



**Monday, May 5, 2025
City Council Meeting**

**City Council Chambers
3815-B Sachse Road
6:30 PM**

City Council meetings are available live and 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, May 5, 2025, at 6:30 PM to consider the following items of business
2. Invocation and Pledges of Allegiance.

B. Recognition

1. Present a proclamation declaring Rhys Willis as Junior Mayor for the Day in Sachse.
2. Present a proclamation recognizing National Building Safety Month.
3. Present a proclamation recognizing Economic Development Week.
4. Present a proclamation recognizing National Public Service Recognition week.

C. 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.

D. Council/Staff Reports and Updates

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

E. 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 April 21, 2025, meeting minutes.
2. Accept the monthly revenue and expenditure report for the period ending March 31, 2025.
3. Approve a resolution authorizing the City Manager to execute an Interlocal Agreement for Food Establishment Inspection and Environmental Health Services between Dallas County, on behalf of Dallas County Health and Human Services, and the City of Sachse; and providing an effective date.

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. Receive a briefing on the recent adoption and ongoing implementation of core values for City of Sachse employees.
2. Receive the 2024 Fire-Rescue Year in Review.

G. 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, on May 1, 2025, by 5 PM.

Leah K Granger, TRMC, City Secretary

Date 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.

B. Recognition

Subject:	1. Present a proclamation declaring Rhys Willis as Junior Mayor for the Day in Sachse.
Meeting	May 5, 2025 - City Council Meeting
Access	Public
Type	Recognition
Fiscal Impact	None
Recommended Action	Present a proclamation declaring Rhys Willis as Junior Mayor for the Day in Sachse.
Goals	Provide a high quality of life environment for families; individuals; businesses; and other organizations in Sachse.

BACKGROUND

In an effort to encourage youth to get involved in the community and public service, the Sachse City Council and Wylie ISD Education Foundation provided an opportunity for one student to be declared Junior Mayor for the Day in Sachse. Mr. Rhys Willis will have the honor of opening a City Council meeting and receive a proclamation. The Council encourages Mr. Willis to continue working hard in school and looks forward to his potential and growth.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Present a proclamation declaring Rhys Willis as Junior Mayor for the Day in Sachse.

File Attachments

1. Proclamation_Junior Mayor for the Day_2025

Proclamation

WHEREAS, serving the city in which one lives is an important part of democracy and the inclusion of all people in the governing process; and

WHEREAS, getting involved in local activities fosters a sense of community and pride in one's city; and

WHEREAS, the Sachse City Council appreciates the opportunity to champion our youth along with Wylie ISD Education Foundation; and

WHEREAS, fifth grader, Rhys Willis, leads by example at Draper Intermediate School and in the community;

NOW, THEREFORE, I, Jeff Bickerstaff, Mayor of the City of Sachse, do hereby proclaim

RHYS WILLIS as JUNIOR MAYOR FOR THE DAY

in Sachse. The City Council encourages him to continue working hard in school and in the service to the community and looks forward to his potential and growth.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Sachse, Texas to be affixed on this 5th day of May 2025.

Gold
Seal



Jeff Bickerstaff, Mayor

B. Recognition

Subject: 2. Present a proclamation recognizing National Building Safety Month.

Meeting May 5, 2025 - City Council Meeting

Access Public

Type Recognition

Fiscal Impact None

Recommended Action Present a proclamation recognizing National Building Safety Month.

Goals Provide excellent government services to Sachse citizens.

BACKGROUND

Since 1980, National Building Safety Month has been celebrated to recognize and support the important role code officials play in public safety in the built environment. This international campaign takes place every May to raise awareness about building safety and reinforce the need for the adoption of modern, regularly-updated building codes, and help individuals, families and businesses understand what it takes to create safe and sustainable structures.

The Development Services Department and representatives from the Fire Department will receive the proclamation.

POLICY CONSIDERATIONS

There are no policy considerations with this item.

RECOMMENDATION

Present a proclamation recognizing National Building Safety Month.

File Attachments

1. Proclamation_Building Safety Month_2025

Proclamation

WHEREAS, our community is committed to recognizing our growth and strength depends on the safety and value of the homes, buildings and infrastructure that serve our citizens; and

WHEREAS, this year's campaign, "Game On" encourages everyone to raise awareness about building safety and the importance of current safety codes and the role of code officials in creating safe, sustainable structures that communities can rely on for generations to come; and

WHEREAS, the building and fire safety officials along with other partners in the construction industry, work year-round to develop and enforce building codes to safeguard citizens of Sachse in the buildings where we live, work, play and learn; and

WHEREAS, Sachse residents are asked to consider that current building and fire codes play a vital role to ensure safety and sustainability at home and in the community, and to acknowledge the essential service provided to all of us by the City of Sachse's Building and Fire staff.

NOW, THEREFORE, I, Jeff Bickerstaff, Mayor of the City of Sachse, do hereby proclaim the month of May 2025, as

Building Safety Month

in Sachse and encourage all to appreciate the accomplishments and contributions of government employees at all levels – federal, state, county, and city.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Sachse, Texas to be affixed on this 5th day of May 2025.

Gold
Seal



Jeff Bickerstaff, Mayor

B. Recognition

Subject:	3. Present a proclamation recognizing Economic Development Week.
Meeting	May 5, 2025 - City Council Meeting
Access	Public
Type	Recognition
Fiscal Impact	None
Recommended Action	Present a proclamation recognizing the week of May 12-16, 2025, as Economic Development Week.
Goals	Provide excellent government services to Sachse citizens.

BACKGROUND

The International Economic Development Council (IEDC) created Economic Development Week in 2016 to recognize the work that economic development organizations and professionals do in their communities. IEDC celebrates Economic Development Week every year, highlighting the programs, best practices, and exceptional individuals that positively impact life in their communities. In just a few years, the event has become one of the most widely recognized awareness weeks of its kind, validating the work of the economic development profession.

Economic Development Director Jerod Potts and Coordinator Denise Lewis will receive the proclamation.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Present a proclamation recognizing the week of May 12-16, 2025, as Economic Development Week.

File Attachments

1. Proclamation_Economic Development Week 2025

Proclamation

WHEREAS, the economic development profession cultivates thriving neighborhoods, champions sustainability and resiliency, boosts economic prosperity, enhances the quality of life, and builds robust tax bases; and

WHEREAS, economic development professionals operate throughout diverse economic environments, including rural, suburban, and urban settings; local, state, provincial, and national governments; public-private partnerships; chambers of commerce; institutions of higher education; among many similar organizations and associations; and

WHEREAS, economic development professionals serve as stewards, bridging connections between community stakeholders such as residents, business leaders, elected officials, industry executives, and educational administrations, to collaborate in promoting job creation, community investment, infrastructure advancements, and an optimistic future; and

WHEREAS, economic developers contribute to the betterment and progress of the City of Sachse within the State of Texas.

NOW, THEREFORE, I, Jeff Bickerstaff, Mayor of the City of Sachse, do hereby recognize the week of May 12 through May 16, 2025, as

Economic Development Week

in Sachse and remind individuals of the importance of this community celebration which supports expanding career opportunities and making lives better.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Sachse, Texas to be affixed on this 5th day of May 2025.

Gold
Seal



Jeff Bickerstaff, Mayor

B. Recognition

Subject: 4. Present a proclamation recognizing National Public Service Recognition week.

Meeting May 5, 2025 - City Council Meeting

Access Public

Type Recognition

Fiscal Impact None

Recommended Action Present a proclamation recognizing Public Service Recognition Week.

Goals Provide excellent government services to Sachse citizens.

BACKGROUND

Since 1985, Public Service Recognition Week has been celebrated during the first week of May (beginning on the first Sunday of the month) to honor the people who serve our nation as federal, state, county, local, and tribal government employees and volunteers. Throughout the nation and around the world, this week is an opportunity for public servants to educate others about the work they perform, what motivated them to choose this field as a way to serve others, and the many ways the services provided through their governmental agency make life better for all.

Representatives from the City of Sachse Culture Committee will receive the proclamation on behalf of all City employees.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Present a proclamation recognizing Public Service Recognition Week.

File Attachments

1. Proclamation_National Public Service Recognition Week 2025

Proclamation

WHEREAS, Americans are served every day by public servants at the federal, state, county, and city levels who supply continuity to our democratic society; and

WHEREAS, public employees and community volunteers serve in areas such as health, education, public safety, the arts, the environment, finance, public infrastructure, community planning, human rights, recreation, and more; and

WHEREAS, the public employees of the City of Sachse are committed to exhibiting the highest standards of professional excellence, creativity, skill, and customer service; and

WHEREAS, the dedicated volunteers who serve on City of Sachse boards and commissions inform and advise policymakers and are integral to the advancement of the quality of life that we enjoy here; and

WHEREAS, the efficiency of government relies on public employees and volunteers who provide services in the quality and quantity required and expected by the public; and

WHEREAS, the City of Sachse recognizes the generous contributions of time and talent by public employees and community volunteers and the importance of the services they render;

NOW, THEREFORE, I, Jeff Bickerstaff, Mayor of the City of Sachse, do hereby proclaim May 4-10, 2025, as

Public Service Recognition Week

in Sachse and encourage all to appreciate the accomplishments and contributions of government employees at all levels — federal, state, county, and city.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Sachse, Texas to be affixed on this 5th day of May 2025.

Gold
Seal



Jeff Bickerstaff, Mayor

E. Consent Agenda

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

Meeting May 5, 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 April 21, 2025, Council regular meeting.

POLICY CONSIDERATIONS

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

RECOMMENDATION

Approve the minutes as presented.

File Attachments

1. CityCouncil_Regular_Minutes_04.21.2025-unsigned

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

The City Council of the City of Sachse held a regular meeting on Monday, April 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 Monday, April 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.

Councilmember Howarth offered the invocation and Councilmember Buhler led the pledges.

B. Recognition

1. Recognize the Community Emergency Response Team (CERT) and Radio Amateur Civil Emergency Service (RACES) volunteer organizations for their dedication to the City of Sachse.

Mayor Bickerstaff recognized CERT Director, Tricia Lindsey, RACES Director, Gregory Kent, and volunteers from both organizations for their dedication to the City of Sachse.

2. Present a proclamation to recognize Animal Care and Control Appreciation Week.

Mayor Bickerstaff presented a proclamation to Police Chief Sylvester to recognize Sachse Animal Services Supervisor Terri O'Neal and Animal Services Officers Amber Lowry and Ezekiel Wickham for Animal Care and Control Appreciation Week.

3. Present a proclamation recognizing National Public Safety Telecommunicators Week.

Mayor Bickerstaff presented a proclamation to Dispatch Supervisor Sharlene Thompson and thanked all dispatchers in recognition of National Public Safety Telecommunicators Week.

C. 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 his questions from the previous meeting, increasing taxes, and the ETC meeting comprehensive plan.

- Josephine resident, Pam Sardo, addressed Council regarding the Sachse Muslim Society rezoning request in relation to emergency services, noise, governance of other societies.
- Sachse resident, Tracy Brooks, addressed Council regarding traffic related to the Muslim church in Sachse and the effects on other communities.
- Plano resident, Robert Dubner, addressed Council regarding traffic issues related to the Muslim mosque and other developments in the area.
- Royse City resident, Krista Schild, addressed the Council regarding Muslim ideology and risks of governance.
- Sachse resident, Butch Kemper, addressed the Council regarding the Central Appraisal Districts' responsibility for increasing taxes.

D. Council/Staff Reports and Updates

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

Mayor Pro Tem Franks invited people to attend the Summer Nights Concert Series on May 2 for the Lonely Hearts Club. The Easter Egg Hunts were a success, though the eggs disappeared much more quickly than it took staff to put them out. He also noted that the first Teen Volunteer Days would be on April 26 at 5 Loaves Food Pantry. Councilmember Prestenberg announced that the Animal Shelter will be hosting a vaccination clinic on May 10 from 10 AM - 2 PM. Additional information may be found at www.cityofsachse.com. He also encouraged adoptions of pets at the shelter. Councilmember Millsap touted the monthly hobby activity at the Library. This month, teens will be making watercolors from eyeshadows on April 23. Also, the Teen Weekend: Blackout Poetry will be held on April 26. City Manager Gina Nash welcomed a new employee, Jayden Fuller, as the new Parks Maintenance Technician and congratulated Angel Contreras on his promotion to Crew Leader for Meter Services. She also noted that the Parks Department extended the walking trail near Amberlin at The Station, so senior residents could have a connection to Heritage Park. There was a special reunion at Fire Station 2 with the Hoque family stopping by to thank Fire-Rescue C-Shift crew who responded to their home and helped welcome their baby into the world! Mayor Bickerstaff reminded voters that early voting runs from April 22 – 29 and Election Day is May 3. He invited residents to participate in the X-treme Green Event on May 17 at the Municipal Complex from 8 AM - 1 PM.

E. 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 April 7, 2025, meeting minutes.
2. Declare as surplus property and authorize the disposal of a 2005 Ford F350 Frazier Ambulance (Asset 331) via donation to the Collin County Sheriff's Department.
3. Authorize the City Manager to negotiate and enter into a contract with NO-DIGTEC for pipe bursting improvements for the emergency Service Center sewer main repair through

The Interlocal Purchasing System (TIPS) program (Contract# 20110402) in the amount not to exceed Ninety-One Thousand, Six Hundred and No/100 Dollars (\$91,600.00).

4. Authorize the City Manager to execute a professional services agreement for the design of Ben Davis Road (R-25-02) between the City of Sachse and ARS Engineering, Inc. in the amount not to exceed One Hundred Eleven Thousand, One Hundred Fifty-Six and 50/100 Dollars (\$111,156.50).
5. Authorize the City Manager to execute a professional services agreement for the design of Industrial Drive and Park Lane (BP-21-C01) between the City of Sachse and ARS Engineering, Inc. in the amount not to exceed One Hundred Eighty-Nine Thousand, Two Hundred Fifty-Five and 50/100 Dollars (\$189,255.50).

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

F. 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 approval of an ordinance amending the Comprehensive Zoning Ordinance and Map, by changing the zoning relating to the use and development of a 1.73± acre tract of land out of the J. Cumba Survey, Abstract No. 243, City of Sachse, Dallas County, Texas, from I-2 General Industrial District ("I-2") to Planned Development No. 39 ("PD-39") with a base zoning of C-1 Neighborhood Shopping District; approving development regulations; providing a conflicts resolution clause; providing a severability clause; providing a savings clause; providing a penalty of fine not to exceed the sum of two thousand dollars (\$2,000.00) for each offense; and providing for an effective date.

Development Services Director Matt Robinson summarized the request for rezoning of a property on Ranch Road to Council. The proposed changes to a planned development include removing the masonry wall requirement, reducing the side yard setback, reducing the ROW buffer, and revisions to the use chart for standard C-1 zoning districts. The applicant proposed adding a dining area to the west portion of the property. The rezoning is in compliance with the Comprehensive Plan and staff recommends approval. The Planning and Zoning Commission recommended approval at their March 24 meeting. Councilmembers asked clarifying questions. Mr. Robinson explained that plans will be reviewed for details affecting turn visibility and parking.

The public hearing opened at 7:21 PM. As there were no comments, the public hearing was closed at 7:22 PM.

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

2. Consider an ordinance of the City of Sachse, Texas, terminating Tax Increment Financing Reinvestment Zone #1 identified as the PG&T Reinvestment Zone ("Zone"); dissolving the Board of Directors for the Zone; providing a repealing clause; providing a severability clause; and providing for an effective date.

Ms. Nash was proud to say the Tax Increment Financing Reinvestment Zone (TIRZ) #1 has done its job. Finance Director David Baldwin added that this is a good-news story. He gave an overview of the Zone, explaining how it earned funds over the lifespan of the Zone. It was established in 2003 for a 25-year term. The Utility Fund advance-funded water infrastructure - this was reimbursed in 2023. The Economic Development Corporation (EDC) advance-funded sewer infrastructure in the Zone - this was reimbursed in 2024. If the ordinance terminating the Zone is approved, the remaining funds will be spent on things such as infrastructure, incentives for economic development, or other improvements within the zone, but future increment earnings will go back to the City's General Fund. The Council gave kudos to the Council that originated the Zone as well as the Board members that were instrumental to the Zone's success.

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.

3. Consider an ordinance of the City Council of Sachse, Texas, authorizing certain budget and Capital Improvement Plan amendments pertaining to the fiscal year 2024-2025 Budget and Capital Improvement Plan; and providing an effective date.

Mr. Baldwin provided an overview of the recommended amendments to the budget adopted at the September 16, 2024, Council meeting and requested spending authority.

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

G. 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. Receive a briefing on the Taste of Sachse event.

Economic Development Director Jerod Potts provided a brief presentation regarding the reimagined Taste of Sachse event. The program is designed to encourage residents to shop and dine locally. Merit recognition for the Community Economic Development Award from the Texas Economic Development Council (TEDC) was received last year for the Shop Local Passport Program. It included some less traditional businesses last year, but this year is focused more on restaurants within the city. Spend \$10 at participating eateries and receive a sticker, collect six stickers, submit the card to the City, and the first 50 people will receive prizes. A completed and submitted card will also enter that person into a drawing for a chance to win a larger prize.

Council thanked the Economic Development team for thinking of ways to bring patronage to Sachse's local businesses.

2. Discuss and review applications for the 2025 City of Sachse Scholarship.

The Councilmembers commented that all the scholarship applicants were terrific, and they provided their preference for the winner of the scholarship. Mayor Pro Tem Franks commented that he would like to see more volunteerism from the teens applying. Applicant number two was the prevailing preference.

H. 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 Project Lady Bird.

Mayor Bickerstaff adjourned the Council to Executive Session at 7:54 PM.
The Council returned to Regular Session at 8:35 PM.

I. 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 Lady Bird.

Sachse resident, Matthew Holboke, addressed Council regarding the economic value for Sachse and return on investment related to this project.

Councilmember Howarth made a motion to authorize the Executive Director of the Sachse Economic Development Corporation to negotiate and execute an incentive agreement for Project Lady Bird and any amendments and instruments related thereto. Councilmember Prestenberg seconded the motion, and it carried 5 - 2. Mayor Pro Tem Franks and Councilmember Lindsey voted against the motion.

J. Adjournment

Mayor Bickerstaff adjourned the meeting at 8:38 PM.

Jeff Bickerstaff, Mayor

ATTEST:

Leah K Granger, TRMC, City Secretary

E. Consent Agenda

Subject:	2. Accept the monthly revenue and expenditure report for the period ending March 31, 2025.
Meeting	May 5, 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 March 31, 2025.
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 March 31, 2025.

File Attachments

1. All Funds March 2025
2. Sales Tax Report April 2025

City of Sachse

Monthly Revenue and Expenditure Report

March 31, 2025 (Unaudited)

GENERAL FUND

	50% of Year Completed				
	Annual Budget	Current Month Actual	YTD Actuals	YTD Actuals % of Budget	Note
Revenue Summary					
Property Tax	\$ 18,171,765	\$ 210,642	\$ 19,813,755	109%	A
Sales Tax	3,215,000	209,262	1,563,486	49%	
Franchise Fees	2,230,711	78,552	1,074,763	48%	
Licenses and Permits	1,100,500	21,123	127,837	12%	B
Service Fees	1,791,920	116,421	622,643	35%	C
Fines	260,000	39,513	176,577	68%	D
Interest Income	670,000	74,336	313,760	47%	E
Miscellaneous Income	716,781	77,293	757,905	106%	F
Intergovernmental Revenue	1,646,291	135,255	835,100	51%	
Total Revenue	\$ 29,802,968	\$ 962,396	\$ 25,285,827	85%	
Expenditure Summary					
Animal Services	\$ 340,848	\$ 27,662	\$ 168,206	49%	
City Manager	1,062,408	78,311	531,873	50%	
City Secretary	315,001	14,145	159,102	51%	
Combined Services	226,718	5,300	446,298	197%	G
Development Services	1,318,635	58,686	425,812	32%	H
Engineering	385,718	63,312	214,645	56%	I
Facilities Maintenance	748,046	68,657	422,601	56%	J
Finance	1,011,392	65,943	572,983	57%	K
Fire-Rescue	7,804,196	583,045	4,280,211	55%	L
Human Resources	637,401	54,804	294,875	46%	
Information Technology	1,400,042	78,245	854,336	61%	M
Library	876,453	61,168	394,679	45%	
Municipal Court	322,386	26,135	173,566	54%	
Neighborhood Services	443,604	28,463	195,618	44%	N
Parks	1,640,990	150,949	717,909	44%	O
Police	7,903,813	574,594	4,031,453	51%	
Recreation	885,750	59,198	468,779	53%	
Senior Activity Center	221,923	18,036	105,196	47%	
Streets	2,192,495	176,147	1,075,219	49%	
Total Expenditures	\$ 29,737,819	\$ 2,192,801	\$ 15,533,359	52%	
Revenue Over/(Under) Expenses	\$ 65,149	\$ (1,230,405)	\$ 9,752,468		P
Beginning Fund Balance October 1, 2024			\$ 8,927,419		

See following page for explanation of major variances

Explanation of General Fund Major Variances:

- A** Property Tax receipts peak in December and January. Reflected collections will decrease with transfer to TIRZ.
- 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 trending to exceed budget due to increased volume of conservatively budgeted revenue
- E** Interest revenue trending low due to lower fund balance prior to receipt of bulk of property tax collections
- F** Revenue collections include unbudgeted storm damage reimbursement (\$359K) and TML insurance recoveries (\$114K)
- G** Insurance expense and administrative vehicle purchase timing increases YTD % of Budget spent trend.
Adjustments for vacancy savings through-out the year will decrease percent of budget spent
- H** Professional Services timing and vacancy savings decreases YTD % of Budget spent trend
- I** Maintenance and Support Contract timing increases YTD % of Budget spent trend
- J** Expenses trending to exceed "YTD Actuals % of Budget" spend primarily due to Building Repairs and Maintenance and Maintenance and Support Contracts expense timing
- K** Expenses trending high due to timing of software licenses, auditor services, and property appraisal services
- L** Expenses exceed "YTD Actuals % of Budget" spend primarily due to Overtime, Vehicle Repair & Maintenance, Bunker Gear, Medical Supplies, and Maintenance and Support Contract expenses
- M** Hardware and Software Upgrades and Software Licensing timing increases YTD % of Budget spent trend
- N** Maintenance and Support Contracts expense timing decreases YTD % of Budget spent trend
- O** Contract Mowing Service expense timing decreases YTD % of Budget spent trend
- P** Current Month Actual variance due to timing of revenue collections and expenses

City of Sachse

Monthly Revenue and Expenditure Report

March 31, 2025 (Unaudited)

UTILITY FUND

		Current Month		50% of Year Completed		
	Annual Budget	Actual		YTD Actuals	YTD Actuals % of Budget	Note
Revenue Summary						
Water Revenue	\$ 10,277,340	\$ 559,208	\$	4,267,249	42%	A
Sewer Revenue	6,817,161	587,529		3,621,658	53%	
Drainage Revenue	265,000	19,733		118,380	45%	
Fees	228,500	93,090		183,707	80%	B
Interest Income	870,000	92,780		537,846	62%	C
Intergovernmental Revenue	700,000	58,333		349,998	50%	
Total Revenue	\$ 19,158,001	\$ 1,410,672	\$	9,078,839	47%	
Expenditure Summary						
Utility Administration	\$ 609,887	\$ 65,866	\$	345,250	57%	D
Water	11,017,382	783,203		4,794,901	44%	E
Sewer	17,753,529	435,303		3,878,585	22%	F
Stormwater Projects	1,244,193	-		1,260	0%	G
Total Expenditures	\$ 30,624,991	\$ 1,284,371	\$	9,019,996	29%	
Revenue Over/(Under) Expenses	\$ (11,466,990)	\$ 126,300	\$	58,843		
Beginning Fund Balance October 1, 2024			\$	23,998,432		

Explanation of Major Variances:

- A** Water Revenue collections variance at current point in the year is due to seasonality
- B** Reflects migration of Utility Administration collections balance due to migration of financial system
- C** Interest revenue trending strong due to favorable interest rates and strong fund balance due to timing of capital projects
- D** Credit Card Processing Fees on pace to exceed \$192K line-item budget
- E** Water expenses trending low due to timing of capital project expenses
- F** Sewer expenses trending low due to timing of capital project expenses
- G** Stormwater Project expenses trending low due to timing of capital project expenses

City of Sachse

Monthly Revenue and Expenditure Report

March 31, 2025 (Unaudited)

SACHSE ECONOMIC DEVELOPMENT CORPORATION

	Annual Budget	Current Month		50% of Year Completed		Note
		Actual	YTD Actuals	YTD Actuals	% of Budget	
Revenue Summary						
Sales Tax	\$ 1,610,000	\$ 101,114	\$ 762,583	47%		
Other Income	16,000	-	-	0%		A
Interest Income	260,000	24,287	144,331	56%		
Total Revenue	\$ 1,886,000	\$ 125,401	\$ 906,914	48%		
Expenditure Summary						
Expenditures	\$ 2,180,980	\$ 392,677	\$ 1,333,160	61%		B
Total Expenditures	\$ 2,180,980	\$ 392,677	\$ 1,333,160	61%		
Revenue Over/(Under) Expenses	\$ (294,980)	\$ (267,276)	\$ (426,246)			C
Beginning Fund Balance October 1, 2024			\$ 6,527,603			

Explanation of Major Variances:

- A** Garland ISD grant and auction proceeds anticipated to be received later in the fiscal year
- B** Infrastructure Grant expenditures timing increases YTD % of Budget spent trend
- C** YTD Actual variance due to timing of revenue collections and expenses

City of Sachse

Monthly Revenue and Expenditure Report

March 31, 2025 (Unaudited)

DEBT SERVICE FUND

	Annual Budget	Current Month Actual	YTD Actuals	50% of Year Completed	
				YTD Actuals % of Budget	Note
Revenue Summary					
Property Tax	\$ 7,732,361	\$ 89,677	\$ 8,432,989	109%	A
Interest Income	180,000	15,142	97,247	54%	
Transfers and Contingencies	-	-	40,567	-	B
Total Revenue	\$ 7,912,361	\$ 104,818	\$ 8,570,803	108%	
Expenditure Summary					
Fees	\$ 1,000	\$ 500	\$ 2,480	248%	
Principal	4,975,000	-	5,120,000	103%	C
Interest	2,731,088	-	1,236,149	45%	D
Total Expenditures	\$ 7,707,088	\$ 500	\$ 6,358,629	83%	
Revenue Over/(Under) Expenses	\$ 205,273	\$ 104,318	\$ 2,212,174		
Beginning Fund Balance October 1, 2024			\$ 1,622,664		

Explanation of Major Variances:

- A** Property Tax receipts peak in December and January. Reflected collections will decrease with transfer to TIRZ.
- B** Closing out of 2021 Tax Note project transfers remaining funds from the General VERF Fund
- 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

March 31, 2025 (Unaudited)

MUNICIPAL DEVELOPMENT DISTRICT

	50% of Year Completed				
	Annual Budget	Current Month Actual	YTD Actuals	YTD Actuals % of Budget	Note
Revenue Summary					
Sales Tax	\$ 800,000	\$ 49,482	\$ 370,300	46%	
Interest Income	20,000	3,506	16,908	85%	A
Total Revenue	\$ 820,000	\$ 52,988	\$ 387,207	47%	
Expenditure Summary					
Expenditures	\$ 1,521,888	\$ 163	\$ 71,479	5%	B
Total Expenditures	\$ 1,521,888	\$ 163	\$ 71,479	5%	
Revenue Over/(Under) Expenses	\$ (701,888)	\$ 52,825	\$ 315,728		
Beginning Fund Balance October 1, 2024			\$ 688,703		

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	
Month	Economic Dev. Corp.	Municipal Dev. Dist.	Street Maint.	General Fund			Total ¹		General Fund	Total ¹
	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	181,961	88,182	90,981	363,922	1,322,939	42%	4%	\$725,046	1,276,839	636,261
March	101,114	49,482	50,557	202,227	1,525,166	48%	3%	403,379	1,481,361	410,549
April	101,808	49,589	50,904	203,617	1,728,782	54%	3%	405,918	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	\$864,391	\$419,889	\$432,196	\$1,728,782				\$3,445,258		\$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

E. Consent Agenda

Subject:	3. Approve a resolution authorizing the City Manager to execute an Interlocal Agreement for Food Establishment Inspection and Environmental Health Services between Dallas County, on behalf of Dallas County Health and Human Services, and the City of Sachse; and providing an effective date.
Meeting	May 5, 2025 - City Council Meeting
Access	Public
Type	Action (Consent)
Fiscal Impact	None
Recommended Action	Approve a resolution authorizing the City Manager to execute an Interlocal Agreement for the Food Establishment Inspection and Environmental Health Services between Dallas County, on behalf of Dallas County Health and Human Services, and the City of Sachse.
Goals	Provide excellent government services to Sachse citizens.

BACKGROUND

This Interlocal Agreement includes Food Establishment Inspections and Environmental Health Services. Both are described below:

- **Food Establishment Inspections**: The City of Sachse simply acts as a collection agent for fees associated with food establishment inspections. The food establishment pays the fee directly to the City of Sachse and the City then remits the money to Dallas County within 30 days of the monthly request for payment.
- **Environmental Health Services**: Environmental Health Services addresses Vector and/or Mosquito Control. These services only include ground application services upon written request by the City of Sachse to Dallas County. Ground application services are limited to ground spraying of pesticides by County vehicles ("adulticiding") and application of larvacide to standing water.

This Agreement is renewed on an annual basis and requires City Council approval. As indicated in the Agreement, Dallas County will perform a minimum of two inspections for each food establishment and any additional follow-up inspections. The City will collect and submit to Dallas County a minimum of \$210 from each food establishment and \$105 for each additional follow-up inspection. Additionally, the Agreement also addresses the environmental health services associated with vector and/or mosquito control through ground applications. This agreement is effective through September 30, 2025.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Approve a resolution authorizing the City Manager to execute an Interlocal Agreement for the Food Establishment Inspection and Environmental Health Services between Dallas County, on behalf of Dallas County Health and Human Services, and the City of Sachse.

File Attachments

1. Resolution_Approve Food Establishment Inspection and Environmental Health Services Interlocal Agreement w Dallas County

RESOLUTION NO. R-2025-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS, AUTHORIZING EXECUTION OF THE INTERLOCAL AGREEMENT FOR FOOD ESTABLISHMENT INSPECTION AND ENVIRONMENTAL HEALTH SERVICES BETWEEN DALLAS COUNTY ON BEHALF OF DALLAS COUNTY HEALTH AND HUMAN SERVICES, AND THE CITY OF SACHSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Sachse has a responsibility to provide inspections to its food establishments and environmental health services for the citizens; and

WHEREAS, the Dallas County Health and Human Services Department has the resources to provide these health services; and

WHEREAS, The Dallas County Health and Human Services Department has the resources to respond to Vector and/or Mosquito Control; and

WHEREAS, the Dallas County Health and Human Services Department has provided these health services in the past.

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

SECTION 1. The City Manager is hereby authorized to execute the interlocal agreement with Dallas County to provide inspections to all food establishments and environmental health services in the City of Sachse, which is attached hereto as Exhibit “A,” on behalf of the City of Sachse.

SECTION 2. This Resolution shall become effective immediately upon its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Sachse, Texas, this the 5th day of May 2025.

CITY OF SACHSE, TEXAS

Jeff Bickerstaff, Mayor

ATTEST:

Leah K Granger, TRMC, City Secretary

EXHIBIT “A”
Food Establishment Inspection and
Environmental Health Services
Interlocal Agreement

STATE OF TEXAS	§	INTERLOCAL AGREEMENT FOR FOOD
	§	ESTABLISHMENT INSPECTION AND
	§	ENVIRONMENTAL HEALTH SERVICES BETWEEN
	§	DALLAS COUNTY, ON BEHALF OF DALLAS
	§	COUNTY HEALTH AND HUMAN SERVICES, AND
COUNTY OF DALLAS	§	CITY OF SACHSE

SECTION 1: PARTIES

This Interlocal Agreement ("Agreement") is made by and between the City of Sachse, Texas ("City"), a Texas municipal corporation, and Dallas County, Texas, a political subdivision of the State of Texas on behalf of the Dallas County Health and Human Services (collectively "County" or "DCHHS"), pursuant to the authorities granted by Chapter 791 of the Texas Local Government Code (known as the Interlocal Cooperation Act), Texas Health and Safety Code Chapter 437, Food and Drug Health Regulations, and 121, Local Regulation of Public Health, along with Title 25 Texas Administrative Code, Chapter 229, and any other applicable laws, as well as the City ordinance for inspection services of food establishments within City's jurisdiction and other environmental health services to City. The County or the City may hereinafter be referred to individually as "Party", or collectively, as the "Parties".

SECTION 2: TERM

The Term of this Agreement is for a period commencing on the Effective Date as defined herein and continuing through September 30, 2025 unless otherwise stated in this Agreement. ("Term")

SECTION 3: INSPECTION SERVICES AND REQUIREMENTS

- A. The County will perform a minimum of two (2) inspections (one every six months) during the Term of each food establishment for which the City has submitted an inspection request and for which a fee has been collected from the said food establishment;
- B. Additional follow-up inspections will be performed as deemed necessary by the County;
- C. Any additional request for follow-up inspections by the City of food establishments, including food establishments that are closed due to non-compliance with the State and other applicable rules and regulations will be charged additional fees;
- D. Each food establishment inspection will be made by a Registered Professional Sanitarian employed by DCHHS, in compliance with all state laws and regulations;
- E. An examination of the following will be made during each inspection: food and food protection; personnel; food equipment and utensils; water source; sewage; plumbing; toilet and hand-washing facilities; garbage and refuse disposal; insect, rodent, and animal control; floors, walls, and ceiling; light; ventilation; and other operations.

SECTION 4: FEES AND PAYMENTS TO THE COUNTY

- A. The City will collect and submit to the County a fee of Two Hundred and Ten and 00/100 Dollars (\$210.00) per aTerm for each food establishment inspected.

B. Beginning with the third inspection of a food establishment, the City will pay a One Hundred and Five 00/100 Dollars (\$105.00) fee for each additional inspection of that establishment requested by the City.

C. The City will collect One Hundred and Five 00/100 Dollars (\$105.00) to be paid to the County for a re-opening or inspection fee of a food establishment that has been closed due to non-compliance of Chapter 437 of the Texas Health and Safety Code, or any other state rules and regulations.

D. The fees are not subject to change without notice and agreement by the City. If additional costs are associated with the services under this Agreement, County will notify City of those additional costs and invoice the City separately for those additional costs.

E. The City shall pay County the stipulated fees within thirty (30) days of the monthly request for payment, or if County fails to make the payment request, then City shall pay the stipulated fees no later than the last date of this Agreement Term upon receipt of not less than thirty (30) days advance written notice from the County of amounts due. Any payment not made within thirty (30) days of its due date shall bear interest in accordance with Chapter 2251 of the Texas Government Code.

SECTION 5: OTHER ENVIRONMENTAL HEALTH SERVICES

A. Upon written request from City, the County will respond to Vector and/or Mosquito Control complaints by inspecting the property and surrounding area for standing water and provide the treatment of water that contains immature mosquitoes with larvicide. If there is a mosquito borne disease in the area, the County will provide ground application services that include spraying for adult mosquitoes ("adulticiding"), and treating standing water with larvicide ("larvaciding").

B. In the event aerial spraying is needed to control St. Louis Encephalitis or West Nile virus throughout the County, the City will have the option to participate in the County's emergency aerial mosquito spraying plan. Should the City agree to participate in the plan, the City must provide written notice to County and agree to the following:

- 1) Indicate the areas and amount of acres to be sprayed; and
- 2) Pay the City's proportioned share of the cost based upon the number of acres to be sprayed multiplied by the per-acre spraying cost.

SECTION 6: RECORDS

The County will keep a copy of all inspection reports and will on a monthly basis send such inspection reports to the City. If the County receives a request for inspection records, the County will respond in accordance with Texas Government Code, Chapter 552, also known as the "Texas Public Information Act".

SECTION 7: TERMINATION

A. Without Cause: This Agreement may be terminated in writing, without cause, by either party upon thirty (30) days prior written notice to the other party;

B. With Cause: The County reserves the right to terminate the Agreement immediately and upon provision of written notice to City, in whole or in part, at its sole discretion, for the following reasons:

- 1) Lack of, or reduction in, funding or resources;
- 2) The City's non-performance of the specifications of this Agreement or non-compliance with the terms of this Agreement;
- 3) In County's sole discretion, if termination is necessary to protect the health and safety of County employees;
- 4) The City's improper, misuse or inept use of funds or resources; and/or
- 5) The City's submission of data, statements and/or reports that are incorrect, incomplete and/or false in any way.

SECTION 8: CITY ORDINANCE

In order for this Agreement to be valid, the City must have or adopt a City/Town ordinance that provides for the inspection of food establishments by a Registered Professional Sanitarian. The City must require the payment of a fee(s) by each food establishment. Ordinance enforcement shall be the responsibility of the City.

SECTION 9: INDEMNIFICATION

A. The County, not waiving any rights or its sovereign immunity, agrees to the extent allowed by the Texas Torts Claim Act to be responsible for any liability or damages the County may suffer as a result of claims, demands, costs or judgments, including all reasonable attorney's fees, against the County including workers compensation claims, arising out of the performance of the County employees under this Agreement, or arising from any accident, injury or damage, whatsoever, to any person or persons, or to the property of any person(s) or corporations(s) occurring during the performance of this Agreement and caused by the sole negligence of the County, its agents, officers, and/or employees.

B. The City, not waiving any rights or its sovereign immunity, agrees to the extent allowed by the Texas Torts Claim Act to be responsible for any liability or damages that the City may suffer as a result of claims, demands, costs or judgments, including all reasonable attorney's fees, against the City including workers compensation claims, arising out of the performance of the City employees under this Agreement, or arising from any accident, injury or damage, whatsoever, to any person or persons, or to the property of any person(s) or corporations(s) occurring during the performance of this Agreement and caused by the sole negligence of the City, its agents, officers, and/or employees.

C. County and City agree that any such liability or damages as stated above occurring during the performance of this Agreement caused by the joint or comparative negligence of their employees, students, agents, or officers shall be determined in accordance with comparative responsibility laws of the State of Texas.

D. This Section 9 shall survive termination, expiration, or suspension of this Agreement.

SECTION 10: INSURANCE

The City agrees that it will at all times during the term of this Agreement maintain in full force and effect insurance, or self-insurance, to the extent permitted by applicable law under a plan of self-insurance, that is also maintained in accordance with sound accounting practices. It is expressly agreed that City will be solely responsible for all cost of such insurance; any and all deductible amounts in any policy; and in the event that the insurance company should deny coverage. It is the intent of

this provision that the City's insurance covers all cost and expense so that County will not sustain any expense, cost, liability or financial risk as a result of any of the performance of services under this Agreement; as all such liability, cost, expense, premiums and deductibles are the sole responsibility and risk of the City.

SECTION 11: NOTICE

Any notice or certification required or permitted to be delivered under this Agreement shall be deemed to have been given when personally delivered, or if mailed, seventy-two (72) hours after deposit of the same in the United States Mail, postage prepaid, certified, or registered, return receipt requested, properly addressed to the contact person shown at the respective addresses set forth below, or at such other addresses as shall be specified by written notice delivered in accordance herewith:

COUNTY

Clay Lewis Jenkins, County Judge
Dallas County
500 Elm Street, Suite 7000
Dallas, Texas 75202

SACHSE

Gina Nash, City Manager
City of Sachse
3815-B Sachse Rd.
Sachse, Texas 75048

W/copy to:

Philip Huang, Director DCHHS
2377 N Stemmons Fwy #800
Dallas, TX 75207

W/copy to:

Joseph J. Gorfida, Jr., City Attorney
Nichols, Jackson, Dillard, Hager & Smith, LLP
1800 Ross Tower
500 N Akard St.
Dallas, Texas 75201

SECTION 12: MISCELLANEOUS PROVISIONS

12.1 ENTIRE AGREEMENT AND AMENDMENT

This Agreement, including any Exhibits and Attachments, constitutes the entire agreement between the parties and supersedes any other agreements concerning the subject matter of this transaction, whether oral or written. No modification, amendment, novation, renewal or other alteration of this Agreement shall be effective unless mutually agreed upon in writing and executed by the Parties. Any alterations, additions, or deletions to the terms of this Agreement which are required by changes in federal or state law or regulations are automatically incorporated into this Agreement without written amendment hereto and shall become effective on the date designated by such law or regulation.

12.2 COUNTERPARTS, NUMBER/GENDER, AND HEADINGS

This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument. The Parties shall be entitled to sign and transmit an electronic signature of this Agreement (whether by facsimile, PDF or other email transmission), which signature shall be binding on the Party whose name is contained therein. A signed copy of this Agreement transmitted by facsimile, email or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original executed copy of this Agreement for all purposes. Words of any gender used in this Agreement shall be held and construed to include any other gender. Any words in the singular shall include the plural and vice versa, unless the context clearly requires otherwise. Headings are for the convenience of reference only and shall not be considered in any interpretation of this Agreement

12.3 SEVERABILITY

If any provision of this Agreement is construed to be illegal, invalid, void or unenforceable, this construction will not affect the legality or validity of any of the remaining provisions. The unenforceable or illegal provision will be deemed stricken and deleted, but the remaining provisions shall not be affected or impaired, and such remaining provisions shall remain in full force and effect.

12.4 FISCAL FUNDING CLAUSE

Notwithstanding any provisions contained in this Agreement, the obligations of the County under this Agreement are expressly contingent upon the availability of funding for each item and obligation for the term of the Agreement and any pertinent extensions. The City shall not have a right of action against County in the event County is unable to fulfill its obligations under this Agreement as a result of lack of sufficient funding for any item or obligation from any source utilized to fund this Agreement or failure to budget or authorize funding for this Agreement during the current or future fiscal years. In the event that County is unable to fulfill its obligations under this Agreement as a result of lack of sufficient funding, or if funds become unavailable, County, at its sole discretion, may provide funds from a separate source or may terminate this Agreement by written notice to the City at the earliest possible time prior to the end of its fiscal year.

12.5 DEFAULT/CUMULATIVE RIGHTS/MITIGATION

It is not a waiver of default if the non-defaulting party fails to declare a default or delays in taking any action. Waiver of any term, covenant, condition or violation of this Agreement shall not be deemed or construed a waiver unless made in authorized written instrument, nor shall such waiver be deemed or construed a waiver of any other violation or breach of any of the terms, provisions, and covenants herein contained. The rights and remedies provided by this Agreement are cumulative, and either party's use of any right or remedy will not preclude or waive its right to use any other remedy. These rights and remedies are in addition to any other rights the parties may have by law, statute, ordinance or otherwise. Pursuit of any remedy provided in this Agreement shall not preclude pursuit of any other remedies herein provided or any other remedies provided by law or equity, including injunctive relief, nor shall pursuit of any remedy herein provided constitute a forfeiture or waiver of any obligation of the defaulting party hereunder or of any damages accruing by reason of the violation of any of the terms, provisions, and covenants herein contained. The City has a duty to mitigate damages.

12.6 GOVERNMENTAL IMMUNITY

This Agreement is expressly made subject to City's and County's Governmental Immunity, including, without limitation, Title 5 of the Texas Civil Practice and Remedies Code and all applicable State and federal laws. The parties expressly agree that no provision of this Agreement is in any way intended to constitute a waiver of any immunities from suit or from liability, or a waiver of any tort limitation, that City or County has by operation of law, or otherwise. Nothing in this Agreement is intended to benefit any third party beneficiary.

12.7 COMPLIANCE WITH LAWS AND VENUE

In providing services required by this Agreement, City must observe and comply with all licenses, legal certifications, or inspections required for the services, facilities, equipment, or materials, and all applicable federal, State, and local statutes, ordinances, rules, and regulations. Texas law shall govern this Agreement and venue shall lie exclusively in Dallas County, Texas.

12.8 RELATIONSHIP OF PARTIES

Each Party is an independent contractor and not an agent, servant, joint enterpriser, joint venturer or employee of the other Party.

12.9 CONTRA PROFERENTUM

The doctrine of contra proferentum shall not apply to this Agreement. If an ambiguity exists in this Agreement, the Agreement shall not be construed against the party who drafted the Agreement and such party shall not be responsible for the language used.

12.10 ASSIGNMENT

Neither Party may transfer or assign its interest in this Agreement without prior written consent of the non-assigning Party. County approval to transfer or assign City's interest in this Agreement is subject to formal approval by the Dallas County Commissioners Court. City approval to transfer or assign County's duties to perform this Agreement is subject to formal approval by the Sachse City Council.

12.11 CONTINUING OBLIGATIONS

All obligations of this Agreement which expressly or by their nature survive the expiration, termination or transfer of this Agreement shall continue in full force and effect after and notwithstanding its expiration, termination or transfer until such are satisfied in full or by their nature expire.

12.12 FORCE MAJEURE

Neither Party shall be in default or responsible for delays or failures in performance resulting from causes beyond its control. Such causes include but are not limited to acts of God, fire, storm, flood, earthquake, natural disaster, nuclear accident, strike, air traffic disruption, lockout, riot, freight embargo, public regulated utility, or governmental statutes, orders, or regulations superimposed after the fact. Any party delayed by force majeure shall as soon as reasonably possible give the other party written notice of the delay. The Party delayed shall use reasonable diligence to correct the cause of the delay, if correctable, and if the condition that caused the delay is corrected, the Party delayed shall immediately give the other parties written notice thereof and shall resume performance under this Agreement as soon as practicable. The date of delivery or of performance shall be extended for at least a minimum time period equal to the time lost by reason of the delay.

12.13 BINDING EFFECT

This Agreement and the respective rights and obligations of the parties hereto shall inure to the benefit and be binding upon the successors and assigns of the parties hereto, as well as the parties themselves.

12.14 SIGNATORY WARRANTY

City and County represent that each has the full right, power and authority to enter and perform this Agreement in accordance with all of the terms and conditions herein, and that the execution and delivery of this Agreement is made by authorized representatives of the parties to validly and legally bind the parties to all terms, performances and provisions set forth in this Agreement.

EXECUTED THIS _____ DAY OF _____ 2025. ("Effective Date")

FOR DALLAS COUNTY:

BY: _____
Clay Lewis Jenkins
County Judge

DATE: _____

Recommended:

BY: _____
Dr. Philip Huang
Director, DCHHS

Approved as to Form*:

JOHN CREUZOT
CRIMINAL DISTRICT ATTORNEY
DALLAS COUNTY, TEXAS

BARBARA NICHOLAS
CHIEF, CIVIL DIVISION

BY: Rebecca L. Lundberg
Assistant District Attorney

FOR CITY:

BY: _____
Gina Nash
City Manager

DATE: _____

Recommended (CITY):

BY: _____
Leah K Granger
Title: _____
City Secretary

Approved as to Form (CITY):

BY: _____
Joseph J. Gorfida, Jr.
Title: _____
City Attorney

*By law, the District Attorney's Office may only advise or approve contracts or legal documents on behalf of its clients. It may not advise or approve a contract or legal document on behalf of other parties. Our review of this document was conducted solely from the legal perspective of our client, Dallas County. Our approval of this document was offered solely for the benefit of our client. Other parties should not rely on this approval, and should seek review and approval by their own respective attorney(s).

F. Discussion Items

Subject:	1. Receive a briefing on the recent adoption and ongoing implementation of core values for City of Sachse employees.
Meeting	May 5, 2025 - City Council Meeting
Access	Public
Type	Discussion
Fiscal Impact	None
Recommended Action	Receive a briefing on the adoption and ongoing implementation of core values for City of Sachse employees.
Goals	Provide excellent government services to Sachse citizens. Provide a high quality of life environment for families; individuals; businesses; and other organizations in Sachse.

BACKGROUND

In the wake of COVID-19 and the great resignation, City of Sachse leadership recognized the increasing importance of organizational culture in attracting and retaining quality talent. Accordingly, City leadership developed the Culture Committee that includes representatives from all departments to bridge the gap between management and employees. As a new organizational culture began developing, leadership recognized that it was time to define it with Core Values. The purpose of this briefing is to provide the City Council with an overview of how the core values were determined and adopted, and provide an update relative to the implementation status and marketing initiatives.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Receive a briefing on the adoption and ongoing implementation of core values for City of Sachse employees.

File Attachments

1. Presentation_Core Values_FINAL

CORE VALUES

May 5, 2025



Overview

- **Background**
- **Process**
- **Rollout**
- **Future Promotions**
- **Sustainability**



Background

- **What are Core Values?**
 - Beliefs and guiding principles that shape an organization's culture
 - They influence how employees interact with each other, with the public, and with the work they do each day
- **Why Implement Core Values?**
 - Core Values are not words on paper, they are a foundational part of an organization's identity
 - They provide a framework for decision-making, goal setting, and accountability
 - They help ensure that everyone operates with a common understanding of what's expected and what's important



Background

- **In the wake of COVID-19 and the Great Resignation, the City of Sachse recognized the importance of organizational culture in attracting and retaining quality talent**
- **We initiated the Culture Committee in 2022 to bridge the information gap between executive management and employees**
- **This has resulted in updates in policies and procedures, resulting in improved morale and reduced turnover**
- **As we saw this new culture developing, we recognized that it was time to define it with Core Values**



Process

- The concept was brought to the Culture Committee in 2024 for initial suggestions
- We conducted an all-employee survey to solicit feedback on the Culture Committee proposed core values of:
 - Service
 - Humility
 - Innovation
 - Neighborly
 - Empathetic
 - *S–Potential second “S” value, several options were suggested*
- Respondents expressed a desire for the Core Values to be integrated into daily operations and to serve as guiding principles for behavior and decision-making, both internally and externally
- Many respondents noted that the Core Values reflect “things we’re already doing” - but that defining them provides accountability
- Respondents were especially drawn to the values of “Service” and “Neighborly”



Definitions



Service

We are dedicated to the service of the Sachse community.



Humility

We serve our residents and our team with freedom from pride or arrogance.



Innovative

We strive to turn our ideas into solutions that make us more efficient, responsive, and proactive.



Neighborly

We lead with empathy and treat our residents and our team as our neighbors.



Excellence

We strive for high standards in pursuit of exceeding community expectations.



Employee Survey Responses

- **"I want to have neighbor relationships and live in the neighborhoods you saw on old tv shows, where you knew your neighbors, the kids all played together, you did things together as a community, and it was a nice place to live/work. I love the idea that we are one of those "neighborly" cities..."**
- **"Neighborly really surprised me in a good way. I feel like it really captures that everyone who works for the City has a stake in it and treats our residents like neighbors, whether we live in Sachse or not."**
- **"Service means we make intentional decisions and actions to benefit others. Service is being friendly and providing answers."**
- **"I believe that when you have a strong culture with shared values, employees are happier and ultimately more productive and successful."**



Rollout

- **In September 2024, we added a question to our performance evaluations about the Core Values**
 - Please describe how the employee integrates our SHINE core values into their job to support a positive culture
- **In December 2024, we added the Most Valuable Player (MVP) award to our annual employee recognition luncheon to recognize the employee who most embodies our Core Values**
 - This award was voted on by their peers
- **We have added the Core Values to our job descriptions to recruit candidates who are a good fit for our culture**
 - We have heard positive feedback from this during interviews
- **We have also incorporated the Core Values into our email signature blocks across the organization**



Core Values in Action

- **Service:** Sachse Fire Rescue C-Shift's compassionate service to the Hoque family, delivering their baby
- **Humility:** Jeremy Wiseman's middle-of-the-night work to restore water to residents on Bailey Road
- **Innovation:** Taste of Sachse program hosted by Sachse Economic Development
- **Neighborly:** Officer Smith going above and beyond to return a runaway horse
- **Excellence:** Lance Whitworth recently achieved his Certified Park and Recreation Executive (CPRE) credential

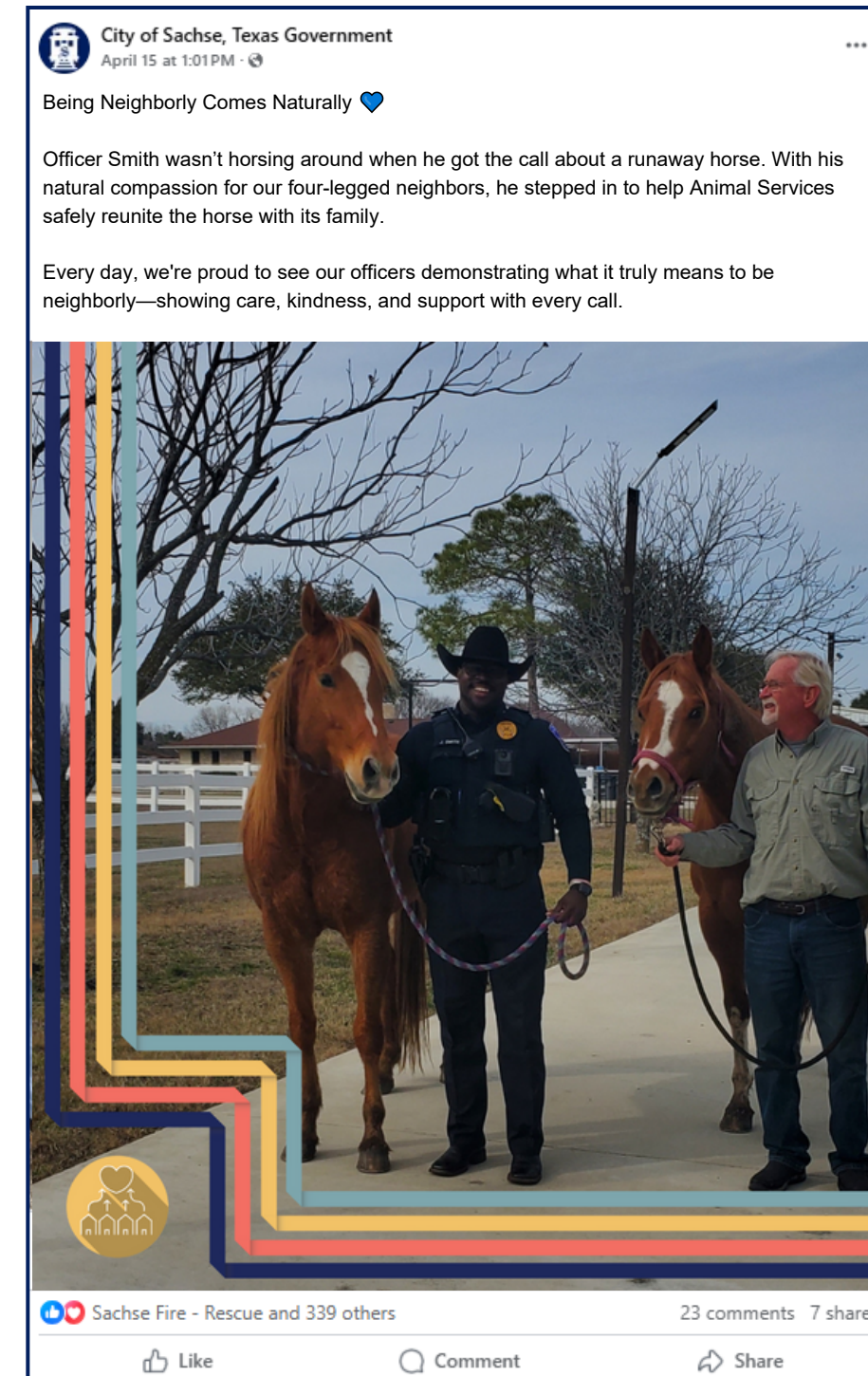
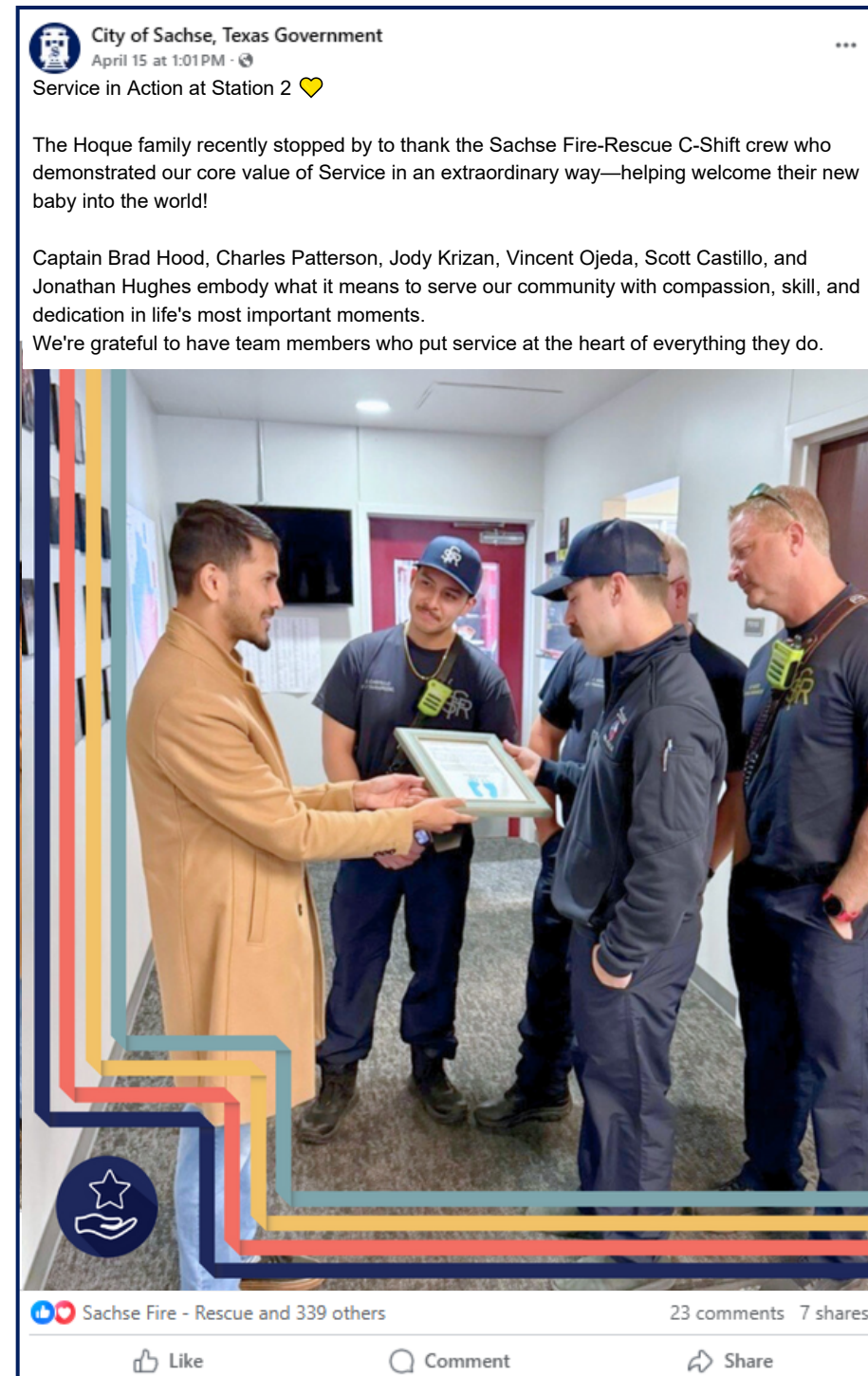


Future Promotions



- The HR Department webpage displays the Core Values
- Employee recognition of Core Values posted on social media and presented during City Manager update at City Council meetings
 - Ex. Public Service Appreciation Week highlights
- Spotlights in our monthly internal newsletter, Connections
- Other marketing projects (posters, employee photos, etc.)
- Exploring ways for residents to provide feedback when employees embody our Core Values

Future Promotions Examples



Sustainability

- **Annual refresh and re-introduction campaign**
- **New employee onboarding integration**
- **Department-led round robin Lunch & Learns**
- **Future community engagement initiatives via nominations for quarterly employee awards**



Questions?



F. Discussion Items

Subject: 2. Receive the 2024 Fire-Rescue Year in Review.

Meeting May 5, 2025 - City Council Meeting

Access Public

Type Discussion

Fiscal Impact None

Recommended Action Receive the presentation.

Goals Provide excellent government services to Sachse citizens.
Meet the public safety needs of a growing citizen; student; and business population.

BACKGROUND

Chief Wade will provide the Council with a detailed review of the Fire Department's activities and accomplishments for 2024.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Receive the presentation.

File Attachments

1. Presentation_SFR Annual Update 2024_FINAL

Sachse Fire-Rescue

2024 Annual Update

May 5, 2025

Marty Wade – Fire Chief

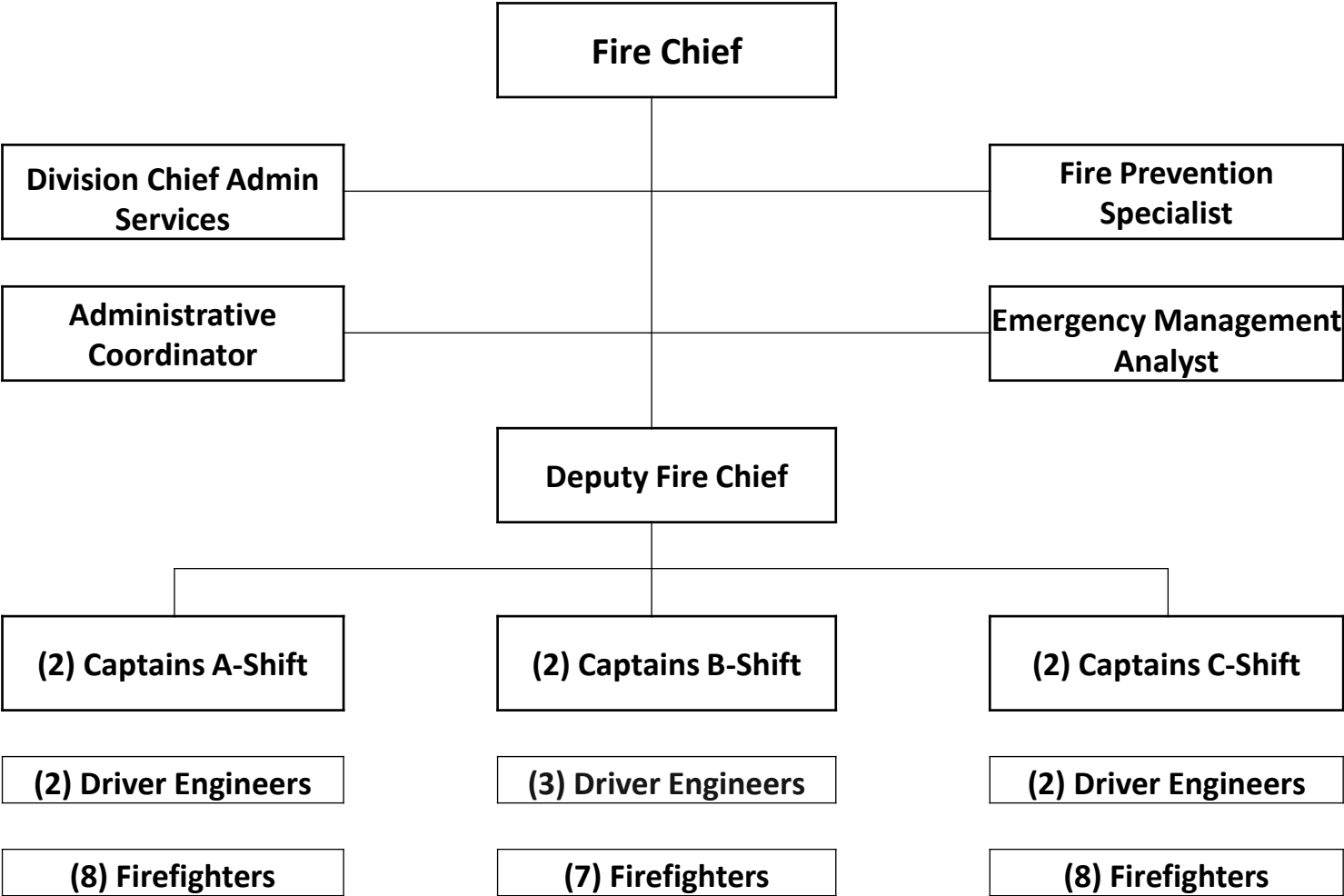


Objectives

- Staffing
- Operational Statistics
- Training
- Prevention & Community Outreach
- Volunteer Organizations
- Major Accomplishments
- What's Next



Current Staffing

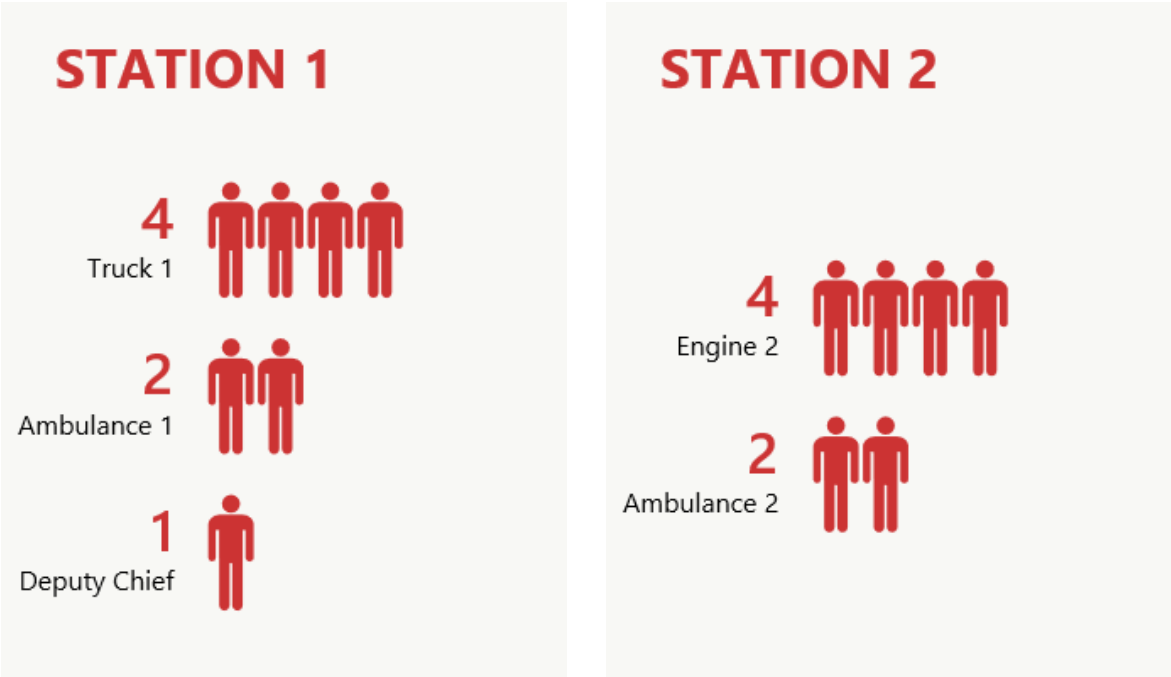


1	Fire Chief
1	Deputy Fire Chief of Operations
1	Division Chief of Administrative Services
1	Fire Prevention Specialist
1	Emergency Management Analyst
1	Administrative Coordinator
6	Captains
7	Driver Engineers
23	Firefighters



Staffing – Current (FY24/25)

All three shifts have 12 positions



SFR maintains a
MINIMUM of 10
Operations
Personnel Daily
24/7

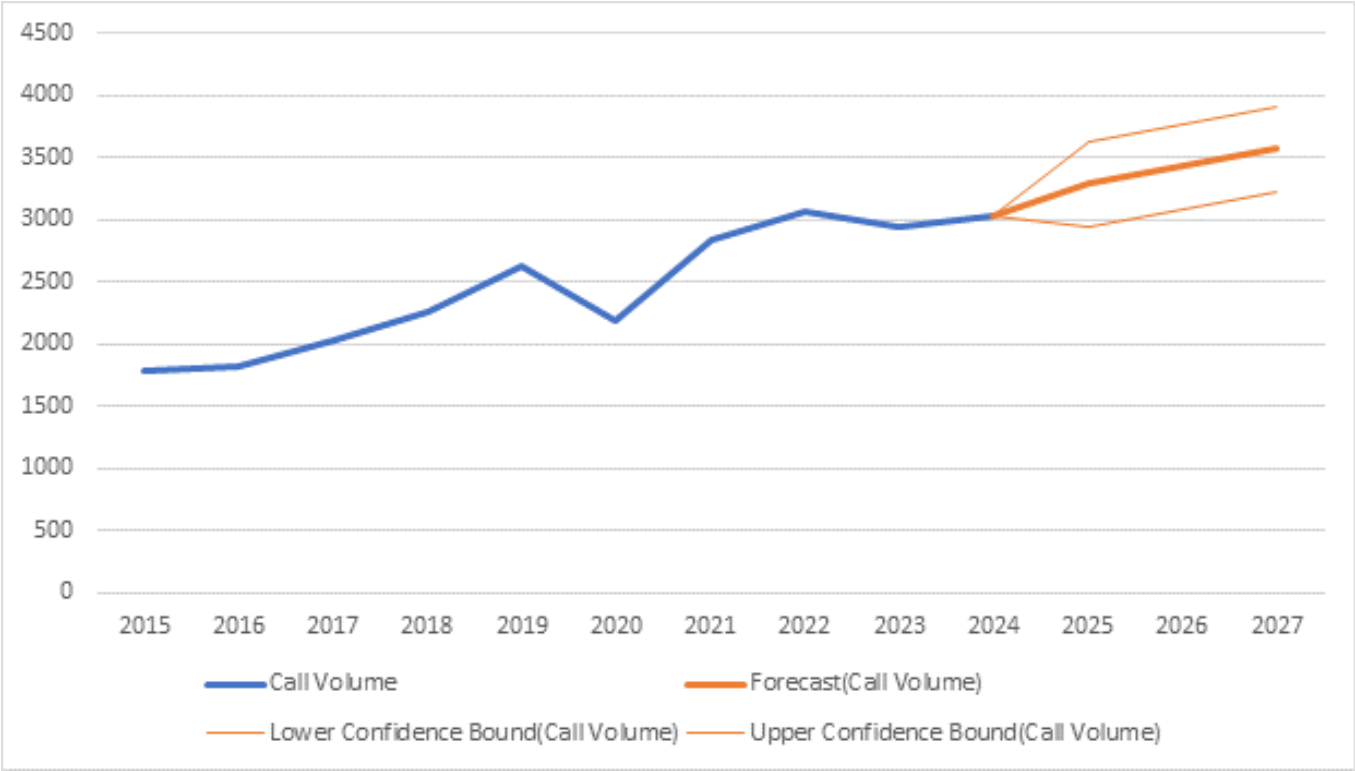
We have one vacant
Firefighter position

The Deputy Chief of Operations adds one more (40 Hour Week)



Operational Statistics

Year	Call Volume	Forecast (Call Volume)	Lower Confidence Bound (Call Volume)	Upper Confidence Bound (Call Volume)
2015	1780			
2016	1813			
2017	2034			
2018	2257			
2019	2631			
2020	2191			
2021	2836			
2022	3056			
2023	2949			
2024	3022			
2025		3284	2939	3629
2026		3427	3082	3772
2027		3568	3223	3913

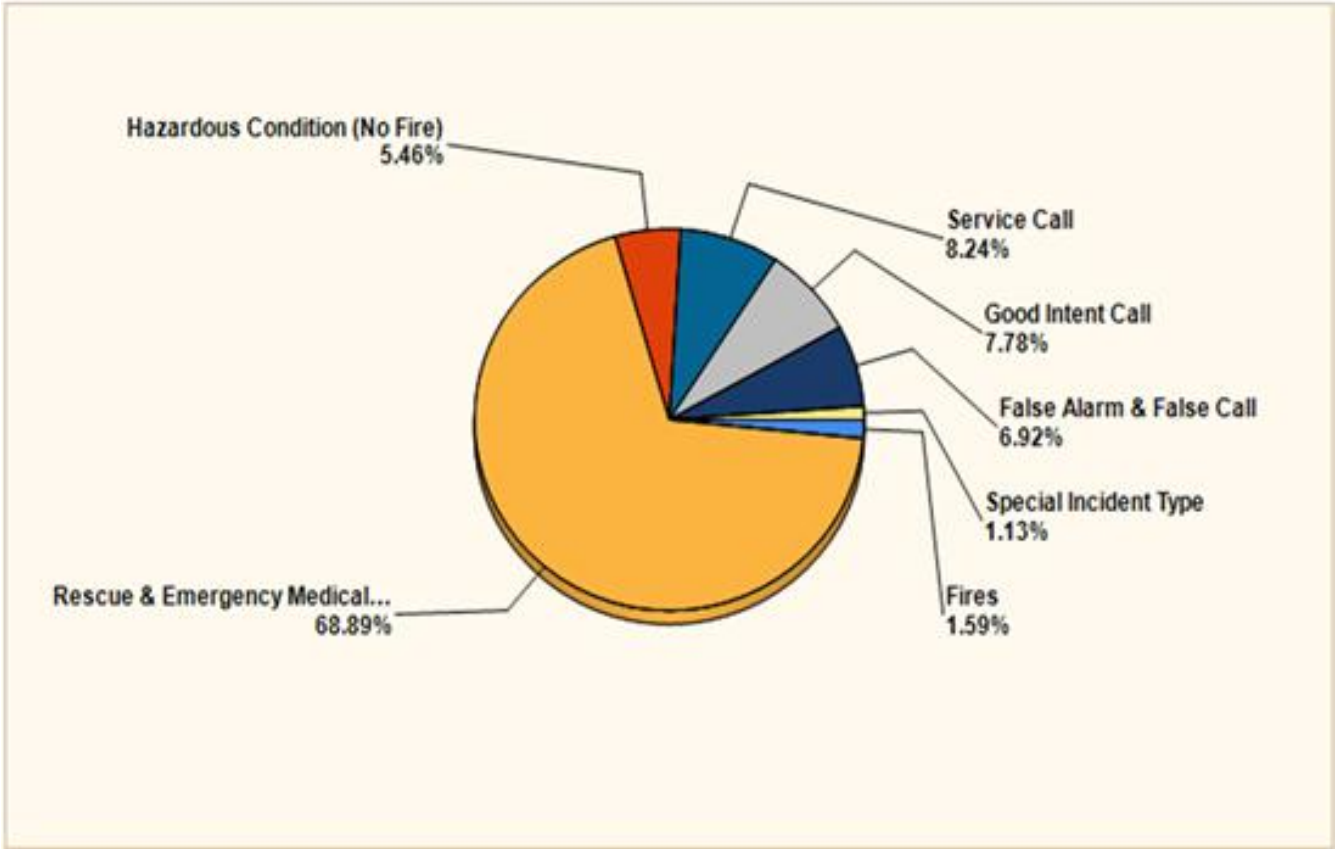


Operational Statistics

Response Data – Types of Calls

	2020	2021	2022
EMS	68.76%	67.01%	69.44%
General Services	18.16%	20.15%	18.78%
False Alarm	6.75%	8.15%	6.12%
Haz Condition - No Fire	3.88%	3.14%	3.6%
Fire	2.45%	1.55%	2.06%

	2023	2024
EMS	72.49%	68.89%
General Services	15.04%	17.4%
False Alarm	6.49%	6.92%
Haz Condition - No Fire	4.21%	5.46%
Fire	1.77%	1.59%



Operational Statistics

Fire Loss vs. Save Data

	2021	2022	2023	2024
Total Property Value	\$2,404,750.00	\$28,643,640.00	\$3,634,049.00	\$2,549,530.00
Fire Loss Estimate	\$363,000.00	\$1,314,934.00	\$1,401,570.00	\$1,063,810.00
Fire Loss Percentage	15.10%	4.59%	38.57%	41.73%

7 Working Structure Fires



Operational Statistics

Ambulance Service Fees

	Charge	Sachse Resident	Non-Resident
Critical Care (CC)	** \$1,250	*Waive	** \$1,250
Advanced Life Support (ALS 2)	\$1,750	*Waive	\$1,750
Advanced Life Support (ALS)	\$1,600	*Waive	\$1,600
Basic Life Support (BLS)	\$1,400	*Waive	\$1,400
Mileage	\$24/Mile	*Waive	\$24/Mile
* All balances are waived for Sachse residents after insurance and other benefit payments			
** Critical Care charges are in addition to ALS-2			

ALS Disposables: \$400
BLS Disposables: \$350
Oxygen: \$125



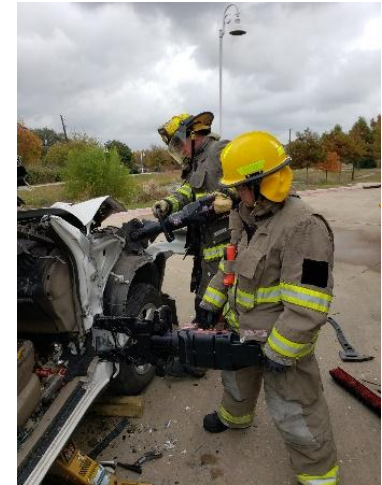
Training / EMS



Training - Fire



- SFR Personnel logged **15,765.92** hours of training. Annual increase of **1,050.37**
- Averaging **404.25** hours per firefighter
- **8,580** of these hours meet ISO requirements



Prevention & Community Outreach

	2019	2020	2021	2022	2023	2024
Fire Investigations	5	10	6	5	8/43	13/48
Fire Inspections	93	117	146	128	179	168
Foster/Adoption/Multi-Family Rental Inspections	0	0	2	155	84	0
Plans Reviewed FD	16	37	47	64	72	40
Plans Reviewed 3rd Party	1	2	2	4	4	0
Permits Issued	17	39	49	68	76	40
Public Education	16	0	11	11	13	11
Community Events	32	0	46	56	51	30
Station Tours	13	0	5	9	12	6



Prevention & Community Outreach



- Birthday parties
- Smoke detectors
- Fall Prevention Programs
- Home safety inspections
- Whitt Walk
- Carter blood drives
- Car Seat Assistance program
- Fire Prevention Week
- Red, White, and Blue Blast
- Halloween candy chute with SPD
- Fire Station open house
- Splash downs



Emergency Management



- Disaster reimbursement – April 26 to June 5 weather events
 - Total reimbursement over \$350,000
- EMA Kyle Potraza earned his Master of Public Administration (MPA) through University of North Texas at Dallas
- Installed three additional outdoor warning sirens and three park speakers
- Unmanned Aircraft Systems (UAS) Program - Drone
 - 17 missions

Emergency Management Continued

- Chief Wade and EMA Potraza were accepted into the Texas Department of Emergency Management's (TDEM) Incident Support Task Force (ISTF)
- EMA Potraza deployed to Liberty County as part of the TDEM ISTF
- Special honor – ambulance 2 was deployed to support EMTF-2 efforts during Hurricane Beryl. Governor Abbott visited the staging area and SFR ambulance 2 was selected to be his personal medical care unit should he need it while on site. He issued a thank you letter that was read at our annual banquet.



Sachse CERT 2024



- **Fires:** four
- **Trainings:** 10
- **City events:** 13, one of which were assisting Murphy CERT at a city function and Wylie Rodeo
- **Texas Emergency Management Conference**
 - Four members volunteered
 - Program Director Tricia Lindsay was awarded the Spirit of Service Award at the conference
- One search call out
- Co-hosted two CPR/Stop the Bleed programs



Sachse CERT 2023



- **Volunteer hours: 1929**

- FEMA Resource Typing guideline classification of Type 2 volunteers at valuation of \$31.80 an hour for a total of \$61,342 in volunteer contribution.
- A Type 2 volunteer means that the volunteers also have a specific level of training as laid out by FEMA in the CERT Resource Typing Guide.

RACES



Sachse Radio Amateur Civil Emergency Service



- Total volunteer hours - **267**
- Participated in the Wylie Rodeo to augment CERT support
- Constantly in communication with EM office during approaching severe weather
- Collaborated with Medical City Sachse for regional radio access



Fire & Med Corp

Comprised of individuals that completed the Sachse Citizens Fire Academy

- Fire hydrants street markers project
- City facility and vehicle AED program
- Fire inspection & Faith Based Coalition assistance
- Worked departmental and City events
- Total volunteer hours - **246**



Major Achievements

- Fire Lieutenants reclassified to Fire Captains to better align with industry norms
- 17 individuals earned a new certification or upgraded to a higher level on existing ones
- Added 42 Automated External Defibrillators (AED)
- Conducted class #4 of the Citizens Fire Academy



Major Achievements - Continued

- New ambulance - Feb 2024
- New type III fire engine – June 2024
- Emergency Management training continues
 - City employees
- Departmental strategic planning ongoing
- Volunteer organizations – continue to grow
- Installed three outdoor warning sirens
- Installed three outdoor warning park speakers

What's Next

- Fire Prevention Bureau – continue to enhance the program to match needs
- Fire Station 2 remodel/redesign - evaluating
- Fire Station 3 – evaluating the need
- Training facility – evaluating
- **Apparatus purchase planning**
 - Ambulances up to 18 months
 - Engines up to 24 months
 - Ladder trucks up to 48 months



What's Next?

- ISO 1
 - ISO representative meeting May 13, 2025
 - Gap analysis
- Drone program – adding pilots from various departments
- Class #5 of the Citizens Fire Academy



Questions?

