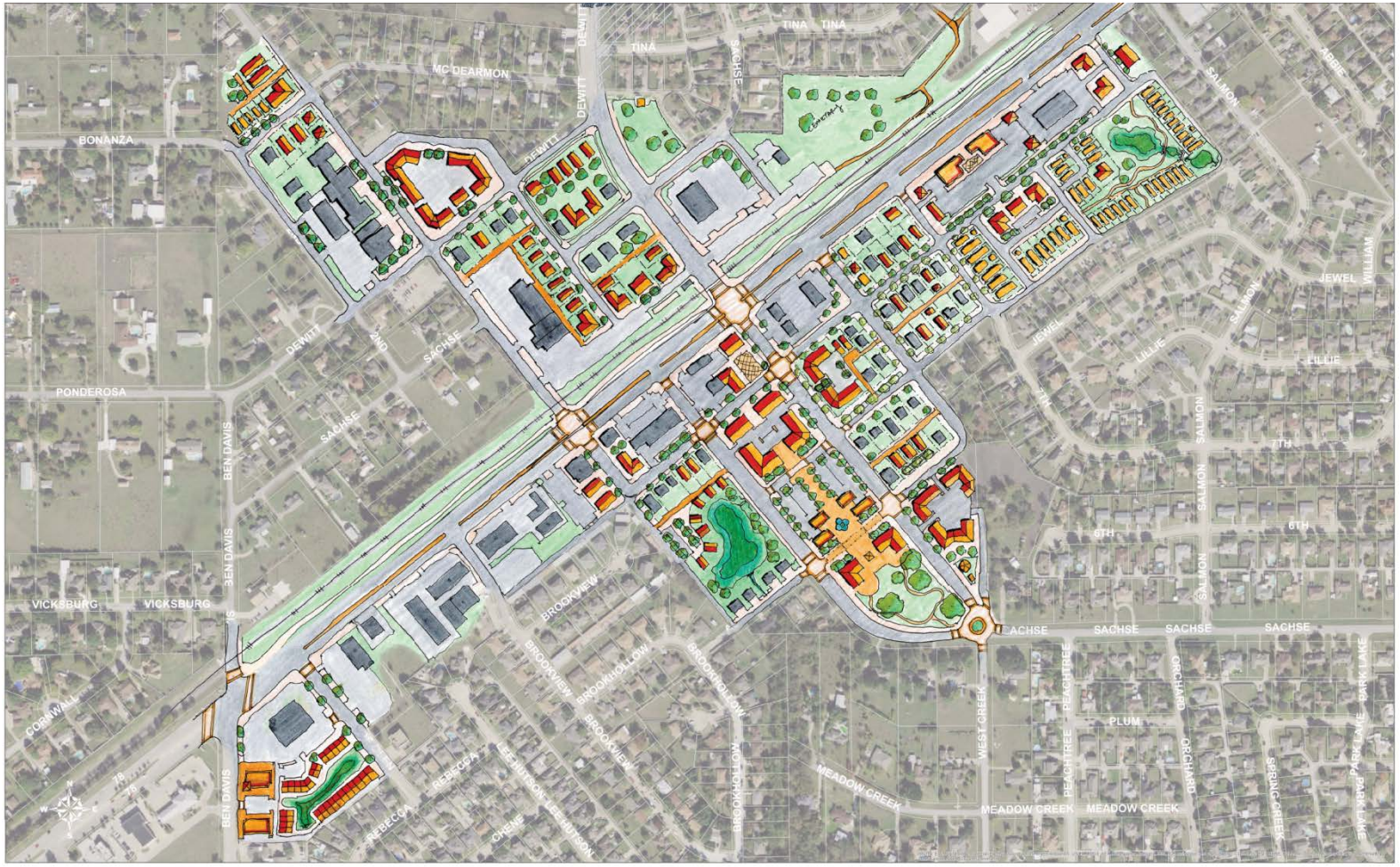
Old Town Catalytic Opportunity

A Mixed-Use Destination

- Entertainment destination in Sachse's own way
- Expanded the notion of what Old Town can be with a variety of uses and neighborhood transitions
- Provide a "Heart of Sachse"
- Street and drainage improvements critical for implementation

Old Town Catalytic Opportunity

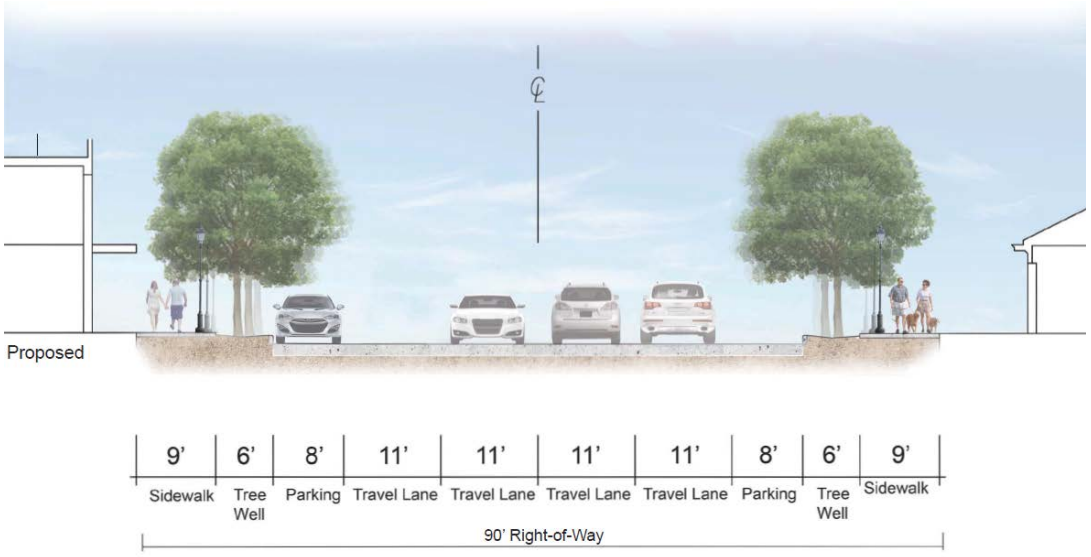
A Mixed-Use Destination

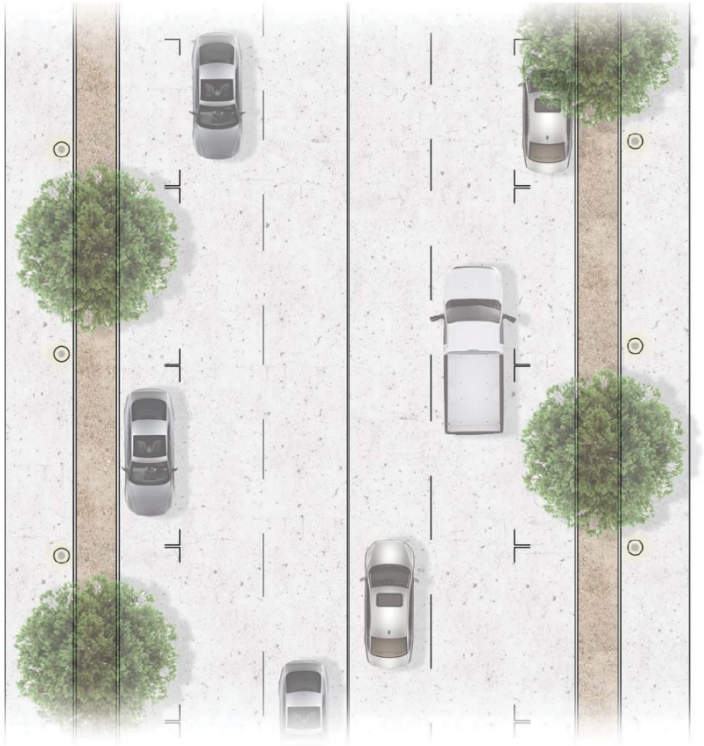


Old Town Catalytic Opportunity

Old Town Catalytic Opportunity

5th Street Redesign





Fiscal Impact for Policy Decisions

- Relating catalytic sites to broader city context
- Development patterns, tax base revenues, and cost of service
- Ability to look at scenarios

Fiscal Impact Assessment

Dynamic tool for testing scenarios

Dynamic Tool to assess scenarios for the Comprehensive Planning effort

Utilizes 3 components for each model

- Base (no new development)
- Infill (incremental residential only)
- Proposed program for each Catalytic Area

Fiscal Impact Assessment

Dynamic tool for testing scenarios

- Uses baseline of city budget
- Factors cost of service for office, retail, residential, multi-family and industrial
- Calculates fiscal impacts from proposed program
- Analyzes 20 year horizon of estimated impacts to city for all scenarios dynamically

Assumptions

• Inflation Rate	2%
• Cost Growth Rate	3.5%
• Sales Growth Rate	3%
• Total Property Tax	.00757279
• Property Increase Rate	3%
• Hotel	70% Occupancy Rate
	$129 Avg. Daily Rate
	6% HOT Tax Rate
• Retail Sales/SF	$300
• Population Growth	2.06
• Average SF	3,000 SF

No Change in Policy Scenario

Base Program

Base					
	Total SF	Total Value	Value/SF	SF/Unit	Unit/SF
Retail	504,855	$87,456,032	$173	50,000	0.0
Anchor			$200	50,000	0.0
Jr Anchor			$80	20,000	0.0
Fast Food/Casual			$820	2,500	0.0
Full-service food			$556	4,500	0.0
Inline Retail			$500	2,200	0.0
Pad			$500	5,000	0.0
Grocery			$364	55,000	0.0
Office	28,184	$4,882,314	$173	500	0.0
		$0			#DIV/0!
		$0	$0		#DIV/0!
Industrial	72,031	$12,477,930	$173	50,000	0.0
Medical					
	Total Unit	Value/Unit			
A <100k	45	$85,445	$43	1,964	1
B 100-150k	324	$130,746	$70	1,869	1
C 150-200k	813	$176,169	$94	1,870	1
D 200-250k	1,520	$225,000	$119	1,886	1
E 250-300k	1,139	$272,177	$120	2,263	1
F 300-400k	1,289	$346,354	$131	2,634	1
G 400-500k	854	$445,465	$126	3,534	1
H >500k	149	$547,437	$135	4,067	1
Total	6,133	$235,714			
Other	-	$185,040	$86	2,143	1
Townhome	9	$169,226	$157	1,076	1
Duplex	95	$119,071	$69	1,730	1
Suburban Walk-up	603	$100,000	$100	1,000	1
Urban Walk-up			$125	880	1
Structured			$155	900	1
Hotel			$150	350	0.0

Infill Program

Assumes 3 units/acre for undeveloped land and 1 unit/acre on Lake Estates.

Base (Infill)					
	Total SF	Start Year	Timeframe	Annual SF Buildout	Value/SF
Anchor		2018	1	-	$65
Jr Anchor		2018	1	-	$55
Fast Food/Casual		2018	1	-	$200
Full-service food		2018	1	-	$200
Inline Retail		2018	1	-	$125
Pad		2018	1	-	$180
Grocery		2018	1	-	$115
					0
Small Office		2020	15	-	$150
Mid-rise		2018	1	-	$180
Corporate Campus		2018	10	-	$250
					0
Industrial		2018	15	-	$50
					$0
Medical					$300
	Total Unit Growth			Ann. Unit Buildout	Value/Unit
Lake Estates	1,104	2018	5	221	$300,000
B 100-150k		2018	1	-	$130,746
C 150-200k		2018	1	-	$176,169
D 200-250k		2018	1	-	$225,000
E 250-300k	2,972	2017	5	594	$272,177
F 300-400k		2018	1	-	$346,354
G 400-500k		2018	1	-	$445,465
H >500k		2018	1	-	$547,437
					0
SF		2018	4	-	$100
Townhome		2018	1	-	$85
Duplex		2018	1	-	$85
Suburban Walk-up		2018	1	-	$115
Urban Walk-up		2020	10	-	$125
Structured		2018	1	-	$145
					0
Hotel		2020	5	-	$145

Base and Infill Results

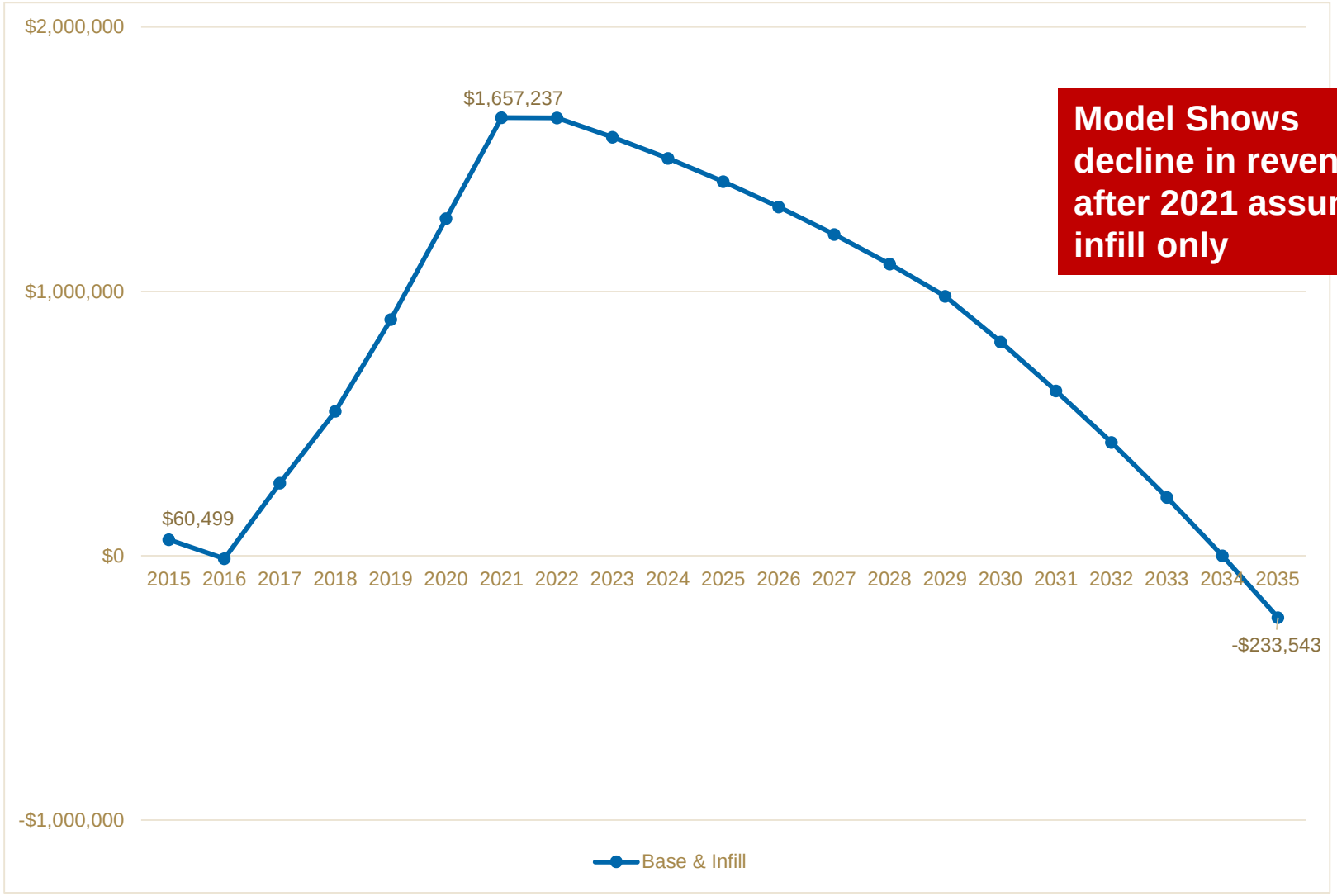
Base	2025	2035
Retail	504,855SF	504,855SF
Office	28,184SF	28,184SF
Industrial	72,031SF	72,031SF
Medical		
Hospitality		
Single Family	6,133Units	6,133Units
Multifamily	707SF	707SF
Total Value	$2,267,973,775	$3,047,967,105
Revenue	$19,895,802	$26,738,294
Costs	$20,797,651	$29,337,141
Surplus/Deficit	-$901,849	-$2,598,847

- Shows deficit but 2025 under "do – nothing" model
- Infill of Lake Estates creates opportunity for 368+/- units and creates $2M fiscal impact under model assumptions

Base (Infill) Lake as-is	2025	2035
Retail	-SF	-SF
Office	-SF	-SF
Industrial	-SF	-SF
Medical	-SF	-SF
Hospitality	-SF	-SF
Single Family	3,340Units	3,340Units
Multifamily	-SF	-SF
Total Value	$1,223,071,868	$1,643,706,316
Revenue	$10,345,257	$13,689,522
Costs	$8,027,952	$11,324,218
Surplus/Deficit	$2,317,305	$2,365,303

Base (Infill) w/ Lake Redeveloped	2025	2035
Retail	-SF	-SF
Office	-SF	-SF
Industrial	-SF	-SF
Medical	-SF	-SF
Hospitality	-SF	-SF
Single Family	4,076Units	4,076Units
Multifamily	-SF	-SF
Total Value	$1,519,808,604	$2,042,495,677
Revenue	$12,786,876	$16,903,967
Costs	$9,333,779	$12,543,818
Surplus/Deficit	$3,453,097	$4,360,148

Projected Surplus/Deficit (Base + Infill)



Model Shows decline in revenue after 2021 assuming infill only

Policy-Driven Scenarios

“Industrial Site” Catalytic Scenario #1

Neighborhood, Low Density

Industrial (Low)	2025	2035
Retail	8,000 SF	8,000 SF
Office	-	-
Industrial	-	-
Medical	-	-
Single Family	249 Units	249 Units
Multifamily	340 Units	340 Units
Total Value	$174,295,483	$234,238,555
Revenue	$1,602,392	$2,215,219
Costs	$690,183	$973,571
Surplus/Deficit	$912,209	$1,241,648

“Industrial Site” Catalytic Scenario #1

Neighborhood, Low Density

- Net Revenue to the City $31,622,705
- Ad Valorem Tax Value $25,128,419
- Sales Tax to General Fund $596,169
- Sales Tax to EDC $298,084

***Numbers are cumulative over 20 years*

“Industrial Site” Catalytic Scenario #2

Neighborhood, Higher Density

Industrial (High)	2025	2035
Retail	-	-
Office	-	-
Industrial	-	-
Medical	-	-
Single Family	184 Units	184 Units
Multifamily	534 Units	534 Units
Total Value	$175,403,507	$235,727,646
Revenue	$1,590,947	$2,206,658
Costs	$584,684	$824,754
Surplus/Deficit	$1,006,263	$1,381,904

“Industrial Site” Catalytic Scenario #2

Neighborhood, Higher Density

- Net Revenue to the City $3,378,580
- Ad Valorem Tax Value $25,288,164
- Sales Tax to General Fund $-
- Sales Tax to EDC $-

***Numbers are cumulative over 20 years*

“Industrial Site” Catalytic Scenario #3

Neighborhood, Single Family Only

Industrial (SF)	2025	2035
Retail	-	-
Office	-	-
Industrial	-	-
Medical	-	-
Single Family	352 Units	352 Units
Multifamily	-	-
Total Value	$163,845,845	$220,195,115
Revenue	$1,546,080	$2,131,693
Costs	$846,020	$1,193,394
Surplus/Deficit	$700,061	$938,298

Ad Valorem Tax Value ***Numbers are cumulative over 20 years*

$23,621,880

“Industrial Site” Scenario Comparison

	Catalytic Scenario #1		Catalytic Scenario #2		Catalytic Scenario #3	
	2025	**2035**	**2025**	**2035**	**2025**	**2035**
Retail	8,000 SF	8,000 SF	-	-	-	-
Office	-	-	-	-	-	-
Industrial	-	-	-	-	-	-
Medical	-	-	-	-	-	-
Single Family	249 Units	249 Units	184 Units	184 Units	352 Units	352 Units
Multifamily	340 Units	340 Units	534 Units	534 Units	-	-
Total Value	$174,295,483	$234,238,555	$175,403,507	$235,727,646	$163,845,845	$220,195,115
Revenue	$1,602,392	$2,215,219	$1,590,947	$2,206,658	$1,546,080	$2,131,693
Costs	$690,183	$973,571	$584,684	$824,754	$846,020	$1,193,394
Surplus/Deficit	$912,209	$1,241,648	$1,006,263	$1,381,904	$700,061	$938,298

Old Town Catalytic Opportunity

A Mixed-Use Destination

Old Town	2025	2035
Retail	81,190 SF	92,750 SF
Office	11,700 SF	11,700 SF
Industrial	-	-
Medical	-	-
Single Family	138 Units	138 Units
Multifamily	381 Units	381 Units
Total Value	$142,168,155	$193,671,943
Revenue	$1,464,816	$2,158,481
Costs	$445,938	$631,448
Surplus/Deficit	$1,018,878	$1,527,033

Old Town Catalytic Opportunity

A Mixed-Use Destination

- Net Revenue to the City $27,607,088
- Ad Valorem Tax Value $11,902,752
- Sales Tax to General Fund $5,784,938
- Sales Tax to EDC $2,892,469

***Numbers are cumulative over 20 years*

Scenario Comparison

Cumulative Surplus/Deficit

- Base -$21,751,826
- Infill $39,076,008
- Industrial Low $18,332,176
- Industrial Mid $19,119,597
- Old Town $19,032,814

Comprehensive Plan Elements

Overall Citywide Priorities

- Master Trails + Parks Plan
- Master Thoroughfare Plan
- Future Land Use Plan (FLUP) Recommendations
- Zoning

Implementation Recommendations

Old Town

- A downtown destination – requires rezoning
  - Walkable, pedestrian, mixed-use, have a “sense of place”
- Drainage and stormwater facilities used as amenities and trails
- Community Branding Initiative
  - Historic caboose
  - Wayfinding and gateways into Old Town
- Reinforce streetscape/lighting and landscaping standards
- Promote infill and redevelopment

Implementation Recommendations

Industrial Area

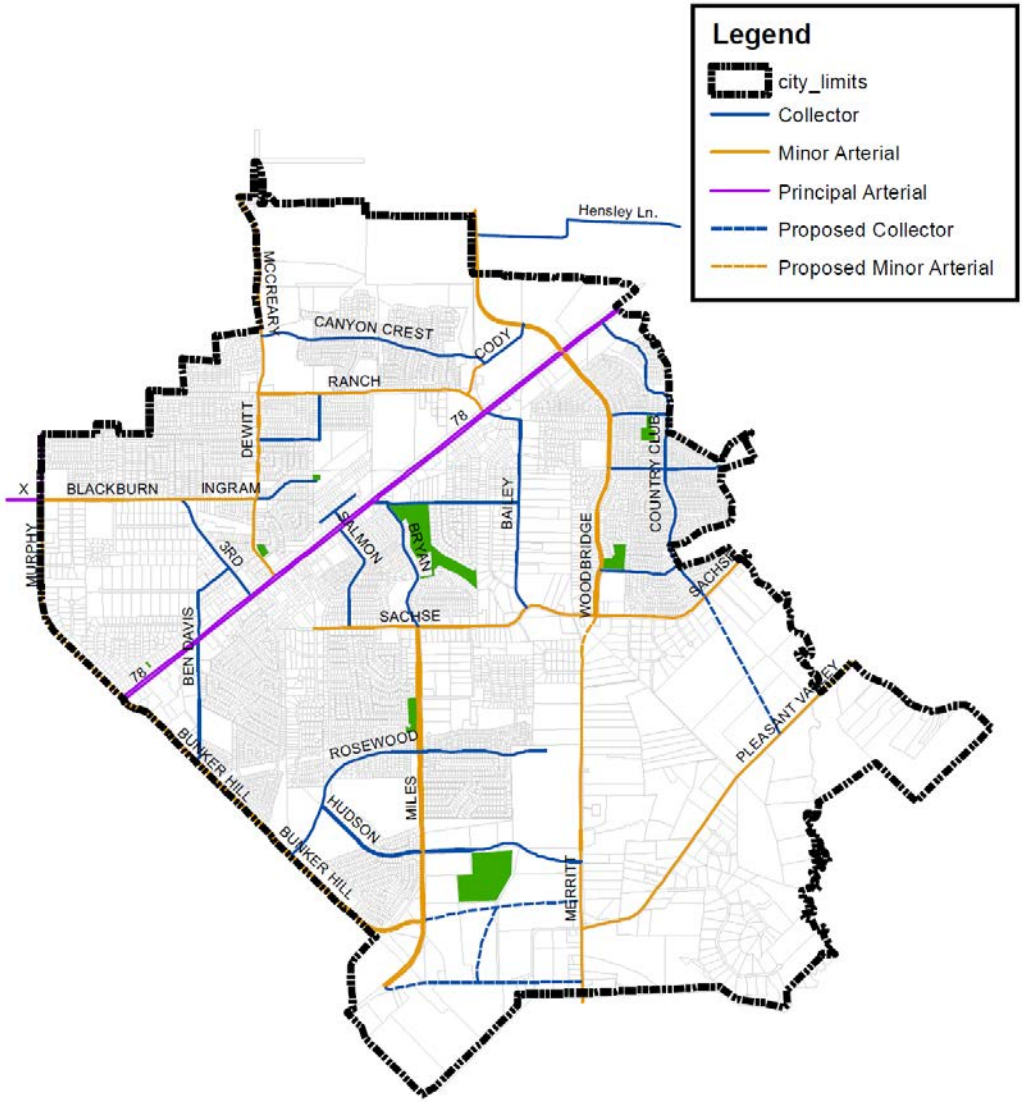
- Allow higher densities only with associated parks and open space projects
- Allow single family residential
- Requires a FLUP change (and future PD)

Implementation Recommendations

Neighborhood Integrity

- Commercial Site Integrity (COSI) programs
- Garage sale and bulk trash policies
- Sign ordinance updates
- Substandard Building Program
- Expand Rental Inspections/Registrations to Single-Family
- Consider grant programs for perimeter walls, landscaping and signage
- Update code ordinances (grass, junk vehicle, trash, etc.)

Master Thoroughfare Plan



Implementation Recommendations

Traffic/CIP/Facilities

- Funding options and priority ranking of projects (can be further discussed during Strategic Planning)
- Realignment of Merritt and ensuing traffic study of the Woodbridge corridor due to recent change with Woodbridge Parkway connecting to FM 544
- City Facilities Study
- Reconstructed streets concrete if classified as collectors or larger
- SH 78 Beautification Project

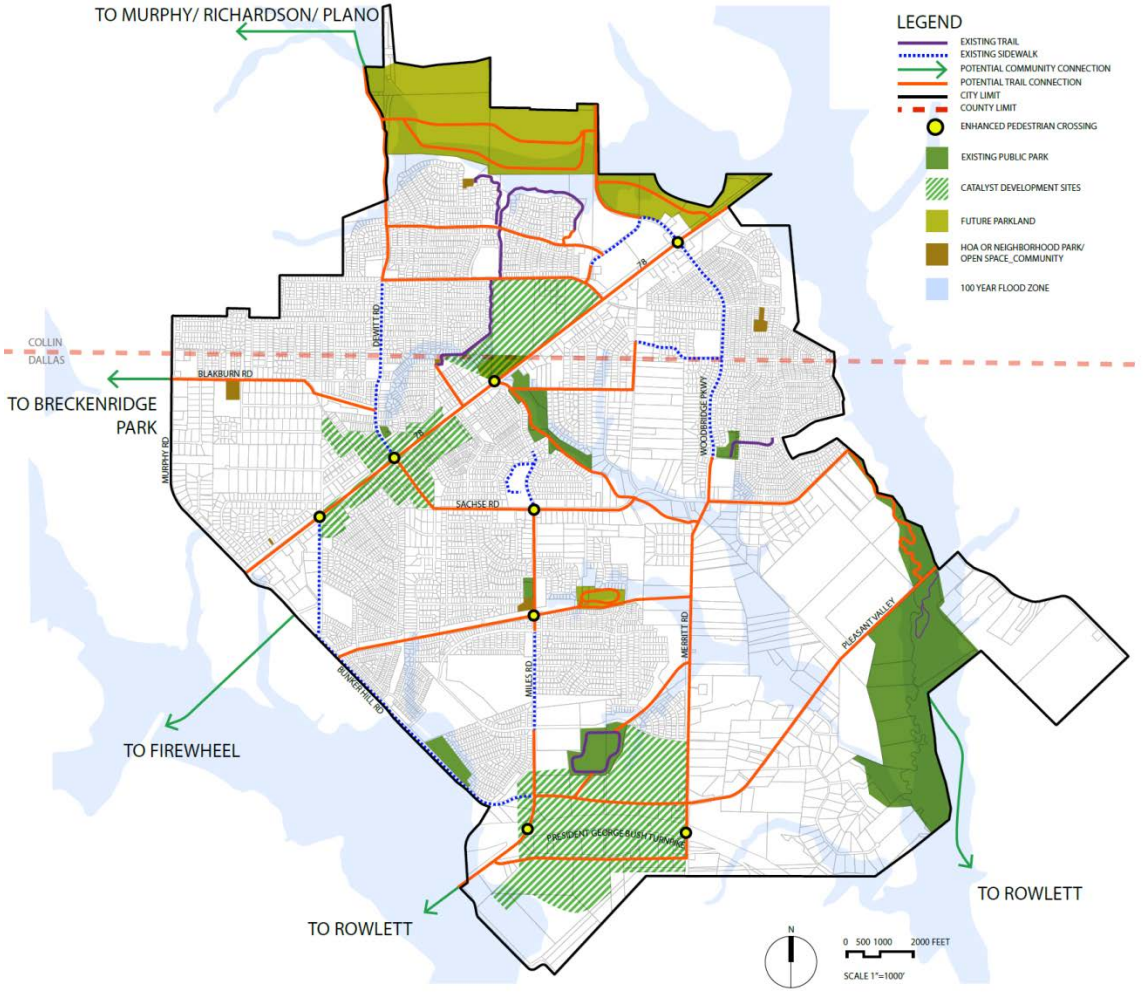
Implementation Recommendations

Commercial Development

- Zoning and Subdivision ordinances need modernization
- Use Chart overhaul
- Commercial Design Standards (architecture, landscape, signage, parking, etc.)
- Platting processes reviewed for improved efficiency
- Rebrand Community Development as Development Services
- White Signs (Zoning Notification)

Master Trails + Parks Plan

Trail and Pedestrian Connectivity



Implementation Recommendations

Parks/Open Space

- Implement CDC (1/4 cent sales tax)
- Improved creature comforts (bathrooms, parking, etc.)
- Repurpose former landfill site for recreation fields, trails, etc. with potential for small commercial/retail uses
- Regional trail connectivity
- Additional park land opportunities identified

Governance Structure

Moving Plan Sachse Forward

- Adopt the Comprehensive Plan as a tool to help direct policy and resource allocation for development in the City
- A linking strategy to actions and the creation of work plans to feed into the City's budget process