



**Monday, October 20, 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, October 20, 2025, at 6:30 PM to consider the following items of business:
2. Invocation and Pledges of Allegiance.

B. Recognition

1. Present a proclamation declaring the week of November 3-7, 2025, as Municipal Court 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 October 6, 2025, meeting minutes.
2. Cancel the November 3 and December 15, 2025, Council meetings.
3. Approve the 2026 City Council regular meeting schedule.
4. Approve a resolution of the City of Sachse, Texas, finding that Oncor Electric Delivery Company LLC's application to change rates within the city should be denied; finding that the city's reasonable rate case expenses shall be reimbursed by the company; finding that the meeting at which this resolution is passed is open to the public as required by law; requiring notice of this resolution to the company and legal counsel.

5. Authorize the City Manager to approve a Project Funding Agreement with the Municipal Development District relating to the purchase of property adjacent to J.K. Sachse Park.

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. Consider a resolution approving the terms and conditions of Amendment #2 to the Advance Funding Agreement between the City of Sachse and the Texas Department of Transportation (executed on May 2, 2024), for Surface Transportation Block Grant (STBG) Program and Congestion Mitigation and Air Quality (CMAQ) Improvement Project Off-System, CSJ #0918-47-240, known as Merritt Road/Woodbridge from south of Creek Crossing Lane to Pleasant Valley Road in the City of Sachse, and providing for an effective date.
2. Consider approving the staff recommendation on credit card processing fee recovery for costs incurred by the City of Sachse.

G. Adjournment

I, the undersigned authority, do hereby certify that this notice of a public meeting was posted in accordance with the regulations of the Texas Open Meetings Act and was posted on the bulletin board, an accessible location at Sachse City Hall, on October 14, 2025, by 5 PM.

Leah K Granger, TRMC, City Secretary

Date removed

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

B. Recognition

Subject: 1. Present a proclamation declaring the week of November 3-7, 2025, as Municipal Court Week.

Meeting October 20, 2025 - City Council Meeting

Access Public

Type Recognition

Fiscal Impact None

Recommended Action Present a proclamation recognizing November 3-7, 2025, as Municipal Court Week.

Goals Provide excellent government services to Sachse citizens.

BACKGROUND

The first week of November is recognized as Municipal Court Week in the state of Texas by the Texas Municipal Courts Education Center. Cities are encouraged to participate and recognize the importance of municipal courts, the rule of law, and the fair and impartial administration of justice.

Court Administrator Kelly Dennis and Deputy Court Clerk Michelle Riddall will accept the proclamation.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Present a proclamation recognizing November 3-7, 2025, as Municipal Court Week.

File Attachments

1. Proclamation_Municipal Court Week 2025

§ *Proclamation*

WHEREAS, municipal courts play a significant role in preserving public safety and promoting quality of life in Texas; and

WHEREAS, more people come in contact with municipal courts than all other Texas courts combined, and public impression of the Texas judicial system is largely dependent upon the public's experience in municipal court; and

WHEREAS, state law authorizes a municipality to either appoint or elect a municipal judge for a term of office, the Sachse Municipal Court is a state court, and its judges are members of the state judiciary; and

WHEREAS, the procedures for the Sachse Municipal Court operations are set forth in the Texas Code of Criminal Procedure and other laws of the State of Texas; and

WHEREAS, the City of Sachse is committed to the notion that our legal system is based on the principle that an independent, fair, and competent judiciary will interpret and apply the laws that govern us, and that judges and court personnel should comply with the law and act in a manner that promotes public confidence in the integrity and impartiality of the judiciary; and

WHEREAS, Sachse Municipal Judges are not policy makers for the City of Sachse, but are bound by the law and the Canons of Judicial Conduct and are required to make decisions independent of the governing body of the City Council, City officials, and employees; and

WHEREAS, the City Council recognizes that the Constitution and laws of the State of Texas contain procedural safeguards in criminal cases for all defendants, including indigent defendants, and supports the Sachse Municipal Court in complying with such legal requirements.

NOW, THEREFORE, I, Jeff Bickerstaff, Mayor of the City of Sachse, do hereby proclaim the week of November 3-7, 2025, as

Municipal Court Week

in recognition of the fair and impartial justice offered to the public by the Municipal Court of Sachse.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Sachse, Texas, to be affixed on this 20th day of October 2025.

Gold
Seal



Jeff Bickerstaff, Mayor

E. Consent Agenda

Subject: 1. Approve the October 6, 2025, meeting minutes.

Meeting October 20, 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 October 6, 2025, Council regular meeting.

POLICY CONSIDERATIONS

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

RECOMMENDATION

Approve the minutes as presented.

File Attachments

1. CityCouncil_Regular_Minutes_10.06.2025-unsigned

CITY COUNCIL OF THE CITY OF SACHSE OCTOBER 6, 2025, MEETING MINUTES

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

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

2. Invocation and Pledges of Allegiance.

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

B. Recognition

1. Recognize the City of Garland Animal Services for their assistance at the Sachse Animal Shelter.

Mayor Bickerstaff recognized Garland Animal Services Director Art Munoz and Manager Justin Craft for the help they provided during the transition of the Animal Shelter.

2. Recognize the Development Services Department for receiving the 2025 Richard R. Lillie, FAICP Planning Excellence Achievement Award.

Mayor Bickerstaff recognized Development Services Director Matt Robinson and Planner Philip Feinhals on behalf of the department for receiving the 2025 Richard R. Lillie, FAICP Planning Excellence Achievement Award.

3. Present a proclamation recognizing October 2025 as National Code Compliance Month.

Mayor Bickerstaff presented a proclamation to Neighborhood Services Manager Christina Raemhild to recognize National Code Compliance Month.

C. Public Comment

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

- Sachse resident, Matthew Holboke, addressed Council regarding zoning, the City Secretary's job description, and the CWD commercial contract.

- Sachse resident, Butch Kemper, addressed Council regarding the recent application for a special use permit and possible reconsideration.
- Mayor Bickerstaff acknowledged a comment received from Sachse resident, Jayne Reed, and noted that it was distributed to Councilmembers.

D. Council/Staff Reports and Updates

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

Councilmember Buhler announced a teen pumpkin Carving event on October 17 and Fall-O-Ween on October 18. Councilmember Millsap invited the public to attend events at the Library, such as a decoupage pumpkin Make & Mingle at 6 PM on October 22 (RSVP online), and a Halloween party haunted carnival at 6 PM on October 30. This free event is open to all ages and guests are invited to wear their favorite costumes. Councilmember Prestenberg announced a low-cost vaccination clinic on October 11 and the first monthly Community Cat Fix Day on October 9. Find more information about this monthly program by contacting Friends of Rescue Animals at tnr@frastx.org. He also encouraged dog-lovers to meet featured pets, Rocky and Lucy, by calling the Animal Shelter at 972-675-9662.

Ms. Nash welcomed two new hires, Public Safety Telecommunicator II Donald Branen and Wastewater Maintenance Technician I Christian Davidson to the Sachse team. She also highlighted the core values of service and innovation by recognizing Human Resource Director Jana Ventura's innovative approach to employee engagement, using feedback and collaboration to strengthen both workplace culture and resident service. She was also featured in the national white paper "Building Better Government from Within: Workforce Excellence and Resident Satisfaction," showing her commitment to the organization and the profession.

Mayor Bickerstaff thanked all those who participated in the North Texas Food Bank's Peanut Butter drive. He also announced the National Night Out celebration on October 7.

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 September 15, 2025, meeting minutes.
2. Approve the September 23, 2025, special meeting minutes.
3. Accept the monthly revenue and expenditure report for the period ending August 30, 2025.
4. Authorize the purchase of one 2025 580SN Case Backhoe Loader from Associated Supply Company, Inc. through the BuyBoard cooperative purchasing program (#685-22) not to exceed One Hundred Twenty-Seven Thousand and No/100 Dollars (\$127,000.00).

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

F. Action Items

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

1. Consider approving an ordinance amending the Code of Ordinances by amending Chapter 2 titled "Animal Control" by amending Section 2-1 titled "Definitions", by amending Section 2-2 titled "Vaccination of dogs and cats required", by amending Section 2-3 titled "Dogs at large", by repealing Section 2-4 titled "Cats at large" and reserving Section 2-4 for future use, by amending Section 2-5 titled "Dogs and cats; confinement during estrus", by repealing and replacing Section 2-6 titled "Impoundment", by repealing and replacing Section 2-7 titled "Right of property owners to confine; notification of animal services", by repealing and replacing Section 2-8 titled "Disposition of impounded animals", by amending Section 2-9 titled "Adoption of dogs and cats", by amending Section 2-10 titled "Health of animals", by amending Section 2-11 titled "Multiple ownership of dogs and cats in a private residence", by amending Section 2-12 titled "Multiple ownership; kennel permit", by repealing Section 2-13 titled "Guard dogs" and reserving Section 2-13 for future use, by amending Section 2-14 titled "Dangerous dogs", by repealing Section 2-15 titled "Vicious animals" and reserving Section 2-15 for future use, by repealing and replacing Section 2-16 titled "Animal bites and rabies", by repealing Section 2-22 titled "Dog and cat permits and tags" and reserving Section 2-22 for future use, by amending Section 2-23 titled "Commercial businesses involving animals or fowl", by amending Section 2-24 titled "Cruelty to animals", by amending Section 2-24 titled "Cruelty to animals", by amending Section 2-26 titled "Keeping of wild animals", by amending Section 2-28 titled "Inspection of animals and premises", by repealing and replacing Section 2-29 titled "Tampering with traps and equipment", by amending Section 2-36 titled "Removal of dead animals", by amending Section 2-37 titled "Livestock and fowl permit and restrictions", by amending Section 2-38 titled "Livestock fencing", by amending Section 2-39 titled "Permit application omissions and falsifications", by amending Section 2-45 titled "Enforcement", by amending Section 2-46 titled "Abatement of conditions not in compliance", by repealing Section 2-47 titled "Pursuit of animals by animal warden" and reserving Section 2-47 for future use, by amending Section 2-48 titled "Penalty", by amending Section 2-49 titled "Animal shelter advisory committee", and by repealing Section 2-50 titled "Animal shelter board" and reserving Section 2-50 for future use; providing a repealing clause; providing a severability clause; providing a savings clause; providing a penalty or fine not to exceed the sum of Two Thousand and No/100 Dollars (\$2,000.00) for each offense; and providing an effective date.

Leisure Services Director Lance Whitworth presented an overview of the animal control ordinances. Since the transition from the Police Department to the Leisure Services Department, leadership has reviewed the ordinances and brought them up to date to reflect best practices, modern definitions, and state law. He reviewed some of the specific changes and philosophical shift toward community outreach. Council asked some clarifying questions and discussed some potential adjustments. The majority of Councilmembers preferred the ordinance amendment as it was presented.

Due to technical difficulties, Mayor Bickerstaff called a recess at 7:32 PM. The meeting was reconvened at 7:39 PM.

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

2. Consider authorizing the City Manager to enter into a Memorandum of Understanding (MOU) with Friends of Rescue Animals (FRAs) to provide volunteer services to the Sachse Animal Services department.

Mr. Whitworth presented a potential Memorandum of Understanding with the Friends of Rescue Animals (FRAs).

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

3. Consider approving an ordinance of the City of Sachse, Texas, amending the code of ordinances by amending Chapter 4 "Business Regulations," by adding a new section 4-17 "Donation bins" to define donation bins and to establish permit and applications requirements, provide for location restrictions, create a revocation and appeal process, and provide for requirements for maintenance of donation bins; providing for a repealing clause; providing for a severability clause; providing a savings clause; providing for a penalty of fine not to exceed Two Thousand Dollars (\$2,000.00); and providing for an effective date.

Assistant City Manager Lauren Rose presented an ordinance to regulate donation bins around the city. Comments from Council from the August 18 meeting were incorporated in the proposed draft.

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

4. Discuss and consider a resolution awarding group insurance renewals with United Healthcare for group medical insurance; Aetna for group dental insurance; Surency for administration of COBRA, retiree billing, flexible spending, health savings, and health reimbursement accounts; Alliance Work Partners for the employee assistance program; NY Life for group life and disability insurance; Legal Shield for voluntary prepaid legal services; AFLAC for voluntary group accident, critical illness, and medical supplemental insurance; and authorizing the City Manager to execute the terms and conditions of the various group agreements by and between the City of Sachse and said parties for said coverages; providing a repealing clause; and providing for an effective date.

Human Resources Director Jana Ventura presented the recommended group insurance renewals. The City maintains a high loss ratio for medical benefits, prompting most agencies to decline to quote. Staff recommends absorbing the 9.9% increase to medical insurance premiums through the Employee Healthcare Fund, leaving employee contributions unchanged. In addition, staff recommends that the dental premium percentage increase be shared with the employees, with the greatest impact being \$6.11 per pay period for the employee/family buy up plan option.

Sachse resident, Jayne Reed, addressed the Council regarding insurance and the possibility of splitting the percentage increase with employees.

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

5. Consider a resolution nominating candidates for election to the Board of Directors of the Dallas Central Appraisal District; and providing for an effective date.

Ms. Granger explained the election process for both the Dallas and Collin Counties Central Appraisal District (CAD) Boards. Mayor Pro Tem Franks noted that his term on the DCAD Board is not expiring.

No action was taken.

6. Consider a resolution nominating candidates for election to the Board of Directors of the Collin Central Appraisal District; and providing for an effective date.

Councilmember Buhler made a motion to nominate Michelle Howarth for the CCAD Board of Directors election. Mayor Pro Tem Franks seconded the motion, and it carried 7 - 0. None voted against.

7. Consider casting votes for Region 13 seat on the TML Board of Directors.

Mayor Bickerstaff explained that the Texas Municipal League (TML) Board of Directors is split into 13 regions, and the Council is requested to make one vote by majority consensus.

Councilmember Howarth made a motion to cast Sachse's vote for Wes Mays for the TML Board. Mayor Pro Tem Franks seconded the motion, and it carried 7 - 0. None voted against.

G. Executive Session

1. The City Council shall convene into Executive Session pursuant to Texas Government Code Section 551.071(2) for the purpose of seeking legal advice and engaging in an attorney/client communication with the City's attorney relating to the Economic Development Incentive Agreement with Evolve Biologics (USA), Inc.
2. The City Council shall convene into Executive Session pursuant to the Texas Government Code, Section 551.072 Deliberation of Real Property: deliberation regarding the purchase, sale, lease, exchange, or value of property adjacent to J.K. Sachse Park.

Mayor Bickerstaff adjourned the Council to Executive Session at 8:44 PM.
The Council returned to Regular Session at 9:18 PM.

H. Action Resulting from Executive Session

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

1. Take any action as a result of Executive Session discussion with the City's attorney regarding Economic Development Incentive Agreement with Evolve Biologics (USA), Inc.

Mayor Pro Tem Franks made a motion to authorize the City Manager to provide a notice of default of the Economic Development Incentive Agreement dated December 8, 2021, and the TIF Zone #2 Economic Development Agreement dated December 8, 2021, with Evolve Biologics (USA), Inc. and, if such defaults are not timely cured, to take such further action, if any, to terminate such agreements and exercise such other remedies to which the City and

other City-related parties may be entitled. Councilmember Howarth seconded the motion, and it carried 7 - 0. None voted against.

2. Take any action as a result of Executive Session regarding the deliberation regarding the purchase, sale, lease, exchange, or value of property adjacent to J.K. Sachse Park.

Sachse resident, Jayne Reed, addressed Council regarding the address of the property and purpose of the purchase.

Mayor Pro Tem Franks made a motion to ratify and approve the acts of the City Manager is accepting assignment from Citadel Property Company, LLC of the contract effective September 18, 2025, to purchase 2.0± acres on Ranch Road adjacent to Sachse Park and further authorize the City Manager to take such other action and sign such documents as necessary to close on the purchase of such property. Councilmember Howarth seconded the motion, and it carried 7 - 0. None voted against.

I. Adjournment

Mayor Bickerstaff adjourned the meeting at 9:23 PM.

Jeff Bickerstaff, Mayor

ATTEST:

Leah K Granger, TRMC, City Secretary

E. Consent Agenda

Subject: 2. Cancel the November 3 and December 15, 2025, Council meetings.

Meeting October 20, 2025 - City Council Meeting

Access Public

Type Action (Consent)

Fiscal Impact None

Recommended Action Cancel the November 3 and December 15, 2025, Council meetings.

Goals

BACKGROUND

The City Council approved the 2025 City Council meeting calendar at its November 18, 2024, meeting. However, as there are no items for review and consideration currently slated for the meetings, staff recommends cancelling the November 3 and December 15 City Council meetings in addition to the dates identified in the approved 2025 meeting calendar.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Cancel the November 3 and December 15, 2025, Council meetings.

File Attachments None

E. Consent Agenda

Subject: 3. Approve the 2026 City Council regular meeting schedule.

Meeting October 20, 2025 - City Council Meeting

Access Public

Type Action (Consent)

Fiscal Impact None

Recommended Action Approve the 2026 City Council regular meeting schedule.

Goals Provide excellent government services to Sachse citizens.

BACKGROUND

Regular City Council meetings are generally scheduled on the first and third Mondays of each month. Each year, Council meetings that fall on, or near, a holiday or other City events are moved or cancelled. In an effort to assist with future planning for the public, staff, and Council, the meeting schedule for 2026 is being presented for Council approval. Additional moves and cancellations will be addressed as they arise.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Approve the 2026 City Council regular meeting schedule.

File Attachments

1. Council Meeting Calendar_2026



City Council Meeting 2026 Calendar

Date	Description	Notes
Monday, January 5, 2026	City Council Meeting - cancelled	
Tuesday, January 20, 2026	City Council Meeting	Moved for MLK Holiday
Monday, February 2, 2026	City Council Meeting	
Monday, February 16, 2026	City Council Meeting	
Monday, March 2, 2026	City Council Meeting	
Monday, March 16, 2026	City Council Meeting - cancelled	Spring Break for both ISDs
Monday, April 6, 2026	City Council Meeting	
Monday, April 20, 2026	City Council Meeting	
Monday, May 4, 2026	City Council Meeting	
Monday, May 18, 2026	City Council Meeting	
Monday, June 1, 2026	City Council Meeting	
Monday, June 15, 2026	City Council Meeting	
Monday, July 6, 2026	City Council Meeting - cancelled	Summer break - all boards
Monday, July 20, 2026	City Council Meeting - cancelled	Summer break - all boards
Monday, August 3, 2026	City Council Meeting	
Monday, August 17, 2026	City Council Meeting	
Tuesday, September 8, 2026	City Council Meeting	Moved for Labor Day Holiday
Monday, September 21, 2026	City Council Meeting	
Monday, October 5, 2026	City Council Meeting	
Monday, October 19, 2026	City Council Meeting	
Monday, November 2, 2026	City Council Meeting	
Monday, November 16, 2026	City Council Meeting	
Monday, December 7, 2026	City Council Meeting	
Monday, December 21, 2026	City Council Meeting - cancelled	Christmas Holiday

E. Consent Agenda

Subject: 4. Approve a resolution of the City of Sachse, Texas, finding that Oncor Electric Delivery Company LLC's application to change rates within the city should be denied; finding that the city's reasonable rate case expenses shall be reimbursed by the company; finding that the meeting at which this resolution is passed is open to the public as required by law; requiring notice of this resolution to the company and legal counsel.

Meeting October 20, 2025 - City Council Meeting

Access Public

Type Action (Consent)

Fiscal Impact None

Recommended Action Approve the resolution denying Oncor Electric Delivery Company's application to change rates.

Goals Be a model of financial stewardship through growth management; responsible investment; and financial transparency.

BACKGROUND

On June 26, 2025, Oncor Electric Delivery Company LLC ("Oncor" or "Company") filed an application with cities retaining original jurisdiction seeking to increase system-wide transmission and distribution rates by about \$834 million or approximately 13% over present revenues. The Company asks the City to approve a 12.3% increase in residential rates and a 51.0% increase in street lighting rates. If approved, the impact of this requested increase on an average residential customer would be about \$7.90 per month.

On August 4, during the City Council meeting, Oncor's rate request was suspended from taking effect for 90 days, the fullest extent permissible under the law. This time period has permitted the City, through its participation with the Steering Committee of Cities Served by Oncor ("Steering Committee"), to determine that the proposed rate increase is unreasonable. Consistent with the recommendations of the experts engaged by the Steering Committee, Oncor's request for a rate increase should be denied.

Accordingly, the purpose of the Resolution is to deny the rate change application proposed by Oncor. Once the Resolution is adopted, Oncor will have 30 days to appeal the decision to the Public Utility Commission of Texas ("PUC") where the appeal will be consolidated with Oncor's filing (PUC Docket No. 58306) currently pending at the PUC.

POLICY CONSIDERATIONS

The City of Sachse has retained original jurisdiction over utility rate filings with the City.

RECOMMENDATION

Approve the resolution denying Oncor Electric Delivery Company's application to change rates.

File Attachments

1. Resolution_2025 Oncor Rate Case Denial_FINAL

RESOLUTION NO. R-2025-

A RESOLUTION OF THE CITY OF SACHSE, TEXAS, FINDING THAT ONCOR ELECTRIC DELIVERY COMPANY LLC’S APPLICATION TO CHANGE RATES WITHIN THE CITY SHOULD BE DENIED; FINDING THAT THE CITY’S REASONABLE RATE CASE EXPENSES SHALL BE REIMBURSED BY THE COMPANY; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL.

WHEREAS, the City of Sachse, Texas (“City”) is an electric utility customer of Oncor Electric Delivery Company LLC (“Oncor” or “Company”), and a regulatory authority with an interest in the rates and charges of Oncor; and

WHEREAS, the City is a member of the Steering Committee of Cities Served by Oncor (“Steering Committee”), a coalition of similarly situated cities served by Oncor that have joined together to efficiently and cost effectively review and respond to electric issues affecting rates charged in Oncor’s service area; and

WHEREAS, on or about June 26, 2025, Oncor filed with the City an application to increase system-wide transmission and distribution rates by about \$834 million or approximately 13% over present revenues. The Company asks the City to approve a 12.3% increase in residential rates and a 51.0% increase in street lighting rates; and

WHEREAS, the Steering Committee is coordinating its review of Oncor’s application and working with the designated attorneys and consultants to resolve issues in the Company’s filing; and

WHEREAS, through review of the application, the Steering Committee’s consultants determined that Oncor’s proposed rates are excessive; and

WHEREAS, the Steering Committee’s members and attorneys recommend that members deny the Application; and

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

Section 1. That the rates proposed by Oncor to be recovered through its electric rates charged to customers located within the city limits, are hereby found to be unreasonable and shall be denied.

Section 2. That the Company shall continue to charge its existing rates to customers within the city.

Section 3. That the City's reasonable rate case expenses shall be reimbursed in full by Oncor.

Section 4. That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.

Section 5. That a copy of this Resolution shall be sent to Oncor Electric Delivery Company LLC, 1616 Woodall Rodgers Freeway, Dallas, Texas 75202 and to Thomas Brocato, Counsel to the Steering Committee, at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Ave., Suite 1900, Austin, Texas 78701.

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS, BY A VOTE OF ____ TO ____, ON THIS 20th DAY OF OCTOBER 2025.

Jeff Bickerstaff, Mayor

ATTEST:

Leah K Granger, City Secretary

E. Consent Agenda

Subject:	5. Authorize the City Manager to approve a Project Funding Agreement with the Municipal Development District relating to the purchase of property adjacent to J.K. Sachse Park.
Meeting	October 20, 2025 - City Council Meeting
Access	Public
Type	Discussion, Action
Fiscal Impact	The Project Funding Agreement outlines how the City's General Fund will be reimbursed by the Municipal Development District.
Recommended Action	Authorize the City Manager to approve a Project Funding Agreement with the Municipal Development District relating to the purchase of property adjacent to J.K. Sachse Park.
Goals	Provide excellent government services to Sachse citizens. 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

J.K. Sachse Park is Sachse's newest and only park in Collin County. The park has developed in phases over the years and now includes a splash pad, sand volleyball courts, pickleball courts, and a brand-new playground. The park's amenities and events like the Summer Concert Series have increased the popularity of the space, creating additional traffic and parking challenges.

A piece of property adjacent to the park, located between the Montessori school and the apartment complex, has been listed for sale off and on throughout the years. With the completion of the playground, staff identified an opportunity to acquire a piece of land to reserve for a potential park use to be determined at a later time. This opportunity is important for two reasons: it controls the adjacent use to the existing park and it provides opportunities for the City in the future.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Authorize the City Manager to approve a Project Funding Agreement with the Municipal Development District relating to the purchase of property adjacent to J.K. Sachse Park.

File Attachments

1. Presentation_MDD Project Funding Agreement_FINAL

Project Funding Agreement

City Council
October 20, 2025



Overview

- Recap
 - Site details
 - Actions
 - Acquisition consideration
- Current status
- Next steps

Recap – Site Details

- 4400 Ranch Road
- Approximately 2 acres (gross)
 - +/- 1.7 acres (net ROW dedication)
- Currently undeveloped
- Currently unplatted
- Adjacent to J.K. Sachse Park, montessori school, residential, undeveloped parcel (catalyst site)
- Current Zoning: I-2
- Future Land Use: Neighborhood Retail



Recap – Site Details

- Site is currently zoned as *I-2 General Industrial District*
 - Notable uses permitted by right in I-2 zoning district:
 - Contractor's yard
 - Retail CBD oil or hemp-based products
 - Distribution center, general warehousing
 - Equipment storage, leasing
 - Auto repair major / minor
 - Notable uses permitted by Special Use Permit in I-2 zoning district:
 - Vape
 - Kennel
 - Outdoor display sales
 - Body art studio
- **These uses are not compatible with the adjacent park amenities, and these items could go in by right if this develops on its own**



Current Status

- Broker submitted PSA for property
- Contract of sale was then assigned to City of Sachse
- City of Sachse is currently under contract for the property
- Initiated Phase I ESA at the property
- Currently in due diligence period
- End of option period is November 2, 2025
- Closing date set for December 2, 2025

Next Steps

- The City will use General Fund dollars to acquire the property and the Municipal Development District (MDD) Fund will repay that account on a monthly basis until the General Fund is fully reimbursed for the acquisition
- Staff is seeking approval of a Project Funding Agreement between MDD and City of Sachse

F. Action Items

Subject:	1. Consider a resolution approving the terms and conditions of Amendment #2 to the Advance Funding Agreement between the City of Sachse and the Texas Department of Transportation (executed on May 2, 2024), for Surface Transportation Block Grant (STBG) Program and Congestion Mitigation and Air Quality (CMAQ) Improvement Project Off-System, CSJ #0918-47-240, known as Merritt Road/Woodbridge from south of Creek Crossing Lane to Pleasant Valley Road in the City of Sachse, and providing for an effective date.
Meeting	October 20, 2025 - City Council Meeting
Access	Public
Type	Discussion, Action
Fiscal Impact	Yes, project cost to be split with multiple agencies
Recommended Action	Consider a resolution to authorize the City Manager to execute Amendment #2 to the Advance Funding Agreement between the City of Sachse and the State of Texas, acting through the Texas Department of Transportation, for the preparation of preliminary engineering (design schematic, environmental documents/public involvement); plans, specifications and estimates (PS&E), right-of-way acquisition and utility adjustment for the reconstruction and widening of a two-lane roadway to a four-lane divided urban roadway to include intersection, signal, shared use path improvements along Merritt Road/Woodbridge Parkway from south of Creek Crossing Lane to Pleasant Valley Road in the City of Sachse.
Goals	Strategically invest in the City's existing and future infrastructure.

BACKGROUND

On July 16, 2018, the City entered into an agreement with the Texas Department of Transportation for an Advance Funding Agreement for the Merritt Road Project (CSJ #0918-47-240). This agreement set the terms and funding participation for the preliminary engineering, plans, specifications, right-of-way acquisition, and utility relocations for the widening of Merritt Road from two-lanes to four-lanes. The first amendment to the original Advance Funding Agreement (AFA) was approved by City Council on October 18, 2021, and executed by all parties on March 14, 2022.

In partnering with Federal and State agencies, the scope, phases, and funding participation have been modified and are reflected in Amendment #2. The City has further developed the scoping of the project and revised costs. Funding participation has increased from \$15,664,440 to \$34,678,574 due to an increase in construction item costs based on recent project cost analysis. The local participation has increased by \$1,250,000, the State participation has increased by \$822,272.00 and the Federal participation has increased by \$14,553,490.00, which is in agreement with the 80%/20% split.

POLICY CONSIDERATIONS

This Amendment to the Advance Funding Agreement is required in order to move forward with funding and completion of the project.

RECOMMENDATION

Consider a resolution to authorize the City Manager to execute Amendment #2 to the Advance Funding Agreement between the City of Sachse and the State of Texas, acting through the Texas Department of Transportation, for the preparation of preliminary engineering (design schematic, environmental documents/public involvement); plans, specifications and estimates (PS&E), right-of-way acquisition and utility adjustment for the reconstruction and

widening of a two-lane roadway to a four-lane divided urban roadway to include intersection, signal, shared use path improvements along Merritt Road/Woodbridge Parkway from south of Creek Crossing Lane to Pleasant Valley Road in the City of Sachse.

File Attachments

1. Presentation_Advance Funding Agreement #2 Merritt Road TXDOT_FINAL
2. Resolution_Approve Second Amendment to Advance Funding Agreement with Texas Department of Transportation

Merritt Road TXDOT Advanced Funding Agreement #2

City Council Meeting

October 20, 2025



Overview

- Background
- Funding Agreement
- Next Steps

Background

- On July 16, 2018, the City entered into an agreement with the Texas Department of Transportation (TXDOT) for an Advance Funding Agreement for the Merritt Road Project (CSJ #0918-47-240)
- This agreement set the terms and funding participation for the preliminary engineering, plans, specifications, right-of-way acquisition, and utility relocations for the widening of Merritt Road from two-lanes to four-lanes
- The first amendment to the original Advance Funding Agreement (AFA) was approved by City Council on October 18, 2021, and executed by TXDOT on March 14, 2022



Funding Agreement

- Staff prepared a Transportation Improvement Project Modification (TIP Mod) and submitted it to NCTCOG in November 2024 reflecting the changes in the project
- The modification was requested due to:
 - Increased/rising construction costs and delays: updated 2018, 2021, and 2025
 - USDA design changes and over 18 months of review
 - ROW acquisition payments over appraised values and extended negotiation timelines
- Approval of the TIP Mod was received in May 2025
- The second amendment to the Advance Funding Agreement was provided by TXDOT in June 2025 reflecting the requested funding changes
- These amounts reflect the 80% Federal and 20% Local split



Funding Agreement Comparisons

AFA #1

- Approved 2022
- Project Estimated Cost: \$15,664,440
- Funding split between Dallas County, Federal, TXDOT, and Sachse

AFA #2

- For approval 2025
- Project Estimated Cost: \$34,678,547
- Funding split between Dallas County, Federal, TXDOT, and Sachse
- Local agency (Sachse) is responsible for any costs over the project estimate



Funding Agreement

- Total project estimated costs have doubled from \$15,664,440 to \$34,678,574 in three years
- Increases in construction-related costs based on recent project analysis by TXDOT and North Central Texas Council of Government
 - These construction estimates match our engineer's estimate of probable cost
- Federal participation is \$26,553,490
- State participation is \$1,486,712
- Dallas County participation is \$5,170,000
- The Local participation is \$6,638,372
- Total Project Estimate is \$42,491,800 (design, ROW, and construction)
- Sachse is required to provide an additional \$7M to cover any construction cost differences
- Final cost delta cannot be determined until actual bid numbers are submitted
- Staff proposes to fund the anticipated shortage with the sale of tax notes as needed



Next Steps

- Staff have received TXDOT comments on 90% plans and are working to address comments and finalize design
- Approval of the Advance Funding Agreement – Amendment #2 is required to move forward with funding and completion of the project
- Staff will coordinate with TXDOT, NCTCOG, Dallas County, and other agencies on moving forward with funding agreements and reimbursements
- Staff will coordinate with TXDOT on establishing a date (Letting Date) for advertising and bidding the project

RESOLUTION NO. R-2025-_____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF AMENDMENT #2 TO THE ADVANCE FUNDING AGREEMENT BETWEEN THE CITY OF SACHSE AND THE TEXAS DEPARTMENT OF TRANSPORTATION (EXECUTED ON MAY 2, 2024), FOR SURFACE TRANSPORTATION BLOCK GRANT (STBG) PROGRAM AND CONGESTION MITIGATION AND AIR QUALITY (CMAQ) IMPROVEMENT PROJECT OFF-SYSTEM, CSJ #0918-47-240, KNOWN AS MERRITT ROAD/WOODBRIDGE FROM SOUTH OF CREEK CROSSING LANE TO PLEASANT VALLEY ROAD IN THE CITY OF SACHSE, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City of Sachse and the State of Texas executed an Advance Funding Agreement on May 2, 2024, for the preparation of preliminary engineering (design schematic, environmental documents/public involvement); plans, specifications and estimates (PS&E), right-of-way acquisition and utility adjustment for the reconstruction and widening of a 2-lane roadway to a 4-lane divided urban roadway to include intersection, signal, shared use path improvements along Merritt Road/Woodbridge Parkway from south of Creek Crossing Lane to Pleasant Valley Road in the City of Sachse;

WHEREAS, the City of Sachse and the State desire to enter into Amendment #2 to the Advance Funding Agreement to begin the construction phase of the project, revise the scope of work, and revise the funding participation; and

WHEREAS, the City Council of the City of Sachse finds it to be in the public interest to approve Amendment #2 to the Advance Funding Agreement;

WHEREAS, upon full review and consideration of Amendment #2 to the Advance Funding Agreement, and all matters related thereto, the City Council is of the opinion and finds that the terms and conditions thereof should be approved, and that the City Manager is authorized to execute Amendment #2 on behalf of the City of Sachse, Texas;

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

SECTION 1. The City Manager is hereby authorized to execute Amendment #2 to the Advance Funding Agreement which is attached hereto as Exhibit “A” on behalf of the City of Sachse.

SECTION 2. 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 20th day of October 2025.

CITY OF SACHSE, TEXAS

Jeff Bickerstaff, Mayor

ATTEST:

Leah K Granger, City Secretary
(09-23-2025: 4923-5551-8059, v. 1)

TxDOT:				Federal Highway Administration:	
CCSJ #	0918-47-240	AFA ID	Z00002004	CFDA No.	20.205
AFA CSJs	0918-47-240			CFDA Title	Highway Planning and Construction
District #	18	Code Chart 64#	37200		
Project Name	On Merritt/Woodbridge, Pleasant to Sachse			AFA Not Used For Research & Development	

THE STATE OF TEXAS §

THE COUNTY OF TRAVIS §

ADVANCE FUNDING AGREEMENT
For
Surface Transportation Block Grant (STBG) Program Project
And
Congestion Mitigation and Air Quality (CMAQ) Improvement Project
Off-System

AMENDMENT #2

THIS AMENDMENT is made by and between the State of Texas, acting through the Texas Department of Transportation, called the "State", and the City of Sachse, acting by and through its duly authorized officials, called the "Local Government". The State and Local Government shall be collectively referred to as "the parties" hereinafter.

WITNESSETH

WHEREAS, the parties executed a contract on **May 2, 2024** to effectuate their agreement to conduct preparation of preliminary engineering (design schematic, environmental documents/public involvement); plans, specifications and estimates (PS&E), right of way acquisition and utility adjustment for the reconstruction and widening of a 2-lane roadway to a 4-lane divided urban roadway to include intersection, signal, shared use path improvements along Merritt Road/Woodbridge Parkway from south of Creek Crossing Lane to Pleasant Valley Road in the City of Sachse; and,

WHEREAS, the parties executed Amendment #1 to the contract on **March 14, 2022** to revised Article 1. Responsible Parties, Article 3. Scope of Work, Article 24. Inspection of Books and Records, Attachment C. Project Budget; and,

WHEREAS, it has become necessary to amend that contract in order to revise the funding participation due to increase in construction cost based on recent project analysis;

NOW THEREFORE, in consideration of the premises and of the mutual covenants and agreements of the parties, the parties do agree as follows:

AGREEMENT

1. The parties agree that the Agreement is amended as follows:

Attachment C-1, PROJECT BUDGET, is deleted in its entirety and replaced with Attachment C-2, PROJECT BUDGET, which is attached to and made a part of this Amendment. The total

TxDOT:				Federal Highway Administration:	
CCSJ #	0918-47-240	AFA ID	Z00002004	CFDA No.	20.205
AFA CSJs	0918-47-240			CFDA Title	Highway Planning and Construction
District #	18	Code Chart 64#	37200		
Project Name	On Merritt/Woodbridge, Pleasant to Sachse			AFA Not Used For Research & Development	

estimated cost of the Project increased by \$ 19,014,134, from \$ 15,664,440 to \$ 34,678,574, due to increase in construction items costs based on recent project cost analysis.

All other provisions of the original contract are unchanged and remain in full force and effect.

Signatory Warranty

Each signatory warrants that the signatory has necessary authority to execute this agreement on behalf of the entity represented.

Each party is signing this Agreement on the date stated under that party's signature.

THE STATE OF TEXAS

THE LOCAL GOVERNMENT

_____ Signature	_____ Signature
_____ Typed or Printed Name	_____ Typed or Printed Name
_____ Typed or Printed Title	_____ Typed or Printed Title
_____ Date	_____ Date

TxDOT:				Federal Highway Administration:	
CCSJ #	0918-47-240	AFA ID	Z00002004	CFDA No.	20.205
AFA CSJs	0918-47-240			CFDA Title	Highway Planning and Construction
District #	18	Code Chart 64#	37200		
Project Name	On Merritt/Woodbridge, Pleasant to Sachse			AFA Not Used For Research & Development	

ATTACHMENT C-2 PROJECT BUDGET

Cost allocation will be based on 80% Federal funding and 20% Local funding until the Federal funding reaches the maximum obligated amount. The Local government will then be responsible for 100% of the costs..

Description	Total Estimated Cost	Federal Participation		State Participation		Local Participation	
		%	Cost	%	Cost		Cost
Environmental- Cat 7 (Local)	\$147,000.00	80%	\$117,600.00	0%	\$0.00	20%	\$29,400.00
Engineering-Cat 7 (Local)	\$1,323,000.00	80%	\$1,058,400.00	0%	\$0.00	20%	\$264,600.00
Right of Way-Cat 7 (Local)	\$980,000.00	80%	\$784,000.00	0%	\$0.00	20%	\$196,000.00
Construction-Cat. 5 (Local)	\$1,377,125.00	80%	\$1,101,700.00	0%	\$0.00	20%	\$275,425.00
Construction-Cat. 7 (Local)	\$29,064,737.00	80%	\$23,251,790.00	0%	\$0.00	20%	\$5,812,947.00
Subtotal	\$32,891,862.00		\$26,313,490.00		\$0.00		\$6,578,372.00
Direct State Cost – Env	\$3,000.00	80%	\$2,400.00	0%	\$0.00	20%	\$600.00
Direct State Cost – Eng.	\$13,500.00	80%	\$10,800.00	0%	\$0.00	20%	\$2,700.00
Direct State Cost – UTL	\$13,500.00	80%	\$10,800.00	0%	\$0.00	20%	\$2,700.00
Direct State Cost – ROW	\$20,000.00	80%	\$16,000.00	0%	\$0.00	20%	\$4,000.00
Direct State Cost – CNST	\$250,000.00	80%	\$200,000.00	0%	\$0.00	20%	\$50,000.00
Subtotal	\$300,000.00		\$240,000.00		\$0.00		\$60,000.00
Indirect State Cost – 4.52%	\$1,486,712.00	0%	\$0.00	100%	\$1,486,712.00	0%	\$0.00
TOTAL	\$34,678,574.00		\$26,553,490.00		\$1,486,712.00		\$6,638,372.00

Initial Payment by the Local Government to the State: \$10,000.00

(Payment of \$42,975.00 received on September 17, 2018)

Payment by the Local Government to the State prior to construction: \$17,025.00

Estimated total payment due by the Local Government to the State = \$60,000.00

This is an estimate. The final amount of the Local Government participation will be based on actual costs.

Maximum Federal obligated amount = \$26,553,490.00

F. Action Items

Subject:	2. Consider approving the staff recommendation on credit card processing fee recovery for costs incurred by the City of Sachse.
Meeting	October 20, 2025 - City Council Meeting
Access	Public
Type	Discussion, Action
Fiscal Impact	None
Recommended Action	Approve the staff recommendation on credit card processing fees.
Goals	Be a model of financial stewardship through growth management; responsible investment; and financial transparency.

BACKGROUND

At Council's request, at the September 15 City Council Meeting, staff provided details regarding the City's credit card processing fees and associated cost recovery efforts. Council requested staff return in October with a recommendation.

POLICY CONSIDERATIONS

Comprehensive Financial Management Policy III.B.1. — For services that benefit specific users, the City shall establish and collect fees to recover the costs of those services. Where services provide a general public benefit, the City shall recover the costs of those services through property and sales taxes.

Comprehensive Financial Management Policy III.E.2. — The City shall follow a consistent yet reasonable approach to collecting revenues to the fullest extent allowed by law.

RECOMMENDATION

Approve the staff recommendation on credit card processing fees.

File Attachments

1. Presentation_Credit Card Processing Fees_FINAL

Credit Card Processing Fees

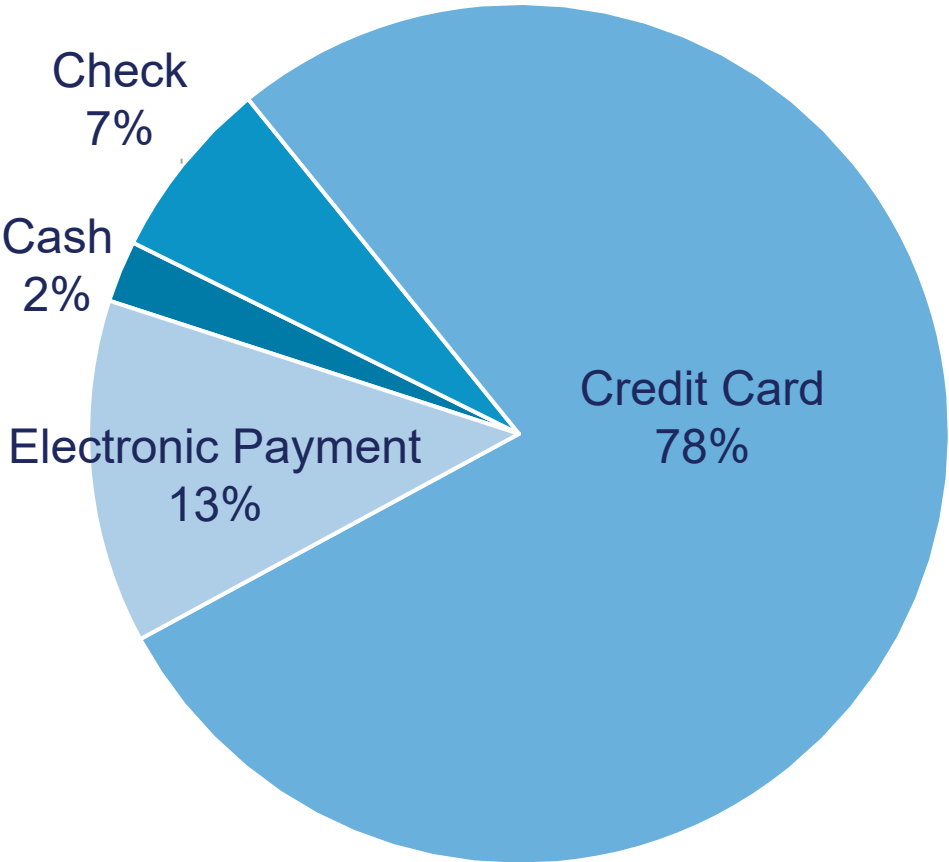
City Council
October 20, 2025



Overview

- Credit Card Usage and Transaction Fees Paid
- Payment Portal Fee
- Transaction Fee Summary
- Policies by Department – Current and Recommended
- Next Steps

Credit Card Usage and Transaction Fees Paid



Utility Billing
May - July 2025 Transactions

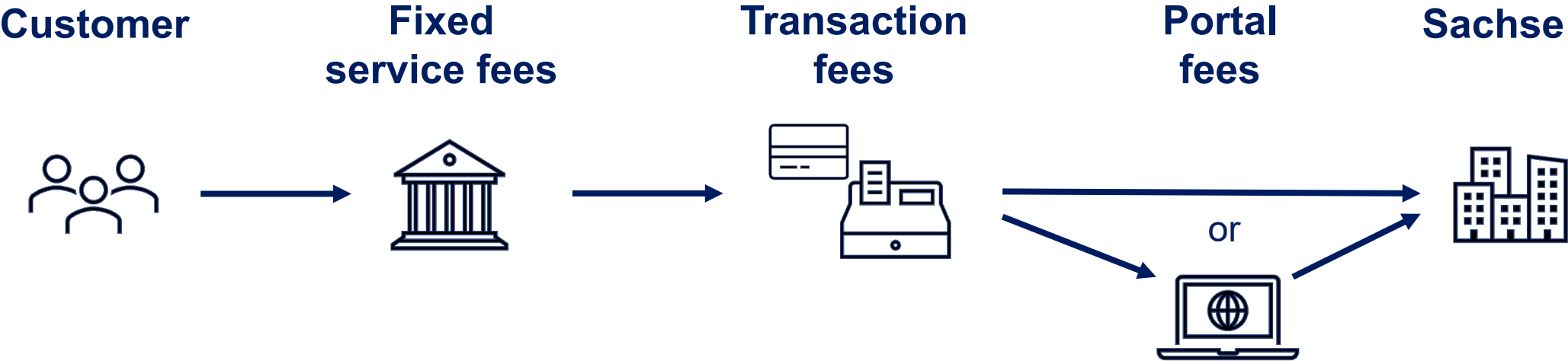
- 78% of Utility Billing transactions are paid by credit card
- Sachse is charged a fee of 1.5% to 3.5% of the transaction amount (transaction fee)
- Credit card transaction fees paid:
 - Utility Billing - \$215,000/year

Payment Portal Fee

- 98% of Utility Billing credit card transactions made via payment portal
 - Online, Phone/Interactive voice response (IVR), Text-to-pay
- Sachse is charged per transaction for the platform that facilitates the credit card payment (portal fee)
 - Utility Billing
 - \$1.25 per online/IVR/text transaction
 - Fees currently total \$100,000/year
 - Prior to COVID - fee charged directly to customer
 - Since COVID - fee paid by Utility Billing
 - Municipal Court
 - \$1.00 - \$2.50 per online transaction
 - Fees charged directly to the customer



Transaction Fee Summary



Paid by Sachse	Fixed Cost	1.5% - 3.5%	<u>Utility Billing</u> \$1.25/transaction
Paid by Customer	-	-	<u>Municipal Court</u> \$1.00 - \$2.50/transaction
Annual Cost	\$4,000+	\$246,000	\$100,000 (Utility Billing)
Assessment	Cost of doing business	Cost of doing business	Convenience fee

Policies by Department – Current and Recommended

Department	Transaction Fee Policy Current / (Recommended Change)	Portal Fee Policy Current / (Recommended Change)
Utility Billing	Paid by Department	Paid by Department (Paid by Customer)
Municipal Court	Paid by Department (3% fee on transactions \$1,000+)	Paid by Customer
Development Services	Paid by department if under \$1,000, 3% fee on transactions \$1,000+	N/A
All Other Departments	Paid by Department (3% fee on transactions \$1,000+)	N/A

Recommendation Reasoning

Transaction Fee- City to recover costs on large single transaction fees

Portal Fee-

- Consistent with prior practice
- Online payment cost of convenience is shifted to customer receiving convenience
- Customers making all other forms of payment no longer subsidize online credit card transactions



Next Steps

- Staff is seeking Council's feedback on staff's recommendation regarding the credit card processing fees and online portal fees the City is currently absorbing
- If approved, staff...
 - Recommends a January 1 implementation date
 - Will increase communication of ACH payment (direct bank account deduction) as an alternative
 - Will create a public education campaign



Questions?

