



**Monday, May 19, 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 19, 2025, at 6:30 PM to consider the following items of business:
2. Invocation and Pledges of Allegiance.
3. Administer Oaths of Office for recently re-elected officials.
4. Consider approving the May 13, 2025, special meeting minutes.
5. Consider electing the Mayor Pro Tem for 2025-2026.

B. Recognition

1. Recognize Jennifer Nguyen, recipient of the 2025 City of Sachse Scholarship.
2. Recognize the success of the Tax Increment Financing Reinvestment Zone (TIRZ) #1 and the efforts of the Board members.
3. Present a proclamation recognizing National Public Works Week.
4. Present a proclamation recognizing Emergency Medical Services (EMS) 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 May 5, 2025, regular meeting minutes.

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 and consider a resolution approving the 2025 Comprehensive Plan for the City of Sachse (Shaping Sachse) to provide for a comprehensive planning program, vision, and official policy for the future of the city; providing a repealing clause, and providing for an effective date.
2. Consider authorizing the Executive Director of the Sachse Economic Development Corporation (EDC) to negotiate and enter into a contract with Civic Solutions Partnership LLC for the development of an economic development strategic plan, in the amount not to exceed One Hundred Fifty Thousand and No/100 Dollars (\$150,000.00).
3. Consider a resolution authorizing the Chief of Police to apply for grant funding from the Motor Vehicle Crime Prevention Authority (MVCPA) to provide financial support for economic motor vehicle theft, including catalytic converter theft; and authorizing the Chief of Police to act on the City's behalf to administer the grant; Assistant Chief of Police Steven Baxter to act as Program Director; David Baldwin to act as Financial Officer; and pledging that the City will comply with the MVCPA's grant requirements; and providing for an effective date.
4. Consider appointments of Council liaisons to the City's boards and commission.

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 presentation on the results of the 2024 Stormwater Rate Study (D-24-20) findings.
2. Receive an update from Baker Tilly on the results of the compensation study and provide guidance regarding market placement and implementation strategy.

H. 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 16, 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.

A. Meeting Opening

Subject:	3. Administer Oaths of Office for recently re-elected officials.
Meeting	May 19, 2025 - City Council Meeting
Access	Public
Type	Procedural
Fiscal Impact	None
Recommended Action	Administer the Oaths of Office to recently re-elected Councilmembers.
Goals	Provide excellent government services to Sachse citizens.

BACKGROUND

The City held a General Election on Saturday, May 3, 2025, to elect a Mayor, Councilmember Place 5, and Councilmember Place 6. The results were canvassed at the May 13 Council special meeting. The Oath of Office is to be administered to those duly elected: Mayor - Jeff Bickerstaff, Councilmember Place 5 - Lindsay Buhler, and Councilmember Place 6 - Matt Prestenberg.

POLICY CONSIDERATIONS

Per the City Charter and Election Code, newly elected officials shall be inducted into office at the first regular or specially called City Council meeting following the meeting in which the election is canvassed and certified.

RECOMMENDATION

Administer the Oaths of Office to recently re-elected Councilmembers.

File Attachments None

A. Meeting Opening

Subject: 4. Consider approving the May 13, 2025, special meeting minutes.

Meeting May 19, 2025 - City Council Meeting

Access Public

Type Procedural, Action, Minutes

Fiscal Impact None

Recommended Action Approve the minutes as presented.

Goals Provide excellent government services to Sachse citizens.

BACKGROUND

Minutes from the May 13, 2025, Council special meeting in which the May 3, 2025, General and Special Election were canvassed, and the results declared official are produced and reviewed for approval.

POLICY CONSIDERATIONS

State law and Sachse's Charter require minutes to be recorded for public meetings. Section 5.05 of the City Charter also states that, "Each newly elected city council member shall be inducted into office at the first regular or specially called city council meeting following the city council meeting in which the election is canvassed and certified. Such induction into office shall be the first item of business, with consideration of approval of the minutes of the previous meeting being the second item of business."

RECOMMENDATION

Approve the minutes as presented.

File Attachments

1. CityCouncil_Special_Minutes_05.13.2025-unsigned

CITY COUNCIL OF THE CITY OF SACHSE MAY 13, 2025, SPECIAL MEETING MINUTES

The City Council of the City of Sachse held a special meeting on Tuesday, May 13, 2025, at 6:00 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 Lindsay Buhler, Councilmember Matt Prestenberg.

Those absent were: Councilmember Chance Lindsey.

A. Meeting Opening

1. Call to Order: The City Council of the City of Sachse will hold a special meeting on Tuesday, May 13, 2025, at 6:00 PM to consider the following items of business:

Mayor Bickerstaff called the meeting to order at 6:00 PM.

B. 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 an ordinance canvassing the returns and declaring the results of the General Election held on Saturday, May 3, 2025, for the purpose of electing a Mayor, Councilmember Place 5, and Councilmember Place 6; providing for an effective date.

City Secretary Leah Granger read the results of the May 3, 2025, General Election into record.

Mayor						
	Early Voting	Early Voting	Election Day	Early Voting	Total	Vote %
	In-Person	Mail	In-Person	Provisional		
Jeff Bickerstaff	974	2	488	0	1,464	61.49%
Matthew D. Holboke	574	3	340	0	917	38.51%
Totals	1,548	5	828	0	2,381	100.00%
Overvotes	0	0	0	0	0	
Undervotes	115	1	76	0	192	

Councilmember Place 5						
	Early Voting	Early Voting	Election Day	Early Voting	Total	Vote %
	In-Person	Mail	In-Person	Provisional		
Lindsay Buhler	1,155	3	565	0	1,723	69.67%
Rafay Sheikh	443	2	305	0	750	30.33%
Totals	1,598	5	870	0	2,473	100.00%
Overvotes	0	0	0	0	0	
Undervotes	65	1	34	0	100	

Councilmember Place 6						
	Early Voting	Early Voting	Election Day	Early Voting	Total	Vote %
	In-Person	Mail	In-Person	Provisional		
Matthew Prestenberg	1,062	3	503	0	1,568	62.64%
Gurvinder Singh	562	2	371	0	935	37.36%
Totals	1,624	5	874	0	2,503	100.00%
Overvotes	0	0	0	0	0	
Undervotes	39	1	30	0	70	

Mayor Pro Tem Franks made a motion to approve the item as presented. Councilmember Howarth seconded the motion, and it carried 6 - 0. None voted against.

- Consider an ordinance canvassing the returns and declaring the results of the special election held on Saturday, May 3, 2025, for the purpose of reauthorization of the local sales and use tax in the City of Sachse, Texas, for street maintenance at the rate of one-fourth of one percent to continue providing revenue for maintenance and repair of municipal streets; providing for an effective date.

Ms. Granger read the results of the May 3, 2025, Special Election into record.

Proposition A: Street Maintenance Tax Reauthorization						
	Early Voting	Early Voting	Election Day	Early Voting	Total	Vote %
	In-Person	Mail	In-Person	Provisional		
For	1,244	3	670	0	1,917	81.19%
Against	284	3	157	0	444	18.81%
Totals	1,528	6	827	0	2,361	100.00%
Overvotes	0	0	0	0	0	
Undervotes	135	0	77	0	212	

Mayor Pro Tem Franks made a motion to approve the item as presented. Councilmember Prestenberg seconded the motion, and it carried 6 - 0. None voted against.

C. Adjournment

Mayor Bickerstaff adjourned the meeting at 6:05 PM.

Jeff Bickerstaff, Mayor

ATTEST:

Leah K Granger, TRMC, City Secretary

A. Meeting Opening

Subject: 5. Consider electing the Mayor Pro Tem for 2025-2026.

Meeting May 19, 2025 - City Council Meeting

Access Public

Type Procedural, Discussion, Action

Fiscal Impact None

Recommended Action Elect _____ as Mayor Pro Tem for 2025-2026.

Goals Provide excellent government services to Sachse citizens.

BACKGROUND

Previous Mayor Pro Tems for the last ten years are as follows:

Brett Franks 2022/2023, 2023/2024, and 2024/2025

Jeff Bickerstaff 2021/2022

Brett Franks December 2020 to June 2021

Michelle Howarth October 2019 to December 2020

Bill Adams June 2019 to October 2019

Cullen King 2018/2019

Paul Watkins 2017/2018

Charlie Ross 2016/2017

Brett Franks 2015/2016

POLICY CONSIDERATIONS

Sachse Home Rule Charter 3.05 (2) states: "The mayor pro tem shall be a city council member elected by the city council at the first regular meeting after each regular election of the city council members and/or mayor. The mayor pro tem shall temporarily act as mayor during the disability or absence of the mayor, and in this capacity shall have the rights conferred upon the mayor."

RECOMMENDATION

Elect _____ as Mayor Pro Tem for 2025-2026.

File Attachments

None

B. Recognition

Subject: 1. Recognize Jennifer Nguyen, recipient of the 2025 City of Sachse Scholarship.

Meeting May 19, 2025 - City Council Meeting

Access Public

Type Recognition

Fiscal Impact None

Recommended Action Recognize Jennifer Nguyen, recipient of the 2025 City of Sachse Scholarship.

Goals Provide excellent government services to Sachse citizens.

BACKGROUND

This is the 12th year that the City of Sachse has offered a \$1,000 scholarship to a student who is currently enrolled at the 12th grade level and lives in Sachse. The City Council reviewed scholarship applications at its April 21 meeting and selected Jennifer Nguyen, a senior at Sachse High School, to be the recipient of this distinguished award. The scholarship is made possible by the City's solid waste provider, Community Waste Disposal (CWD). Under the terms of the City's waste disposal contract, CWD provides \$1,000 annually to be used for a scholarship to a local youth from Sachse.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Recognize Jennifer Nguyen, recipient of the 2025 City of Sachse Scholarship.

File Attachments None

B. Recognition

Subject: 2. Recognize the success of the Tax Increment Financing Reinvestment Zone (TIRZ) #1 and the efforts of the Board members.

Meeting May 19, 2025 - City Council Meeting

Access Public

Type Recognition

Fiscal Impact None

Recommended Action Recognize the success of the Tax Increment Financing Reinvestment Zone (TIRZ) #1 and the efforts of the Board members.

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.
Provide a high quality of life environment for families; individuals; businesses; and other organizations in Sachse.

BACKGROUND

The Tax Increment Financing Reinvestment Zone #1 "PGBT Reinvestment Zone" (Zone) was created in November 2003 for a period of 25 years, ending December 31, 2028. Revenues successfully funded the infrastructure and waterline within the Zone, which attracted development and multiple businesses to the area, such as Bunker Hill Retail, Miles One90 Apartments, Public Storage, 7-Eleven, Medical City Sachse, Aria townhomes, Applied Energy Company, and Spec's. Financial obligations of the Zone were paid in full ahead of schedule and the City Council voted to terminate the Zone at their April 21 meeting.

The City Council has invited the TIRZ #1 Board members to the May 19 meeting to recognize their efforts in guiding the decisions within the Zone as well as their time and dedication to the City. Current members include:

Bobby Tillman, Chairperson
Kendra Prevost
Mike Felix
Todd Uddin

Ed Brown, Vice Chairperson
Gregg Woodcock
Brett Franks
Chance Lindsey - Council Liaison to the Board

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Recognize the success of the Tax Increment Financing Reinvestment Zone (TIRZ) #1 and the efforts of the Board members.

File Attachments None

B. Recognition

Subject: 3. Present a proclamation recognizing National Public Works Week.

Meeting May 19, 2025 - City Council Meeting

Access Public

Type Recognition

Fiscal Impact None

Recommended Action Present a proclamation recognizing National Public Works Week.

Goals Strategically invest in the City's existing and future infrastructure.
Provide excellent government services to Sachse citizens.

BACKGROUND

Since 1960, the American Public Works Association (APWA) has sponsored National Public Works Week. Across North America, more than 32,000 APWA members in the U.S. and Canada use this week to energize and educate the public on the importance of public works in their daily lives: planning, building, managing, and operating at the heart of their communities to improve everyday quality of life.

Representatives from Public Works will receive the proclamation.

POLICY CONSIDERATIONS

There are no policy considerations associated with this item.

RECOMMENDATION

Present a proclamation recognizing National Public Works Week.

File Attachments

1. Proclamation_Public Works Week 2025

§ *Proclamation*

WHEREAS, public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to public health, high quality of life, and well-being of the people of Sachse; and

WHEREAS, these infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and

WHEREAS, it is in the interest of the public, civic leaders, and children in Sachse to gain knowledge of and maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and

WHEREAS, the year 2025 marks the 65th annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association.

NOW, THEREFORE, I, Jeff Bickerstaff, Mayor of the City of Sachse, do hereby designate the week of May 18-24, 2025, as

National Public Works Week

and urge all citizens to join with representatives of the American Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our national health, safety, and advancing quality of life for all.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Sachse, Texas, to be affixed on this 19th day of May 2025.

Gold
Seal



Jeff Bickerstaff, Mayor

B. Recognition

Subject: 4. Present a proclamation recognizing Emergency Medical Services (EMS) Week.

Meeting May 19, 2025 - City Council Meeting

Access Public

Type Recognition

Fiscal Impact None

Recommended Action Recognize May 18-24, 2025, as National EMS Week.

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

BACKGROUND

2025 marks the 51st anniversary of National EMS Week. It typically features hundreds of grassroots activities coast-to-coast to create awareness about the importance of out-of-hospital care and to thank EMS personnel for their dedication to providing life-saving skills to their communities.

Chief Wade and City of Sachse first responders will be in attendance to receive the proclamation.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Recognize May 18-24, 2025, as National EMS Week.

File Attachments

1. Proclamation_EMS Week_2025

Proclamation

WHEREAS, emergency medical service is a vital public service and the members of emergency medical service (EMS) teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week ; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, EMS has grown to fill a gap by providing important, out-of-hospital care including preventative medicine, follow-up care, and access to telemedicine; and

WHEREAS, the EMS system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public, and other out-of-hospital medical care providers; and

WHEREAS, the members of EMS teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical service providers by designating the Emergency Medical Services Week;

NOW, THEREFORE, I, Jeff Bickerstaff, Mayor of the City of Sachse, do hereby proclaim May 18 – 24, 2025, as

Emergency Medical Services Week

and celebrate the 51st anniversary of EMS Week with the theme of “We Care. For Everyone.” encouraging the community to show their appreciation.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Sachse, Texas to be affixed on this 19th day of May 2025.

Gold
Seal



Jeff Bickerstaff, Mayor

E. Consent Agenda

Subject: 1. Approve the May 5, 2025, regular meeting minutes.

Meeting May 19, 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 May 5, 2025, City 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_05.05.2025-unsigned

CITY COUNCIL OF THE CITY OF SACHSE MAY 5, 2025, MEETING MINUTES

The City Council of the City of Sachse held a regular meeting on Monday, May 5, 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, May 5, 2025, at 6:30 PM to consider the following items of business

Mayor Bickerstaff introduced the Junior Mayor for the Day, Rhys Willis. Mr. Willis called the meeting to order at 6:31 PM.

2. Invocation and Pledges of Allegiance.

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

B. Recognition

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

Mayor Bickerstaff presented a proclamation to Rhys Willis recognizing him as the Junior Mayor for the Day in Sachse.

2. Present a proclamation recognizing National Building Safety Month.

Mayor Bickerstaff presented a proclamation to the Development Services Department and representatives from Sachse Fire-Rescue in recognition of National Building Safety Month.

3. Present a proclamation recognizing Economic Development Week.

Mayor Bickerstaff presented a proclamation to Economic Development Director Jerod Potts and Coordinator Denise Lewis to recognize Economic Development Week.

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

Mayor Bickerstaff presented a proclamation to representatives from the City of Sachse Culture Committee on behalf of all City employees in recognition of 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.

Sachse resident, Tracy Brooks, addressed the Council regarding Muslim ideology and influence in the area.

D. Council/Staff Reports and Updates

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

Councilmember Millsap announced activities coming up at the Sachse Public Library, including teen craft night and bad art night. He also noted that the new ebook and audiobook platform, Libby, is up and running. Councilmember Prestenberg announced an upcoming vaccination clinic and that the previous featured pet, Josh, had been adopted! The new featured pet, Olive, was introduced and he encouraged adoptions. Mayor Pro Tem Franks noted that the Summer Concert Series scheduled for May 2 was rained out and the next one will be held June 6. Applications for the Red, White, and Blue Blast vendors are now being accepted, as are applications for summer camps. He invited teens to participate in the teen nights and events coming up. Additionally, a flag-lowering ceremony will take place on Memorial Day, May 26, from 11:30 AM to 12 PM. Councilmember Howarth touted the new Taste of Sachse program underway until June 1.

City Manager Gina Nash welcomed new Neighborhood Services Manager Christina Raemhild to the team and congratulated Michael Sizemore for being elected to serve on the Region 10 Board of Directors for the International Code Council, which is quite an honor. Mayor Bickerstaff expressed gratitude for the higher-than-average turnout at the May 3 election. Unofficial results are posted and will be canvassed at the special Council meeting on Tuesday, May 13. He invited residents to participate in the X-treme Green event on May 17 from 8 AM to 1 PM at the Sachse Municipal Complex. The Farmers Market is scheduled for the second Saturday of each month. He congratulated City Secretary Leah Granger for being voted the "Best Municipal Employee" by readers of the Sachse News, and he thanked mothers for all that they do in recognition of Mother's Day.

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.
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.

Mayor Pro Tem Franks made a motion to approve items one and three 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.**

2. Accept the monthly revenue and expenditure report for the period ending March 31, 2025.

Councilmember Prestenberg requested this item be removed from the consent agenda. He noted that the sales tax report indicates that revenues are roughly eight percent behind projections and asked if there was any concern that the difference would not be made up. Ms. Nash responded that she does not have concerns and thinks revenues will catch up by the end of the year.

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

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

Human Resources Director Jana Ventura presented the recently adopted core values, which she compared to the DNA of an organization or how staff approaches their work. It is not just words on paper, but it actually shapes decisions. Covid spurred the creation of the internal culture committee to bridge the gap between leadership and staff. They have helped influence policy updates, boost morale, and increase employee retention. Communications Strategist Esther Weaver noted that the core values concept was pitched to the committee in 2024. Feedback from all staff was collected and the resulting core values are intended to provide accountability and aspiration. In particular, the value of "Neighborly" really stood out to many. Ms. Ventura summarized the roll-out considerations and process, including incorporating the new core values into performance evaluations. Ms. Weaver noted ways that staff is already promoting these core values and that there may be future community engagement opportunities. The Council liked the incorporation of the new values.

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

Fire-Rescue Chief Marty Wade thanked Council for their support over the years and reviewed operational statistics. He highlighted that the Fire-Rescue staff is highly credentialed and they are a Health & Human Services continuing education credit provider. He discussed prevention and community outreach. Chief Wade summarized major achievements and looked forward to what is next for the department. The Council thanked the group for their dedication to excellence and the community.

G. Adjournment

Mayor Bickerstaff adjourned the meeting at 7:39 PM.

Jeff Bickerstaff, Mayor

ATTEST:

Leah K Granger, TRMC, City Secretary

F. Action Items

Subject:	1. Conduct a public hearing and consider a resolution approving the 2025 Comprehensive Plan for the City of Sachse (Shaping Sachse) to provide for a comprehensive planning program, vision, and official policy for the future of the city; providing a repealing clause, and providing for an effective date.
Meeting	May 19, 2025 - City Council Meeting
Access	Public
Type	Public Hearing, Discussion, Action
Fiscal Impact	None
Recommended Action	Conduct a public hearing and consider a resolution approving the Sachse comprehensive plan, Shaping Sachse.
Goals	Strategically invest in the City's existing and future infrastructure. Provide excellent government services to Sachse citizens. Make Sachse more prosperous through job creation and quality development that adds community value. Provide a high quality of life environment for families; individuals; businesses; and other organizations in Sachse.

BACKGROUND

The Comprehensive Plan is the City's guiding policy document that sets forth the vision for how the community develops and grows. This document helps to guide long-range decisions for the community as it relates to land use, transportation, infrastructure, and public services, among others.

On April 1, 2024, City Council authorized the City Manager to negotiate and enter into a contract for an update to the City's Comprehensive Plan with Kimley-Horn. The existing Comprehensive Plan was last adopted in 2017. Since contract execution, staff and consultants from Kimley-Horn have participated in several events to gather community-wide input that will help establish the strategic direction for the Comprehensive Plan update.

Per City Charter, the City Council shall hold a public hearing and adopt or reject the Comprehensive Plan following a public hearing and recommendation by the Planning and Zoning Commission.

A website with more information about the Comprehensive Plan can be accessed by clicking the following link: <https://www.cityofsachse.com/314/Comprehensive-Plan>

The draft Comprehensive Plan can be viewed by clicking the following link: <https://www.cityofsachse.com/DocumentCenter/View/11777/Shaping-Sachse-Comprehensive-Plan-Draft>

Mark Bowers, Reid Cleeter, and Haley Carruthers from Kimley-Horn, will be assisting City staff in presenting this item.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Conduct a public hearing and consider a resolution approving the Sachse comprehensive plan, Shaping Sachse.

File Attachments

1. Presentation_Sachse Comprehensive Plan_City Council_250519_FINAL
2. Resolution_Adopting 2025 Comprehensive Plan



Sachse Comprehensive Plan

City Council Public Hearing
May 19, 2025



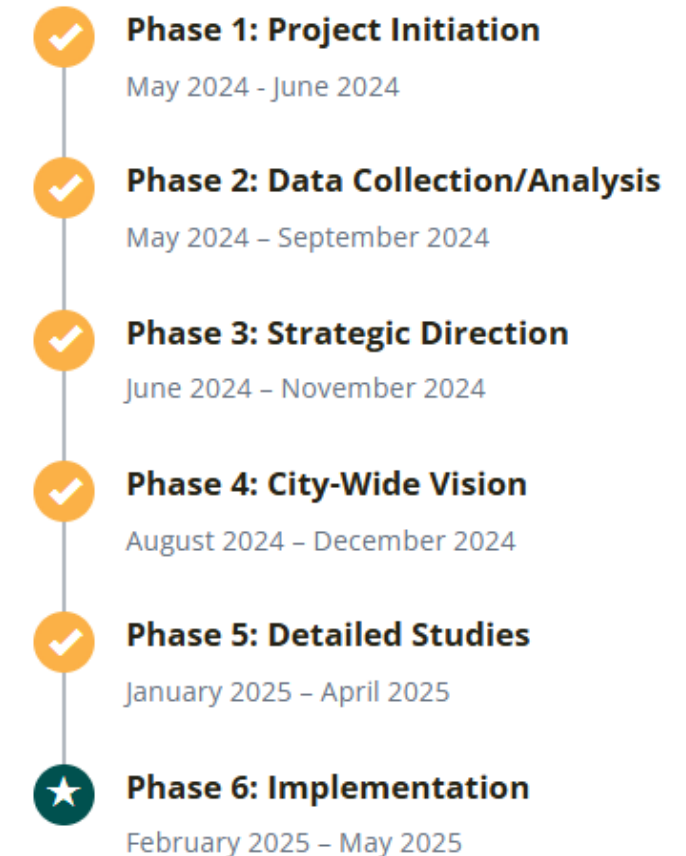
Kimley»Horn

Presentation Overview

What We Want to Accomplish

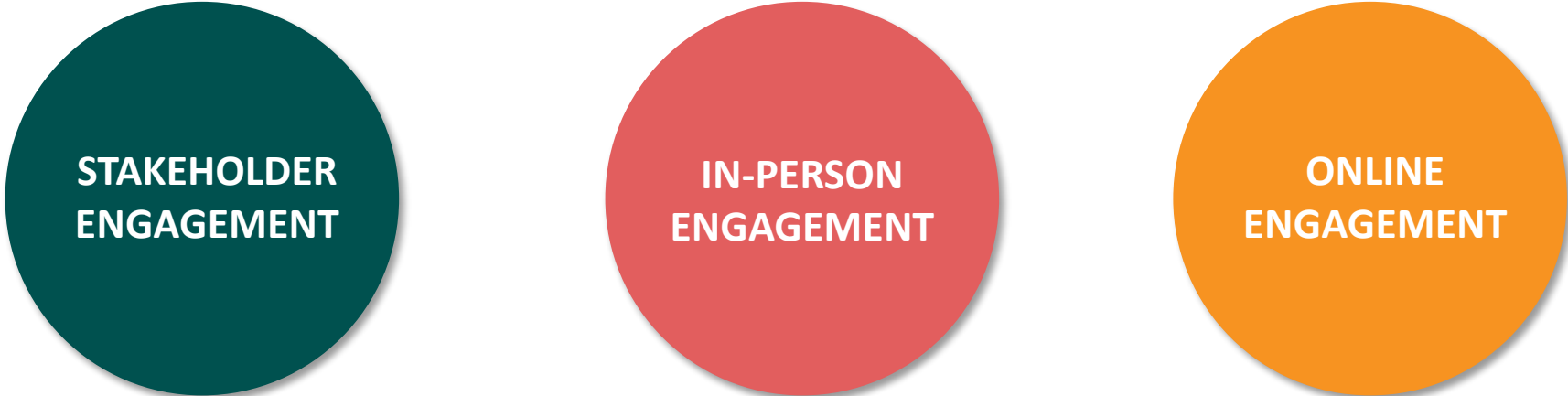
- Community Engagement Overview
- Plan Structure and Key Elements
- Detailed Studies
- Implementation
- Public Hearing

Timeline



Community Engagement Overview

- Community engagement was a cornerstone of the Shaping Sachse plan and its recommendations.
- Two community summits were conducted in summer and fall of 2024.
- There were approximately 1,000 individual interactions with Sachse stakeholders throughout the Shaping Sachse process.



**STAKEHOLDER
ENGAGEMENT**

**IN-PERSON
ENGAGEMENT**

**ONLINE
ENGAGEMENT**

Stakeholder Engagement

Stakeholder Interviews:

- City Council
- Business owners
- Developers
- Property owners
- Residents
- Religious and civic institutions
- 55+ community representatives
- Garland ISD and Wylie ISD

Briefings:

- Sachse City Council (three)
- Sachse Planning and Zoning Commission (two)
- Sachse EDC (three)
- Public hearings at P&Z and City Council (scheduled)



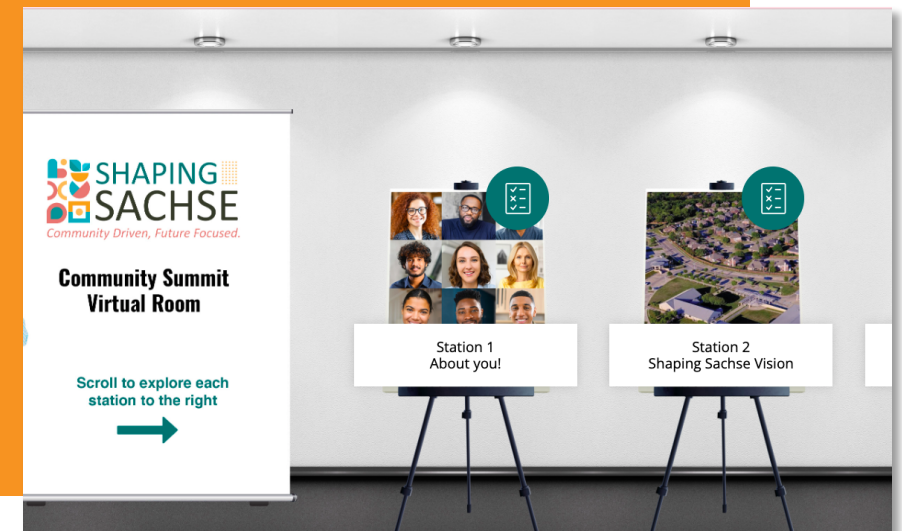
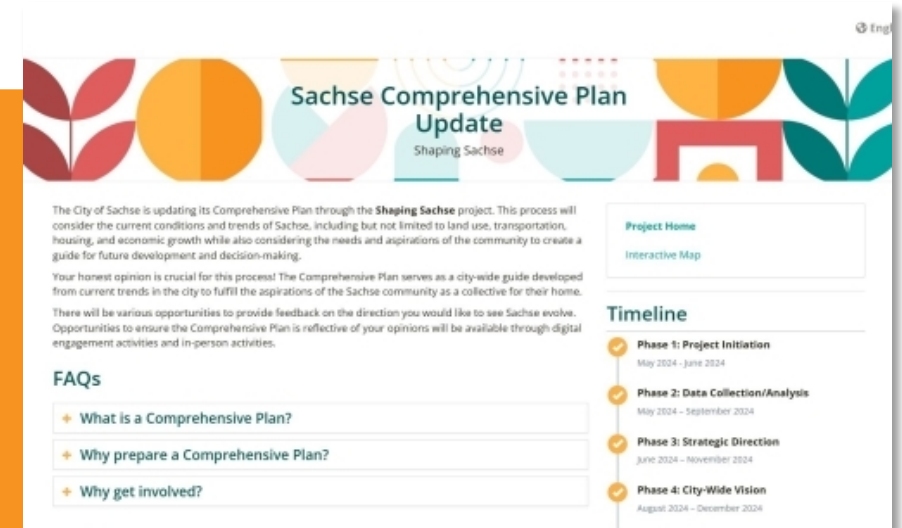
In-Person Engagement

- Neighborhood workshops (September 2024)
 - Held over two-week period
 - Four evening meetings
 - Come and go events
 - Focused on the development of strategic direction
- Community open house (February 2025)
 - Come and go event
 - 18 topical stations
 - Focused on input related to key elements of the plan
- Pop-up events
 - Summer Nights Concert Series
 - Farmers Market
 - Red, White, and Blue Blast



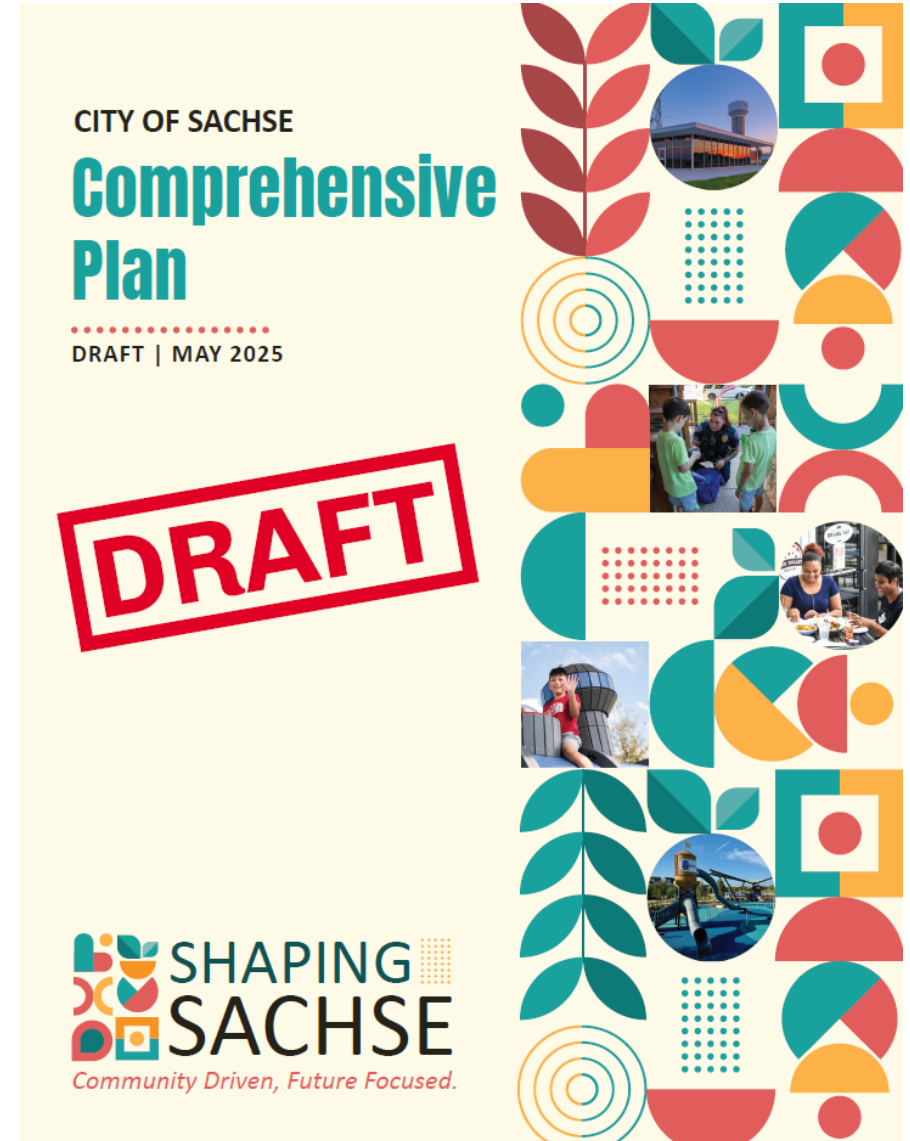
Online Engagement

- Shaping Sachse website
 - 3,187 views
 - 2,171 visits
- Surveys
 - First round July 1, 2024 – October 15, 2024 – focused on Sachse’s priorities – 612 responses
 - Second round November 12, 2024 –December 9, 2024 - focused on vision statement and guiding principles – 96 responses
- Interactive map
- Virtual rooms
- Project background and schedule

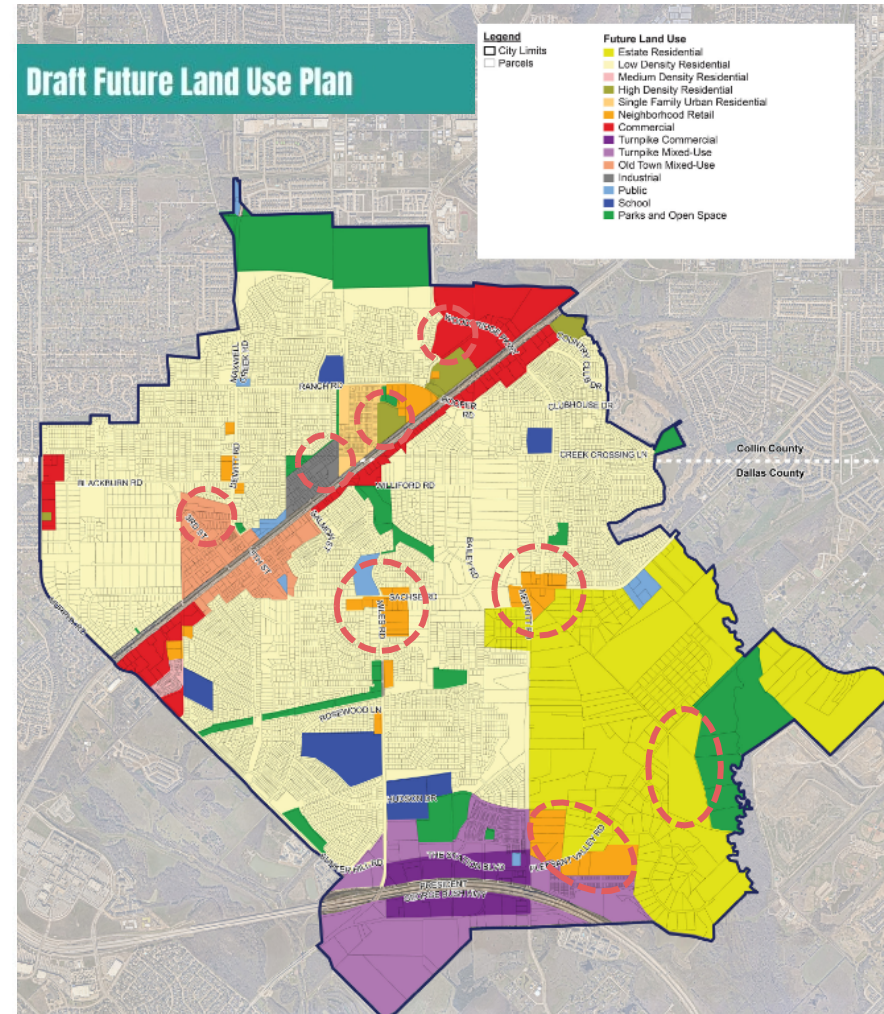
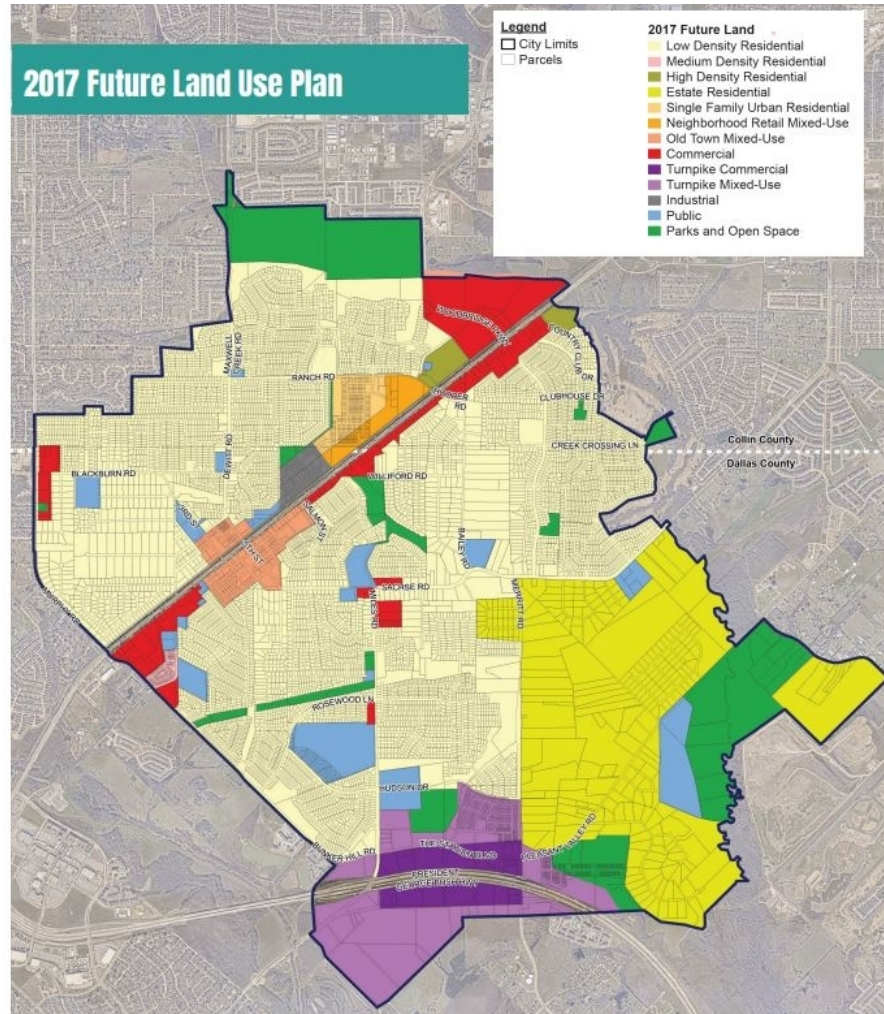


Plan Structure

- Chapter 1 | Introduction
- Chapter 2 | Strategic Direction
- Chapter 3 | Future Land Use
- Chapter 4 | Housing and Neighborhoods
- Chapter 5 | Economic Development
- Chapter 6 | Mobility
- Chapter 7 | Placemaking
- Chapter 8 | Parks, Trails, and Open Space
- Chapter 9 | Infrastructure and Public Services
- Chapter 10 | Implementation



Future Land Use



Housing and Neighborhoods

- Housing and neighborhood policies
- Examines existing inventory and demand
- Neighborhood revitalization and preservation
- New development best practices
- Infill development
- Redevelopment
- Housing and neighborhood action items

Neighborhood Pattern Book. Develop a pattern book to guide property owners in infill development or home rehabilitation projects, featuring pre-approved designs that align with the character of Sachse neighborhoods.

TABLE 4.3. OWNER-OCCUPIED DEMAND (CATALYST COMMERCIAL)

OWNER-OCCUPIED DEMAND	337
Home Price < \$200K	53
Home Price \$200K - \$250K	46
Home Price \$250K - \$350K	80
Home Price \$350K - \$450K	73
Home Price >\$450K	85
Alternative Owner-Occupied Product Demand	68

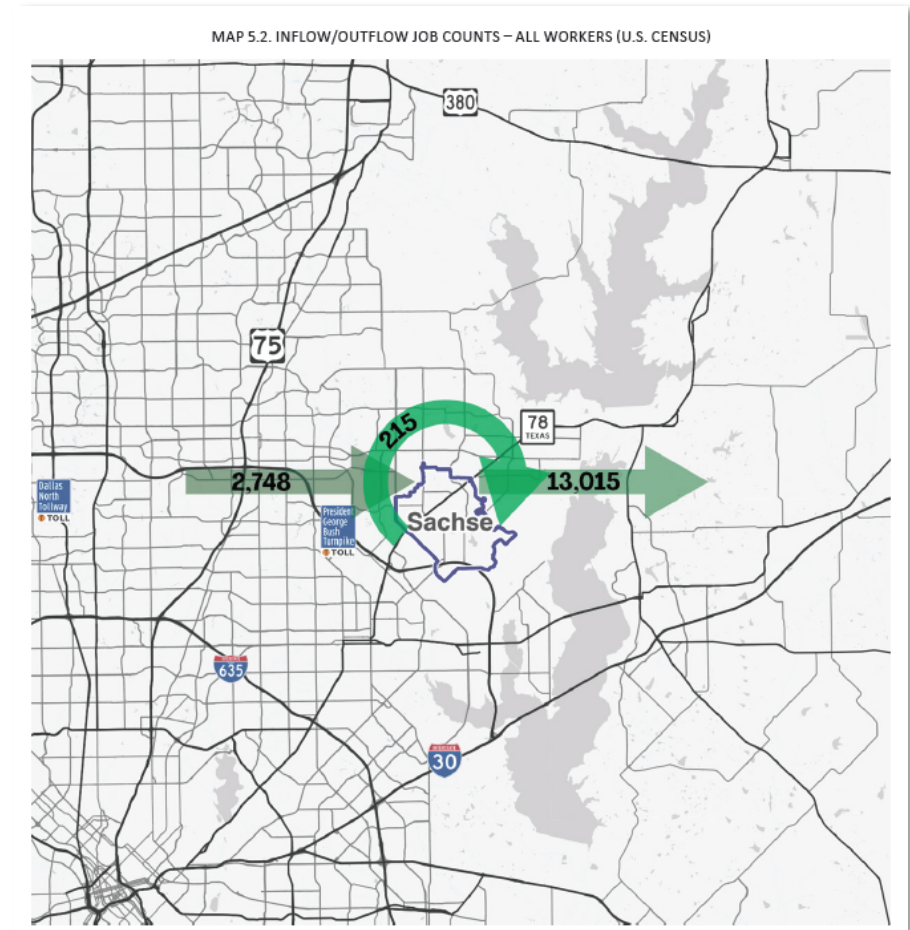
TABLE 4.4. RENTER-OCCUPIED DEMAND (CATALYST COMMERCIAL)

RENTER-OCCUPIED DEMAND	219
Rental Rate < \$1,000	45
Rental Rate \$1,000 - \$1,500	22
Rental Rate \$1,500 - \$2,000	36
Rental Rate > \$2,000	116
Alternative Renter-Occupied Product Demand	66

Economic Development

- Economic development policies
- Sector overviews
 - Retail, office, industrial
- Market demand
 - Retail, office
- Industrial
- Economic development trends
- Economic development tools
- Economic development action items

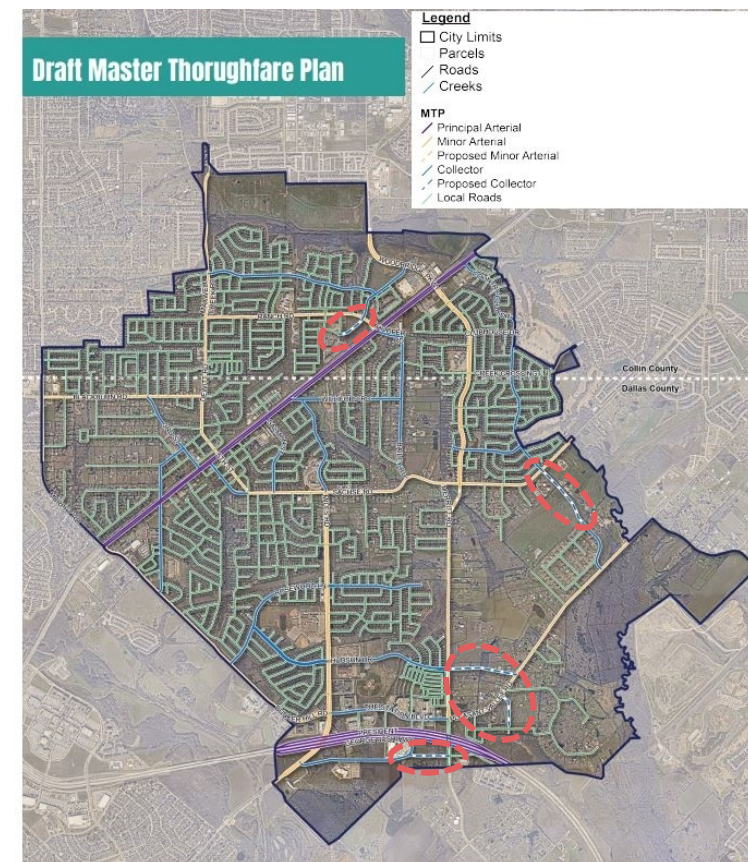
5th Street District. Identify and prioritize parcels that may be an option for City/EDC acquisition.



Mobility

- Mobility policies
- Existing conditions
- Thoroughfare plan
- Cross sections
- Multimodal network
- Mobility action items

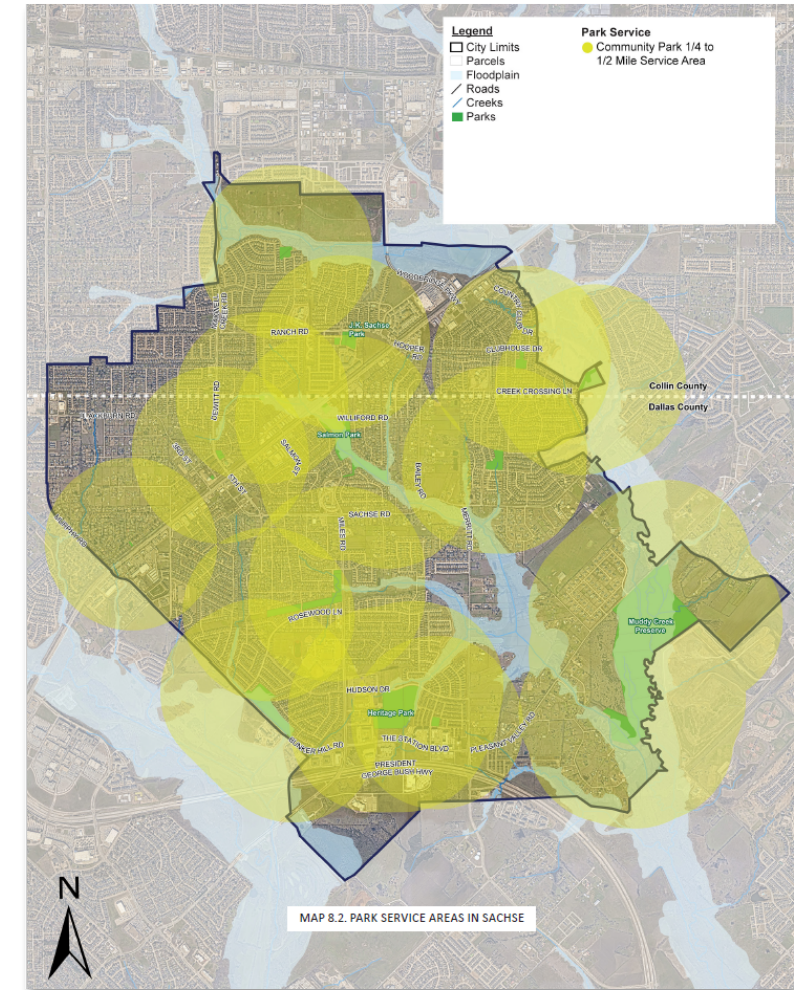
SH-78 Signal Study. Consider conducting a signal study at SH-78 and Country Club Drive in coordination with TxDOT.



Parks, Trails, and Open Space

- Parks, trails, and open space policies
- Existing inventory
- Recommendations
- Park, trails, and open space actions

Parks, Trails, and Recreation Master Plan. Create a long-term vision for parks, trails, and open space that aligns with future growth patterns and community needs, and that meets the requirements of the Texas Parks and Wildlife to maximize funding opportunities.



Infrastructure and Public Services

- Infrastructure and public services policies
- Existing conditions
 - Water and wastewater
 - Drainage
 - Roadway
- Community partnerships
- Critical infrastructure plan
- Infrastructure and public services actions

CRITICAL INFRASTRUCTURE PLAN

This section reviews the Capital Improvements Plan (CIP) and other planning documents for the City of Sachse by organizing projects within the six designated Catalyst Areas. Each project has been assigned a priority level from 1 to 3, based on its relative importance and potential impact on both the catalyst area and the city. The CIP focuses on three core types of infrastructure: roadways, water, and wastewater systems. Additionally, every project has been assigned a corresponding map reference number to aid in identification.

Priority 1:

- The projects are critical to addressing current traffic, safety, or infrastructure issues and are directly tied to areas of high growth. Have the most impact on the city.

Priority 2:

- While not as urgent as Priority 1, they are important for maintaining the City's infrastructure, improving quality of life, and preparing for moderate growth.

Priority 3:

- Important for maintaining the City's infrastructure, improving quality of life, and preparing for moderate growth. Not an immediate need and affects the least number of individuals.

PGBT CATALYST AREA ROADWAY PROJECTS					
PROJECT NUMBER	MAP REFERENCE NUMBER	PROJECT COST	PROJECT DESCRIPTION	JUSTIFICATION	PRIORITY
R-12-13	R1	\$36,500,000	Reconstruction of existing Merritt Road from a 2-lane roadway to a 4-lane divided arterial, spanning approx. 1.5 miles.	Enhanced safety and improvements for Regional traffic along Merritt Road and Sachse Road.	1
R-13-03	R2	\$300,000	Joint project with Dallas County and the City of Wylie to improve Pleasant Valley Road.	Enhanced safety and improvements for regional traffic along Pleasant Valley Road.	1
TBD	R3	\$6,801,800	Build 3-lane undivided section	Improve traffic flow and reduce delays caused by left-turning vehicles.	1
TBD	R4	\$2,485,000	Build 3-lane undivided section.	Improve traffic flow and reduce delays caused by left-turning vehicles.	1
TBD	R5	\$1,292,200	Build a 3-lane undivided section	Improve traffic flow and reduce delays caused by left-turning vehicles.	1

Implementation Matrix

- Action number
- Action items: specific to plan components
- Action type
- Priority
- Implementation agency
- Partners
- Planning level cost
- Corresponding actions

ACTION NO.	GUIDING PRINCIPLE	ACTION ITEM	ACTION TYPE	PRIORITY	IMPLEMENTING AGENCY	PARTNERS	PLANNING LEVEL COST	CORRESPONDING ACTIONS
FLU 1. Ensure that decisions made about future development are consistent with community vision, as expressed in the comprehensive plan.								
FLU 1.1	Promote Responsible Development	Guiding Growth. Sachse will utilize the Future Land Use Plan as its primary policy document for decisions related to the physical development and the desired future community character.	Regulations and Guidelines	High	City of Sachse	EDC	\$	PT 1.1, PT 1.3
FLU 1.2	Promote Responsible Development	Identify and Address Non-Conforming Uses. Conduct a city-wide assessment of non-conforming uses to determine opportunities for redevelopment, rezoning, or transition strategies that align with the Future Land Use Plan.	Policy	High	City of Sachse	–	\$	–
FLU 1.3	Promote Responsible Development	Ensure Policy Consistency with Land Use Updates. Regularly review and update zoning regulations, subdivision ordinances, and development guidelines to ensure alignment with the Comprehensive Plan's vision for growth and development.	Policy	High	City of Sachse	–	\$	IP 4.1, PT 1.5
FLU 2. Prioritize projects on remaining undeveloped land that enhance Sachse's long-term prosperity.								
FLU 2.1	Opportunity	Partnership. Partner with developers and community organizations to facilitate the redevelopment of underutilized properties.	Policy	High	EDC	City of Sachse	\$ (Grant Acquisition)	ED 4.1
FLU 2.2	Catalyst Areas	Land Bank. Establish a land bank to strategically identify, acquire, and manage key properties for future development or preservation. This may include, but is not limited to, underutilized, foreclosed, or tax-delinquent properties.	Financial Incentives	Medium	City of Sachse	EDC	\$\$\$\$	HN 2.1
FLU 2.3	Quality of Life	Infrastructure. Align infrastructure investments with the City's vision and where new development should or will occur.	Regulations and Guidelines	Low	City of Sachse	EDC	\$\$	IP 1.1, IP 2.1, IP 2.3, IP 5.1



Public Hearing

Sachse City Council
May 19, 2025



Kimley»Horn

RESOLUTION NO. R-2025-_____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS, APPROVING THE 2025 COMPREHENSIVE PLAN FOR THE CITY OF SACHSE TO PROVIDE FOR A COMPREHENSIVE PLANNING PROGRAM, VISION, AND OFFICIAL POLICY FOR THE FUTURE OF THE CITY; PROVIDING A REPEALING CLAUSE AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Chapter 213 of the Texas Government Code grants the City of Sachse (“City”) the power to adopt a comprehensive plan for the purpose of promoting sound development and the public health, safety, and welfare; and

WHEREAS, the City desires to adopt the 2025 Comprehensive Plan to address physical growth within the city, including planning of land uses, thoroughfares, parks, utilities, and related matters within the city; and

WHEREAS, the Planning and Zoning Commission has reviewed and recommended the approval of the 2025 Comprehensive Plan; and

WHEREAS, in compliance with the laws of the State of Texas and City Charter, the City has given all the required notices, held the required public hearings, conducted numerous community meetings, public input sessions, stakeholder interviews, joint work sessions, focus groups, and other forms of community input to all property owners generally, the residents of the City of Sachse, and to all interested persons regarding the 2025 Comprehensive Plan described herein, the City Council deems it is in the best interest of all its citizens to adopt the 2025 Comprehensive Plan of the City of Sachse.

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

SECTION 1. The 2025 Comprehensive Plan for the City of Sachse, attached hereto as Exhibit “A”, is adopted as the growth management guide, formal vision, and long-range planning tool for the City Council, the Planning and Zoning Commission, and all other applicable boards and departments of the City.

SECTION 2. The 2025 Comprehensive Plan for the City, as adopted, shall be utilized as a basic guide for decision making relative to new growth, including the passage of ordinances and resolutions and the administration thereof. This guide shall be followed to the greatest extent practicable under the then-existing circumstances in order to accomplish orderly growth within the city.

SECTION 3. All Resolutions of the City of Sachse, Dallas County, Texas, in conflict with the provisions of this Resolution be, and the same are, hereby repealed; provided, however, that all other provisions of said Resolutions not in conflict with the provisions of this Resolution shall remain in full force and effect.

SECTION 4. This Resolution shall take effect immediately upon its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Sachse, Texas,
this the 19th day of May 2025.

CITY OF SACHSE, TEXAS

Jeff Bickerstaff, Mayor

ATTEST:

Leah Granger, TRMC, City Secretary
(05-07-2025: 4917-2457-4528, v. 1)

EXHIBIT “A”
City of Sachse 2025 Comprehensive Plan

4917-2457-4528, v. 1

F. Action Items

Subject:	2. Consider authorizing the Executive Director of the Sachse Economic Development Corporation (EDC) to negotiate and enter into a contract with Civic Solutions Partnership LLC for the development of an economic development strategic plan, in the amount not to exceed One Hundred Fifty Thousand and No/100 Dollars (\$150,000.00).
Meeting	May 19, 2025 - City Council Meeting
Access	Public
Type	Action, Discussion
Fiscal Impact	Yes
Dollar Amount	Not to exceed \$150,000
Budgeted	Yes
Budget Source	Included in the FY 2024-2025 Budget Funded from the Economic Development Corporation Fund
Recommended Action	Authorize the Executive Director of the Sachse EDC to negotiate and enter into a contract with Civic Solutions Partnership LLC for the development of an economic development strategic plan, in the amount not to exceed One Hundred Fifty Thousand and No/100 Dollars (\$150,000.00).
Goals	Strategically invest in the City's existing and future infrastructure. Provide a high quality of life environment for families; individuals; businesses; and other organizations in Sachse. Make Sachse more prosperous through job creation and quality development that adds community value.

BACKGROUND

In 2021, the Sachse Economic Development Corporation (EDC) and City Council each adopted the goals and objectives for the Sachse EDC. These goals and objectives were reviewed, revised, and adopted by both the EDC and City Council in 2023. The 2023 goals used the previous goals as the foundation, which were developed and refined with the help of a consultant during joint meetings of the EDC and City Council in 2021.

In early 2024, the EDC Board discussed the goals and objectives of the Type B Corporation. As part of this discussion, the board talked about using a consultant for the update to the economic development strategic plan. The City of Sachse is finalizing the update to its Comprehensive Plan, Shaping Sachse, and the desire is for alignment between the comprehensive plan and the economic development strategic plan. In January 2025, staff brought forward a proposed scope and timeline for the economic development strategic plan.

On February 17, 2025, staff issued a Request for Qualifications (RFQ) seeking the assistance of a professional planning consultant to develop an economic development strategic plan that focuses on specific areas of need. The RFQ submittal due date was March 17, 2025. A total of ten firms responded with their qualifications. Three of the ten firms were invited for an interview based on the submitted qualifications. After consideration, the Review Committee recommends awarding a professional services contract to CivicSol for this project.

At its May 15, 2025, regular meeting, the EDC Board voted (6-0) to authorize the Executive Director of the Sachse Economic Development Corporation (EDC) to negotiate and enter into a contract with Civic Solutions Partnership LLC for the development of an economic development strategic plan, in the amount not to exceed One Hundred

Fifty Thousand and No/100 Dollars (\$150,000.00).

Economic Development Director Jerod Potts will give a presentation during the meeting.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Authorize the Executive Director of the Sachse EDC to negotiate and enter into a contract with Civic Solutions Partnership LLC for the development of an economic development strategic plan, in the amount not to exceed One Hundred Fifty Thousand and No/100 Dollars (\$150,000.00).

File Attachments

1. Presentation_Economic Development Strategic Plan Award_250519

Economic Development Strategic Plan Contract Award

Sachse City Council
May 19, 2025

Overview

- 2025 Economic Development Strategic Plan Process
- Request for Qualifications (RFQ) Process
- Project Focus Areas
- Project Funding
- Next Steps
- Staff Recommendation



2025 Economic Development Strategic Plan Process

- Initial EDC Board direction ✓
- RFQ process ✓
- Consultant selection
- Contract negotiation and execution
- Plan kickoff and development
- Recommendation of approval by EDC Board
- Final strategic plan approval/adoption by City Council

Request for Qualifications (RFQ) Process

- **February 17, 2025:** RFQ issued seeking professional planning consultant to develop strategic plan
 - Advertised on CivCast and in Sachse News, posted to Texas Economic Development Council RFP webpage, APA Texas, City Bid Postings page, and social media
- **March 17, 2025:** Submittal due date for RFQ
 - Ten firms responded with qualifications
- Staff review committee reviewed each submitted Statement of Qualifications and held interviews with three firms
- Staff recommends Civic Solutions Partnership LLC for this project

Project Focus Areas

- Demographic and economic analysis
- SWOT
- Best practices
- Funding mechanisms
- Target industry / cluster analysis
- BRE strategy
- Incentives policy
- Redevelopment
- Increasing daytrips
- Brand and opportunity
- Implementation

Project Funding

- Funding included in the FY25 EDC budget (\$150,000)



Vision Statement, Mission Statement & Program Description

Vision Statement - As a gateway city, Sachse will stand as the beacon to the Northeast quadrant of Dallas and Collin counties. Sachse Economic Development will provide a dynamic business climate that encourages the use of existing commercial space, the development of new and unique destination opportunities and the curation of entrepreneurs to diversify the tax base and capture the interest of the regional community.

Mission Statement - The mission of Sachse Economic Development is to promote economic development in the City of Sachse through the attraction of new business opportunities, supporting business retention and expansion, and promoting and developing innovative and competitive projects in an effort to diversify the local tax base and improve the quality of life for citizens of Sachse.

Major Accomplishments in Fiscal Year 2023-2024

- > Finalized the Sachse Economic Development marketing video
- > Held a local business appreciation breakfast
- > Developed and implemented the Shop Local Passport program as a way to spotlight and support local businesses
- > Completed a redesign of the Sachse Economic Development webpage, introducing an online site selection tool
- > Issued RFQ, selected consultant, executed contract, and began work on updating the Sachse Comprehensive Plan
- > Executed agreement with Four Seasons Markets to bring a farmers market to the 5th Street District
- > Received 2023 Economic Excellence Recognition from the Texas Economic Development Council
- > Updated marketing materials and exhibited at the ICSC@ Red River trade show in 2024
- > Approval of two separate incentives for projects

Goals and Objectives for Fiscal Year 2024-2025

- Complete Annual Development Report for 2024
- Actively market and promote Sachse's identified target industries and sectors
- Promote and administer the Local Business Grant program
- Provide staff assistance to the update of the City's Comprehensive Plan
- Continue proactive development of the 5th Street District
- Marshal resources to support existing businesses in Sachse
- Initiate development of the Sachse Economic Development Strategic Plan

COMPONENT UNITS

	Actual FY 2022/2023	Budget FY 2023/2024	Projected FY 2023/2024	Budget FY 2024/2025
Transfers out				
Transfers out to General Fund	118,803	122,795	122,795	164,339
Transfers out to Capital Projects Fund	-	150,000	150,000	350,000
Transfers out to Health Insurance Fund	18,208	-	-	-
Transfers out Total	137,011	272,795	272,795	514,339

\$200,000 (Sachse Rd. Parking Lot Detention)
\$150,000 (Economic Development Strategic Plan)

Next Steps

- On May 15, 2025, the EDC Board voted (6-0) to authorize the Executive Director of the EDC to negotiate and enter into a contract with Civic Solutions Partnership LLC for the development of an economic Development strategic plan, in the amount not to exceed \$150,000.
- City Council final approval of contract award
- Negotiate and enter into contract
- EDC Board and City Council involvement

Staff Recommendation

- Staff recommendation:

- Authorize the Executive Director of the Sachse EDC to negotiate and enter into a contract with Civic Solutions Partnership LLC for the development of an economic development strategic plan, in the amount not to exceed One Hundred Fifty Thousand and No/100 Dollars (\$150,000.00).

Questions?

F. Action Items

Subject: 3. Consider a resolution authorizing the Chief of Police to apply for grant funding from the Motor Vehicle Crime Prevention Authority (MVCPA) to provide financial support for economic motor vehicle theft, including catalytic converter theft; and authorizing the Chief of Police to act on the City's behalf to administer the grant; Assistant Chief of Police Steven Baxter to act as Program Director; David Baldwin to act as Financial Officer; and pledging that the City will comply with the MVCPA's grant requirements; and providing for an effective date.

Meeting	May 19, 2025 - City Council Meeting
Access	Public
Type	Action, Discussion
Fiscal Impact	Yes
Dollar Amount	\$19,000
Budgeted	No
Budget Source	Proposed in FY 2025/2026 budget.
Recommended Action	Approve the resolution authorizing the Chief of Police to apply for, accept, and administer the recommended grant.
Goals	Meet the public safety needs of a growing citizen; student; and business population.

BACKGROUND

The Motor Vehicle Crime Prevention Authority, established under the Texas Department of Motor Vehicles, offers a state grant to local law enforcement agencies and area task forces for infrastructure and programs to combat economic motor vehicle theft. The Police Department is seeking to apply for and utilize this grant to fund license plate reader cameras through Flock Safety Inc.

Chief Sylvester will provide an overview of the grant and its intended use if awarded.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Approve the resolution authorizing the Chief of Police to apply for, accept, and administer the recommended grant.

File Attachments

1. Presentation_MVCPA FY 26 Grant Proposal_FINAL
2. Resolution_Motor Vehicle Crime Prevention Authority (MVCPA) Grant

Motor Vehicle Crime Prevention Authority FY 26 Grant Proposal

City Council
May 19, 2025



Grant Request

- Motor Vehicle Crime Prevention Grant Overview
- Vendor Information
- Operational Parameters
- Fiscal Impact
- Next Steps



Grant Overview

- The Police department desires to apply for FY 26 MVCPA grant to purchase license plate reader cameras
- One year grant
- Reimbursable to City quarterly during life of grant
- 20% City fund match
- Expected amount of grant not to exceed \$19,000
- Requires authorization by Resolution of Council

Proposed Vendor

- Flock safety
 - Leading license plate reader technology in the industry
 - Proposal is for five fixed mounted stand-alone cameras
 - Solar powered, no City infrastructure or utilities utilized
 - Installation, service, maintenance, and replacement included
 - City owned roadways to be determined
 - Provide real time alerts to officers in the field

Flock Cameras



Flock Cameras

- What they are:

- Captures images of license plate and vehicle
- Cloud based encryption
- Investigative tool
- Provides real time alerts relative to National Crime Information Center and Texas Crime Information Center entries such as Amber/Silver Alerts, stolen vehicles, and warrants

- What they are not:

- Not facial recognition, no images of drivers or passengers captured
- No connected to registration data or third-party databases
- Not utilized for traffic enforcement
- No long-term storage: Data deleted after 30 days

Area Flock Cities

- Garland
- Wylie
- Rowlett
- Murphy
- Richardson
- Plano
- Allen
- Lavon
- Forney
- McKinney
- Frisco
- Prosper
- Lewisville
- North Richland Hills
- Richland Hills
- Haltom City
- Dallas
- Irving
- Fort Worth
- Arlington
- Grand Prairie
- Mansfield



Next Steps

- Council consideration of Resolution
- If approved, submission of grant application (May 23, 2025)
- Determination of placement locations
- Expected camera deployment: January 2026
- Expected annual cost of \$15,000 beginning FY 26/27

Questions?



RESOLUTION NO. R-2025-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS, AUTHORIZING THE CHIEF OF POLICE TO APPLY FOR GRANT FUNDING FROM THE MOTOR VEHICLE CRIME PREVENTION AUTHORITY (MVCPA) TO PROVIDE FINANCIAL SUPPORT FOR ECONOMIC MOTOR VEHICLE THEFT, INCLUDING CATALYTIC CONVERTER THEFT; AND AUTHORIZING THE CHIEF OF POLICE TO ACT ON THE CITY'S BEHALF TO ADMINISTER THE GRANT; ASSISTANT CHIEF OF POLICE STEVEN BAXTER TO ACT AS PROGRAM DIRECTOR; DAVID BALDWIN TO ACT AS FINANCIAL OFFICER; AND PLEDGING THAT THE CITY WILL COMPLY WITH THE MVCPA'S GRANT REQUIREMENTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, under the provisions of the Texas Transportation Code Chapter 1006 and Texas Administrative Code Title 43; Part 3; Chapter 57, entities are eligible to receive grants from the Motor Vehicle Crime Prevention Authority to provide financial support to law enforcement taskforces and agencies for economic motor vehicle theft, including catalytic converter theft; and

WHEREAS, this grant program will assist the Sachse Police Department to mitigate the economic impact of motor vehicle theft, catalytic converter theft, and vehicle burglary; and

WHEREAS, the City has agreed that in the event of loss or misuse of the grant funds, the City agrees and assures that the grant funds will be returned in full to the Motor Vehicle Crime Prevention Authority; and

WHEREAS, the City designates Sachse Chief of Police Bryan Sylvester as the Authorized Official to apply for, accept, decline, modify, or cancel the grant application for the Motor Vehicle Crime Prevention Authority Grant Program, and all other necessary documents to accept said grant; and

WHEREAS, the City also designates Sachse Assistant Chief of Police Steven Baxter to act as Program Director and the City's Director of Finance David Baldwin to act as Financial Officer for the grant.

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

Section 1. The City of Sachse authorizes the Chief of Police to apply for grant funding from the Motor Vehicle Crime Prevention Authority (MVCPA) to provide financial support for economic motor vehicle theft, including catalytic theft.

Section 2. Sachse Assistant Chief of Police Steven Baxter is designated as Program Director and the City's Director of Finance David Baldwin is designated as Financial Officer for the grant.

Section 3. This Resolution 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 19th day of May 2025.

CITY OF SACHSE, TEXAS

Jeff Bickerstaff, Mayor

ATTEST:

Leah K. Granger, TRMC, City Secretary
(05-09-2025: 4900-1857-4908, v. 1)

F. Action Items

Subject: 4. Consider appointments of Council liaisons to the City's boards and commission.

Meeting May 19, 2025 - City Council Meeting

Access Public

Type Action, Discussion

Fiscal Impact None

Recommended Action Appoint and make any necessary changes to the Council liaison positions for the City's boards and commission.

Goals Provide excellent government services to Sachse citizens.

BACKGROUND

Each year, the City Council reviews the Council appointed liaison to each board and commission.

The current liaison to each board, commission, or committee is as follows:

- Mayor Bickerstaff: North Texas Tollway Authority, North Central Texas Council of Governments, NCT911
- Mayor Pro Tem Franks: Parks and Recreation Board and Municipal Development District Board
- Councilmember Howarth: Economic Development Corporation Board
- Councilmember Millsap: Library Board
- Councilmember Lindsey: Planning and Zoning Commission
- Councilmember Buhler: Wylie ISD
- Councilmember Prestenberg: Garland ISD, Animal Shelter Board, and voting member of the Animal Shelter Advisory Committee

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Appoint and make any necessary changes to the Council liaison positions for the City's boards and commission.

File Attachments None

G. Discussion Items

Subject: 1. Receive a presentation on the results of the 2024 Stormwater Rate Study (D-24-20) findings.

Meeting May 19, 2025 - City Council Meeting

Access Public

Type Reports, Discussion

The rate study reflects planned stormwater rate adjustments for fiscal years 2025 through 2030.

Recommended Action Receive a presentation on the results of the 2024 Stormwater Rate Study (D-24-20) findings.

Goals Strategically invest in the City's existing and future infrastructure.

BACKGROUND

In 2017, Council adopted a Stormwater Utility Rate to fund drainage projects (CIP) through a fee assessed to properties within the city. The City has contracted with NewGen Strategies and Solutions to prepare a plan for the next five years of service. This updated study is intended to show current revenue, proposed drainage CIP projects, and the proposed rate structure to help fund future projects.

A presentation will be provided by Matthew Garrett with NewGen Strategies and Solutions.

POLICY CONSIDERATIONS

This is an update to the 2017 Stormwater Utility Rate Study. This presentation reflects planned Stormwater Utility Rate adjustments for fiscal years 2025-2030.

RECOMMENDATION

Receive a presentation on the results of the 2024 Stormwater Rate Study (D-24-20) findings.

File Attachments

1. Presentation_Sachse Stormwater Rate Study_05_19_25 v2

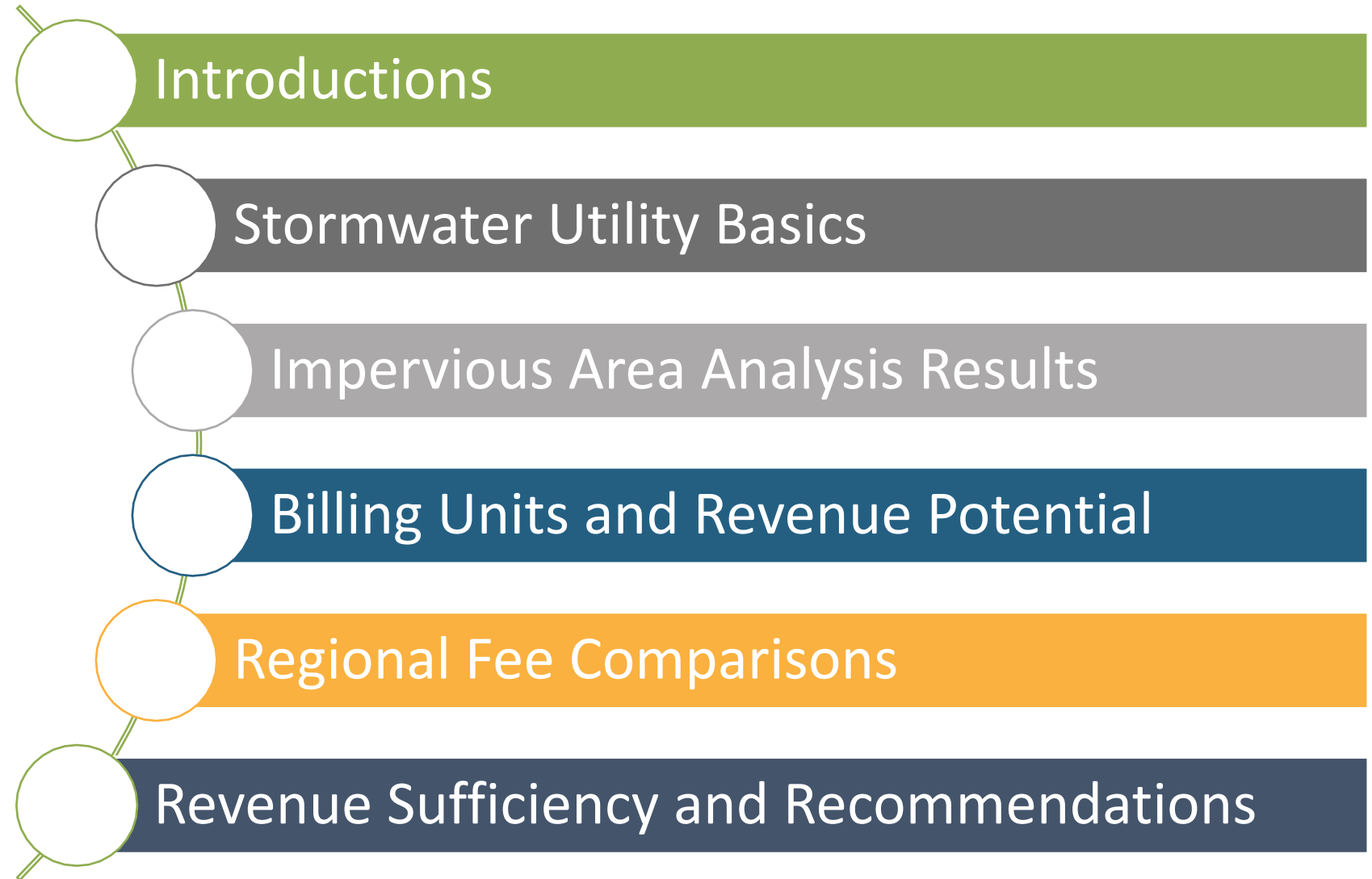


May 19, 2025 – City of Sachse City Council

STORMWATER RATE STUDY RESULTS



TODAY'S DISCUSSION



PRIMARY QUALITY OF LIFE SERVICES

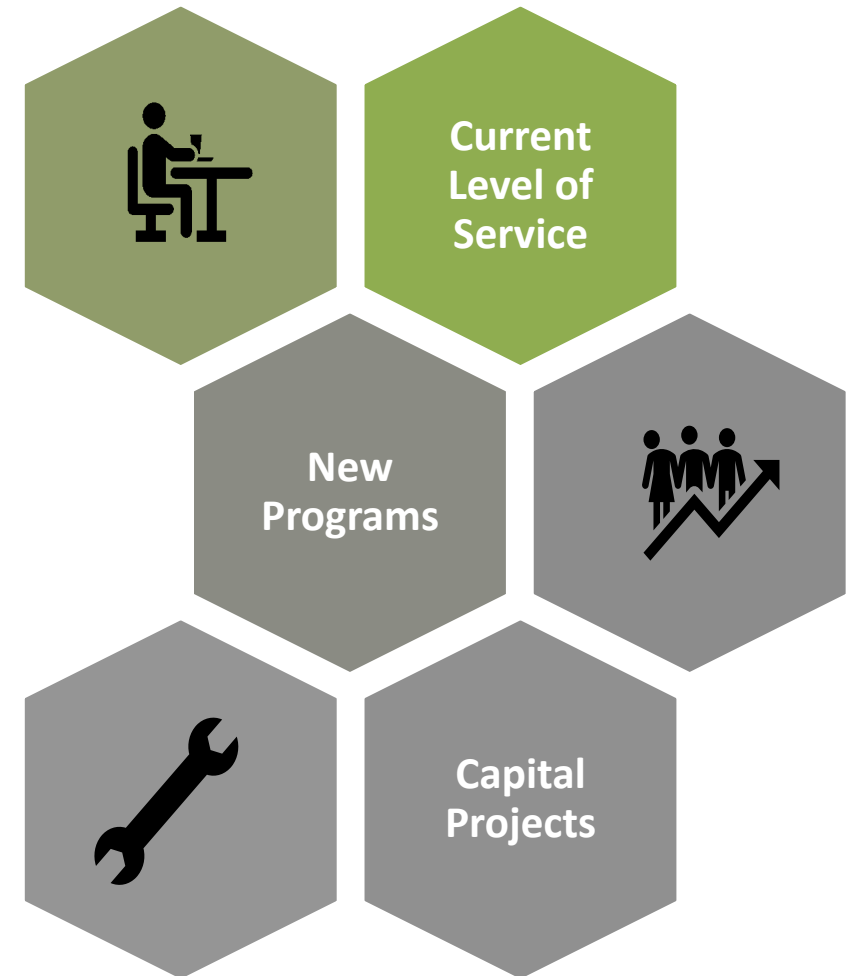
Utilities are very capital intensive, with most costs purposely outside of the public eye.

Conveyance to or from customers and environmental compliance are central to each utility.



STORMWATER UTILITY AND FEE CONSIDERATIONS

- What “Level of Service” do we want to maintain for this utility?
- What projects are most needed?
- Should this utility stand on its own or continue to be subsidized from other revenues?

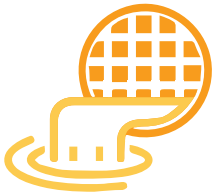


STORMWATER UTILITY OVERVIEW



How utility billing works

- Fee at \$1.66/ERU
 - Adopted and unchanged since October 2017
- Annual revenues projected at \$230,000 for FY 2025



Billing basis must be directly related to drainage

- Based on inventory of lots and tracts within the city
- Current approach is equitable and nondiscriminatory



Billing basis includes

- Flat rate for all residential, with median currently at 4,300 square feet impervious
- Bill non-residential for all impervious area per Equivalent Residential Unit
 - (ERU=4,300 sq ft)

MAPPING

Impervious area
detection

- Semi-manual
process
- Interactive machine
learning classified
surfaces
- Manual fine tuning



NON- RESIDENTIAL EXAMPLE

Impervious area is shaded in yellow to help see the underlying aerial imagery detail.

The total of all non-residential property was 11,311,316 square feet.

NewGen's results were very comparable to the City's current billed amounts for nonresidential parcels and generally validate the amounts billed.

Impervious Surface Detection Example

Single property with
272,178 sq ft of impervious area
or
about 6.25 acres of impervious area



REVENUE POTENTIAL – VARIOUS FEE AMOUNTS

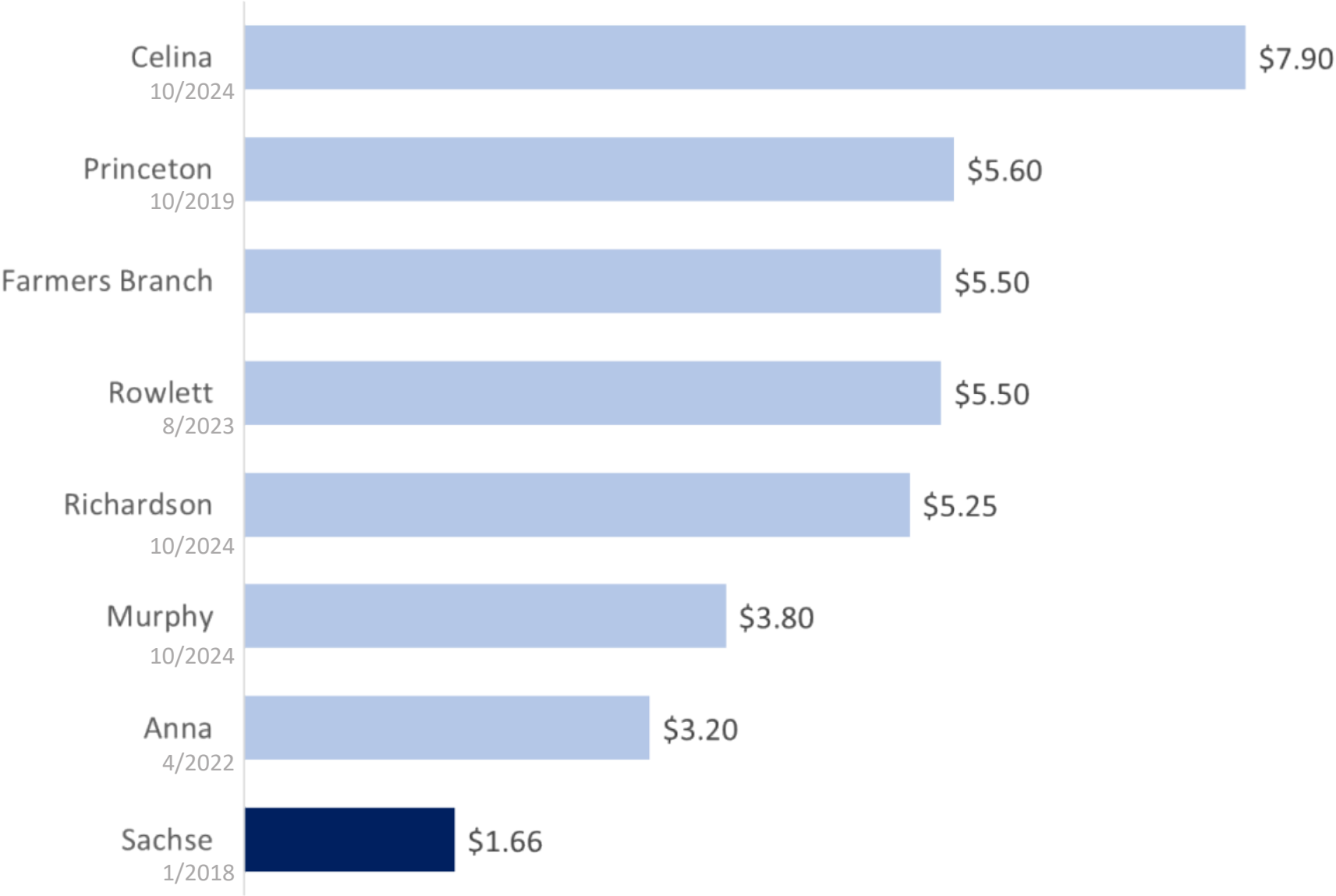
Description	2025	2026	2027	2028	2029	2030
Residential Billable ERUs	9,204	9,364	9,484	9,574	9,634	9,694
Non-Residential Billable ERUs	2,537	2,657	2,757	2,827	2,887	2,947
Total	11,741	12,021	12,241	12,401	12,521	12,641

Current Rate →	\$ 1.66 / ERU Annual Revenue	\$233,881	\$239,458	\$243,841	\$247,028	\$249,418	\$251,809
	\$ 3.00 / ERU Annual Revenue	422,676	432,756	440,676	446,436	450,756	455,076
	\$ 6.00 / ERU Annual Revenue	845,352	865,512	881,352	892,872	901,512	910,152

Includes growth consistent with Water and Wastewater Study

REGIONAL FEE COMPARISON

- Residential drainage (stormwater) fees
- Rockwall, Royse City, and Wylie not shown as they do not currently charge a fee
- Wylie began a fee study in March 2024



STORMWATER UTILITY CAPITAL PROJECTS

Project	2025	2026	2027	2028	2029	2030
Vicksburg Drainage Easement	\$ 387,890	\$ -	\$ -	\$ -	\$ -	\$ -
Small Drainage Projects	80,000	100,000	100,000	100,000	100,000	100,000
Stormwater Utility Rate Study	160,000	-	-	-	-	-
Heritage Park Pond Maintenance	50,000	50,000	50,000	50,000	50,000	50,000
Cornwall Street Drainage Improvements	150,000	400,000	-	-	500,000	-
Sachse Road Parking Lot Detention	400,000	500,000	500,000	-	-	-
Rowlett Creek Gabion Improvements	-	150,000	1,500,000	500,000	-	-
Willow Lake Inspection and Maintenance	-	50,000	50,000	50,000	50,000	50,000
Bunker Hill Detention Pond Maintenance	-	150,000	-	-	-	-
★ SH 78 at Williford	-	-	750,000	-	-	-
Jackson Meadows Pond Maintenance	-	-	150,000	-	-	-
★ Spring Meadows Estates Pond Redesign	-	-	-	1,800,000	-	-
Anthony Lane Creek Maintenance	-	-	-	-	150,000	-
★ Long Branch from Dewitt to SH 78	-	-	-	-	-	3,500,000
Total	\$1,227,890	\$1,400,000	\$3,100,000	\$2,500,000	\$850,000	\$3,700,000

REVENUES ARE INSUFFICIENT AT CURRENT FEE

This fee was established to fund capital needs only and does not cover operations and maintenance needs.

	2026	2027	2028	2029	2030
Revenues	\$ 239,458	\$ 243,841	\$ 247,028	\$ 249,418	\$ 251,809
Expenses	1,400,000	3,100,000	2,500,000	850,000	3,700,000
Over / (Under)	\$ (1,160,542)	\$ (2,856,159)	\$ (2,252,972)	\$ (600,582)	\$ (3,448,191)

The current fee of \$1.66 in effect since 2018 will not fully support stormwater capital expenses today.

This utility must rely on other sources or defer planned capital activities.

RECOMMENDED RATE PLAN

The rate plan below is proposed to minimize rate shock from rapid increases to users but also work towards self-sufficiency for this utility.

	2026	2027	2028	2029	2030
Proposed Fee	\$5.00	\$6.00	\$7.00	\$8.00	\$9.00
Revenues	\$ 721,260	\$ 881,352	\$1,041,684	\$1,202,016	\$1,365,228
Expenses	1,400,000	3,100,000	2,500,000	850,000	3,700,000
Over / (Under)	\$ (678,740)	\$ (2,218,648)	\$ (1,458,316)	\$ 352,016	\$ (2,334,772)

This utility would still be partly reliant on other sources to fund planned capital needs.



THANK YOU FOR YOUR TIME!

NEWGEN STRATEGIES AND SOLUTIONS
275 W. CAMPBELL ROAD, SUITE 440
RICHARDSON, TEXAS 75080

MATTHEW GARRETT, PARTNER AND MANAGING DIRECTOR
(972) 675-7699
MGARRETT@NEWGENSTRATEGIES.NET

G. Discussion Items

Subject:	2. Receive an update from Baker Tilly on the results of the compensation study and provide guidance regarding market placement and implementation strategy.
Meeting	May 19, 2025 - City Council Meeting
Access	Public
Type	Discussion
Fiscal Impact	None
Recommended Action	Receive an update from Baker Tilly on the results of the compensation study and provide guidance regarding market placement and implementation strategy.
Goals	Be a model of financial stewardship through growth management; responsible investment; and financial transparency.

BACKGROUND

In December 2024, City Council approved a comprehensive compensation and classification study to be conducted by the consulting firm Baker Tilly. The study included adoption of updated regional comparator cities, total compensation benchmarking within the new market, as well as development and implementation recommendations for new pay structures.

The Baker Tilly team has compiled and analyzed the compensation data, which served as the foundation for developing revised pay structures for both civilian and sworn employees. These proposed structures were reviewed and approved by the internal compensation study project committee and each department head. Within these pay structures are three different implementation models that will either lag, match, or lead the market with the midpoint serving as the anchor to the market.

Staff is seeking direction from the City Council on where they would like employee compensation to fall within the comparator market.

Sarah Towne from Baker Tilly will lead the presentation.

POLICY CONSIDERATIONS

This guidance will help staff determine an implementation strategy for the compensation study for the FY26 budget process.

RECOMMENDATION

Receive an update from Baker Tilly on the results of the compensation study and provide guidance regarding market placement and implementation strategy.

File Attachments

1. Presentation_Compensation Study_Sachse, TX - Final Presentation- Council 5.19.25

Classification and Compensation Study



- Position Review
- Market Review
- Pay Plan Review
- Implementation
- Next Steps

Project Overview

Project Initiation

- Planning Meetings: to establish working relationship with the project team.
 - Department head questionnaire
 - Timeline + communication
- Data Collection
 - Pay structures
 - Policy handbook
 - Job descriptions
 - Organization charts
 - Census file (names, salaries, hire dates, etc.)
- Communications Meetings: in-person for staff and leadership to introduce ourselves, let them know about the study, let them ask questions, etc.
- Position Analysis Questionnaires (PAQs)
 - Employee tells us in their own words about the work they perform
 - PAQs routed to supervisors for review



Project Overview

Position Review

- Title Review: Using PAQs, we reviewed all unique 99 titles and make recommendations for adjustments, as necessary.
- Job Evaluation: We conducted job evaluation using our point factor tool, called SAFE®. This process established a hierarchy of jobs within the organization that is reflective of internal equity.
 - *This is a measurement of the position, NOT the person in the position.*
- The 9 compensable factors:

1. Education	6. Working Conditions
2. Experience	7. Independence of Actions
3. Level of Work	8. Impact on the Organization
4. Human Interaction	9. Supervision Exercised
5. Physical Demands	
- *SAFE is compatible and compliant with federal Equal Pay Act.*



Project Overview

Market Assessment

- Peer Organizations (10): We partnered with you to identify comparable and competitive peer organizations to include in the study. These are organizations that look like you and work like you relative to size (revenue, population served, or number of employees), service offerings, geography, growth, etc.
 - Published salary survey data will be incorporated as a private sector comparison.
- Benchmark Positions: 78 positions (79%) will be included as benchmarks in the survey.
- Market Survey: a summary of work + minimum qualifications will be included for each benchmark position to assist peers in providing an appropriate match.
- Adjustment & Quality Control: Some adjustments were made to collected data to account for differences in work week, fiscal year, and geographic labor cost. *We do not weigh the data.*
 - Results were analyzed for quality control; reports demonstrating market averages and a comparison to the market were prepared for your review.



Market Assessment: Peer Organizations

- The City identified 10 public peer organizations to be included in the study
- Data was collected or compiled from all 10 public peers
- Data from 3 published surveys was included to represent the “private sector”

1. Anna, Texas
2. Celina, Texas
3. Farmers Branch, Texas
4. Murphy, Texas
5. Princeton, Texas
6. Richardson, Texas
7. Rockwall, Texas

8. Rowlett, Texas
9. Royse City, Texas
10. Wylie, Texas
11. Comp Analyst
12. Economic Research Institute
13. Bureau of Labor Statistics

Market Assessment: Cost of Labor Differentials

Where cost of living is a measurement of goods and services in each area, the cost of labor is a measurement of compensation paid.

Cost of labor can be impacted by the cost of living but is mainly influenced by the supply and demand of labor in each area (rate of unemployment and number of qualified laborers).

Date Pulled	Client Name	Geo Adjust	Client Avg Base
1/24/2025	Sachse, TX	104.1	\$ 69,949.46
Peer #	Peer Organization	ERI Indicator	GeoDiff %
1	Anna, Texas	102.9	1.2%
2	Celina, Texas	102.8	1.3%
3	Farmers Branch, Texas	103.9	0.2%
4	Murphy, Texas	103.2	0.9%
5	Princeton, Texas	103.0	1.1%
6	Richardson, Texas	104.2	-0.1%
7	Rockwall, Texas	102.7	1.4%
8	Rowlett, Texas	103.9	0.2%
9	Royse City, Texas	102.6	1.5%
10	Wylie, Texas	103.1	1.0%
11	Bureau of Labor Statistics	97.2	6.9%
12	Economic Research Institute	97.2	6.9%
13	Compensation Analyst	97.2	6.9%

Cost of labor differentials collected from the Economic Research Institutes Geographic Assessor tool.

Market Assessment: Results

- In total, 78 positions were included in the market survey as benchmark positions.
 - Of those, 1 position had insufficient data (less than 3 matches).
 - Overall, the study yielded market values for 98% of the City's benchmark positions.
 - Average minimum, midpoint, and maximum results were prepared for the 77 benchmarks with sufficient data.
 - *Benchmarks had 8.5 matches on average.*
 - *54% of the benchmarks had 9 or more matches each.*
- 
- A comparison of current midpoints vs. the market average midpoint was also prepared. Additional market thresholds demonstrating 5% above and 5% below market were also prepared for consideration.
 - **On average, the City of Sachse is:**
 - 2.0% **below** market at the minimum
 - 2.3% **below** market at the midpoint
 - 5.0% **below** market at the maximum

Market Assessment

What is The Market?

MIN

MID

MAX

Market Midpoint

Lead Market

MIN

MID

MAX

Market Midpoint

Match Market

MIN

MID

MAX

Market Midpoint

Lag Market

Project Overview

Pay Plan Development

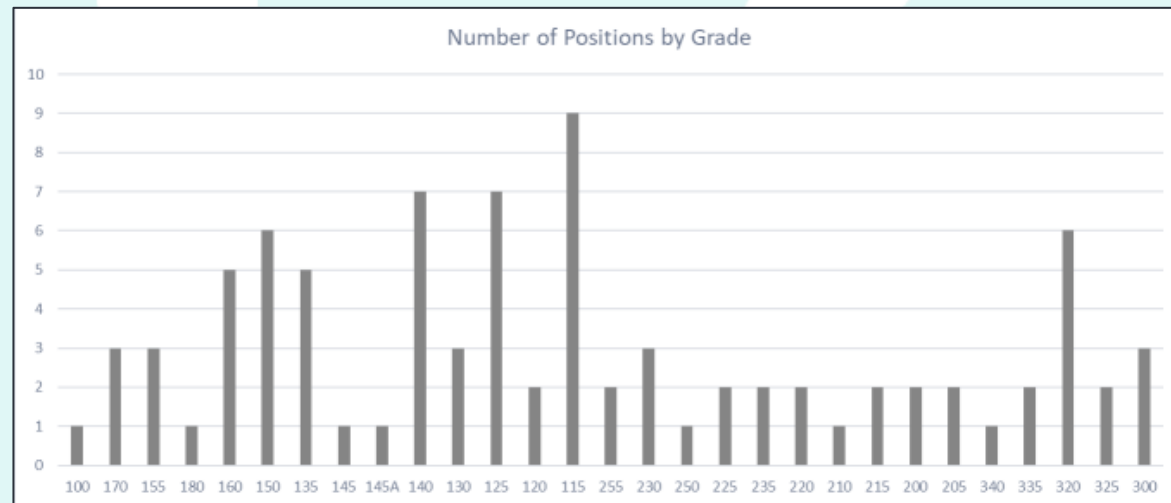
- Pay Plan: We analyzed your existing pay plan and provide recommendations tailored to the study's results.
- Grade Assignments: were based on external equity (market), internal equity (job evaluation), and existing equity (current midpoints and grade groupings) with consideration to career progressions, supervisor separation, business needs, etc.
 - We included department heads in a preliminary review of grade assignments.
- Implementation: With finalized grade assignments, we prepared implementation calculations across 3-4 scenarios that will assist your organization in adopting the new classification and compensation system.



Current General Pay Plan

Grade	Min Annual	Midpoint	Max Annual	Range Spread	Mid Diff%
100	\$27,040.00	\$32,448.00	\$37,856.00	40%	
105	\$32,136.00	\$38,563.20	\$44,990.40	40%	19%
115	\$38,313.60	\$45,976.32	\$53,639.04	40%	19%
120	\$40,229.28	\$48,275.14	\$56,320.99	40%	5%
125	\$42,240.74	\$50,688.89	\$59,137.04	40%	5%
130	\$44,352.78	\$53,223.34	\$62,093.89	40%	5%
135	\$46,570.42	\$55,884.50	\$65,198.59	40%	5%
140	\$48,898.94	\$58,678.73	\$68,458.52	40%	5%
145	\$51,343.89	\$61,612.67	\$71,881.44	40%	5%
145A	\$52,627.49	\$63,152.98	\$73,678.48	40%	2%
150	\$53,911.08	\$64,693.30	\$75,475.52	40%	2%
155	\$56,606.64	\$67,927.96	\$79,249.29	40%	5%
160	\$59,436.97	\$71,324.36	\$83,211.76	40%	5%
165	\$62,408.82	\$74,890.58	\$87,372.34	40%	5%
170	\$65,529.26	\$78,635.11	\$91,740.96	40%	5%
175	\$68,805.72	\$82,566.87	\$96,328.01	40%	5%
180	\$72,246.01	\$86,695.21	\$101,144.41	40%	5%
235	\$75,364.30	\$90,437.16	\$105,510.02	40%	4%
240	\$79,132.51	\$94,959.02	\$110,785.52	40%	5%
245	\$83,089.14	\$99,706.97	\$116,324.79	40%	5%
250	\$87,243.60	\$104,692.32	\$122,141.03	40%	5%
255	\$91,605.78	\$109,926.93	\$128,248.09	40%	5%
300	\$103,000.30	\$128,750.38	\$154,500.45	50%	17%
305	\$108,160.00	\$135,200.00	\$162,240.00	50%	5%
310	\$113,568.00	\$141,960.00	\$170,352.00	50%	5%
315	\$119,246.40	\$149,063.20	\$178,880.00	50%	5%
320	\$125,216.00	\$156,520.00	\$187,824.00	50%	5%
325	\$131,456.00	\$164,346.00	\$197,236.00	50%	5%
330	\$138,008.00	\$172,562.00	\$207,116.00	50%	5%
335	\$144,924.00	\$181,194.00	\$217,464.00	50%	5%
340	\$152,152.00	\$190,242.00	\$228,332.00	50%	5%

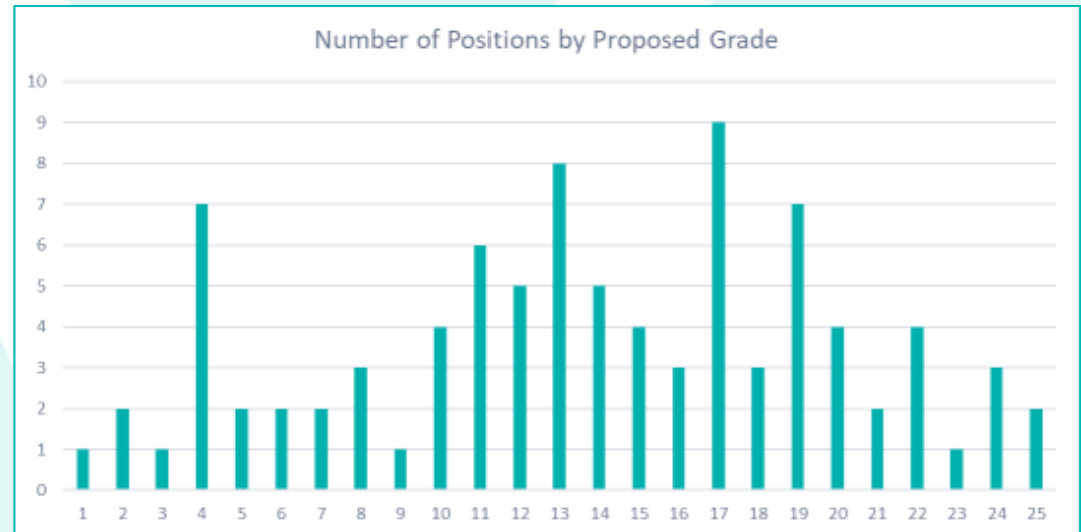
- Consolidated general pay plan (non-exempt, exempt, executive exempt)
- Open plan (no defined steps), 38 grades (numbered 100-340)
 - Not all grades in use
- 40-50% range spreads (distance from min to max)
- 2-19% midpoint differential (distance between each grade at the midpoint)
 - Average of 6% between grades
- Starting minimum wage for full-time employees is \$18.42/hour (\$38,313.60 annual- Grade 115)



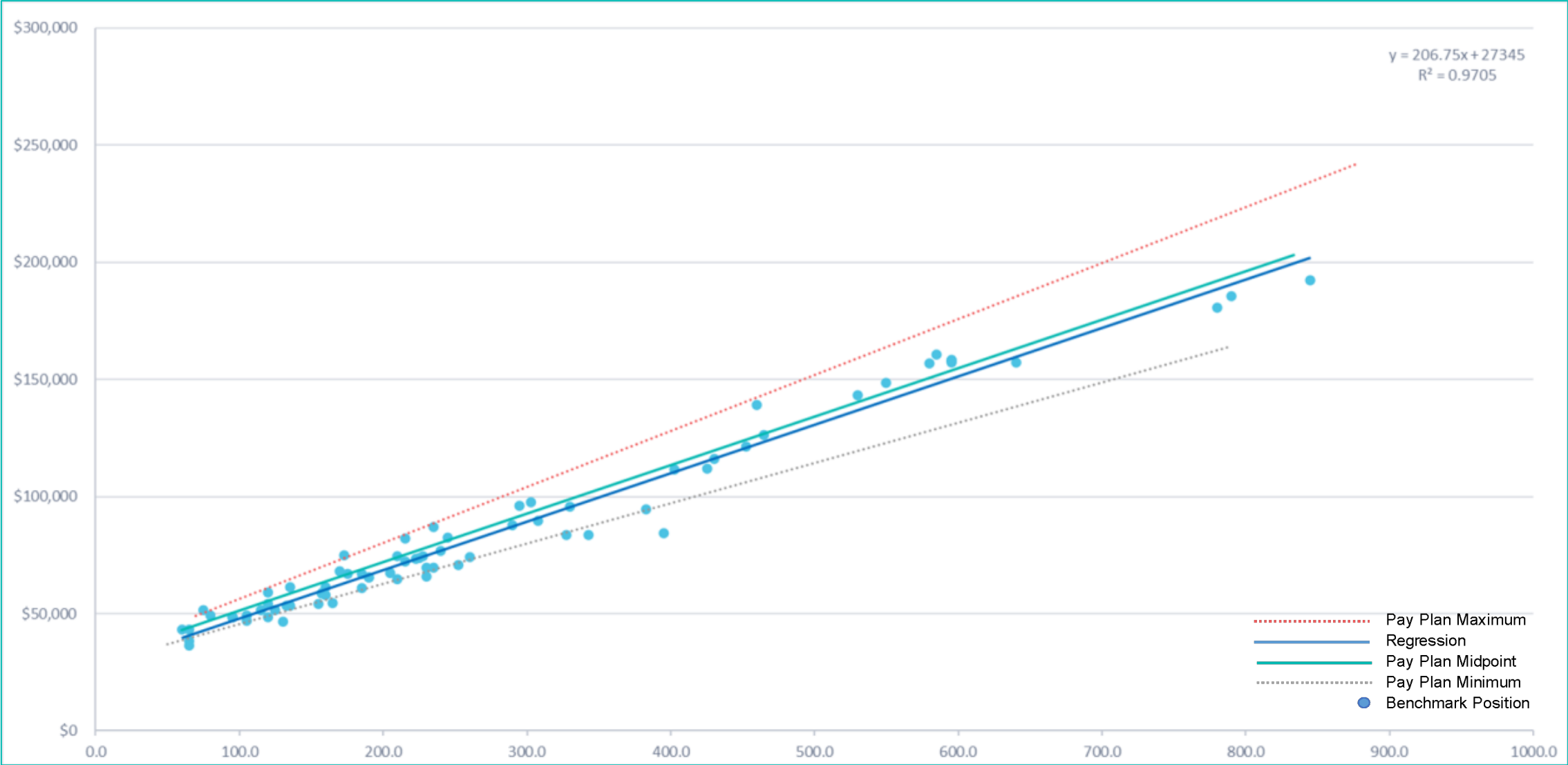
Proposed General Pay Plan

	Annual	Annual	Annual		
Grade	Minimum	Midpoint	Maximum	Range Spread	Midpoint Differential
1	\$35,652	\$41,000	\$46,348	30%	
2	\$41,000	\$47,150	\$53,300	30%	15%
3	\$42,230	\$48,565	\$54,899	30%	3%
4	\$43,497	\$50,022	\$56,546	30%	3%
5	\$44,803	\$51,523	\$58,244	30%	3%
6	\$46,147	\$53,069	\$59,991	30%	3%
7	\$47,531	\$54,661	\$61,790	30%	3%
8	\$50,383	\$57,941	\$65,498	30%	6%
9	\$53,406	\$61,417	\$69,428	30%	6%
10	\$56,811	\$68,173	\$79,535	40%	11%
11	\$58,515	\$70,218	\$81,921	40%	3%
12	\$62,026	\$74,431	\$86,836	40%	6%
13	\$64,507	\$77,408	\$90,310	40%	4%
14	\$67,087	\$80,504	\$93,922	40%	4%
15	\$80,504	\$96,605	\$112,706	40%	20%
16	\$82,919	\$99,503	\$116,087	40%	3%
17	\$85,407	\$102,488	\$119,570	40%	3%
18	\$87,969	\$105,563	\$123,157	40%	3%
19	\$101,164	\$121,397	\$141,630	40%	15%
20	\$108,246	\$129,895	\$151,544	40%	7%
21	\$124,483	\$149,379	\$174,276	40%	15%
22	\$135,686	\$162,823	\$189,960	40%	9%
23	\$132,863	\$166,079	\$199,295	50%	2%
24	\$150,135	\$187,669	\$225,203	50%	13%
25	\$157,642	\$197,052	\$236,463	50%	5%

- Open plan (no defined steps), 25 grades (numbered 1-25)
- Aligned to 100% of market midpoints
- 30-50% narrowed range spreads
- Tailored to market midpoint differential
 - Average of 7% between grades
- Starting minimum wage for full-time employees is \$19.71/hour (\$41,000 annual- Grade 2)



Proposed General Pay Plan



Current Police Pay Plan

CITY OF SACHSE - POLICE PAY PLAN FY25								
POSITION	FREQUENCY	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
Police Recruit	Annual	\$66,612.00						
	Monthly	\$5,551.00						
	Biweekly	\$2,562.00						
	Hourly	\$32.025000						
Police Officer	Annual	\$71,526.00	\$74,387.04	\$77,362.52	\$80,457.02	\$83,675.30	\$87,022.32	\$90,503.21
	Monthly	\$5,960.50	\$6,198.92	\$6,446.88	\$6,704.75	\$6,972.94	\$7,251.86	\$7,541.93
	Biweekly	\$2,751.00	\$2,861.04	\$2,975.48	\$3,094.50	\$3,218.28	\$3,347.01	\$3,480.89
	Hourly	\$34.387500	\$35.763000	\$37.193520	\$38.681261	\$40.228511	\$41.837652	\$43.511158
Police Sergeant	Annual	\$99,985.60	\$103,985.02	\$108,144.42				
	Monthly	\$8,332.13	\$8,665.42	\$9,012.04				
	Biweekly	\$3,845.60	\$3,999.42	\$4,159.40				
	Hourly	\$48.07000	\$49.99280	\$51.99251				
Police Lieutenant	Annual	\$114,657.40	\$119,243.70	\$124,013.44				
	Monthly	\$9,554.78	\$9,936.97	\$10,334.45				
	Biweekly	\$4,409.90	\$4,586.30	\$4,769.75				
	Hourly	\$55.12375	\$57.32870	\$59.62185				

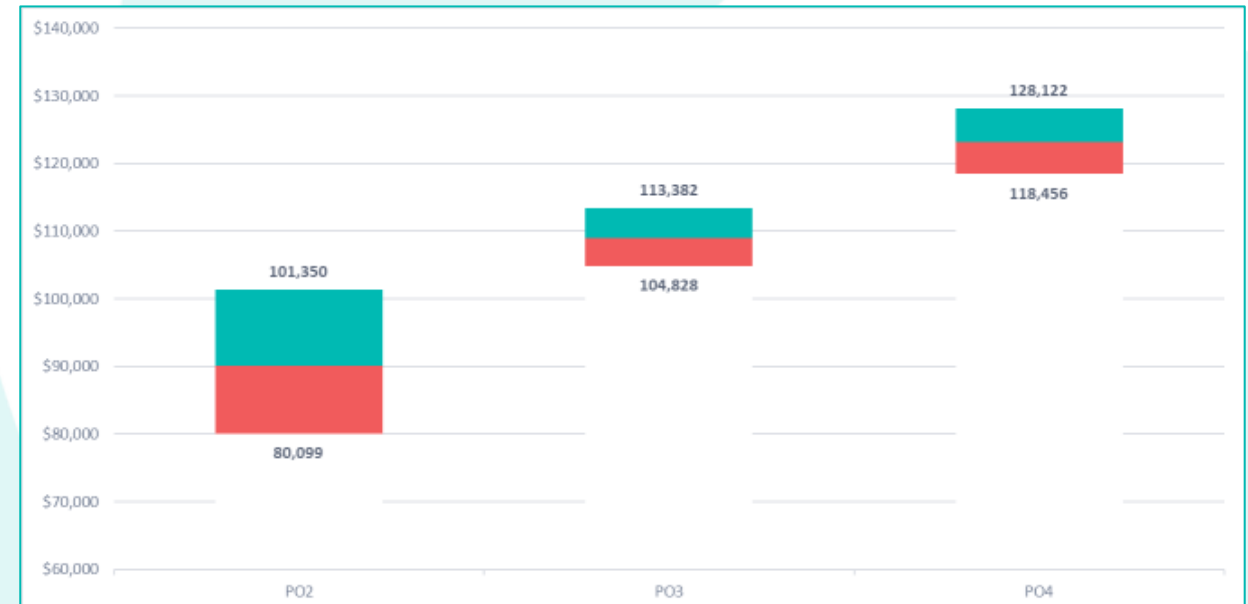
Sachse Structure			Market Averages	
Job Title	Number of Steps	% Between Steps	Average Steps	Average % Increase Between Steps
Police Officer	7	4.0%	6.71	4.07%
Police Sergeant	3	4.0%	4.71	3.85%
Police Lieutenant	3	4.0%	4.57	3.71%

- Four positions (Recruit, Officer, Sergeant, Lieutenant)
- Step and grade plan (max 7 steps for Police Officers, 3 steps for Sergeants and Lieutenants)
 - Currently 4% between steps
- 8-27% range spreads (distance from min to max)
- Current plan avoids overlap between ranks (no compression)
- Starting minimum wage for PO is \$34.39/hour (\$71,526.00 annual)
 - Approximately 7.9% behind market at the minimum, 9.0% behind market at midpoint (Step 4)

Proposed Police Pay Plan

Grade	Position Title	1	2	3	4	5	6	7	Midpoint Differential	Number of Step	Step Diff	Actual Range Spread
PO1	Police Officer or Recruit	\$75,000								1	4.00%	
PO2	Police Officer	\$80,099	\$83,303	\$86,635	\$90,100	\$93,704	\$97,452	\$101,350	20%	7	4.00%	27%
PO3	Police Sergeant	\$104,828	\$109,021	\$113,382					21%	3	4.00%	8%
PO4	Police Lieutenant	\$118,456	\$123,194	\$128,122					13%	3	4.00%	8%

- Step and grade plan (max 7 steps for Police Officers, 3 steps for Sergeants and Lieutenants)
 - Maintains 4% between steps
- 8-27% range spreads (distance from min to max)
- Current plan avoids overlap between ranks (NE/EX)
- Starting minimum wage for PO is \$38.51/hour (\$80,099 annual)
 - Approximately 4% higher than average market minimums



Current Fire Pay Plan

CITY OF SACHSE - FIRE-RESCUE PAY PLAN FY25								
POSITION	FREQUENCY	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
FF/EMT	Annual	\$65,190.00	\$67,471.65	\$69,833.16				
Fire Prevention Specialist	Biweekly	\$2,507.31	\$2,595.06	\$2,685.89				
	Hourly 2912	\$22.386700	\$23.170200	\$23.981200				
	Hourly 2080	\$31.341300	\$32.438300	\$33.573600				
Fire Recruit (FF or PM)	Annual	\$67,600.00						
	Biweekly	\$2,600.00						
	Hourly 2912	\$23.214300						
FF/Paramedic	Annual	\$72,100.00	\$74,623.50	\$77,235.32	\$79,938.56	\$82,736.41	\$85,632.18	\$88,629.31
	Biweekly	\$2,773.08	\$2,870.13	\$2,970.59	\$3,074.56	\$3,182.17	\$3,293.55	\$3,408.82
	Hourly 2912	\$24.759600	\$25.626200	\$26.523100	\$27.451400	\$28.412200	\$29.406700	\$30.435900
Fire Driver/Engineer	Annual	\$94,888.65	\$98,209.76	\$101,647.10				
	Biweekly	\$3,649.56	\$3,777.30	\$3,909.50				
	Hourly 2912	\$32.585400	\$33.725900	\$34.906300				
Fire Captain	Annual	\$104,500.00	\$108,157.50	\$111,943.01				
	Biweekly	\$4,019.23	\$4,159.90	\$4,305.50				
	Hourly 2912	\$35.886000	\$37.142000	\$38.442000				
Fire Inspector	Annual	\$72,100.00	\$74,623.50	\$77,235.32				
	Biweekly	\$2,773.08	\$2,870.13	\$2,970.59				
	Hourly 2080	\$34.663500	\$35.876700	\$37.132400				

Job Title	Sachse Structure		Market Averages	
	Number of Steps	% Between Steps	Average Steps	Average % Increase Between Steps
Fire Paramedic	7	3.5	6.5	3.48%
Fire Driver/ Engineer	3	3.5	4.12	3.82%
Fire Captain	3	3.5	4.14	3.71%

- Seven positions (FF/EMT & Specialist, Fire Recruit, FF/Paramedic, Fire Driver/Engineer, Fire Captain, Fire Inspector)
- Step and grade plan (max 7 steps for FF/Paramedic, 3 steps for FF/EMT, Engineer, and Captain)
 - Currently 3.5% between steps
- 7-23% range spreads (distance from min to max)
- Current plan avoids overlap between ranks (no compression)
- Starting minimum wage for FF/Paramedic is \$24.76/hour (\$72,100 annual)
 - Approximately 1.9% behind market at the minimum, 3.0% behind market at midpoint (Step 4)



Proposed Fire Pay Plan

Grade	Position Title	1	2	3	4	5	6	7	Midpoint Differential	Number of Steps	Step Diff	Actual Range Spread
F1	Firefighter/EMT	\$70,405	\$73,221	\$76,150						3	4.00%	8%
F2	Firefighter Recruit - Paramedic	\$73,331							0.2%	1	4.00%	
F3	Firefighter/PM	\$75,256	\$78,266	\$81,397	\$84,653	\$88,039	\$91,561	\$95,223	11.0%	7	4.00%	27%
F4	Fire Driver/Engineer	\$95,235	\$99,044	\$103,006					17.0%	3	4.00%	8%
F5	Fire Captain	\$113,546	\$118,088	\$122,812					19.2%	3	4.00%	8%

- Five positions (FF/EMT, Fire Recruit, FF/Paramedic, Fire Driver/Engineer, Fire Captain)
- Step and grade plan (max 7 steps for FF/Paramedic, 3 steps for FF/EMT, Engineer, and Captain)
 - Proposed 4.0% between steps
- 8-27% range spreads (distance from min to max)
- Current plan avoids overlap between ranks (NE/EX)
- Starting minimum wage for FF/Paramedic is \$25.84/hour (\$75,256 annual)
 - Approximately 2.5% higher than average market minimums



Pay Grade Assignments

Determined based on internal and external results (SAFE® evaluation scores and market midpoints). We used a regression to test the relationship between this information and to identify outliers.

In total, 92 unique positions were classified to a grade in the proposed pay plan based on SAFE evaluation scores. From there, grade assignments were adjusted, as necessary, to account for:

• Existing equity (current midpoints & grade groupings)	• Market average midpoints
• Career progressions	• Supervisor-subordinate separation
• Grade compression	

The following information was NOT considered when assigning positions to a grade:

• The person in the position	• Performance
• Length of service	• Employee existing salary

Implementation Scenarios

Baker Tilly developed 10 scenarios—4 for the general pay plan and 3 each for Police and Fire plans—for the City of Sachse to evaluate as part of the adoption process for its new classification and compensation plan.

- **No employee will receive a pay decrease as a result of the study.**
- **Implementation cost reflects base pay in US dollars. Benefits and pay differentials are not included.**

	# of Staff
Totals	130
Employees Below Minimum	48
Employees Within Range	78
Employees Above Maximum	4

Implementation scenarios for the proposed general pay plan:

- Option 1:** Employees move to the minimum of their assigned pay grade if their current salary is below that amount. All other employees within the ranges would retain their existing salary. Option 1 represents the minimum action required to adopt the proposed pay plan.
- Option 2:** Employees receive the greater of moving to the minimum of their assigned pay grade or a 3% salary adjustment. This scenario intends that no eligible employee receives less than 3%.
- Option 3:** In addition to option 1, then employees also receive a 3% adjustment for each year in their position (capped at 8 years) from the new proposed minimum. Any employees whose current salary is greater than the calculation would retain their existing salary. This scenario is meant to help alleviate compression by moving employees further into their new range relative to their time in position. This is not a calculation based on years of service with the organization.
- Option 3b:** In addition to option 2, then employees also receive a 3% adjustment for each year in their position (capped at 8 years) from the new proposed minimum. Any employees whose current salary is greater than the calculation would retain their existing salary. This scenario is meant to help alleviate compression by moving employees further into their new range relative to their time in position, while also ensuring that no eligible employee receives less than a 3% adjustment.



Implementation Scenarios

- No employee will receive a pay decrease as a result of the study.
- Implementation cost reflects base pay in US dollars. Benefits and pay differentials are not included.

Implementation scenarios for the proposed Police and Fire pay plans:

Option 1. Employees move to the closest step without a decrease.

This is to get all employees onto the pay plan.

Option 2. Employees move to the step based on years in position (capped at midpoint- Step 4), unless it would result in a decrease then employees would move to the closest step without a decrease.

For example: if an employee has been in their position with Sachse for 3 years, the employee's new salary would be step 3 of their newly assigned pay grade.

Option 3. Employees move to the same step they are currently at within the existing plan.

If an employee is on step 5 in the existing plan, the employee would move to step 5 on the new plan.

	Police	Fire	Total
	# of Staff	# of Staff	# of Staff
Totals	37	35	72
Employees Below Minimum	14	15	29
Employees Within Range	23	19	42
Employees Above Maximum	0	1	1

Pay Plan Development

Implementation - Estimated Costs

Option 3: move to min + 3% per year in position (capped at 8 years)

- General Fund: estimated at \$1,174,294
- Total Cost: estimated at \$1,228,507

	Public Safety	General Fund Market	General Fund Total	Grand Total
Proposed Salary Increase	\$ 610,495.64	\$ 335,371.47	\$ 945,867.11	\$ 989,534.75
<i>Salary Based Benefits</i>				
TMRS	\$ 100,731.78	\$ 55,336.29	\$ 156,068.07	\$ 163,273.23
Social Security	\$ 37,850.73	\$ 20,793.03	\$ 58,643.76	\$ 61,351.15
Medicare	\$ 8,852.19	\$ 4,862.89	\$ 13,715.07	\$ 14,348.25
Totals	\$ 757,930.34	\$ 416,363.68	\$ 1,174,294.02	\$ 1,228,507.39

Option 3B: greater of move to min or 3% + 3% per year in position (capped at 8 years)

- General Fund: estimated at \$1,318,105
- Total Cost: estimated at \$1,403,969

	Public Safety	General Fund Market	General Fund 3%	General Fund Total	Grand Total
Proposed Salary Increase	\$ 610,495.64	\$ 335,371.47	\$ 115,836.96	\$ 1,061,704.07	\$ 1,130,865.45
<i>Salary Based Benefits</i>				\$ -	
TMRS	\$ 100,731.78	\$ 55,336.29	\$ 19,113.10	\$ 175,181.17	\$ 186,592.80
Social Security	\$ 37,850.73	\$ 20,793.03	\$ 7,181.89	\$ 65,825.65	\$ 70,113.66
Medicare	\$ 8,852.19	\$ 4,862.89	\$ 1,679.64	\$ 15,394.71	\$ 16,397.55
Totals	\$ 757,930.34	\$ 416,363.68	\$ 143,811.59	\$ 1,318,105.61	\$ 1,403,969.45

Project Overview

Project Completion

- Final Report: Will document the methodology used to conduct the study, our findings, and recommendations.
- Final Presentation(s): We will present the results to elected officials, senior leadership, employees, and/or designated staff as desired.
 - All project documentation will be delivered including PAQs.
- Training: We will provide training to HR staff to administer and maintain the new classification and compensation system – including the SAFE® job evaluation process.



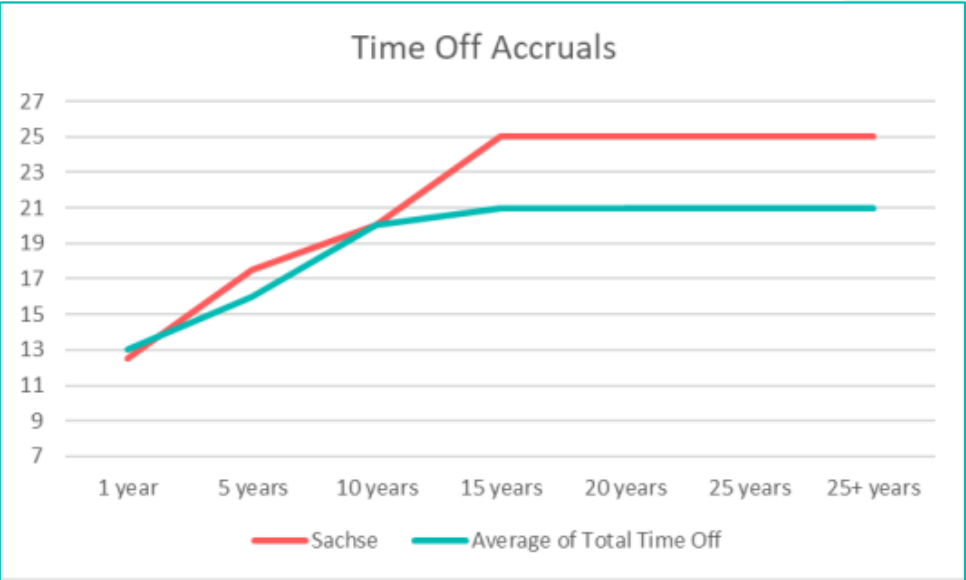
Project Overview

Additional Deliverables:

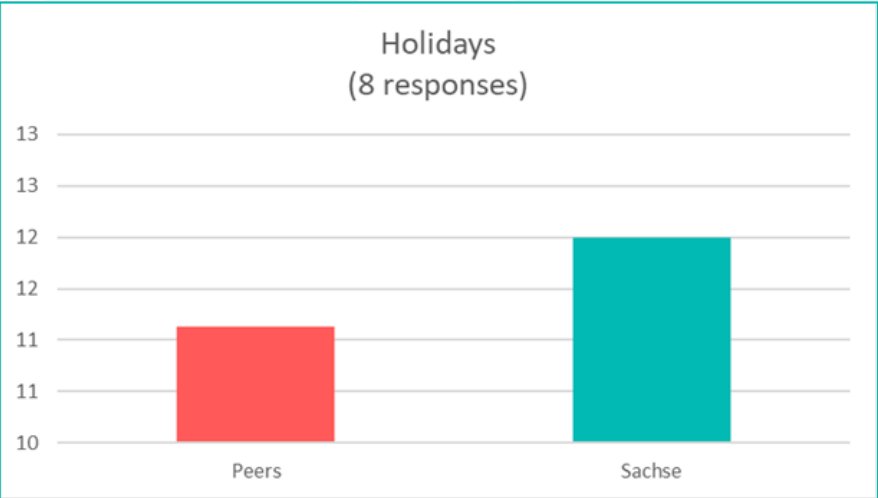
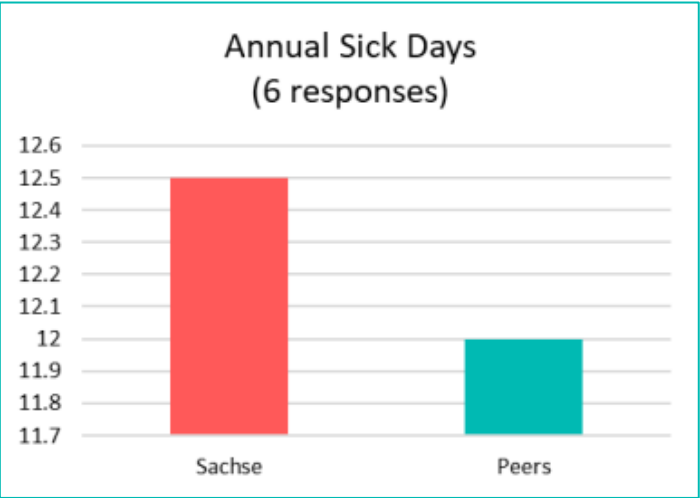
- ✓ **FLSA Review:** we reviewed exempt / non-exempt designations for each position based on guidelines within the Fair Labor Standards Act (FLSA).
- **Career Ladders:** we can create career ladders for entry level positions up to supervisor career progressions in each department. Assumes 2 per department or 30 total ladders.
- ✓ **Benefits Comparison:** We collected data on pay plans, pay policies, pay differentials, paid time off, medical premiums, retirement, and other pay and benefits program information for comparison to the City's offerings.
- **Job Descriptions:** We will update existing job descriptions to reflect position changes related to the study's results (FLSA, titles, education or experience requirements, ADA sections, supervision exercised).



Benefits Comparison



- Sachse exceeds peer averages in both total paid holidays and personal/floating holiday offerings.
- Sachse provides both PPO and HDHP plans, with premiums and deductibles higher than the peer average, particularly for family coverage.
- Sachse participates in TMRS with a 7% employee contribution and a 14% employer match.
- Sachse’s tuition reimbursement of \$5,250 is the highest among its peers.
- Sachse grants 1:1 comp time to essential staff during closures—only 3 of 8 peers offer inclement weather compensation.

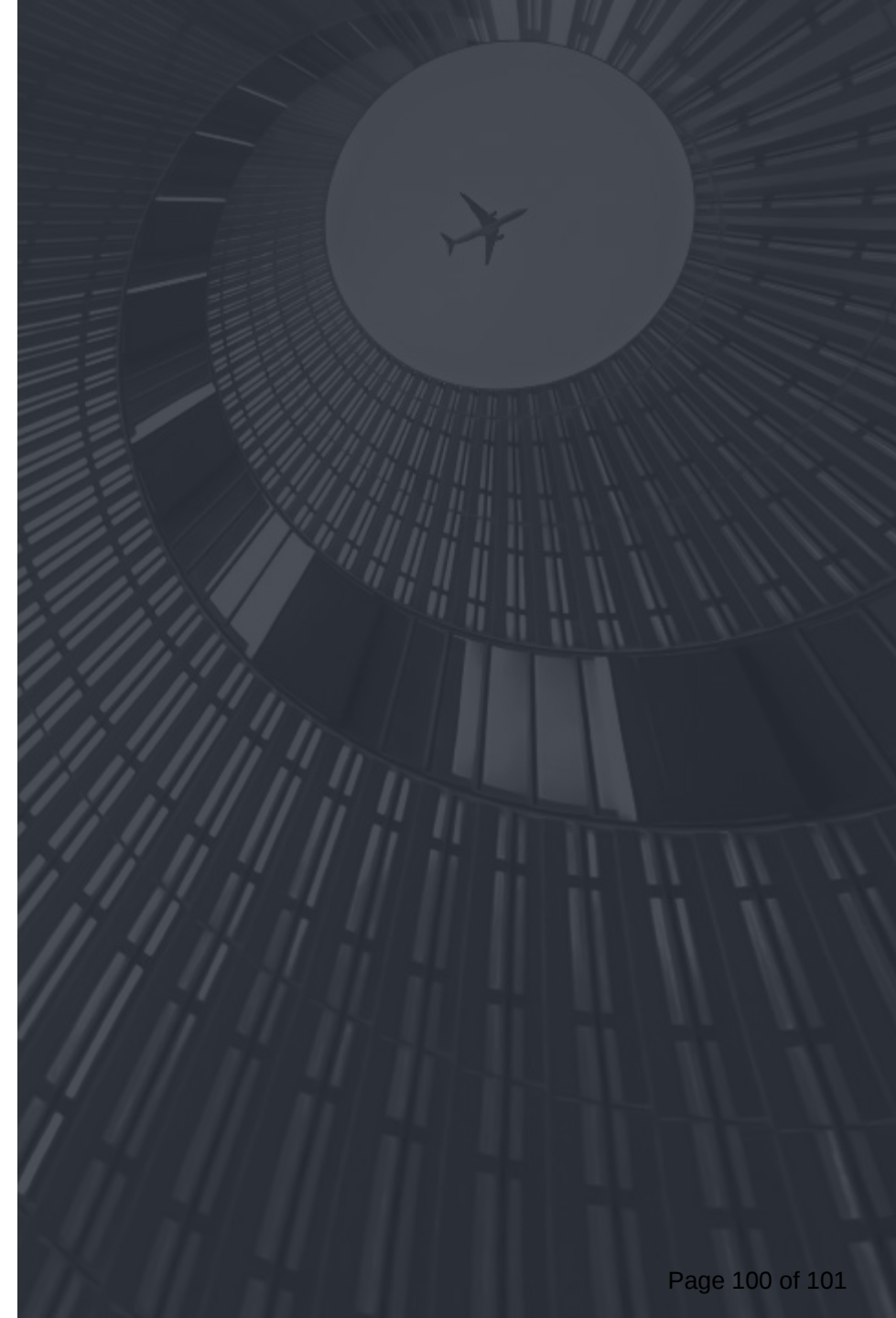


Sachse's public safety benefits are in line with regional norms, offering uniform coverage, cell phone support, and selective vehicle access based on role or department.

Recommendations

We urge the City of Sachse to:

- Approve the use of Baker Tilly’s SAFE® methodology to maintain internal equity in compliance with the federal Equal Pay Act. This job evaluation tool can also be used to maintain the integrity of the new classification and compensation plan in the future.
- Approve the proposed 25-grade general pay plan with tailored midpoint differentials resulting in more appropriate range spreads and the new Police and Fire pay plans which have been recalibrated to be market competitive.
- Approve the position grade assignments that have been established with consideration of internal and external data results as well as input from Sachse’s project team and department leadership.
- Work with administration to select an implementation scenario that addresses the City’s compensation philosophy and business goals, and that is fiscally attainable and sustainable.
- Continue efforts to maintain the classification and compensation system:
 - Routinely review positions, job descriptions, and market conditions with appropriate peer comparators.
 - Adjust the pay structure and salaries, as needed, to keep pace with market conditions.
 - Commit to advancing employees through their assigned pay ranges based on Sachse’s policies.



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