



**Monday, February 3, 2025
City Council Meeting**

**Council Chambers
3815 Sachse Road, Building B
6:30 PM**

City Council meetings are streamed live and available on-demand (<https://sachsetx.swagit.com/live>).

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

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

A. Meeting Opening

1. Call to Order: The City Council of the City of Sachse will hold a regular meeting on Monday, February 3, 2025, at 6:30 PM to consider the following items of business:
2. Invocation and Pledges of Allegiance.

B. Public Comment

The public is invited to address Council regarding any topic not already on the agenda for action or public hearing. **Comments regarding the Consent Agenda or any discussion-only items on the agenda may be addressed during this Public Comment section.** The time limit is three minutes per speaker. A Public Comment Card should be presented to the City Secretary prior to the meeting. According to the Texas Open Meetings Act, Council is prohibited from discussing any item not posted on the agenda but will take comments under advisement.

C. Council/Staff Reports and Updates

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

D. Consent Agenda

Consent Agenda items are routine or administrative in nature, have been discussed previously at a Council meeting, and/or do not warrant discussion. Council will act upon these items with one motion. There will be no separate discussion of these items unless a Councilmember requests the item be removed from the consent agenda. **If you have comments related to items on the Consent Agenda, please address them in the Public Comment section of the meeting.**

1. Approve the January 21, 2025, meeting minutes.
2. Accept the monthly revenue and expenditure report for the period ending December 31, 2024.
3. Approve an ordinance ordering a General Election to be held on the 3rd day of May 2025 in the City of Sachse for the purpose of electing a Mayor, a Councilmember Place 5, and a Councilmember Place 6; designating location of polling place; ordering Notice of Election to be given as prescribed by law in connection with such election; authorizing join election agreements with Dallas County and Collin County; providing a repealing clause; providing a severability clause; and providing for an effective date.

4. Approve an ordinance of the City Council of the City of Sachse, Texas, ordering a Special Election to be on held on May 3, 2025, for the purpose of the reauthorization of the local sales and use tax in the City of Sachse, Texas, at the rate of one-fourth of one percent to continue providing revenue for maintenance and repair of municipal streets; the tax expires on the fourth anniversary of the date of this election unless the imposition of the tax is reauthorized; authorizing a joint election with Dallas and Collin County; providing for the publication and posting of notice; providing for early voting; providing for a severability clause; and providing for an effective date.
5. Authorize the City Manager to approve the purchase order for year two of the Microsoft Enterprise Agreement in the amount of One Hundred Four Thousand, Fifty and 86/100 Dollars (\$104,050.86) through SHI Government Solutions, Inc., using the Texas Department of Information Resources (DIR) purchasing cooperative.

E. Action Items

Action items are for Council discussion and consideration for action. **The Mayor will invite comments before the Council votes.** A Public Comment Card should be given to the City Secretary prior to the start of the meeting.

1. Consider approving a resolution awarding a primary depository services contract to American National Bank and authorizing the City Manager, or designee, to negotiate and execute all agreements necessary to implement the contract.

F. Adjournment

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


Leah K Granger, City Secretary

Posted: 01/31/2025 by 5:00 PM | Removed: _____

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

D. Consent Agenda

Subject: 1. Approve the January 21, 2025, meeting minutes.

Meeting February 3, 2025 - City Council Meeting

Access Public

Type Action (Consent), Minutes

Fiscal Impact None

Recommended Action Approve the minutes as presented.

Goals

BACKGROUND

Minutes from the January 21, 2025, Council regular meeting.

POLICY CONSIDERATIONS

State law and Sachse's Charter require minutes to be recorded for each public meeting.

RECOMMENDATION

Approve the minutes as presented.

File Attachments

1. CityCouncil_Regular_Minutes_01.21.2025-unsigned

CITY COUNCIL OF THE CITY OF SACHSE JANUARY 21, 2025, MEETING MINUTES

The City Council of the City of Sachse held a regular meeting on Tuesday, January 21, 2025, at 6:30 PM at Sachse City Hall, 3815-B Sachse Road. Those present were: Mayor Jeff Bickerstaff, Mayor Pro Tem Brett Franks, Councilmember Michelle Howarth, Councilmember Frank Millsap, Councilmember Chance Lindsey, Councilmember Lindsay Buhler, Councilmember Matt Prestenberg.

A. Meeting Opening

1. Call to Order: The City Council of the City of Sachse will hold a regular meeting on Tuesday, January 21, 2025, at 6:30 PM to consider the following items of business:

Mayor Bickerstaff called the meeting to order at 6:30 PM.

2. Invocation and Pledges of Allegiance.

Mayor Pro Tem Franks offered the invocation and Councilmember Howarth led the pledges.

B. Public Comment

The public is invited to address Council regarding any topic not already on the agenda for action or public hearing. **Comments regarding the Consent Agenda or any discussion-only items on the agenda may be addressed during this Public Comment section.** The time limit is three minutes per speaker. A Public Comment Card should be presented to the City Secretary prior to the meeting. According to the Texas Open Meetings Act, Council is prohibited from discussing any item not posted on the agenda but will take comments under advisement.

Sachse resident, Matthew Holboke, addressed Council regarding the street maintenance tax and Sachse Medical City.

C. Council/Staff Reports and Updates

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

Councilmember Lindsey announced the Community Emergency Response Team (CERT) training class on February 22 and March 1. Interested parties may register at www.sachsecert.org. He also noted that the Sachse Historical Society will be hosting their murder mystery dinner on February 14. Register at www.sachsehistoricalsociety.com. Mayor Pro Tem Franks invited those needing to get out of the cold to visit the Michael J. Felix Community Center and take advantage of the activities and amenities there. He mentioned Couples Yoga on February 11, the Daddy Daughter Dance on February 21, and the new spring and summer class catalog coming out soon. He encouraged groups or individuals that would like to help take care of the city to sign up for the Arbor Day Jubilee clean up that will take place on March 29. Councilmember Prestenberg welcomed Ezekiel Wickham to the Animal Services team and thanked volunteers for helping fill in until the new employee was hired. He also encouraged people to consider adding a pet to their families for Valentines Day. Councilmember Millsap announced several events coming up at the Library, such as the Vietnamese Lunar New Year celebration, a teen weekend chocolate taste test, a (dessert) "bar" crawl, and a book talk.

Ms. Nash welcomed several new hires: Police Officer Shannon Powell, Animal Services Officer Ezekiel Wickham, and Police Recruits Robert Jung and Sheikia Chaney. She congratulated Marie Norris on her promotion from part-time Library Assistant to full-time Library Programming Specialist, Eric Harris for earning his TCFP Advanced Structure Firefighter license, Christopher Filomio for earning his TCEQ Water Distribution Operator C license, and Jerry Murphree for earning his TCEQ Backflow Prevention Assembly Tester license. Ms. Nash also thanked several departments for their preparation, response, and recovery efforts during the winter storm. She thanked residents for taking precautions and driving slowly.

Mayor Bickerstaff reminded the public filing is open until 5 PM on February 14 for the May 3 General Election to determine a Mayor, Councilmember Place 5, and Councilmember Place 6. Information can be found on the website or contact City Secretary Leah Granger with any questions. Sachse Scholarship applications are due and must be postmarked by March 25 to be considered. One student will be awarded \$1,000 for the 2025-2026 academic year at an accredited institution beyond the high school level. Contact Logan Thatcher with questions. The Community Summit for Shaping Sachse Comprehensive Plan Update will be on February 10 from 6-8 PM. The event will provide an opportunity for residents to provide feedback in response to the data gathered so far. More information will be forthcoming on the website, social media pages, and the Sachse Scene. Mayor Bickerstaff also encouraged residents to sign up for the weekly e-newsletter, the Sachse Scene to get information about what is going on in the city. Visit the website and click on NotifyMe to sign up.

D. Consent Agenda

Consent Agenda items are routine or administrative in nature, have been discussed previously at a Council meeting, and/or do not warrant discussion. Council will act upon these items with one motion. There will be no separate discussion of these items unless a Councilmember requests the item be removed from the consent agenda. **If you have comments related to items on the Consent Agenda, please address them in the Public Comment section of the meeting.**

1. Approve the December 2, 2024, City Council meeting minutes.
2. Approve the December 16, 2024, City Council - Economic Development Corporation Board joint meeting minutes.
3. Accept the monthly revenue and expenditure report for the period ending November 30, 2024.
4. Adopt a resolution accepting and approving the Dallas County 2024 Tax Roll; resolving other matters relating to the subject; and providing an effective date.
5. Approve a resolution adopting the City of Sachse Legislative Priorities for the 89th Session of the Texas Legislature.

Councilmember Buhler made a motion to approve the Consent Agenda as presented. Councilmember Howarth seconded the motion, and it carried 7 - 0. None voted against.

E. Action Items

Action items are for Council discussion and consideration for action. **The Mayor will invite comments before the Council votes.** A Public Comment Card should be given to the City Secretary prior to the start of the meeting.

1. Conduct a public hearing to consider and act on an ordinance amending the Code of Ordinances by amending Chapter 11 "Zoning," Section 11-3 "Planning and Zoning Commission," Subsection C "Rules and Regulations," by modifying Paragraph 2 related to public hearing notice distance requirement, adding a new Paragraph 3 related to zoning change sign posting requirements, and recodifying the former Paragraph 3 through 11 to the new Paragraphs 4 through 12; providing a conflicts clause; providing a repealing clause; providing a severability clause; providing a savings clause; providing for a penalty of fine not to exceed two thousand dollars (\$2,000.00); and providing for an effective date.

Development Services Director Matt Robinson provided a background for the zoning ordinance and the proposed changes. Specifically, the amended ordinance would reduce the notice requirement from 1,000 feet to 200 feet and add a requirement for placing zoning signs on the subject property for a constant reminder and notification any person passing the area. Mailed notices run the risk of being lost in the mail or discarded before reading. Generally, there is a one to three percent response rate for the current process. He specified that the applicant would be responsible for the new sign requirement. The Planning and Zoning Commission approved recommendation of the amendment 5-1.

In response to questions, Mr. Robinson specified that the state requirement is 200 feet, and best practice in the state is this distance plus the sign requirement. The information required on the signs could be tailored to Council's wishes. Overall, Councilmembers were in favor of the change noting increased notification, education, and transparency that the signs will provide. Councilmember Millsap was not in favor of the change, particularly noting the extra costs to the applicant.

Mayor Bickerstaff opened the public hearing at 7:12 PM.

Sachse resident, Jeff Emmett, addressed Council noting opposition to the amendment as written but in favor of the signs.

The public hearing was closed at 7:15 PM.

After additional discussion, Councilmember Howarth made a motion to approve the item as presented. Councilmember Lindsey seconded the motion, and it carried 6 - 1. Councilmember Millsap voted against the item.

2. Discuss and consider authorizing the City Manager to enter into an agreement with Facility Solutions Group (FSG) for the installation of LED lighting at Salmon Park for an amount not to exceed Forty Thousand, Seven Hundred Twenty-Two and No/100 Dollars (\$40,722.00).

Ms. Nash explained that staff selected Salmon Park as a pilot project to upgrade the lighting. The idea is to start small and see how well money is saved over time. If effective, staff would start looking at other parks. Leisure Services Director Lance Whitworth provided an overview of the proposed project. He noted that the current lights work but LED would improve the lighting quality with nearly no overflow light pollution. Annual savings is estimated at roughly \$36,000 over five years. LED lights should not need to be replaced for over 10 years. Marcus Johnson from FSG answered questions from Council.

Sachse resident, Jayne Reed, addressed Council with comments and questions about the project. In response, Ms. Nash commented that staff started pursuing this project after the budget was adopted. She has recommended using fund balance so no interest would be incurred. If passed, the lighting will be increased but will not affect the neighbors. Mayor Pro

Tem Franks would like Park Development Fees to be used for this project rather than fund balance.

Mayor Pro Tem Franks made a motion to approve the item as presented. Councilmember Prestenberg seconded the motion, and it carried 7 - 0. None voted against.

F. Discussion Items

These items are for Council and staff to discuss as needed. **Comments on Discussion Items should be addressed in the Public Comment Section of this meeting.**

1. Discuss the upcoming Street Maintenance Sales and Use Tax election on May 3, 2025.

Director of Public Works and CIP Corey Nesbit provided an overview of the street maintenance tax. A Street Maintenance Sales Tax Program is a method of funding street maintenance projects through the allocation of local sales tax. The Texas Tax Code authorizes all cities to establish a special sales tax for the repair and maintenance of city streets. This requires voters to consider approval of the program in an election every four years. When people purchase taxable goods in the city, they pay a sales tax on that purchase. If reapproved, $\frac{1}{4}$ of each penny of the collected sales tax will go to the Street Maintenance Tax Fund. The current sales tax is 8.25% which is congruent with other cities throughout Texas.

Councilmember Howarth clarified that if the tax was not reauthorized in the May election, .25% of the sales tax goes away and revenue will not be collected to help maintain roads. Councilmembers were in favor of reauthorization of the tax. Ms. Nash reminded Council that once the election is ordered, the City may only present facts about the tax.

G. Executive Session

1. The City Council shall convene into Executive Session pursuant to Texas Government Code Section §551.087 Economic Development Deliberations: Deliberate the offer of a financial or other incentive relating to the development of a project generally located along Ranch Road and Hwy 78, for Project Yellowstone.
2. The City Council shall convene into Executive Session pursuant to the Texas Government Code, Section §551.074 Personnel Matters: regarding the annual review of the City Secretary.

Mayor Bickerstaff adjourned the Council to Executive Session at 8:02 PM.
The Council returned to Regular Session at 9:10 p.m.

H. Action Resulting from Executive Session

Action items are for Council discussion and consideration for action. **The Mayor will invite comments before the Council votes.** A Public Comment Card should be given to the City Secretary prior to the start of the meeting.

1. Take any action as a result of Executive Session - deliberate the offer of a financial or other incentive relating to the development of Project Yellowstone.

Sachse resident, Matthew Holboke, addressed the council regarding the economic reward of the project for the City.
No action was taken.

2. Take any action as a result of Executive Session regarding the annual review of the City Secretary.

Councilmember Prestenberg made a motion to approve a 7% increase for the City Secretary effective on January 27. Councilmember Howarth seconded the motion, and it carried 7 - 0. None voted against.

I. Adjournment

Mayor Bickerstaff adjourned the meeting at 9:12 PM.

Jeff Bickerstaff, Mayor

ATTEST:

Leah K Granger, City Secretary

D. Consent Agenda

Subject:	2. Accept the monthly revenue and expenditure report for the period ending December 31, 2024.
Meeting	February 3, 2025 - City Council Meeting
Access	Public
Type	Action (Consent)
Fiscal Impact	None
Recommended Action	Accept the monthly revenue and expenditure report for the period ending December 31, 2024.
Goals	Be a model of financial stewardship through growth management; responsible investment; and financial transparency.

BACKGROUND

The Finance Department prepares a report each month to update the City Council regarding revenues and expenditures for the City. Included in the report are unaudited summaries for the General Fund, Utility Fund, Debt Service Fund, Sachse Economic Development Corporation, and the Sachse Municipal Development District, as well as a report of the year-to-date sales tax revenue.

POLICY CONSIDERATIONS

City Charter section 7.16(4) says the City Manager shall submit to the City Council each month a report covering revenues and expenditures of the City in such a form as requested by the City Council.

RECOMMENDATION

Accept the monthly revenue and expenditure report for the period ending December 31, 2024.

File Attachments

1. All Funds December 2024
2. Sales Tax Report January 2025

City of Sachse

Monthly Revenue and Expenditure Report

December 31, 2024 (Unaudited)

GENERAL FUND

	25% of Year Completed				
		Current Month		YTD Actuals	
	Annual Budget	Actual	YTD Actuals	% of Budget	Note
Revenue Summary					
Property Tax	\$ 18,171,765	\$ 9,908,618	\$ 10,644,466	59%	A
Sales Tax	3,215,000	239,679	743,213	23%	
Franchise Fees	2,230,711	81,304	541,946	24%	
Licenses and Permits	1,100,500	16,972	66,219	6%	B
Service Fees	1,791,920	61,883	313,741	18%	C
Fines	260,000	26,966	84,366	32%	D
Interest Income	670,000	50,586	102,316	15%	E
Miscellaneous Income	716,781	10,274	149,346	21%	
Intergovernmental Revenue	1,646,291	135,255	405,765	25%	
Total Revenue	\$ 29,802,968	\$ 10,531,538	\$ 13,051,377	44%	
Expenditure Summary					
Animal Services	\$ 340,848	\$ 22,335	\$ 79,842	23%	
City Manager	1,062,408	73,615	247,410	23%	
City Secretary	315,001	13,149	74,725	24%	
Combined Services	226,718	14,315	385,244	170%	F
Development Services	1,318,635	92,037	228,949	17%	G
Engineering	385,718	24,532	87,087	23%	
Facilities Maintenance	748,046	89,869	234,048	31%	H
Finance	1,011,392	52,163	281,369	28%	
Fire-Rescue	7,804,196	650,374	2,159,092	28%	
Human Resources	637,401	44,250	132,239	21%	
Information Technology	1,400,042	81,536	313,232	22%	
Library	876,453	54,172	202,480	23%	
Municipal Court	322,386	23,999	87,638	27%	
Neighborhood Services	443,604	28,219	93,216	21%	
Parks	1,640,990	95,002	377,747	23%	
Police	7,903,813	671,897	2,066,029	26%	
Recreation	885,750	51,396	273,051	31%	I
Senior Activity Center	221,923	15,651	50,303	23%	
Streets	2,192,495	191,350	534,017	24%	
Total Expenditures	\$ 29,737,819	\$ 2,289,860	\$ 7,907,716	27%	
Revenue Over/(Under) Expenses	\$ 65,149	\$ 8,241,677	\$ 5,143,662		
Beginning Fund Balance October 1, 2024			\$ 9,155,612		

See following page for explanation of major variances

Explanation of General Fund Major Variances:

- A** Property Tax receipts peak in December and January
- B** Building permit activity trending lower due to timing of anticipated residential and commercial construction
- C** Developer and Plan review activity trending lower due to timing of anticipated residential and commercial construction
- D** Municipal Court Fines "YTD Actuals % of Budget" trending to exceed budget due to increased volume
- E** Interest revenue trending low due to lower fund balance prior to receipt of bulk of property tax collections

- F** Insurance expense timing increases YTD % of Budget spent trend. Adjustments for vacancy savings throughout the year will decrease percent of budget spent
- G** Professional Services timing decreases YTD % of Budget spent trend
- H** Expenses trending to exceed "YTD Actuals % of Budget" spend primarily due to Building Repairs and Maintenance and Maintenance and Support Contracts expense timing
- I** Expenses trending to exceed "YTD Actuals % of Budget" spend due to Special Events and Programs expenses

City of Sachse

Monthly Revenue and Expenditure Report December 31, 2024 (Unaudited)

UTILITY FUND

		Current Month		25% of Year Completed		
	Annual Budget	Actual		YTD Actuals	YTD Actuals % of Budget	Note
Revenue Summary						
Water Revenue	\$ 10,277,340	\$ 611,186	\$	2,553,202	25%	
Sewer Revenue	6,817,161	596,196		1,812,617	27%	
Drainage Revenue	265,000	19,744		59,186	22%	
Fees	228,500	18,418		58,100	25%	
Interest Income	870,000	89,178		270,470	31%	A
Intergovernmental Revenue	700,000	58,333		174,999	25%	
Total Revenue	\$ 19,158,001	\$ 1,393,054	\$	4,928,575	26%	
Expenditure Summary						
Utility Administration	\$ 609,887	\$ 69,198	\$	188,290	31%	B
Water	11,017,382	722,113		2,287,510	21%	
Sewer	17,753,529	938,473		1,681,370	9%	C
Stormwater Projects	1,244,193	-		-	0%	D
Total Expenditures	\$ 30,624,991	\$ 1,729,784	\$	4,157,170	14%	
Revenue Over/(Under) Expenses	\$ (11,466,990)	\$ (336,730)	\$	771,405		E
Beginning Fund Balance October 1, 2024			\$	24,216,444		

Explanation of Major Variances:

- A** Interest revenue trending strong due to favorable interest rates
- B** Expenses exceed "YTD Actuals % of Budget" spend due to timing of Software Licensing and Credit Card Processing Fees
- C** Sewer expenses trending low due to timing of capital project expenses
- D** Stormwater Project expenses trending low due to timing of capital project expenses
- E** Current Month Actual variance due to timing of revenue collections and expenses

City of Sachse

Monthly Revenue and Expenditure Report

December 31, 2024 (Unaudited)

SACHSE ECONOMIC DEVELOPMENT CORPORATION

		Current Month		25% of Year Completed		
	Annual Budget	Actual	YTD Actuals	YTD Actuals	% of Budget	Note
Revenue Summary						
Sales Tax	\$ 1,610,000	\$ 117,901	\$ 362,939	23%		
Other Income	16,000	-	-	0%		A
Interest Income	260,000	23,485	71,394	27%		
Total Revenue	<u>\$ 1,886,000</u>	<u>\$ 141,386</u>	<u>\$ 434,333</u>	<u>23%</u>		
Expenditure Summary						
Expenditures	\$ 2,180,980	\$ 271,319	\$ 649,205	30%		B
Total Expenditures	<u>\$ 2,180,980</u>	<u>\$ 271,319</u>	<u>\$ 649,205</u>	<u>30%</u>		
Revenue Over/(Under) Expenses	<u>\$ (294,980)</u>	<u>\$ (129,934)</u>	<u>\$ (214,872)</u>			C
Beginning Fund Balance October 1, 2024			<u>\$ 6,538,381</u>			

Explanation of Major Variances:

- A Garland ISD grant and auction proceeds anticipated to be received later in the fiscal year
- B Expenses trending high due to timing of software licensing expenses
- C Current Month Actual variance due to timing of revenue collections and expenses

City of Sachse

Monthly Revenue and Expenditure Report

December 31, 2024 (Unaudited)

DEBT SERVICE FUND

			25% of Year Completed		
		Current Month		YTD Actuals	
	Annual Budget	Actual	YTD Actuals	% of Budget	Note
Revenue Summary					
Property Tax	\$ 7,732,361	\$ 4,219,128	\$ 4,530,258	59%	A
Interest Income	180,000	22,569	36,456	20%	B
Total Revenue	\$ 7,912,361	\$ 4,241,697	\$ 4,566,714	58%	
Expenditure Summary					
Fees	\$ 1,000	\$ -	\$ 1,980	198%	
Principal	4,975,000	-	-	0%	C
Interest	2,731,088	-	-	0%	D
Total Expenditures	\$ 7,707,088	\$ -	\$ 1,980	0%	
Revenue Over/(Under) Expenses	\$ 205,273	\$ 4,241,697	\$ 4,564,734		
Beginning Fund Balance October 1, 2024			\$ 1,593,646		

Explanation of Major Variances:

- A** Property Tax receipts peak in December and January
- B** Interest revenue will increase as fund balance increases with property tax collection revenue
- C** Principal payments are primarily due in February
- D** Interest payments are primarily due in February and August

City of Sachse

Monthly Revenue and Expenditure Report December 31, 2024 (Unaudited)

MUNICIPAL DEVELOPMENT DISTRICT

	25% of Year Completed				
	Annual Budget	Current Month Actual	YTD Actuals	YTD Actuals % of Budget	Note
Revenue Summary					
Sales Tax	\$ 800,000	\$ 57,089	\$ 176,390	22%	
Interest Income	20,000	2,518	7,544	38%	A
Total Revenue	\$ 820,000	\$ 59,607	\$ 183,933	22%	
Expenditure Summary					
Expenditures	\$ 1,521,888	\$ -	\$ 68,327	4%	B
Total Expenditures	\$ 1,521,888	\$ -	\$ 68,327	4%	
Revenue Over/(Under) Expenses	\$ (701,888)	\$ 59,607	\$ 115,606		
Beginning Fund Balance October 1, 2024			\$ 689,644		

Explanation of Major Variances:

- A** Interest revenue trending strong due to favorable interest rates
- B** Reflects J.K. Sachse Park construction expenditures in current reporting period

CITY OF SACHSE

2024/2025 SALES TAX REPORT

FY 2025									FY 2024	
	Economic Dev. Corp.	Municipal Dev. Dist.	Street Maint.	General Fund			Total ¹		General Fund	Total ¹
Month	0.50%	0.25%	0.25%	1.00%	Year-To-Date (YTD)	YTD % of Budget	YTD Growth Over Prior Yr	2.00%	Year-To-Date (YTD)	2.00%
October	\$123,442	\$60,644	\$61,721	\$246,884	\$246,884	8%	12%	\$492,690	\$221,133	\$440,717
November	121,596	58,657	60,798	243,193	490,077	15%	-1%	\$484,245	496,825	548,968
December	117,901	57,089	58,950	235,802	725,878	23%	0%	\$469,742	723,756	452,883
January	116,569	56,245	58,285	233,138	959,016	30%	0%	\$464,237	957,558	466,585
February									1,276,839	636,261
March									1,481,361	410,549
April									1,675,566	387,379
May									2,005,676	658,966
June									2,277,542	542,496
July									2,517,004	477,832
August									2,806,283	576,174
September									3,046,597	479,462
TOTAL	\$479,508	\$232,635	\$239,754	\$959,016				\$1,910,914		\$6,078,270
BUDGET	\$1,610,000	\$800,000	\$810,000	\$3,180,000				\$6,400,000		\$5,730,000

Notes

- ¹- Includes General Fund, Economic Development, Municipal Development District, Street Maintenance, and General Fund
- Sales tax displayed as cash-basis, reflecting distributions from Texas Comptroller for month revenue was received
 - Cash receipts are received two months after month of activity (i.e. October sales tax transaction revenue received in December)
 - Excludes 380 Agreement grants/incentives
 - Excludes mixed beverage sales tax

D. Consent Agenda

Subject:	3. Approve an ordinance ordering a General Election to be held on the 3rd day of May 2025 in the City of Sachse for the purpose of electing a Mayor, a Councilmember Place 5, and a Councilmember Place 6; designating location of polling place; ordering Notice of Election to be given as prescribed by law in connection with such election; authorizing join election agreements with Dallas County and Collin County; providing a repealing clause; providing a severability clause; and providing for an effective date.
Meeting	February 3, 2025 - City Council Meeting
Access	Public
Type	Action (Consent)
Fiscal Impact	None
Recommended Action	Approve an ordinance ordering a General Election to be held on the 3rd day of May 2025 in the City of Sachse for the purpose of electing a Mayor, a Councilmember Place 5, and a Councilmember Place 6.
Goals	Provide excellent government services to Sachse citizens.

BACKGROUND

The City of Sachse jointly contracts with Dallas and Collin Counties to conduct elections. Both entities provide equipment, personnel, and training to help reduce the cost of holding an election. Both counties hold meetings related to the upcoming elections. Draft information will be provided until all locations and dates are confirmed. Cost estimates are based on participating political entities and may change once all contracts are received. Election information will be posted on the City website.

POLICY CONSIDERATIONS

Section 5.01 of the Sachse Charter directs City elections to be conducted and publicized in accordance with the Texas Election Code.

RECOMMENDATION

Approve an ordinance ordering a General Election to be held on the 3rd day of May 2025 in the City of Sachse for the purpose of electing a Mayor, a Councilmember Place 5, and a Councilmember Place 6.

File Attachments

1. Ord. Calling General Election May 3, 2025 (English)

ORDINANCE NO. O-2025-

AN ORDINANCE OF THE CITY OF SACHSE, TEXAS, ORDERING A GENERAL ELECTION TO BE HELD ON THE 3RD DAY OF MAY 2025 IN THE CITY OF SACHSE FOR THE PURPOSE OF ELECTING A MAYOR, A COUNCILMEMBER PLACE 5, AND A COUNCILMEMBER PLACE 6; DESIGNATING LOCATION OF POLLING PLACE; ORDERING NOTICE OF ELECTION TO BE GIVEN AS PRESCRIBED BY LAW IN CONNECTION WITH SUCH ELECTION; AUTHORIZING JOINT ELECTION AGREEMENTS WITH DALLAS COUNTY AND COLLIN COUNTY; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

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

SECTION 1. A general election be held for City Officers (City Council) in the City of Sachse, Texas, on the 3rd day of May 2025 for the purpose of electing a Mayor, a Councilmember Place 5, and a Councilmember Place 6. Mayor, Councilmember 5, and Councilmember 6 shall be elected for a term of three (3) years. The candidate for each such office, receiving a majority of all votes cast for all the candidates for an office, shall be elected to serve such term.

SECTION 2. The polling place for both Early Voting and Election Day for all Dallas County legally qualified voters residing in the City of Sachse for said election shall be the Sachse City Hall Courtroom, 3815-B Sachse Road, Sachse, Texas. The polling place locations shall be any Dallas County county-wide vote center polling locations as will be set forth in an exhibit to the City's Elections Administration Contract with Dallas County and thereafter posted on the City's website. The City Secretary is hereby authorized to update this Ordinance by appending hereto an Exhibit "A" to reflect said final locations designated by the Dallas County Elections Administrator, which locations are hereby adopted and approved, and to thereafter publish any updates to said Exhibit "A" on the City's official website. Election polls shall open on Election Day at 7:00 a.m. and close at 7:00 p.m. The polling place for both Early Voting and Election Day for all Collin County legally qualified voters residing in the City of Sachse shall be the Michael J. Felix Community Center Room A&B, 3815-E Sachse Road, Sachse, Texas. The polling place locations and hours for both Early Voting and Election Day shall be any vote center as designated by the Collin County Elections Administrator, as will be set forth in an exhibit to the City's Elections Administration Contract with Collin County and thereafter posted on the City's website. The City Secretary is hereby authorized to update this Ordinance by appending hereto an Exhibit "B" to reflect said final locations designated by the Collin County Elections Administrator, which locations are hereby adopted and approved, and to thereafter publish any updates to said Exhibit "B" on the City's official website.

SECTION 3. None but legally qualified voters shall be entitled to vote at said election. Legally qualified voters shall be those persons having a current voter registration and shall be residents of the City of Sachse according to the Texas Election Code for said municipal election.

SECTION 4. Notice of the election shall be (1) posted on the bulletin board used to post notice of the City Council meetings, and (2) published in a newspaper of general circulation in the City. A return of such posting shall be documented by the City Secretary. Said notice to prescribe

early voting by mail, early voting places and hours of operation, and Election Day hours of operation. Publication of said notice of the election shall be in accordance with the Texas Election Code.

SECTION 5. The Mayor and City Secretary are authorized to execute an agreement for an Election with the Dallas County Election Department, the Collin County Election Department, and other entities that will provide for all election appointments, early voting by mail, the voting location as Sachse City Hall Courtroom and Michael J. Felix Community Center Room A&B, and hours of operation, payments for election officials, necessary election arrangements, and a runoff election (if applicable).

SECTION 6. The City Secretary shall have the authority to approve any minor modifications as may be necessary in the best interest of the city and within the regulations of the Texas Election Code. The early voting mail clerk for Dallas County is: Heider Garcia, Early Voting Clerk, Dallas County Elections Department, 1520 Roundtable Drive, Dallas, Texas 75247, and the early voting mail clerk for Collin County is: Kaleb Breaux, Early Voting Clerk, Collin County Elections Department, 2010 Redbud Blvd, Suite 102, McKinney, Texas 75069.

SECTION 7. All provisions of the Code of Ordinances of the City of Sachse, Texas, in conflict with the provisions of this ordinance be, and the same are hereby, repealed, and all other provisions not in conflict with the provisions of this ordinance shall remain in full force and effect.

SECTION 8. The provisions of this ordinance are severable, so that the invalidity of one or more provisions shall not affect the validity of those valid portions.

SECTION 9. This ordinance shall become and be effective immediately upon its adoption and publication of the caption, as the law and City Charter in such cases provides.

PASSED AND APPROVED by the City Council of the City of Sachse, Texas on this 3rd day of February 2025.

APPROVED:

Jeff Bickerstaff, Mayor

ATTEST:

Leah K Granger, City Secretary

APPROVED AS TO FORM:

Joseph J. Gorfida, Jr., City Attorney

D. Consent Agenda

Subject:	4. Approve an ordinance of the City Council of the City of Sachse, Texas, ordering a Special Election to be on held on May 3, 2025, for the purpose of the reauthorization of the local sales and use tax in the City of Sachse, Texas, at the rate of one-fourth of one percent to continue providing revenue for maintenance and repair of municipal streets; the tax expires on the fourth anniversary of the date of this election unless the imposition of the tax is reauthorized; authorizing a joint election with Dallas and Collin County; providing for the publication and posting of notice; providing for early voting; providing for a severability clause; and providing for an effective date.
Meeting	February 3, 2025 - City Council Meeting
Access	Public
Type	Action (Consent)
Fiscal Impact	None
Recommended Action	Approve the ordinance ordering the Special Election for reauthorization of the Street Maintenance Tax.
Goals	Be a model of financial stewardship through growth management; responsible investment; and financial transparency. Strategically invest in the City's existing and future infrastructure.

BACKGROUND

A Street Maintenance Sales Tax Program is a method of funding street maintenance projects through the local sales tax. Per state law, the municipal street and maintenance tax expires every four years unless it is reauthorized by voters in an election. The City held elections in 2013, 2017, and 2021 in which voters authorized the local sales and use tax to help fund street maintenance and repairs. The current sales tax is divided accordingly:

State Tax	6.25%
Sachse General Operating Budget	1.00%
Economic Development	0.50%
Municipal Development District	0.25%
Street Maintenance Tax	0.25%
Total	8.25%

POLICY CONSIDERATIONS

Texas Tax Code 327.007 provides cities the ability to allocate a portion of the sales tax revenues for street maintenance and repair. The law requires voters to consider reauthorization of the program in an election every four years.

RECOMMENDATION

Approve the ordinance ordering the Special Election for reauthorization of the Street Maintenance Tax.

File Attachments

1. Ordinance Calling Special Election Reauthorizing Local Sales and Use Tax- Street Maintenance
2. Street Maintenance Tax Brochure

ORDINANCE NO. O-2025-_____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS, ORDERING A SPECIAL ELECTION TO BE ON HELD ON MAY 3, 2025, FOR THE PURPOSE OF THE REAUTHORIZATION OF THE LOCAL SALES AND USE TAX IN THE CITY OF SACHSE, TEXAS, AT THE RATE OF ONE-FOURTH OF ONE PERCENT TO CONTINUE PROVIDING REVENUE FOR MAINTENANCE AND REPAIR OF MUNICIPAL STREETS; THE TAX EXPIRES ON THE FOURTH ANNIVERSARY OF THE DATE OF THIS ELECTION UNLESS THE IMPOSITION OF THE TAX IS REAUTHORIZED; AUTHORIZING A JOINT ELECTION WITH DALLAS AND COLLIN COUNTY; PROVIDING FOR THE PUBLICATION AND POSTING OF NOTICE; PROVIDING FOR EARLY VOTING; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Chapter 327 of the Texas Tax Code provides that a municipality may call an election on the question of creating a street maintenance tax to plan, acquire, establish, develop, construct, or renovate one or more development projects beneficial to the district; and

WHEREAS, the City Council of the City of Sachse, Texas, herein orders a special election to be held on May 3, 2025, for the reauthorization of the local sales and use tax in the City of Sachse, Texas, at the rate of one-fourth of one percent to continue providing revenue for maintenance and repair of municipal streets in accordance with Chapter 327 of the Texas Tax Code and Election Code.

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

SECTION 1. That a special election is hereby ordered to be held on Saturday, May 3, 2025, for the purpose of reauthorization of the local sales and use tax in the City of Sachse, Texas, at the rate of one-fourth of one percent to continue providing revenue for maintenance and repair of municipal streets.

SECTION 2. That the ballot for the election for the reauthorization of a local sales and use tax shall be prepared in a manner that the voters may vote “for” or “against” the following Proposition:

“Reauthorization of the local sales and use tax in the City of Sachse, Texas, at the rate of one-fourth (1/4) of one percent to continue providing revenue for maintenance and repair of municipal streets.”

_____ For

_____ Against

SECTION 3. That the polling place for both Early Voting and Election Day for all Dallas County legally qualified voters residing in the City of Sachse for said election shall be the Sachse City

Hall Courtroom, 3815-B Sachse Road, Sachse, Texas. The polling place locations shall be any Dallas County county-wide vote center polling locations as will be set forth in an exhibit to the City's Elections Administration Contract with Dallas County and thereafter posted on the City's website. The City Secretary is hereby authorized to update this Ordinance by appending hereto an Exhibit "A" to reflect said final locations designated by the Dallas County Elections Administrator, which locations are hereby adopted and approved, and to thereafter publish any updates to said Exhibit "A" on the City's official website. Election polls shall open on Election Day at 7:00 a.m. and close at 7:00 p.m. The polling place for both Early Voting and Election Day for all Collin County legally qualified voters residing in the City of Sachse shall be the Michael J. Felix Community Center Room A&B, 3815-E Sachse Road, Sachse, Texas. The polling place locations and hours for both Early Voting and Election Day shall be any vote center as designated by the Collin County Elections Administrator, as will be set forth in an exhibit to the City's Elections Administration Contract with Collin County and thereafter posted on the City's website. The City Secretary is hereby authorized to update this Ordinance by appending hereto an Exhibit "B" to reflect said final locations designated by the Collin County Elections Administrator, which locations are hereby adopted and approved, and to thereafter publish any updates to said Exhibit "B" on the City's official website.

SECTION 4. That none but legally qualified voters shall be entitled to vote at said election. Legally qualified voters shall be those persons having a current voter registration and shall be residents of the City of Sachse according to the Texas Election Code for said municipal election.

SECTION 5. That notice of said election shall be posted as required by the Texas Election Code.

SECTION 6. The Mayor and City Secretary are authorized to execute an agreement for an Election with the Dallas County Election Department, the Collin County Election Department, and other entities that will provide for all election appointments, early voting by mail, the voting location as Sachse City Hall Courtroom and Michael J. Felix Community Center Room A&B, and hours of operation, payments for election officials, necessary election arrangements, and a runoff election (if applicable).

SECTION 7. The City Secretary shall have the authority to approve any minor modifications as may be necessary in the best interest of the city and within the regulations of the Texas Election Code. The early voting mail clerk for Dallas County is: Heider Garcia, Early Voting Clerk, Dallas County Elections Department, 1520 Roundtable Drive, Dallas, Texas 75247, and the early voting mail clerk for Collin County is: Kaleb Breaux, Early Voting Clerk, Collin County Elections Department, 2010 Redbud Blvd, Suite 102, McKinney, Texas 75069.

SECTION 8. That all provisions of the Code of Ordinances of the City of Sachse, Texas, in conflict with the provisions of this ordinance be, and the same are hereby, repealed, and all other provisions not in conflict with the provisions of this ordinance shall remain in full force and effect.

SECTION 9. That the provisions of this ordinance are severable, so that the invalidity of one or more provisions shall not affect the validity of those valid portions.

SECTION 10. That this ordinance shall become and be effective immediately upon its adoption and publication as required by law, and it is accordingly so ordained.

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS, ON THIS THE 3rd DAY OF FEBRUARY 2025.

APPROVED:

Jeff Bickerstaff, Mayor

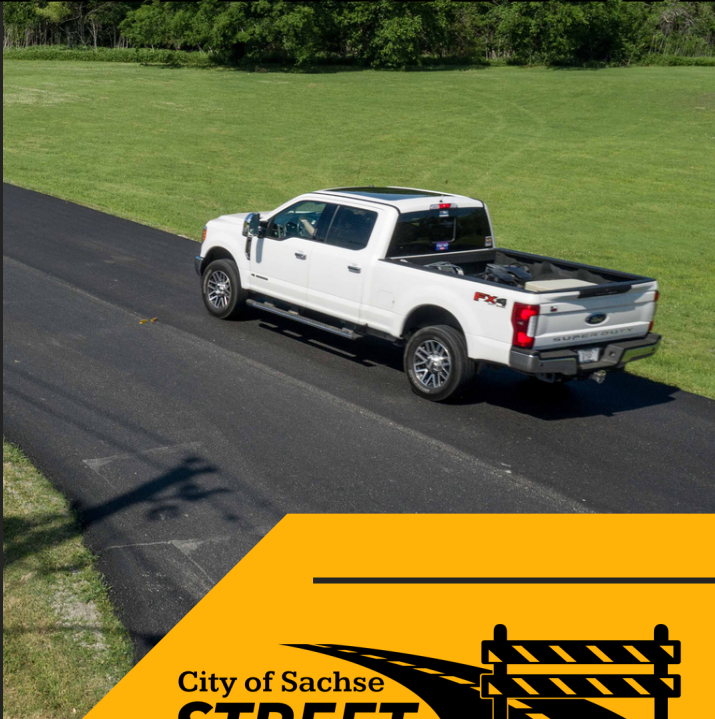
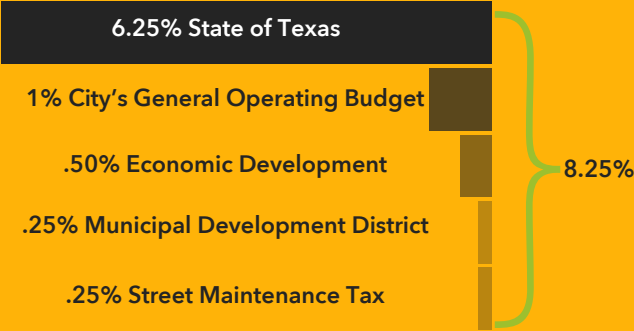
ATTEST:

Leah K Granger, City Secretary

APPROVED AS TO FORM:

Joseph J. Gorfida, Jr., City Attorney

SACHSE SALES TAX BREAKDOWN



FUNDS RECEIVED SINCE 2021:

\$2,108,216



The City of
SACHSE

Public Works
3815-B Sachse Rd
Sachse, TX 75048

(972) 495-7600

City of Sachse
**STREET
MAINTENANCE
TAX ELECTION**

Early Voting
April 22-29, 2025

Election Day
May 3, 2025

Voting Locations
Collin County Residents
Michael J. Felix Community Center

Dallas County Residents
Sachse City Hall



6th Street Alley
Concrete Replacement
2024



Highridge Alley
Concrete Replacement
2024



Ingram and Blackburn
Asphalt Overlay
2023



Coral Lane
Asphalt Overlay
2021

Your Street Maintenance Program

A Street Maintenance Sales Tax Program is a method of funding street maintenance projects through the local sales tax. Texas Tax Code 327.007 requires voters to consider approval of the program in an election every four years.

When taxable goods are purchased in the city, sales tax is paid on that purchase. If reauthorized, 1/4 of each penny of the collected sales tax will go to the Street Maintenance Tax Fund. The current sales tax is 8.25%, which is congruent with other cities throughout Texas.

The Street Maintenance Sales Tax program was recently approved by the residents of Sachse in the 2017 and 2021 elections. The program expires this year unless it is renewed by voters. If voters choose not to renew the program at the May 2025 election, then program will be discontinued.

Sales tax collection varies each year based on economic conditions and the success of our local businesses. This includes on-line sales and in-person transactions.

Project Selection

- Any street in the City of Sachse is eligible.
- The City selects projects annually based on pavement conditions and availability of funds.
- City staff works with the City Council to identify projects during the annual budget process.

RECENT PROJECTS

'21

Coral Lane Overlay

'22

Anthony Lane Overlay

'23

Ingram/Blackburn Overlay

'24

6th Street Alley Concrete Replacement
Southridge Street Alley Concrete Replacement
Jewel Street Alley Concrete Replacement
Eastview Drive Overlay
Hilltop Drive and Meadow Lane Overlay
Dewitt Street and Sachse Street Overlay
Highridge Drive Alley Concrete Replacement

D. Consent Agenda

Subject:	5. Authorize the City Manager to approve the purchase order for year two of the Microsoft Enterprise Agreement in the amount of One Hundred Four Thousand, Fifty and 86/100 Dollars (\$104,050.86) through SHI Government Solutions, Inc., using the Texas Department of Information Resources (DIR) purchasing cooperative.
Meeting	February 3, 2025 - City Council Meeting
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$104,050.86
Budgeted	Yes
Budget Source	FY 2024-2025 approved IT operating budget
Recommended Action	Authorize the City Manager or their designee to approve the purchase order for year two of the Microsoft Enterprise Agreement for the amount of One Hundred Four Thousand, Fifty and 86/100 Dollars (\$104,050.86).
Goals	Be a model of financial stewardship through growth management; responsible investment; and financial transparency. Strategically invest in the City's existing and future infrastructure.

BACKGROUND

The City of Sachse's Microsoft Enterprise Agreement (EA) covers usage of all Microsoft software, which includes the email server (Exchange Online), cloud file storage (One Drive), collaboration software (SharePoint and Teams), and desktop office productivity software (Word, Excel, PowerPoint, etc.) The EA also covers the Microsoft SQL Database Server licenses, which is required for applications such as Incode, Southern, and several others that are utilized across several departments. Microsoft Azure Active Directory is also the core of the identity management system used to control access to applications City-wide. The City is dependent upon these applications to conduct daily business.

The current agreement ends February 28, 2027. The agreement will allow the City to continue using the various Microsoft products for the new term and prevent disruptions in service for existing users.

The attached quote covers the second year of a three-year period.

Year 1 (FY24) = \$104,050.86 (Completed)

Year 2 (FY25) = \$104,050.86 (Current)

Year 3 (FY26) = \$104,050.86 (Forthcoming)

3-year agreement total purchase value = \$312,152.58

Funding for this project was included in the FY 24-25 budget.

POLICY CONSIDERATIONS

City purchasing policy requires that recommendations on purchases and contracts over \$50,000 be submitted to Council by the City Manager for Council approval.

Department of Information Resources (DIR) is included in Resolution 4094, authorizing participation in various

cooperative purchasing programs in accordance with City's procurement policies and procedures. City policy authorizes purchase from a purchasing authority or cooperative in accordance with State Law. Cooperative purchasing, pursuant to Chapter 791 of the Texas Government code and Section 271 Subchapter F of the Local Government Code, so satisfies any State Law requiring local government to see complete bids for items.

RECOMMENDATION

Authorize the City Manager or their designee to approve the purchase order for year two of the Microsoft Enterprise Agreement for the amount of One Hundred Four Thousand, Fifty and 86/100 Dollars (\$104,050.86).

File Attachments

1. SHI Quote-25779127-EA



Pricing Proposal
Quotation #: 25779127
Reference #: EA - 53081987
Created On: 1/29/2025
Valid Until: 2/28/2025

TX-City of Sachse

Mike Pastor

3815-B Sachse Rd
Garland, TX 75048
United States
Phone: 9724951212
Fax:
Email: MPastor@cityofsachse.com

Inside Account Manager - Public Sector

Victor Arias

290 Davidson Ave.
Somerset, NJ 08873
Phone: (732)-317-6938
Fax:
Email: Victor_arias@shi.com

All Prices are in US Dollar (USD)

	Product	Qty	Your Price	Total
1	M365 G3 Unified FUSL GCC Sub Per User Microsoft - Part#: AAD-34704 Contract Name: Adobe/Microsoft Software & Related Services Contract #: DIR-CPO-5237 Coverage Term: 3/1/2025 – 2/28/2026 Note: Year 2 of 3	30	\$389.04	\$11,671.20
2	M365 G3 Unified FSA Renewal GCC Sub Per User Microsoft - Part#: AAD-34700 Contract Name: Adobe/Microsoft Software & Related Services Contract #: DIR-CPO-5237 Coverage Term: 3/1/2025 – 2/28/2026 Note: Year 2 of 3	180	\$331.08	\$59,594.40
3	EMS G5 GCC SU EMS G3 Per User Microsoft - Part#: MQY-00002 Contract Name: Adobe/Microsoft Software & Related Services Contract #: DIR-CPO-5237 Coverage Term: 3/1/2025 – 2/28/2026 Note: Year 2 of 3	215	\$72.72	\$15,634.80
4	EMS G5 GCC Sub Per User Microsoft - Part#: MQY-00001 Contract Name: Adobe/Microsoft Software & Related Services Contract #: DIR-CPO-5237 Coverage Term: 3/1/2025 – 2/28/2026 Note: Year 2 of 3	7	\$177.96	\$1,245.72
5	M365 F3 Unified GCC Sub Per User Microsoft - Part#: AAD-63092 Contract Name: Adobe/Microsoft Software & Related Services Contract #: DIR-CPO-5237 Coverage Term: 3/1/2025 – 2/28/2026 Note: Year 2 of 3	5	\$84.48	\$422.40
6	O365 G1 GCC Sub Per User	7	\$94.32	\$660.24

Microsoft - Part#: U4S-00002
Contract Name: Adobe/Microsoft Software & Related Services
Contract #: DIR-CPO-5237
Coverage Term: 3/1/2025 – 2/28/2026
Note: Year 2 of 3

7	AzureprepaymentG ShrdSvr ALNG SubsVL MVL Commit Provision Microsoft - Part#: J5U-00004 Contract Name: Adobe/Microsoft Software & Related Services Contract #: DIR-CPO-5237 Coverage Term: 3/1/2025 – 2/28/2026 Note: Year 2 of 3	1	\$0.00	\$0.00
8	Entra ID P1 Gov Sub Per User Microsoft - Part#: MQM-00001 Contract Name: Adobe/Microsoft Software & Related Services Contract #: DIR-CPO-5237 Coverage Term: 3/1/2025 – 2/28/2026 Note: Year 2 of 3	1	\$56.04	\$56.04
9	EOA Exchange Online GCC Sub Per User Microsoft - Part#: 4ES-00001 Contract Name: Adobe/Microsoft Software & Related Services Contract #: DIR-CPO-5237 Coverage Term: 3/1/2025 – 2/28/2026 Note: Year 2 of 3	7	\$28.44	\$199.08
10	Planner & Project P3 GCC Sub Per User Microsoft - Part#: 7MS-00001 Contract Name: Adobe/Microsoft Software & Related Services Contract #: DIR-CPO-5237 Coverage Term: 3/1/2025 – 2/28/2026 Note: Year 2 of 3	3	\$276.03	\$828.09
11	SQL CAL ALng SA User CAL Microsoft - Part#: 359-00961 Contract Name: Adobe/Microsoft Software & Related Services Contract #: DIR-CPO-5237 Coverage Term: 3/1/2025 – 2/28/2026 Note: Year 2 of 3	114	\$37.66	\$4,293.24
12	SQL Server Standard ALng SA Microsoft - Part#: 228-04433 Contract Name: Adobe/Microsoft Software & Related Services Contract #: DIR-CPO-5237 Coverage Term: 3/1/2025 – 2/28/2026 Note: Year 2 of 3	3	\$158.81	\$476.43
13	Visio Standard ALng SA Microsoft - Part#: D86-01253 Contract Name: Adobe/Microsoft Software & Related Services Contract #: DIR-CPO-5237 Coverage Term: 3/1/2025 – 2/28/2026 Note: Year 2 of 3	3	\$55.66	\$166.98
14	Win Server DC Core ALng SA 2L Microsoft - Part#: 9EA-00278 Contract Name: Adobe/Microsoft Software & Related Services Contract #: DIR-CPO-5237 Coverage Term: 3/1/2025 – 2/28/2026 Note: Year 2 of 3	48	\$124.43	\$5,972.64

15	Win Server Standard Core ALng SA 2L	144	\$19.65	\$2,829.60
	Microsoft - Part#: 9EM-00270			
	Contract Name: Adobe/Microsoft Software & Related Services			
	Contract #: DIR-CPO-5237			
	Coverage Term: 3/1/2025 – 2/28/2026			
	Note: Year 2 of 3			

16	Teams AC with Dial Out US/CA GCC Sub Add-on	222	\$0.00	\$0.00
	Microsoft - Part#: NYH-00001			
	Contract Name: Adobe/Microsoft Software & Related Services			
	Contract #: DIR-CPO-5237			
	Coverage Term: 3/1/2025 – 2/28/2026			
	Note: Year 2 of 3			

Subtotal	\$104,050.86
Shipping	\$0.00
Total	\$104,050.86

Additional Comments

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

Year 2 Total: \$104,050.86

Year 3 Total: \$104,050.86

The products offered under this proposal are resold in accordance with the terms and conditions of the Contract referenced under that applicable line item.

E. Action Items

Subject:	1. Consider approving a resolution awarding a primary depository services contract to American National Bank and authorizing the City Manager, or designee, to negotiate and execute all agreements necessary to implement the contract.
Meeting	February 3, 2025 - City Council Meeting
Access	Public
Type	Information, Discussion, Action
Fiscal Impact	Yes
Dollar Amount	\$266,250 five-year net income
Budgeted	Yes
Budget Source	Interest Income
Recommended Action	Approve a resolution awarding a depository services contract to American National Bank.
Goals	Be a model of financial stewardship through growth management; responsible investment; and financial transparency.

BACKGROUND

Chapter 105 of the Texas Local Government Code requires that the City competitively solicit Financial Institutions to provide Primary Depository Services at least every five (5) years. The City's current five-year depository contract terminates on May 31, 2025.

The City, with the assistance of Valley View Consulting, LLC, conducted the required solicitation and received two applications to provide primary depository services to the City. After a detailed review and analysis of the applications, it was determined that the incumbent bank, American National Bank, provided the most advantageous application to serve as the City's Primary Depository Services provider.

American National Bank has served the City well during the current contract and prior contract periods, and based on its application, is expected to continue to be a good business partner with the City.

POLICY CONSIDERATIONS

Chapter 105 of the Texas Local Government Code stipulates that a municipal depository agreement cannot exceed five (5) years. In accordance with the Texas State statute, the City shall consider and award the primary depository bank services for a maximum five-year period beginning June 1, 2025 and ending May 31, 2027 with three (3) optional one-year extensions.

RECOMMENDATION

Approve a resolution awarding a depository services contract to American National Bank.

File Attachments

1. Presentation_Banking Depository Contract 2025
2. Sachse - Bank RFA Project Recap 2025
3. Resolution_Award Primary Depository Agreement to American National Bank

Depository Services Contract

City Council
February 3, 2025



Process

- Texas Local Government Code Chapter 105, Municipal Depository Act
- Depository agreement cannot exceed five years
- Current agreement with The American National Bank of Texas began June 1, 2020, and ends May 31, 2025
- Valley View Consulting, LLC assisted in the Request for Applications (RFA) process

Timeline and Proposals Received

- September 30 – Request for Applications (RFA) distributed
- October 3 – Advertised Depository Bank notice in Sachse News
- November 7 – City received applications from financial institutions
 - Proposals received by:
 - The American National Bank of Texas (incumbent depository bank since 2010)
 - Wells Fargo Bank, N.A.
- December 18 – Finalized staff recommendations



Selection Criteria

- Ability to perform and provide required and requested services
- References provided and quality of services
- Cost of services
- Transition cost, retention and transition offers and incentives
- Funds availability
- Interest paid on interest bearing accounts and deposits
- Earnings credit calculation on compensating balances
- Completeness of application and agreement to points outlined in the RFA
- Convenience of location(s)
- Previous service relationship with the City
- Financial strength and stability of the institution

Analysis

- Valley View Consulting provided a financial analysis to compare the impact of service fees and interest rates offered by each bank
- Both proposing institutions exhibited acceptable financial strength, competitive financial solutions, and strong net two- and five-year income
- While Wells Fargo net income exceeds American National Bank of Texas, staff would need to use the Murphy Wells Fargo location for non-ATM deposits

Staff Recommendation

- Staff recommends approval of the resolution awarding the Primary Depository Bank Services contract to The American National Bank of Texas and authorize the City Manager to negotiate and execute all agreements necessary to implement the contract with the new depository term effective June 1, 2025



January 27, 2025

Mr. David Baldwin
Director of Finance
City of Sachse
3815-B Sachse Rd
Sachse, TX 75048

Dear Mr. Baldwin:

Thank you for the opportunity to assist the City of Sachse (the “City”) with this Depository Services Request for Applications (the “RFA”) project. The objective of this engagement was to assist the City in selecting a primary depository following the expiration of the current contract which ends May 31, 2025. The new contract period will be for an initial term of two (2) years commencing June 1, 2025 and continuing through May 31, 2027, with three (3) one-year extension options under the same terms and conditions.

Procedure

The Primary Depository Services RFA project began with the establishment of a Calendar of Events to ensure that the required project steps were performed in a timely and sequential manner.

The process for selecting a Primary Depository is governed by the State of Texas Local Government Codes: Chapter 105 Municipal Depository Act; Chapter 176 Conflict of Interest Act; Chapter 2256 Public Funds Investment Act; and Chapter 2257 Public Funds Collateral Act.

In addition to complying with these State statutory requirements, it was necessary to comply with the City’s financial and purchasing policies, and Investment Policy.

The RFA procedure was conducted as follows:

1. Analyzed bank service usage and balance records.
2. Reviewed bank accounts and statements.
3. Established the minimum required banking services and potential additional services.
4. Developed a list of potential financial institutions within the Sachse municipal boundaries:
 - a. The American National Bank of Texas
 - b. Wells Fargo Bank, N.A.

2428 Carters Mill Road, Huddleston, VA 24104-4003
540.297.3419

5. Contacted the identified financial institutions.
6. Drafted the RFA for review and approval.
7. Advertised as required.
8. RFA documents were distributed to the eligible banks via email.
9. Hosted a Pre-Application Zoom Conference Call that was attended by the following:
10. By the deadline, two (2) applications were received from the following banks:
 - a. The American National Bank of Texas
 - b. Wells Fargo Bank, N.A.

The evaluation of the applications was based on, but not limited to, the following criteria, in no particular order of priority:

1. Ability to perform and provide the required and requested services
2. References provided and quality of services
3. Cost of services
4. Transition cost, retention and transition offers and incentives
5. Funds availability
6. Interest paid on interest bearing accounts and deposits
7. Earnings credit calculation on compensating balances
8. Completeness of application and agreement to points outlined in the RFA
9. Convenience of location(s)
10. Previous service relationship with the City
11. And financial strength and stability of the institution

Response Analysis

A financial analysis was prepared by Valley View Consulting to compare the impact of the service fees and the interest rates offered by each bank. The City maintains an average balance of \$1,500,000 with the depository to meet the daily cash needs of the City, so this is the amount that was used for the calculations.

The American National Bank of Texas (ANBTX) proposed no fees and an interest-bearing account paying 3.55%. The best option offered by Wells Fargo was to pay the estimated monthly service fees of \$1,116 (based on the services and volumes provided in the fee schedule), and to use the Wells Fargo Investment Sweep option, paying a rate of 4.81% at the time the application- was submitted. Wells Fargo also offered to waive the monthly fees for the first twelve months of the contract.

The results of each analysis are presented in the table on the next page.

Summary Financial Comparison		
	ANBTX	WELLS FARGO
Average Bank Balance	\$1,500,000	\$1,500,000
Fees for Two Year Term	\$0	(\$1,116)
12 Month Fee Waiver		\$13,396
Earnings Credit Rate	N/A	N/A
Net Fees for Two Years	\$0	(\$13,396)
Balance Available to earn Interest	\$1,500,000	\$1,500,000
Interest Rate Offered	3.55%	4.81%
Basis for Interest Rate	Bank Managed	Market
Two Year Investment Income	106,500	144,300
Net Two Year Income	\$106,500	\$130,904
Fees for Five Year Term	\$0	(\$53,585)
Five Year Investment Income	266,250	360,750
Net Five Year Income	\$266,250	\$307,165

Demonstration and Interview

Based on the attractive interest rate option offered by Wells Fargo, the staff invited Wells Fargo to meet with the finance team to demonstrate its online platform and to discuss specifics around the daily interactions the City would have with Wells Fargo should the City award it the contract. One key issue that came from the discussion was the Wells Fargo branch that would serve the City. While Wells Fargo has a branch within the City of Sachse, Wells Fargo disclosed that the Sachse location did not have the staffing necessary to serve the City, so the City would need to use the Wells Fargo location at 154 W FM 544 in Murphy, Texas, a little over four miles away. Since the City's police officers take the deposits to the bank, staff was concerned with the further distance for the police to travel, and the fact that they were traveling outside their jurisdiction and into another City.

Recommendation

ANBTX has served the City of Sachse well for the last five years and is a known and trusted service partner. Another beneficial aspect of the offer from ANBTX is a rate floor offered of 2.15%, which provides a minimum rate that the City will earn on its balances held at the depository. Given the established relationship with ANBTX, and the fact that moving to Wells Fargo would require police

officers to leave the City of Sachse to make deposits, City staff is recommending that the City award the contract to ANBTX for the next two years, with the option to extend for three additional one-year periods.

Please contact Orlando Saenz or me to discuss any questions or additional information needs. Thank you for this opportunity to once again serve the City of Sachse.

Sincerely,



Timothy Pinon
Valley View Consulting, L.L.C.

RESOLUTION NO. R-2025-_____

A RESOLUTION OF THE CITY OF SACHSE, TEXAS, AWARDING A PRIMARY DEPOSITORY SERVICES CONTRACT TO AMERICAN NATIONAL BANK AND AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO NEGOTIATE AND EXECUTE ALL AGREEMENTS NECESSARY TO IMPLEMENT THE CONTRACT.

WHEREAS, the City is required by Chapter 105 of the Texas Local Government Code to select a primary depository for the City's funds, and

WHEREAS, the City has solicited for applications from eligible financial institutions to serve as the City's primary Depository, and

WHEREAS, the City has determined that American National Bank has provided the most advantageous terms to the City,

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

Section 1. The above and foregoing premises are true and correct legislative findings, and they are incorporated herein and made a part hereof for all purposes.

Section 2. The City Council hereby awards the City's primary depository contract to American National Bank for an initial two-year term effective June 1, 2025, with the option to extend for up to three (3) additional one-year periods.

Section 3. The City Manager, or designee, is hereby authorized to negotiate and execute all necessary agreements to establish the depository relationship.

Section 4. If any section, paragraph, sentence, clause, phrase, or word of this Resolution or the application thereof to any person or circumstance is held invalid or unconstitutional, such holding shall not affect the validity of the remaining portions of this Resolution, and the City County hereby declares that it would have passed such portions remaining despite invalidity or unconstitutionality.

Section 5. That this resolution, and the removal and appointment herein, shall take effective immediately from and after the date of its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Sachse, Texas, this the 3rd day of February 2025.

CITY OF SACHSE, TEXAS

Jeff Bickerstaff, Mayor

ATTEST:

Leah K Granger, City Secretary
(01-27-2025: 4929-2828-0595, v. 1)