



**Monday, November 17, 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, November 17, 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 November 15, 2025, as America Recycles Day.
2. Recognize the 2025 Recycled Art Contest Winners.

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 8, 2025, special meeting minutes.
2. Approve the October 20, 2025, regular meeting minutes.
3. Accept the monthly revenue and expenditure report for the period ending September 30, 2025.
4. Approve a resolution adopting the City of Sachse, Sachse Economic Development Corporation, Sachse Municipal Development District, Tax Increment Financing Reinvestment Zone Number Two, and Tax Increment Reinvestment Zone Number Three Investment Policy ("Sachse Investment Policy") attached

hereto as Exhibit "A"; declaring that the City Council has completed its review of the investment policy and investment strategies of the City and that Exhibit "A" records any changes to either the Investment Policy or Investment Strategies; providing a repealing clause; providing a severability clause; and providing for an effective date.

5. Adopt a resolution accepting and approving the Dallas County 2025 Tax Roll; resolving other matters relating to the subject; and providing an effective date.
6. Adopt a resolution accepting and approving the Collin County 2025 Tax Roll; resolving other matters relating to the subject; and providing an effective date.
7. Authorize the City Manager to execute an agreement with Kompan, Inc. in the amount of Two Hundred Thirty-Four Thousand, Four Hundred Fifty-Two and 06/100 Dollars (\$234,452.06) for the purchase and installation of poured-in-place (PIP) surfacing at Heritage 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 approving a resolution of the City Council of the City of Sachse, casting its vote for a member of the Board of Directors of the Collin Central Appraisal District; and providing for an effective date.
2. Consider approving a resolution of the City Council of the City of Sachse, casting its vote for a member of the Board of Directors of the Dallas Central Appraisal District; and providing for an effective date.

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 an update regarding the City of Sachse Service Center project.

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 November 10, 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 November 15, 2025, as America Recycles Day.

Meeting November 17, 2025 - City Council Meeting

Access Public

Type Recognition

Fiscal Impact None

Recommended Action There are no policy considerations affiliated with this item.

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

BACKGROUND

America Recycles Day is an annual event held nationwide by the national nonprofit organization, Keep America Beautiful. This year's America Recycles Day was held on November 15. The day is recognized in several ways in Sachse, including a proclamation, an art contest, and educational materials posted on social media platforms. Staff posted recycling tips on social media to promote the importance of recycling in parks and the community.

Recreation Manager Cynthia Wiseman and Special Events Coordinator Jordan Beaulieu will receive the proclamation.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

There are no policy considerations affiliated with this item.

File Attachments

1. Proclamation_America Recycles Day_2025

Proclamation

WHEREAS, the City of Sachse recognizes the importance of protecting and preserving our natural resources and adopting conscientious habits that will improve our daily lives and bring about a cleaner, safer, and more sustainable environment; and

WHEREAS, although there has been a significant increase in the amount of recycling in Sachse to date, we must also continue to focus on other initiatives such as waste reduction, composting, the reuse of products and materials, and purchasing recycled products; and

WHEREAS, by encouraging businesses, state agencies, nonprofit organizations, schools, and individuals to celebrate America Recycles Day 2025, we can further promote recycling as an environmentally efficient and economically smart habit; and

WHEREAS, it is important that the Sachse community become involved in recycling activities and learn more about the many recycled and recyclable products available to them as consumers; it is also fitting for the City of Sachse to celebrate America Recycles Day 2025 and take action by educating the public about the recycling options available in the area;

NOW, THEREFORE, I, Jeff Bickerstaff, Mayor of the City of Sachse, do hereby proclaim November 15, 2025, as

America Recycles Day

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Sachse, Texas, to be affixed on this 17th day of November 2025.

Gold
Seal



Jeff Bickerstaff, Mayor

B. Recognition

Subject: 2. Recognize the 2025 Recycled Art Contest Winners.

Meeting November 17, 2025 - City Council Meeting

Access Public

Type Recognition

Fiscal Impact None

Recommended Action There are no policy considerations affiliated with this item.

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

BACKGROUND

In honor of America Recycles Day, students at Cheri Cox Elementary were challenged to design art pieces using recycled materials. The only rule was that all artwork should be made from recycled magazines, boxes, scrap paper, etc. The students did an excellent job creating masterpieces from recycled materials.

The City will recognize one student contest winner from each grade who was selected for having the best recycled art project. The winning projects are on display in the rotunda of City Hall during the Council meeting, then will be moved to be on display in the Michael J. Felix Community Center until November 26, 2025.

Chelsea Anthony - Kindergarten
Cole Khamnouane - First Grade
Avreen Kaur - Second Grade
Genesis Flores Rosales - Third Grade
Henley Juarez - Fourth Grade
Malcolm Kelliher - Honorable Mention

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

There are no policy considerations affiliated with this item.

File Attachments None

E. Consent Agenda

Subject: 1. Approve the October 8, 2025, special meeting minutes.

Meeting November 17, 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 8, 2025, Council special 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_Special_Minutes_10.08.2025-unsigned

**CITY COUNCIL OF THE CITY OF SACHSE
OCTOBER 8, 2025, SPECIAL MEETING MINUTES**

The City Council of the City of Sachse held a special meeting on Wednesday, October 8, 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 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 special meeting on Wednesday, October 8, 2025, at 6:00 PM to consider the following items of business:

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

B. 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. Conduct interviews for the City's boards and commissions.

The Council interviewed applicants for the various City Boards and Commissions.

C. 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. Discuss and consider appointments to the City's boards and commissions.

*All terms expire at the end of October unless otherwise stated.

Mayor Pro Tem Franks made a motion to appoint the following individuals to the Animal Shelter Advisory Committee. Councilmember Prestenberg seconded the motion, and it carried 7 - 0. None voted against.

- Matt Prestenberg - term expiration 2026
- Hugo Espinoza - term expiration 2027
- Dr. Steve Pirkey - term expiration 2026
- Debbie Stout - term expiration 2027
- Rachel Grogan - term expiration 2026
- Jim Mathis - term expiration 2027
- Brandi Petee - term expiration 2026
- Kim McClurg - term expiration 2027
- Cullen King - term expiration 2026
- Caitlyn Casey as Youth Advisor - term expiration 2026

Mayor Pro Tem Franks made a motion to appoint the following individuals to the Board of Adjustments with terms expiring in 2027. Councilmember Lindsey seconded the motion, and it carried 7 - 0. None voted against.

- Daniel Conde

- Jim Mathis
- Charles Robinson
- Cullen King

Mayor Pro Tem Franks made a motion to appoint the following individuals to the Economic Development Corporation Board with terms expiring in 2027. Councilmember Buhler seconded the motion, and it carried 7 - 0. None voted against.

- Krisleigh Hoermann
- Allen Bell
- Chris Decker
- Jermaine McDaniel

Mayor Pro Tem Franks made a motion to appoint the following individuals to the Library Board with terms expiring in 2027. Councilmember Millsap seconded the motion, and it carried 7 - 0. None voted against.

- Lwan'Dia Rhoden
- Shanna Conde
- Adashea Dugan
- Rafay Sheikh

Mayor Pro Tem Franks made a motion to appoint the following individuals to the Municipal Development District Board with terms expiring in 2027. Councilmember Millsap seconded the motion, and it carried 7 - 0. None voted against.

- Gibb Joseph
- Ian Bailey
- Lillian Baker
- Chris Nwanze
- Gregg Woodcock - term expiration 2026 (filling an unexpired term)

Mayor Pro Tem Franks made a motion to appoint the following individuals to the Parks and Recreation Board with terms expiring in 2027. Councilmember Buhler seconded the motion, and it carried 7 - 0. None voted against.

- Ian Bailey
- Gregg Woodcock
- Jason Kelliher
- Lillian Baker
- Arora Ngo as Youth Advisor - term expiration 2026
- Alex Spencer as Youth Advisor - term expiration 2026

Mayor Pro Tem Franks made a motion to appoint the following individuals to the Planning and Zoning Commission with terms expiring in 2027. Councilmember Lindsey seconded the motion, and it carried 7 - 0. None voted against.

- Butch Kemper
- Travis Mondock
- Tiffany Anderson

Mayor Pro Tem Franks made a motion to appoint the following individuals to the Tax Increment Financing Reinvestment Zone #2 Board with term expiration corresponding with Council seat term. Councilmember Howarth seconded the motion, and it carried 7 - 0. None voted against.

- Jeff Bickerstaff - term expiration at the end of May 2028
- Brett Franks - term expiration at the end of May 2027
- Michelle Howarth - term expiration at the end of May 2027
- Frank Millsap - term expiration at the end of May 2026
- Chance Lindsey - term expiration at the end of May 2026
- Lindsay Buhler - term expiration at the end of May 2028
- Matt Prestenberg - term expiration at the end of May 2028

Mayor Pro Tem Franks made a motion to appoint the following individuals to the Tax Increment Financing Reinvestment Zone #3 Board with term expiration corresponding with Council seat term. Councilmember Prestenberg seconded the motion, and it carried 7 - 0. None voted against.

- Jeff Bickerstaff - term expiration at the end of May 2028
- Brett Franks - term expiration at the end of May 2027
- Michelle Howarth - term expiration at the end of May 2027
- Frank Millsap - term expiration at the end of May 2026
- Chance Lindsey - term expiration at the end of May 2026
- Lindsay Buhler - term expiration at the end of May 2028
- Matt Prestenberg - term expiration at the end of May 2028

D. Adjournment

Mayor Bickerstaff adjourned the meeting at 8:05 PM.

Jeff Bickerstaff, Mayor

ATTEST:

Leah K Granger, TRMC, City Secretary

E. Consent Agenda

Subject: 2. Approve the October 20, 2025, regular meeting minutes.

Meeting November 17, 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 20, 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_10.20.2025-unsigned

CITY COUNCIL OF THE CITY OF SACHSE OCTOBER 20, 2025, MEETING MINUTES

The City Council of the City of Sachse held a regular meeting on Monday, October 20, 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 Matt Prestenberg.

Those absent were: Councilmember Lindsay Buhler.

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:

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

2. Invocation and Pledges of Allegiance.

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

B. Recognition

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

Mayor Bickerstaff presented a proclamation to Court Administrator Kelly Dennis and Deputy Court Clerk Michelle Ridall to recognize 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.

Sachse resident, Matthew Holboke, addressed the Council regarding Bailey Road, day cares, and CWD.

D. Council/Staff Reports and Updates

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

Councilmember Prestenberg noted that the recent vaccination clinic was a success and thanked residents for their commitment to responsible pet ownership. He also asked people to consider adopting Rocky and Lucy and contact the Animal Shelter to meet them. Councilmember Millsap announced the Make & Mingle event on October 22 and the Halloween Party: Haunted Carnival at 6 PM on October 30. Mayor Pro Tem Franks thanked all staff members that worked so hard to prepare the Fall-O-Ween: Drones and Bones event.

Even though it was rained out, the drone show was great, and he appreciated the staff's time and efforts. He also mentioned the Thanksgiving Family Food Drive at 7–9 PM on November 14. Register on the website.

Ms. Nash highlighted the City's core value of service and excellence by recognizing Sergeant Kayla Callaway and Officer Emily Wright for receiving the 2024 Outstanding Service award from Mothers Against Drunk Driving. She also commended the Parks and Recreation teams for demonstrating the core value of humility during Fall-O-Ween. They worked in undesirable conditions to prepare the park and shifted plans, so the drone show could still take place.

Mayor Bickerstaff announced the J.K. Sachse Park Completion Ceremony on November 1. He thanked everyone who participated in this year's North Texas Food Bank Peanut Butter Drive, as well as everyone who participated in this year's National Night Out. He noted that early voting had started.

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.
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.

Mayor Pro Tem Franks requested that items two and three be removed from the consent agenda for discussion.

Councilmember Howarth made a motion to approve items one, four, and five. Councilmember Prestenberg seconded the motion, and it carried 6 - 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.

Mayor Pro Tem Franks removed items two and three from the Consent Agenda.

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

Ms. Nash noted that the November 3 and December 15 agendas were light, and the items were able to be consolidated into other meetings.

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.

3. Approve the 2026 City Council regular meeting schedule.

Mayor Pro Tem Franks asked about events and holidays surrounding some of the meetings.

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.

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.

Ms. Nash and Director of Public Works and CIP Corey Nesbit provided background on the project's history, including prior agreements, design modifications, and delays caused by regulatory reviews and right-of-way acquisitions. The amendment reflects updated funding terms and cost estimates due to inflation, design changes, and extended timelines. Council discussed the financial implications, expressed concerns about rising costs, and emphasized the importance of moving the project forward. Staff confirmed that the City can fund its share without increasing the debt service rate. Approval of the amendment allows the project to proceed toward final design and bidding, with no commitment to final funding until bids are received and reviewed.

Sachse resident, Matthew Holboke, addressed the Council regarding the project and working with TxDOT.

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

2. Consider approving the staff recommendation on credit card processing fee recovery for costs incurred by the City of Sachse.

Finance Director David Baldwin explained how credit card processing fees work related to Utility Billing and other departments in Sachse. He also summarized that the convenience fee was paid directly by the customer using their credit card to pay their bill prior to the COVID-19 pandemic. Staff recommends reinstating the portal fees that were previously charged for online transactions prior to COVID. Council asked some clarifying questions and discussed the philosophy of transactions and convenience fees.

Sachse resident, George "Butch" Kemper, addressed the Council regarding fees related to paying bills with a credit card. Sachse resident, Matthew Holboke, addressed the Council regarding recovering costs whenever possible. Mayor Bickerstaff acknowledged receipt of a comment form from Ms. Jayne Reed.

Councilmember Prestenberg made a motion to pass through utility billing fees of 2.5% for transaction fees and \$1.25 per transaction for portal fees; pass through Court fees of 3% per transaction fee, and \$1–\$2.5 per transaction on portal fees. All other changes to follow staff's recommendation. Councilmember Howarth seconded the motion, and it carried 4–2. Mayor Pro Tem Franks and Councilmember Lindsey voted against.

G. Adjournment

Mayor Bickerstaff adjourned the meeting at 8:34 PM.

Jeff Bickerstaff, Mayor

ATTEST:

Leah K Granger, TRMC, City Secretary

E. Consent Agenda

Subject:	3. Accept the monthly revenue and expenditure report for the period ending September 30, 2025.
Meeting	November 17, 2025 - City Council Meeting
Access	Public
Type	Action (Consent)
Fiscal Impact	None
Recommended Action	Accept the monthly revenue and expenditure report for the period ending September 30, 2025.
Goals	Be a model of financial stewardship through growth management; responsible investment; and financial transparency.

BACKGROUND

The Finance Department prepares a report each month to update the City Council regarding revenues and expenditures for the City. Included in the report are unaudited summaries for the General Fund, Utility Fund, Debt Service Fund, Sachse Economic Development Corporation, and the Sachse Municipal Development District. Also included is a report of year-to-date sales tax revenue through October 2025.

POLICY CONSIDERATIONS

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

RECOMMENDATION

Accept the monthly revenue and expenditure report for the period ending September 30, 2025.

File Attachments

1. All Funds September 2025
2. Sales Tax Report October 2025

City of Sachse

Monthly Revenue and Expenditure Report

September 30, 2025 (Unaudited)

GENERAL FUND

		Current Month		100% of Year Completed		
	Annual Budget*	Actual	YTD Actuals	YTD Actuals % of Budget	Note	
Revenue Summary						
Property Tax	\$ 18,171,765	\$ 14,804	\$ 17,890,455	98%	A	
Sales Tax	3,215,000	257,899	3,082,755	96%		
Franchise Fees	2,230,711	102,521	2,300,007	103%	B	
Licenses and Permits	1,100,500	19,736	467,601	42%	C	
Service Fees	1,791,920	132,682	1,327,819	74%	D	
Fines	260,000	32,150	344,262	132%	E	
Interest Income	670,000	24,202	582,909	87%	F	
Miscellaneous Income	832,431	65,114	1,273,634	153%	G	
Intergovernmental Revenue	1,646,291	135,253	1,646,628	100%		
Total Revenue	\$ 29,918,618	\$ 784,360	\$ 28,916,071	97%		
Expenditure Summary						
Animal Services	\$ 329,671	\$ 36,869	\$ 362,702	110%	H	
City Manager	1,062,408	76,443	1,065,988	100%		
City Secretary	315,001	20,761	275,306	87%	I	
Combined Services	648,619	46,849	554,694	86%	J	
Development Services	1,318,635	57,769	804,023	61%	K	
Engineering	385,718	30,060	389,900	101%		
Facilities Maintenance	774,696	60,677	778,391	100%		
Finance	1,011,392	65,599	998,096	99%		
Fire-Rescue	7,826,170	625,439	8,098,245	103%		
Human Resources	637,401	68,524	580,671	91%	L	
Information Technology	1,400,042	112,827	1,340,193	96%		
Library	867,911	71,637	800,280	92%	M	
Municipal Court	322,386	27,743	337,220	105%	N	
Neighborhood Services	432,959	42,190	419,053	97%		
Parks	1,613,475	156,090	1,582,099	98%		
Police	7,613,500	591,101	7,638,490	100%		
Recreation	885,750	76,959	900,480	102%		
Senior Activity Center	221,923	16,269	210,232	95%	O	
Streets	2,185,812	168,454	2,147,158	98%		
Total Expenditures	\$ 29,853,469	\$ 2,352,260	\$ 29,283,220	98%		
Revenue Over/(Under) Expenses	\$ 65,149	\$ (1,567,900)	\$ (367,149)		P	
Beginning Fund Balance October 1, 2024			\$ 8,927,419			

*Includes City Council-approved budget amendments - O-2025-06 (April 21, 2025) and O-2025-12 (September 2025), and an internal budget vacancy amendment.

See following page for explanation of major variances

Explanation of General Fund Major Variances:

- A** Property tax receipts peak in December and January. Reflects April transfer to TIRZ
- B** All franchise fee activity is strong with the exception of cable TV activity
- C** Building permit activity trending lower due to timing of anticipated residential and commercial construction
- D** Developer and plan review activity trending lower due to timing of anticipated residential and commercial construction
- E** Municipal Court fines exceed budget due to increased volume of conservatively budgeted revenue
- F** Interest revenue lower due to lower fund balance from intentional drawdown transfer to capital projects
- G** Revenue collections include grants (\$475K) and TML insurance recoveries (\$215K)
- H** Utility (water and electricity), veterinarian services, and overtime expenses increase YTD % of budget spend trend
- I** Expenses trending low due to underspending in election services and special events and programs
- J** Expenses trending low due to unexpended contingency budget
- K** Professional services timing and vacancy savings decreases YTD % of Budget spent trend
- L** Expenses trending low due to lower software licensing and support, recruitment and retention, and employee training and travel spend
- M** Library materials (books, magazines, etc.) timing and health insurance expense decreases YTD % of budget spend trend
- N** Municipal Court Judge and Prosecuting Attorney fees exceed budgeted amounts
- O** Office supply and fuel expense timing decreases YTD % of budget spend trend
- P** Current month actual variance due to timing of revenue collections and expenses

City of Sachse

Monthly Revenue and Expenditure Report September 30, 2025 (Unaudited)

UTILITY FUND

		Current Month		100% of Year Completed		
	Annual Budget*	Actual	YTD Actuals	YTD Actuals	% of Budget	Note
Revenue Summary						
Water Revenue	\$ 10,277,340	\$ 1,025,177	\$ 10,283,633	100%		
Sewer Revenue	6,817,161	595,113	7,199,477	106%		A
Drainage Revenue	265,000	19,842	237,386	90%		B
Fees	228,500	18,011	295,235	129%		C
Interest Income	870,000	71,079	1,063,239	122%		D
Intergovernmental Revenue	700,000	58,337	700,000	100%		
Total Revenue	\$ 19,158,001	\$ 1,787,559	\$ 19,778,970	103%		
Expenditure Summary						
Utility Administration	\$ 609,887	\$ 72,322	\$ 684,449	112%		E
Water	10,887,436	881,399	9,847,826	90%		F
Sewer	17,646,826	397,772	6,696,862	38%		G
Stormwater Projects	1,227,890	-	5,006	0%		H
Total Expenditures	\$ 30,372,039	\$ 1,351,493	\$ 17,234,143	57%		
Revenue Over/(Under) Expenses	\$ (11,214,038)	\$ 436,066	\$ 2,544,827			
Beginning Fund Balance October 1, 2024			\$ 23,998,432			

*Includes City Council-approved budget amendments - O-2025-06 (April 21, 2025).

Explanation of Major Variances:

- A** Sewer Revenue collections exceed budget due to customer growth
- B** Drainage revenue collections projected to exceed prior year collections- budget variance primarily due to assertive budgeting
- C** Reflects migration of utility administration collections balance due to migration of financial system
- D** Interest revenue is strong due to favorable interest rates and strong fund balance due to timing of capital projects
- E** Credit card processing fees are at \$223K of \$192K line-item budget
- F** Water expenses trending low due to timing of capital project expenses
- G** Sewer expenses trending low due to timing of capital project expenses
- H** Stormwater project expenses trending low due to timing of capital project expenses

City of Sachse

Monthly Revenue and Expenditure Report

September 30, 2025 (Unaudited)

SACHSE ECONOMIC DEVELOPMENT CORPORATION

	Annual Budget	Current Month		100% of Year Completed		Note
		Actual	YTD Actuals	YTD Actuals	% of Budget	
Revenue Summary						
Sales Tax	\$ 1,610,000	\$ 125,137	\$ 1,500,854	93%		A
Other Income	16,000	-	1,143	7%		B
Interest Income	260,000	17,164	274,872	106%		C
Total Revenue	\$ 1,886,000	\$ 142,301	\$ 1,776,869	94%		
Expenditure Summary						
Expenditures	\$ 2,180,980	\$ 76,778	\$ 1,954,225	90%		
Total Expenditures	\$ 2,180,980	\$ 76,778	\$ 1,954,225	90%		
Revenue Over/(Under) Expenses	\$ (294,980)	\$ 65,523	\$ (177,356)			D
Beginning Fund Balance October 1, 2024			\$ 6,527,603			

Explanation of Major Variances:

- A** EDC sales tax collections are \$19K below prior year year-to-date collections
- B** Garland ISD grant and auction proceeds anticipated to be received later in the fiscal year
- C** Interest revenue trending strong due to favorable interest rates
- D** YTD actual variance due to timing of revenue collections and expenses

City of Sachse

Monthly Revenue and Expenditure Report September 30, 2025 (Unaudited)

DEBT SERVICE FUND

			100% of Year Completed		
	Annual Budget	Current Month Actual	YTD Actuals	YTD Actuals % of Budget	Note
Revenue Summary					
Property Tax	\$ 7,732,361	\$ 3,395	\$ 7,611,599	98%	A
Interest Income	180,000	4,781	152,682	85%	B
Transfers and Contingencies	-	-	40,567	-	C
Total Revenue	\$ 7,912,361	\$ 8,175	\$ 7,804,848	99%	
Expenditure Summary					
Fees	\$ 1,000	\$ 1,650	\$ 4,130	413%	D
Principal	4,975,000	-	5,120,000	103%	E
Interest	2,731,088	1,346,244	2,582,393	95%	F
Total Expenditures	\$ 7,707,088	\$ 1,347,894	\$ 7,706,523	100%	
Revenue Over/(Under) Expenses	\$ 205,273	\$ (1,339,718)	\$ 98,325		
Beginning Fund Balance October 1, 2024			\$ 1,622,664		

Explanation of Major Variances:

- A** Property tax receipts peak in December and January. Reflects April transfer to TIRZ
- B** Interest revenue slightly undercollecting due to aggressive budget estimate
- C** Closing out of 2021 tax note project transfers remaining funds from the General VERF Fund
- D** Includes administrative fees for all outstanding debt issuances
- E** Principal payments are primarily due in February
- F** Interest payments are primarily due in February and August

City of Sachse

Monthly Revenue and Expenditure Report September 30, 2025 (Unaudited)

MUNICIPAL DEVELOPMENT DISTRICT

	Annual Budget*	Current Month Actual	YTD Actuals	100% of Year Completed YTD Actuals % of Budget	Note
Revenue Summary					
Sales Tax	\$ 800,000	\$ 61,383	\$ 730,026	91%	A
Interest Income	20,000	1,394	33,177	166%	B
Total Revenue	\$ 820,000	\$ 62,777	\$ 763,203	93%	
Expenditure Summary					
Expenditures	\$ 1,530,165	\$ 316,806	\$ 1,155,752	76%	C
Total Expenditures	\$ 1,530,165	\$ 316,806	\$ 1,155,752	76%	
Revenue Over/(Under) Expenses	\$ (710,165)	\$ (254,029)	\$ (392,549)		
Beginning Fund Balance October 1, 2024			\$ 688,703		

*Includes City Council-approved budget amendment - O-2025-06, April 21, 2025.

Explanation of Major Variances:

- A** Sales tax collections are \$15K below prior year year-to-date collections
- B** Interest revenue trending strong due to favorable interest rates
- C** Reflects J.K. Sachse Park construction expenditures in current reporting period

CITY OF SACHSE

2025/2026 SALES TAX REPORT

FY 2026										FY 2025	
Month	Municipal Dev. Dist.	Street Maint.	Economic Dev. Corp.	General Fund				Total ¹		General Fund	Total ¹
				Year-To-Date (YTD)						Year-To-Date (YTD)	
				Monthly Growth Over Prior Yr	1.00%	Collections	% of Budget	Growth Over Prior Yr	2.00%	Collections	2.00%
October	\$56,712	\$57,888	\$115,776	\$231,552	-6%	\$231,552	8%	-6%	\$461,928	\$246,884	\$492,690
November										490,077	484,245
December										725,878	469,742
January										959,016	464,237
February										1,322,939	725,046
March										1,525,166	403,379
April										1,728,782	405,918
May										2,003,482	546,975
June										2,234,345	460,930
July										2,469,105	468,182
August										2,751,433	563,924
September										3,001,707	499,363
TOTAL	\$56,712	\$57,888	\$115,776	\$231,552					\$461,928		\$5,984,632
BUDGET	\$760,000	\$780,000	\$1,550,000	\$3,080,000					\$6,170,000		\$6,400,000
% collected	7%	7%	7%	8%					7%		94%

Notes

- ¹ - Includes General Fund, Economic Development, Municipal Development District, Street Maintenance, and General Fund
- Sales tax displayed as cash-basis, reflecting distributions from Texas Comptroller for month revenue was received
 - Texas Comptroller provides separate sales tax distributions for Sachse (Street Maintenance, EDC, General Fund) and the Municipal Development District
 - Distributions are received around the 10th of each month
 - Cash receipts are received two months after month of activity (i.e. October sales tax transaction revenue received in December)
 - Excludes 380 Agreement grants/incentives
 - Excludes mixed beverage sales tax

E. Consent Agenda

Subject:	4. Approve a resolution adopting the City of Sachse, Sachse Economic Development Corporation, Sachse Municipal Development District, Tax Increment Financing Reinvestment Zone Number Two, and Tax Increment Reinvestment Zone Number Three Investment Policy ("Sachse Investment Policy") attached hereto as Exhibit "A"; declaring that the City Council has completed its review of the investment policy and investment strategies of the City and that Exhibit "A" records any changes to either the Investment Policy or Investment Strategies; providing a repealing clause; providing a severability clause; and providing for an effective date.
Meeting	November 17, 2025 - City Council Meeting
Access	Public
Type	Action (Consent)
Fiscal Impact	None
Recommended Action	Approve a resolution adopting the City of Sachse, Sachse Economic Development Corporation, Sachse Municipal Development District, Tax Increment Financing Reinvestment Zone Number Two, and Tax Increment Reinvestment Zone Number Three Investment Policy ("Sachse Investment Policy").
Goals	Be a model of financial stewardship through growth management; responsible investment; and financial transparency.

BACKGROUND

The City's current Investment Policy was reviewed by City Council on November 18, 2024. In accordance with the Public Funds Investment Act (PFIA), the City's Investment Policy is to be reviewed on an annual basis and the City Council must approve any modifications made thereto. The purpose of this agenda item is to present all recommendations for changes to policy and to comply with the annual review provision of the PFIA whereby each entity shall adopt a resolution annually attesting to an annual review.

The following changes to the Investment Policy are proposed for FY2025-2026. Modifications include:

- Title and I. Policy
 - Remove Tax Increment Financing Reinvestment Zone Number One
 - Reason: Board terminated in May 2025 after goals accomplished and obligations paid
- V. Delegation of Authority
 - Update Senior Accountant to Finance and Purchasing Manager
 - Reason: Position title change
- X. Portfolio Diversification
 - Add AAAM to Investment Pools Rating Requirement (Minimum)
 - Reason: Updated to match IX. Authorized & Suitable Investments, section F.8.

POLICY CONSIDERATIONS

The recommended policy for adoption is in compliance with Texas Government Code, Chapter 2256, the Public Funds Investment Act (PFIA).

RECOMMENDATION

Approve a resolution adopting the City of Sachse, Sachse Economic Development Corporation, Sachse Municipal

Development District, Tax Increment Financing Reinvestment Zone Number Two, and Tax Increment Reinvestment Zone Number Three Investment Policy ("Sachse Investment Policy").

File Attachments

1. Presentation_Investment Policy Review FY 2025-2026
2. Resolution_Approve Sachse Investment Policy 2025-2026_FINAL

Investment Policy Annual Review Fiscal Year 2025-2026

City Council
November 17, 2025



Policy Considerations

- Public Finance Investment Act (PFIA) and City Policy require annual review
- All changes must be approved by City Council
- Review/acceptance of changes also required by boards of all component units

Proposed Changes

Section	Change From	Change To	Reason
Title I. Policy	Tax Increment Financing Reinvestment Zone Number One	(Removed)	Board terminated in May 2025 after goals accomplished and obligations paid
V. Delegation of Authority	Senior Accountant	Finance and Purchasing Manager	Position title change
X. Portfolio Diversification	Investment Pools Rating Requirement (Minimum) AAAm	Investment Pools Rating Requirement (Minimum) AAA or AAAm	Updated to match IX. Authorized & Suitable Investments, section F.8.

RESOLUTION NO. R-2025-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS, ADOPTING THE CITY OF SACHSE, SACHSE ECONOMIC DEVELOPMENT CORPORATION, SACHSE MUNICIPAL DEVELOPMENT DISTRICT, TAX INCREMENT FINANCING REINVESTMENT ZONE NUMBER TWO, AND TAX INCREMENT REINVESTMENT ZONE NUMBER THREE INVESTMENT POLICY (“SACHSE INVESTMENT POLICY”) ATTACHED HERETO AS EXHIBIT “A”; DECLARING THAT THE CITY COUNCIL HAS COMPLETED ITS REVIEW OF THE INVESTMENT POLICY AND INVESTMENT STRATEGIES OF THE CITY AND THAT EXHIBIT “A” RECORDS ANY CHANGES TO EITHER THE INVESTMENT POLICY OR INVESTMENT STRATEGIES; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in accordance with the Public Funds Investment Act, Chapter 2256, Texas Government Code, the City Council of the City of Sachse, Texas by resolution adopted an investment policy; and

WHEREAS, Section 2256.005, Texas Government Code requires the City Council to review the investment policies and investment strategies not less than annually and to adopt a resolution or order stating the review has been completed and recording any changes made to either the investment policies or investment strategies.

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

SECTION 1. The Sachse Investment Policy, attached hereto as Exhibit “A” be and the same is hereby adopted and shall govern the investment policies and investment strategies for the City, and shall define the authority of the investment official of the City from and after the effective date of this resolution.

SECTION 2. The City Council of the City of Sachse has completed its review of the investment policies and investment strategies and any changes made to either the investment policies or investment strategies are recorded in Exhibit “A” hereto.

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

SECTION 4. Should any word, sentence, paragraph, subdivision, clause, phrase, or section of this Resolution be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said Resolution, which shall remain in full force and effect.

SECTION 5. This Resolution shall become effective immediately from and after its passage.

SECTION 6. This Resolution shall take effect immediately from and after its passage, and it is accordingly so resolved.

DULY RESOLVED AND ADOPTED by the City Council of the City of Sachse, Texas, this the 17th day of November 2025.

CITY OF SACHSE, TEXAS

Jeff Bickerstaff, Mayor

ATTEST:

Leah K Granger, City Secretary

Exhibit “A”
CITY OF SACHSE
SACHSE ECONOMIC DEVELOPMENT CORPORATION
MUNICIPAL DEVELOPMENT DISTRICT
TAX INCREMENT FINANCING REINVESTMENT ZONE NUMBER TWO
TAX INCREMENT REINVESTMENT ZONE NUMBER THREE
INVESTMENT POLICY

I. Policy

Throughout this Investment Policy, the City of Sachse, Sachse Economic Development Corporation, Sachse Municipal Development District, Tax Increment Financing Reinvestment Zone Number Two, and Tax Increment Reinvestment Zone Number Three shall be singularly referred to as “ENTITY” and collectively referred to as “SACHSE.”

It is the policy of SACHSE to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of SACHSE and conforming to the Public Funds Investment Act (“PFIA”), Chapter 2256 of the Texas Government Code, the Public Funds Collateral Act (“PFCA”), Chapter 2257 of the Texas Government Code, and all other State and local statutes governing the investment of public funds.

II. Scope

This Investment Policy applies to all funds or financial resources available for investment under SACHSE’s financial control and accounted for in the City of Sachse’s Annual Comprehensive Financial Report (ACFR) which includes the General Fund, Debt Service Fund, Special Revenue Fund, Capital Projects Fund, Utility Fund, Sachse Economic Development Corporation Fund, President George Bush Turnpike Reinvestment Zone Tax Increment Fund, Tax Increment Financing Reinvestment Zone Number Two, Tax Increment Reinvestment Zone Number Three, and any new fund created by SACHSE unless specifically exempt.

To maximize the effective investment of assets, all funds may pool their cash balances for investment purposes. The income derived from investing activities will be distributed to the various funds based on calculation of their average balances.

III. Prudence

Investments shall be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of the person’s own affairs, not for speculation, but for investment, considering the probable safety of their capital and the probable income to be derived.

The standard of prudence to be used by Investment Officers shall be the “prudent person” standard and shall be applied in the context of managing an overall portfolio. Investment

Officers, acting in accordance with written procedures and the Investment Policy and exercising due diligence, shall be relieved of personal responsibility for an individual investment's credit risk or market price changes, provided deviation from expectations are reported immediately upon knowledge of the deviation and appropriate action is taken to control adverse developments.

IV. Objective

The primary objectives, in priority order, of SACHSE investment activities shall be:

- A. **Safety:** Safety of principal is the foremost objective of the investment program. Investments of SACHSE shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.
- B. **Liquidity:** The SACHSE investment portfolio will remain sufficiently liquid to enable SACHSE to meet all operating requirements which might be reasonably anticipated.
- C. **Public Trust:** Investment Officers shall seek to act responsibly as custodians of the public trust. Investment Officers shall avoid any transaction that might impair public confidence in SACHSE's ability to govern effectively.
- D. **Return on Investments:** SACHSE's investment portfolio shall be designed with the objective of attaining a rate of return throughout budgetary and economic cycles, commensurate with SACHSE's investment risk constraints and the cash flow characteristics of the portfolio.

V. Delegation of Authority

Management responsibility for the investment program is hereby delegated to the Director of Finance, the Assistant Director of Finance and the Finance and Purchasing Manager of the City of Sachse (the "Investment Officers"). The Director of Finance shall establish written procedures for the operation of the investment program consistent with this Investment Policy. Procedures should include reference to: safekeeping or custody, repurchase agreements, wire transfer agreements, banking service contracts, and collateral/depository agreements. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this Investment Policy and the procedures established by the Director of Finance. The Investment Officers shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinates. The City may contract with a registered investment advisor for the management of the City's portfolio. The advisor shall review the Investment Policy and execute all transactions in accordance with the provisions and controls of the Investment Policy.

VI. Ethics and Conflicts of Interest

Investment Officers involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Investment Officers shall disclose to SACHSE any material financial interest in financial institutions that conduct business within this jurisdiction, and they shall further disclose any large personal financial/investment positions that could be related to the performance of SACHSE, particularly with regard to the time of purchases and sales.

Investment Officers involved in the investment process shall adhere to the business relationship and other disclosure requirements as described in the PFIA 2256.005(i) by filing statements with the Texas Ethics Commission and each ENTITY's governing body.

VII. Authorized Broker/Dealers

The list of authorized broker/dealers shall be annually approved by the City Council (Appendix A). These may include "primary" dealers or regional dealers that qualify under Securities & Exchange Commission Rule 15C3-1 (uniform net capital rule).

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the Investment Officer with the following: audited financial statements, proof of Financial Industry Regulatory Authority (FINRA) certification, trading resolution, and/or proof of State registration, as applicable.

It is at the discretion of the Investment Officer as to which authorized broker/dealer shall be used for any buy/sell transactions.

VIII. Investment Strategy

SACHSE's basic investment strategy for all financial assets is to preserve principal. In order to achieve that objective, SACHSE restricts the authorized investment instruments to those with suitable and limited credit and market risk. In order to make effective use of SACHSE's resources, all monies may be pooled into one portfolio, if practical, except for those monies required to be accounted for in other accounts as stipulated by applicable laws, bond covenants, ordinances, contracts, agreements, or other policies.

The objective of liquidity stems from the need of SACHSE to maintain available cash balances sufficient to cover financial outlays. Since the timing and amount of some financial disbursements are not predictable, fund-type strategies shall adjust for the uncertainty of projected cash flows.

Investment marketability will be maintained based on the fund-type strategies to sufficiently and reasonably assure that investments could be liquidated prior to the maturity, if cash needs dictate.

Whenever practical or appropriate, it is the policy of SACHSE to diversify its investment portfolio. Assets held in the investment portfolio may be diversified to minimize the risk of loss resulting from concentration of assets in a specific maturity, a specific issuer, or a specific class of investment.

SACHSE funds shall seek to achieve a competitive yield appropriate for each strategy. Yield objectives shall at all times be subordinate to the objectives of safety and liquidity. Tax-exempt debt proceeds shall be invested to maximize the interest earnings retained by SACHSE, while at the same time fully complying with all applicable State laws and federal regulations, including the arbitrage rebate regulations. A competitive yield environment shall be achieved by soliciting quotes from multiple investment providers, monitoring comparable investment alternatives, and reviewing general market conditions.

The overall investment strategy of SACHSE is based on the premise that a certain amount of SACHSE's funds will be needed to pay current year expenditures or for projects that are to be complete within a specific time frame. Remaining funds are considered to be reserves and, barring any unforeseen emergencies or events beyond SACHSE's control, it is considered that these funds may be invested, within the maturity limits of this Policy, in an advantageous position on the yield curve. It is understood that investments in longer term instruments are sensitive to changes in interest rates and other market conditions; however, it is SACHSE's belief that such investments may be held to maturity if necessary.

SACHSE may maintain one portfolio in which all funds under its control are pooled for investment purposes. Within the pooled portfolio are fund components, each having an investment strategy as described below:

- A. Governmental Funds – the funds through which most governmental functions are financed and the primary operating funds of SACHSE. The investment strategy must allow for the investment of anticipated cash flows to meet the anticipated expenditures of the following funds:
 - 1. General Fund
 - 2. Debt Service Fund
 - 3. Special Revenue Fund
 - 4. Capital Projects Fund
 - 5. Sachse Economic Development Corporation Fund
 - 6. Tax Increment Financing Reinvestment Zone Number One
 - 7. Tax Increment Financing Reinvestment Zone Number Two

8. Tax Increment Reinvestment Zone Number Three

The yield of an equally weighted, rolling three-month Treasury Bill portfolio will be the minimum yield objective.

- B. Proprietary Funds - the funds used in SACHSE's business-type activities or Enterprise activities financed primarily by user charges and fees. The strategy for these funds is to time investment maturities to anticipated cash requirements. Some project funds may allow investments with short to intermediate maturities.

The yield of an equally weighted, rolling six-month Treasury Bill portfolio will be the minimum yield objective.

- C. The Debt Service and Interest/Sinking Funds should consist of short-term investments, whose maturities meet the scheduled debt service payments. Reserves may be invested in longer-term investments.

The yield of an equally weighted, rolling three-month Treasury Bill portfolio will be the minimum yield objective.

- D. Special Revenue Fund and other Non-operating Funds investments should be in short-term instruments with maturities laddered to meet projected cash needs. Reserves are idle funds that may be invested in intermediate to long-term investments after analysis of future plans for use of the funds.

The yield of an equally weighted, rolling six-month Treasury Bill portfolio will be the minimum yield objective.

IX. Authorized & Suitable Investments

SACHSE is empowered by statute to invest in the following:

- A. Obligations of, or guaranteed by, governmental entities:
1. obligations of the United States or its agencies and instrumentalities, including the Federal Home Loan Banks;
 2. direct obligations of this State or its agencies and instrumentalities;
 3. other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of this State or the United States or their respective agencies and instrumentalities, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation or by the explicit full faith and credit of the United States; and

4. obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent.
- B. Financial Institution Deposits: A financial institution deposit is an authorized investment under this Policy if the deposit is with a state or national bank, a savings and loan association, or credit union that is:
1. guaranteed or insured by the Federal Deposit Insurance Corporation ("FDIC") or its successor, or the National Credit Union Share Insurance Fund ("NCUSIF"), or its successor;
 2. secured by obligations that are described in Section XIII Collateralization; and
 3. executed through a depository institution or broker that has its main office or a branch office in Texas and meets the requirements of the PFIA.
- C. Repurchase Agreements:
1. A fully collateralized repurchase agreement is an authorized investment if the repurchase agreement:
 - (a) has a defined termination date;
 - (b) is secured by cash or obligations described by Section IX. A1;
 - (c) requires the cash or securities being purchased by SACHSE to be delivered versus payment to SACHSE, held in SACHSE's account with a third party selected and approved by SACHSE; and
 - (d) is placed through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in this State.
 2. "Repurchase agreement" means a simultaneous agreement to buy, hold for a specified time, and sell back at a future date, obligations described by Section IX. A1 at a market value at the time the funds are disbursed of not less than the principal amount of the funds disbursed.
- D. Mutual Funds:
1. A no-load money market mutual fund is an authorized investment under this Policy if the mutual fund:

- (a) is registered with and regulated by the Securities and Exchange Commission;
 - (b) provides SACHSE with a prospectus and other information as required by the Securities Exchange Act of 1934 (15 U.S.C. Section 78a et seq.) or the Investment Company Act of 1940 (15 U.S.C. Section 80a-1 et seq.);
 - (c) has a dollar-weighted average stated maturity in compliance with regulations;
 - (d) includes in its investment objectives the maintenance of a stable net asset value of \$1.0000 for each share; and
 - (e) is continuously rated no lower than AAAm or at an equivalent rating by one nationally recognized rating service.
2. SACHSE is not authorized by this section to invest its funds or funds under its control, including bond proceeds and reserves and other funds held for debt service, in any one mutual fund in an amount that exceeds 10 percent of the total assets of the mutual fund.
- E. Commercial Paper issued in the United States.
- 1. With a stated maturity of 365 or less from the date of its issuance.
 - 2. Is rated not less than “A-1” or “P-1” or an equivalent rating by at least two nationally recognized credit rating agencies.
- F. Investment Pools:
- 1. SACHSE may invest its funds and funds under its control through an eligible investment pool if each ENTITY’s governing body by rule, order, ordinance, or resolution, as appropriate, authorizes investment in the particular pool. An investment pool shall invest the funds it receives from entities in authorized investments permitted by the PFIA 2256.016.
 - 2. To be eligible to receive funds from and invest funds on behalf of an entity under the PFIA 2256.016, an investment pool must furnish to the Investment Officers or other authorized representative of the entity an offering circular or other similar disclosure instrument that contains at a minimum, the following information:
 - (a) the types of investments in which money is allowed to be invested;

- (b) the maximum average dollar-weighted maturity allowed, based on the stated maturity date, of the pool;
 - (c) the maximum stated maturity date any investment security within the portfolio has;
 - (d) the objectives of the pool;
 - (e) the size of the pool;
 - (f) the names of the members of the advisory board of the pool and the dates their terms expire;
 - (g) the custodian bank that will safekeep the pool's assets;
 - (h) whether the intent of the pool is to maintain a net asset value of one dollar and the risk of market price fluctuation;
 - (i) whether the only source of payment is the assets of the pool at market value or whether there is a secondary source of payment, such as insurance or guarantees, and a description of the secondary source of payment;
 - (j) the name and address of the independent auditor of the pool;
 - (k) the requirements to be satisfied for an entity to deposit funds in and withdraw funds from the pool and any deadlines or other operating policies required for the entity to invest funds in and withdraw funds from the pool; and
 - (l) the performance history of the pool, including yield, average dollar-weighted maturities, and expense ratios.
3. To maintain eligibility to receive funds from and invest funds on behalf of an entity under the PFIA 2256.016, at a minimum an investment pool must furnish to the Investment Officer or other authorized representative of the entity:
- (a) investment transaction confirmations; and
 - (b) a monthly report that contains, as a minimum, the following information:
 - (1) the types and percentage breakdown of securities in which the pool is invested;

- (2) the current average dollar-weighted maturity, based on the stated maturity date, of the pool;
 - (3) the current percentage of the pool's portfolio in investments that have stated maturities of more than one year;
 - (4) the book value versus the market value of the pool's portfolio, using amortized cost valuation;
 - (5) the size of the pool;
 - (6) the number of participants in the pool;
 - (7) the custodian bank that is safekeeping the assets in the pool;
 - (8) a listing of daily transaction activity of the entity participating in the pool;
 - (9) the yield and expense ratio of the pool;
 - (10) the portfolio managers of the pool; and
 - (11) any changes or addenda to the offering circular.
- 4. SACHSE, by contract, may delegate to an investment pool the authority to hold legal title as custodian of investments purchased with its local funds.
 - 5. Investment Pool "yield" shall be calculated in accordance with regulations governing the registration of open-end management investment companies under the Investment Company Act of 1940, as promulgated from time to time by the Federal Securities and Exchange Commission.
 - 6. A public funds investment pool utilized as a cash-equivalent investment must mark its portfolio to market daily and, to the extent reasonably possible, stabilize at a \$1.00 net asset value. If the ratio of the market value of the portfolio divided by the book value of the portfolio is less than 0.995 or greater than 1.005, portfolio holdings may be sold as necessary to maintain the ratio between 0.995 and 1.005.
 - 7. An Investment pool must have an advisory board composed:
 - (a) Equally of participants in the pool and other persons who do not have a business relationship with the pool and are qualified to advise the pool, for pools created under Chapter 791 Texas State Code and managed by a state agency; or

- (b) of participants in the pool and other persons who do not have a business relationship with the pool and are qualified to advise the pool, for other investment pools.
8. A public funds investment pool must be continuously rated no lower than AAA or AAAm or at an equivalent rating by one nationally recognized rating service.
 9. If the investment pool operates an Internet website, the information in a disclosure instrument or report described in Subsections (b), (c)(2), and (f) must be posted on the website.
 10. To maintain eligibility to receive funds from and invest funds on behalf of an entity under this chapter, an investment pool must make available to the entity an annual audited financial statement of the investment pool in which the entity has funds invested.
 11. If an investment pool offers fee breakpoints based on fund balances invested, the investment pool in advertising investment rates must include either all levels of return based on the breakpoints provided or state the lowest possible level of return based on the smallest level of funds invested.

X. Portfolio Diversification

Security Type	Maximum Security Limits	Maximum Issuer Limit	Maturity Limits	Rating Requirement (Minimum)
Investment Pools	100%	50%	N/A	AAA or AAAm
Direct Obligations of U.S. Treasury	100%	N/A	5 years	N/A
U.S. Government Agencies	80%	20%	5 years	N/A
Financial Institution Deposits	50%	20%	3 yrs	N/A
Money Market Funds	50%	25%	N/A	AAAm
Federal Instrumentalities or Government Sponsored Enterprises ("GSE")	50%	20%	5 years	N/A
Commercial Paper	35%	10%	365 days	A1/P1
State or Local Government Taxable or Tax-Exempt Debt	25%	5%	5 years	A

XI. Unauthorized Investments

The following are not authorized investments under this section:

- A. Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal;

- B. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest; and
- C. Collateralized mortgage obligations.

Any Authorized & Suitable Investment that requires a minimum rating does not qualify during the period the investment does not have the minimum rating. SACHSE shall take all prudent measures that are consistent with this Policy to liquidate an investment that does not have the minimum rating. Additionally, SACHSE is not required to liquidate investments that were authorized at the time of purchase.

XII. Primary Depository

In compliance with State legislation, a Primary Depository shall be selected through SACHSE's banking services procurement process, which shall include a formal request for application (RFA). In selecting a Primary Depository, the Director of Finance shall conduct a review of prospective depository's credit characteristics and financial history.

No public deposit shall be made except in a qualified public depository as established by State laws.

XIII. Collateralization

Collateralization will be required on two types of investments: financial institution deposits (in amounts exceeding FDIC or NCUSIF insurance coverage) and repurchase agreements. With the exception of Letters of Credit issued for 100% of amount, the minimum collateralization level will be 102% of market value of principal and accrued interest, less FDIC or NCUSIF insurance when applicable.

SACHSE chooses to limit collateral (including letters of credit) to the obligations of, or guaranteed by, governmental entities as outlined in the Public Funds Collateral Act.

All financial institution deposits shall be insured or collateralized in compliance with applicable State law. SACHSE reserves the right, in its sole discretion, to accept or reject any form of insurance or collateralization pledged towards financial institution deposits. Financial institutions serving as depositories will be required to sign a depository agreement with SACHSE. The collateralized deposit portion of the agreement shall define SACHSE's rights to the collateral in case of default, bankruptcy, or closing and shall establish a perfected security interest in compliance with Federal and State regulations, including:

- The agreement must be in writing;
- The agreement has to be executed by the Depository and SACHSE contemporaneously with the acquisition of the asset;

- The agreement must be approved by the Board of Directors or designated committee of the Depository and a copy of the meeting minutes must be delivered to SACHSE; and
- The agreement must be part of the Depository's "official record" continuously since its execution.

Securities pledged as collateral shall be held by an independent third party acceptable to SACHSE. The custodial agreement is to specify the acceptable investment securities as collateral, including provisions relating to possession of the collateral, the substitution or release of investment securities, ownership of securities at default, and the method of valuation of securities.

XIV. Safekeeping and Custody

All security transactions, including collateral for repurchase agreements, entered into by SACHSE shall be conducted on a delivery-versus-payment (DVP) basis. Securities will be held in an account in SACHSE's name by a third-party safekeeping agent/custodian designated by the Investment Officers and evidenced by safekeeping receipts or custody statements.

XV. Electronic Fund Transfer

SACHSE may use electronic means to transfer or invest all funds collected or controlled by the local government.

XVI. Diversification

SACHSE will diversify its investments by types, maturity dates, and/or institutions, as appropriate.

XVII. Maximum Maturities and Weighted Average Maturity

To the extent possible, SACHSE will attempt to match its anticipated cash flow requirements with maturing investments. SACHSE will not directly invest in instruments maturing more than 2 years from the date of purchase, with the maximum weighted average maturity for the total portfolio to not exceed twelve months. However, SACHSE may collateralize its repurchase agreements using longer dated investments not to exceed 5 years to maturity.

Reserve funds may be invested in instruments up to and including 5 years if the maturities of such investments are made to coincide as nearly as practicable with the expected use of the funds.

XVIII. Internal Control

The Director of Finance shall establish an annual process of independent review by an external auditor in conjunction with the annual audit. This review will provide internal control by assuring compliance with policies and procedures.

XIX. Performance Standards

The investment portfolio shall be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow needs. "Weighted Average Yield to Maturity" shall be the standard for calculating portfolio rate of return.

XX. Reporting

- A. The Investment Officers shall prepare and submit quarterly a written report of investment transactions for all funds covered by this Investment Policy for the preceding reporting period.
- B. The report must include the following:
 - 1. describe in detail the investment position of SACHSE on the date of the report;
 - 2. be prepared jointly by all Investment Officers of SACHSE;
 - 3. be signed by each Investment Officer of SACHSE;
 - 4. contain a summary statement of each pooled fund group that states the:
 - (a) beginning market value for the reporting period;
 - (b) ending market value for the period; and
 - (c) fully accrued interest for the period.
 - 5. state the book value and market value of each separately invested asset at the beginning and end of the reporting period by type of asset and fund type invested;
 - 6. state the maturity date of each separately invested asset that has a maturity date;
 - 7. state the account or fund or pooled group fund in the local government for which each individual investment was acquired; and

8. state the compliance of the Investment Portfolio of the local government as it relates to:
 - (a) the Investment Strategy expressed in SACHSE's Investment Policy; and
 - (b) relevant provisions of the PFIA.
- C. The report shall be presented not less than quarterly to each ENTITY's governing body within a reasonable time after the end of the period.
- D. The market values and credit ratings presented in all portfolio reports shall be accurate and reliable estimates of the investment's true value and risk. Market value and credit rating sources may include, but are not limited to, rating agency reports, newspapers, financial websites, custodian reports, broker/dealer reports, and investment advisor research.

XXI. Investment Policy Adoption

SACHSE's Investment Policy shall be adopted by resolution of each ENTITY's governing body. This Policy shall be reviewed annually and any modifications made thereto must be approved by each ENTITY's governing body. Each ENTITY's governing body shall adopt a written instrument attesting to each annual review.

XXII. Auditor

As part of the annual audit, the independent auditor must formally review the quarterly investment reports to comply with the PFIA and report the results of that review to each ENTITY's governing body.

XXIII. Training

In order to ensure qualified and capable investment management, the Investment Officers, their designated subordinates, Treasurer, and Chief Financial Officer of SACHSE shall attend training that includes education in investment controls, security risks, strategy risks, market risks, diversification of investment portfolio, and PFIA compliance. SACHSE approves the Government Finance Officers Association, Government Finance Officers Association of Texas, Government Treasurers' Organization of Texas, North Central Texas Council of Governments, Texas City Managers Association, Texas Municipal League, and University of North Texas as independent sources of training.

Each individual shall attend training accumulating at least 10 hours of instruction within twelve months of assuming investment-related responsibilities; and shall then receive not less than 8 hours of investment-related instruction within each subsequent two-year period aligned with SACHSE's fiscal year end.

XXIV. Donated Investments

This Policy does not apply to an investment donated to SACHSE for a particular purpose or under terms of use specified by the donor.

XXV. Investment Policy Certification

The qualified representative of any business organization (including investment pool and discretionary investment management firm) offering to engage in an investment transaction must execute a written instrument substantially to the effect that the business organization has received and reviewed the Investment Policy and that the business organization has implemented reasonable procedures and controls in an effort to preclude imprudent investment activities arising out of investment transactions conducted between the organization and SACHSE.

[remainder of page intentionally left blank]

PASSED AND APPROVED by the City Council of the City of Sachse, Texas this ____ day of _____, 202__.

Jeff Bickerstaff, Mayor
City of Sachse, Texas

ATTEST:

Leah K Granger, City Secretary
City of Sachse, Texas

Acknowledged by the Sachse Economic Development Corporation, Texas this ____ day of _____, 202__.

Scott McMurdie, President
Sachse Economic Development Corporation

ATTEST:

Name/Title:
Sachse Economic Development Corporation

Acknowledged by the Sachse Municipal Development District, Texas this ____ day of _____, 202__.

Name/Title:
Sachse Municipal Development District

ATTEST:

George H. Kemper, Vice-Chairperson
Sachse Municipal Development District

Acknowledged by the Tax Increment Financing Reinvestment Zone Number Two, Texas
this _____ day of _____, 202__.

Jeff Bickerstaff, Chairperson
Tax Increment Financing Reinvestment Zone
Number Two

ATTEST:

Leah K Granger, City Secretary
Tax Increment Financing Reinvestment Zone Number Two

Acknowledged by the Tax Increment Reinvestment Zone Number Three Fund, Texas
this _____ day of _____, 202__.

Jeff Bickerstaff, Chairperson
Tax Increment Reinvestment Zone Number
Three

ATTEST:

Leah K Granger, City Secretary
Tax Increment Reinvestment Zone Number Three

Appendix A

Authorized Broker/Dealer Firms

Bank of America	FHN Financial	RBC Capital Mkts
BNY Mellon Capital Markets	Goldman Sachs	SAMCO Capital Markets
BB&T Capital Mkts	Hilltop Securities	Seelaus
Blaylock Van	ICAP North America Inc	Siebert Williams
BTIG	InspereX	Signature Securities Corp
BNY Capital Markets	JPMorgan	Stephens Inc.
Cabrera	Midlegate Securities	Stifel, Nicolaus & Co.
Cantor Fitzgerald	Mizuho Securities	StoneX
Capital Inst Services (CAPIS)	Morgan Stanley	Suntrust Robinson Humphrey
CIBC	MUFG Securities Americas Inc.	Truist
Citigroup	Oppenheimer & Co.	Tigress
Duncan Williams	Piper Sandler	Wells Fargo Securities
Fifth Third Securities	Raymond James & Assoc.	

E. Consent Agenda

Subject:	5. Adopt a resolution accepting and approving the Dallas County 2025 Tax Roll; resolving other matters relating to the subject; and providing an effective date.
Meeting	November 17, 2025 - City Council Meeting
Access	Public
Type	Action (Consent)
Fiscal Impact	None
Recommended Action	Adopt a resolution accepting and approving the Dallas County 2025 Tax Roll.
Goals	Be a model of financial stewardship through growth management; responsible investment; and financial transparency.

BACKGROUND

The Texas Property Tax Code, Section 26.09(e), requires the City Council to approve the appraisal roll with tax amounts entered by the assessor. The Dallas County Tax Assessor Collector provided the attached 2025 Tax Roll Summary with a total levy of \$18,280,439. The Dallas County Tax Assessor Collector performs tax collection for Sachse properties in Dallas County.

POLICY CONSIDERATIONS

Section 26.09(e) of the Texas Property Tax Code states that, "the assessor shall enter the amount of tax determined as provided by this section in the appraisal roll and submit it to the governing body of the unit for approval. The appraisal roll with amounts of tax entered as approved by the governing body constitutes the unit's tax roll."

RECOMMENDATION

Adopt a resolution accepting and approving the Dallas County 2025 Tax Roll.

File Attachments

1. Resolution_Accept Dallas County 2025 Tax Roll_FINAL
2. Exhibit A_Dallas County 2025 Tax Roll Summary

RESOLUTION NO. R-2025-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS, ACCEPTING AND APPROVING THE DALLAS COUNTY 2025 TAX ROLL; RESOLVING OTHER MATTERS RELATING TO THE SUBJECT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Section 26.09(e) of the Texas Property Tax Code requires the City Council to approve the Tax Roll; and

WHEREAS, the City received notification from the Dallas County Tax Assessor Collector as to the Tax Roll jurisdiction summary as of October 1, 2025; and

WHEREAS, a summary statement of said 2025 Tax Roll is attached hereto as Exhibit A.

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

SECTION 1. All matters stated in the preamble of this Resolution are true and correct and are hereby incorporated into the body of this Resolution as if copied in their entirety.

SECTION 2. The City Council of the City of Sachse, Texas, does hereby accept and approve the 2025 Tax Roll as submitted by the Dallas County Tax Assessor Collector.

SECTION 3. The attached Exhibit A constitutes the official City of Sachse 2025 Tax Roll for Dallas County, containing a tax levy of \$18,280,439.

SECTION 4. This Resolution is effective on the date of passage by the City Council.

DULY RESOLVED AND ADOPTED by the City Council of the City of Sachse, Texas, this the 17th day of November 2025.

CITY OF SACHSE, TEXAS

Jeff Bickerstaff, Mayor

ATTEST:

Leah K. Granger, City Secretary



DALLAS COUNTY TAX OFFICE
JOHN R. AMES, CTA
TAX ASSESSOR/COLLECTOR

2025 TAX LEVY
CITY OF SACHSE

Summary of Certified Roll

Number of Parcels:	6,591	
Total Market Value		3,391,280,670
Capped Value Loss		(152,789,675)
Total Exemptions/AG Loss		(248,291,941)
Total Taxable Value		2,990,199,054

Adopted Tax Rates

Maintenance & Operations	0.456209
Interest & Sinking (Debt Rate)	0.194207
Total Tax Rate per/\$100	0.650416

Tax Levy on Original Certified Roll

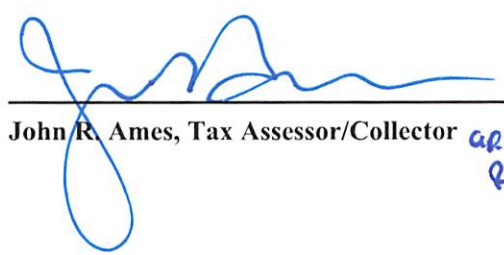
Maintenance & Operations	\$13,641,557
Interest & Sinking (Debt)	\$5,807,176
Levy prior to adjustment for Ceilings	\$19,448,733
Loss due to Ceilings	(\$1,172,339)
Rendition Penalty Adjustment	\$4,045
Adjusted Tax Levy	\$18,280,439

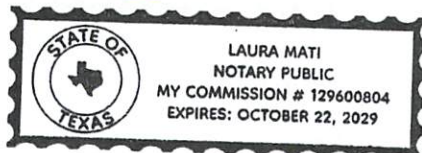
The calculations reported above are based upon certified data as provided by the Dallas Central Appraisal District (DCAD), and other CADs, where applicable. Levy calculations are derived by applying approved rates of taxation, as adopted by the governing bodies of the taxing entities. Combined, the Adjusted Tax Levy as set out above, represents the Tax Roll for the taxing entity. The calculations reported above are based upon current data only as provided by each respective entity, and do not take into consideration then-existing disputes regarding taxable values.

I, John R. Ames, Tax Assessor/Collector for Dallas County, do certify that the above information is true and correct to the best of my knowledge.

Sworn and subscribed before me, this 22 day of October, 20 25.


 Notary Public, STATE OF TEXAS


 John R. Ames, Tax Assessor/Collector *ar RR*



09/21/2025 02:01 pm
tc502_juris_summary.rep v1.28
Request Seq.: 704238

Tax Collection System - DALLAS COUNTY
Certified Roll Jurisdiction Summary
Processing For Tax Year: 2025 County Code: ALL Tax Unit: ALL Roll Codes: ALL

Page 39 of 98

Jurisdiction: 1228 CITY OF SACHSE					
Total Parcels:	6,591	Tax Rate:	0.6504160		
Market Value:	3,391,280,670	State Hom:	0	Opt Hom:	0.0000000
		State O65:	0	Opt O65:	50,000
		Disabled:	0	Opt Disabled:	50,000
AG Exclusion Count:	47	AG Exclusion Amt:	20,547,322		
Timber Exclusion Count:	0	Timber Exclusion Amt:	0		
HS Capped Count:	2,991	HS Capped Amt:	145,772,517		
NHS Capped Count:	89	NHS Capped Amt:	7,017,158		
Assessed Value:	3,217,943,673				
Total Cnt/Amt:	110	120,281,441	Hb366 Cnt/Amt:	91	80,750
Total-Vet Cnt/Amt:	85	41,808,683	Pollution Cnt/Amt:	8	283,660
State Homestead Count:	227	State Homestead Amt:	0		
Local Homestead Count:	0	Local Homestead Amt:	0		
State Over 65 Count:	0	State Over 65 Amt:	0		
Local Over 65 Count:	1,150	Local Over 65 Amt:	56,213,585		
Surviving Spouse Count:	86	Surviving Spouse Amt:	4,283,500		
State Disabled Count:	0	State Disabled Amt:	0		
Local Disabled Count:	83	Local Disabled Amt:	3,906,500		
Total VET Count:	85	Total VET Amt:	886,500		
Partial Exempt Values:	65,290,085				
Taxable Value:	2,990,199,054				
Total Levy Amt:	18,280,439.14				
Late Rendition Penalty Count:	102	Late Rendition Penalty Amt:	4,045.48		
Frozen Account Count:	1,309				
Frozen Homesite Value:	536,602,058				
Frozen Taxable Value:	462,854,528				
Unfrozen Levy Amt:	3,010,479.81				
Frozen Levy Amt:	1,838,140.08				
Frozen Levy Loss Amt:	1,172,339.73				
Total Non-Exempt Parcel Count:	6,481				

E. Consent Agenda

Subject:	6. Adopt a resolution accepting and approving the Collin County 2025 Tax Roll; resolving other matters relating to the subject; and providing an effective date.
Meeting	November 17, 2025 - City Council Meeting
Access	Public
Type	Action (Consent)
Fiscal Impact	None
Recommended Action	Adopt a resolution accepting and approving the Collin County 2025 Tax Roll.
Goals	Be a model of financial stewardship through growth management; responsible investment; and financial transparency.

BACKGROUND

The Texas Property Tax Code, Section 26.09(e), requires the City Council to approve the appraisal roll with tax amounts entered by the assessor. The Collin County Tax Assessor Collector provided the attached 2025 Tax Roll Summary with a total levy of \$11,175,451.99. Although the enclosed document is titled "Collin County", this refers to the Tax Assessor Collector, who performs tax collections for Sachse properties in Collin County.

POLICY CONSIDERATIONS

Section 26.09(e) of the Texas Property Tax Code states that, "the assessor shall enter the amount of tax determined as provided by this section in the appraisal roll and submit it to the governing body of the unit for approval. The appraisal roll with amounts of tax entered as approved by the governing body constitutes the unit's tax roll."

RECOMMENDATION

Adopt a resolution accepting and approving the Collin County 2025 Tax Roll.

File Attachments

1. Resolution_Accept Collin County 2025 Tax Roll_FINAL
2. Exhibit A-Collin County 2025 Tax Roll Summary

RESOLUTION NO. R-2025-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS, ACCEPTING AND APPROVING THE 2025 COLLIN COUNTY TAX ROLL; RESOLVING OTHER MATTERS RELATING TO THE SUBJECT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Section 26.09(e) of the Texas Property Tax Code requires the City Council to approve the Tax Roll; and

WHEREAS, the City received notification from the Collin County Tax Assessor Collector as to the Tax Roll jurisdiction summary as of October 8, 2025; and

WHEREAS, a summary statement of said 2025 Tax Roll is attached hereto as Exhibit A.

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

SECTION 1. All matters stated in the preamble of this Resolution are true and correct and are hereby incorporated into the body of this Resolution as if copied in their entirety.

SECTION 2. The City Council of the City of Sachse, Texas, does hereby accept and approve the 2025 Tax Roll as submitted by the Collin County Tax Assessor Collector.

SECTION 3. The attached Exhibit A constitutes the official City of Sachse 2025 Tax Roll for Collin County, containing a tax levy of \$11,175,451.99.

SECTION 4. This Resolution is effective on the date of passage by the City Council.

DULY RESOLVED AND ADOPTED by the City Council of the City of Sachse, Texas, this the 17th day of November 2025.

CITY OF SACHSE, TEXAS

Jeff Bickerstaff, Mayor

ATTEST:

Leah K. Granger, City Secretary



SCOTT GRIGG
TAX ASSESSOR COLLECTOR
COLLIN COUNTY
2300 Bloomdale Road, Suite 2366
P.O. Box 8046
McKinney, TX 75070-8046
(972) 547-5020
Fax: (214) 491-4808
Email: sgrigg@co.collin.tx.us

October 8, 2025

Jeff Bickerstaff, Mayor
City of Sachse
3815 Sachse Rd, Building B
Sachse, TX 75048

Dear Mayor Bickerstaff,

Attached is the 2025 Tax Roll Summary for City of Sachse.

Submission of the 2025 Tax Roll to your governing body for approval, in accordance with *Texas Property Tax Code*, Section 26.09, will constitute the 2025 Tax Roll for City of Sachse.

Please provide my office a copy of your ordinance approving the Tax Roll at your earliest convenience. While this is a formality in the Texas Property Tax Code, we do want to fulfill the requirements of the law and do appreciate your cooperation.

If you have any questions, please contact me.

Sincerely,

A handwritten signature in blue ink that reads "Scott Grigg".

Scott Grigg
Tax Assessor Collector

SG:jd

Enclosure

cc: David Baldwin

2025 TAX ROLL SUMMARY

29 - SACHSE CITY

	Amount	Count
NUMBER OF ACCOUNTS		3,464
MARKET VALUES		
ROLLCODE: PERSONAL		
Personal	\$31,358,956	
ROLLCODE: REAL		
Agriculture	\$4,458,007	
Improvement	\$1,142,899,553	
Improvement Non-Home Site	\$265,916,586	
Land	\$414,788,041	
Land Ag Land	\$2,897	
Land Non-Home Site	\$92,773,407	
TOTAL MARKET VALUE	\$1,952,197,447	
DEFERRALS		
Ag	\$4,458,007	6
TOTAL DEFERRALS	\$4,458,007	
EXEMPTIONS		
23.231 Circuit Breaker Limitation	\$1,650,984	29
Autos , XO , PPV , XO , PPV	\$4,549,047	22
Cap Adjustment , XT , XT	\$39,631,770	1,373
Disabled	\$1,875,000	39
Disabled Veteran	\$20,887,036	110
Homestead	\$0	2
Miscellaneous , XV , XV	\$50,056,624	61
Nominal Value	\$47,308	49
Over 65	\$26,945,500	568
Pollution Control	\$6,899	1
Solar/Wind	\$67,591	3
TOTAL EXEMPTIONS	\$145,717,759	
GRAND TOTAL FOR DEFERRALS AND EXEMPTIONS	\$150,175,766	
TOTAL MARKET VALUE	\$1,952,197,447	
TAXABLE VALUE	\$1,802,021,681	
TAX RATE	0.650416	
ROLLCODE: PERSONAL		
Levy	\$173,583.78	192
ROLLCODE: REAL		
Levy	\$11,001,868.21	3,272
TOTAL LEVY	\$11,175,451.99	
LEVY LOST DUE TO FROZEN	\$545,185.33	
OTHER LOST LEVY	\$0.00	
TOTAL LOST LEVY	\$545,185.33	

2025 TAX ROLL SUMMARY

29 - SACHSE CITY

Calculation Analysis							
	Calc Levy	- Tax Amount	=	Diff.	Market Value	Exemption	Taxable Value
Frozen	1,501,163.88	955,978.55		545,185.33	274,379,755	43,579,170	230,800,585
DV100 (Excl. Frozen)	0.00	0.00		0.00	15,152,837	14,656,505	496,332
Prorated (Excl. Frozen	0.00	0.00		0.00	0	0	0
Other	10,219,473.44	10,219,473.44		0.00	1,662,664,855	91,940,091	1,570,724,764
Total	11,720,637.32	11,175,451.99		545,185.33	1,952,197,447	150,175,766	1,802,021,681
DV100 (Incl. Frozen)	0.00	0.00		0.00	5,967,593	5,759,393	208,200
Prorated (Incl. Frozen	0.00	0.00		0.00	0	0	0

E. Consent Agenda

Subject:	7. Authorize the City Manager to execute an agreement with Kompan, Inc. in the amount of Two Hundred Thirty-Four Thousand, Four Hundred Fifty-Two and 06/100 Dollars (\$234,452.06) for the purchase and installation of poured-in-place (PIP) surfacing at Heritage Park.
Meeting	November 17, 2025 - City Council Meeting
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Dollar Amount	\$234,452.06
Budgeted	Yes
Budget Source	Capital Improvement Plan (CIP)
Recommended Action	Authorize the City Manager to execute an agreement with Kompan, Inc. in the amount of Two Hundred Thirty-Four Thousand, Four Hundred Fifty-Two and 06/100 Dollars (\$234,452.06) for the purchase and installation of poured-in-place (PIP) surfacing at Heritage Park.
Goals	Provide excellent government services to Sachse citizens. Provide a high quality of life environment for families; individuals; businesses; and other organizations in Sachse.

BACKGROUND

The newly constructed side of Heritage Park was built using wood fibers on the lower playground areas. This creates safety and maintenance issues on a daily basis. Poured-in-place (PIP) surfacing offers a safer, cleaner, and more accessible option for playgrounds compared to wood fibers. Kompan, Inc. has installed PIP surfacing at the newly constructed playground at J.K. Sachse Park.

This project was approved in the Capital Improvement Plan contained within the recent FY 25-26 budget that was adopted by the City Council.

POLICY CONSIDERATIONS

City Purchasing policy requires that purchases and contracts over \$100,000 be submitted to Council by the City Manager for Council approval. Kompan, Inc. is part of the purchasing cooperative OMNIA Partners which is included in Resolution 4094, authorizing participation in various cooperative purchasing programs in accordance with the City's procurement policies and procedures. City policy authorizes purchase from a purchasing authority or cooperative in accordance with State Law. Cooperative purchasing, pursuant to Chapter 791 of the Texas Government Code and Section 271 Subchapter F of the Local Government Code, so satisfies any State Law requiring local governments to seek competitive bids for items.

RECOMMENDATION

Authorize the City Manager to execute an agreement with Kompan, Inc. in the amount of Two Hundred Thirty-Four Thousand, Four Hundred Fifty-Two and 06/100 Dollars (\$234,452.06) for the purchase and installation of poured-in-place (PIP) surfacing at Heritage Park.

File Attachments

1. Presentation_CIP Playground Surface - PIP 11-17-25_FINAL
2. Kompan Proposal_Heritage ParkPIPSurfacing

Heritage Park Pour in Place Surface

City Council
November 17, 2025

Heritage Park Playground Surface



CIP Budget FY 25/26

- This project is in the CIP budget
- Start first of the year and will be completed by spring 2026
- Kompan is the vendor that is installing the PIP

Upper-Level Playground PIP (Poured-In-Place)



Lower-Level Playground EWF (Engineered Wood Fibers)



PIP Playground Surfacing Benefits:

- Smooth surface allows full ADA accessibility
- Low maintenance; no raking or topping needed
- Durable, long-lasting in all weather
- Custom colors and designs available
- Consistent, safe fall protection everywhere

Next steps

- Authorize the City Manager to execute an agreement with Kompan, Inc. in the amount of Two Hundred Thirty-Four Thousand, Four Hundred Fifty-Two and 06/100 Dollars (\$234,452.06) for the purchase and installation of poured-in-place (PIP) surfacing at Heritage Park

Questions?



Sales Proposal

City of Sachse
Parks & Recreation
Lance Whitworth
3815 Sachse Rd
Buidling B
Sachse, TX 75048

Quote No. SP149210-4
Customer No. C0004291
Document Date 10/20/2025
Expiration Date 12/19/2025

Sales Representative Jose Fontanillas
Email JosFon@Kompan.com
Phone No. 787-402-8190 / 800-426-9788

Project Name US329625 Heritage Park 2-5 PIP resurfacing

No.	Description	Qty Unit	Unit Price	Discount %	Net Price
	OMNIA Partners Contract #2017001135				
	<u>Sitework and Surfacing</u>				
US-PIP-100-CUSTOM	PIP 100% Color	5,605 Sq. Feet	38.34	5.00	204,150.91
	1912 @ 3.75"				
	2800 @ 2.25"				
	939 @ 2"				
	100% Specified Color				
	Aromatic Binder				
	Flush Edges				
	46 lf added for turf extension				
	Site Security				
	Dumpster				
	Stone Base:				
	1912 @ 9"				
	3739 @ 10"				
EXTRA SALES FREIGHT	Extra freight costs for PIP	1 Pieces	4,350.00		4,350.00

Sales Proposal

City of Sachse
Parks & Recreation
Lance Whitworth
3815 Sachse Rd
Buidling B
Sachse, TX 75048

Quote No. SP149210-4
Customer No. C0004291
Document Date 10/20/2025
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Sales Representative Jose Fontanillas
Email JosFon@Kompan.com
Phone No. 787-402-8190 / 800-426-9788

Project Name US329625 Heritage Park 2-5 PIP resurfacing

No.	Description	Qty Unit	Unit Price	Discount %	Net Price
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Notes

Please read attached General Assumptions and Exclusion document for information on Install/Sitework.

Excludes sitework, products, & services not listed.

Assumes site to be accessible & install ready.

Equipment is as per Heritage Park Site Plan version L2.0 - dated 04/25/2023

Description	Retail Price	Discount	Net Price
Subtotal - Surfacing	214,895.70	10,744.79	204,150.91
Subtotal - Freight	4,350.00		4,350.00
Total USD			208,500.91

Alternative Items

No.	Description	Qty Unit	Unit Price	Net Price
-----	-------------	----------	------------	-----------

US-DEMO	Demolition and discposal of existing EWF	5,605 Pieces	4.63	25,951.15
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Business Agreement OMNIA Partners Contract
Payment Terms 50% Prepayment , 50% Net 30 days

Installation Site Address

Heritage Park
4408 Hudson Dr.
Sachse, TX 75048

Sales Proposal

City of Sachse
Parks & Recreation
Lance Whitworth
3815 Sachse Rd
Building B
Sachse, TX 75048

Quote No. SP149210-4
Customer No. C0004291
Document Date 10/20/2025
Expiration Date 12/19/2025

Sales Representative Jose Fontanillas
Email JosFon@Kompan.com
Phone No. 787-402-8190 / 800-426-9788

Project Name US329625 Heritage Park 2-5 PIP resurfacing

Note that the color and texture of products and surfacing made with recycled content are subjected by the differences from the used recycled raw materials. Therefore, minor differences in the appearance and texture can occur.
Applicable sales tax will be added unless a valid tax exemption certificate is provided. This amount is only an estimate of your tax liability.
Your acceptance of this proposal constitutes a valid order request and includes acceptance of terms and conditions contained within this Master Agreement, which is hereby acknowledged.
Acceptance of this proposal from KOMPAN is acknowledged by issuance of an order confirmation by an authorized KOMPAN representative.
Prices in this quotation are good until expiration date, shown in the top of this document. After that date, this proposal may be withdrawn.
Prevailing Wage and Payment & Performance Bonds are not included unless stated in body of Sales Proposal. If Payment & Performance Bonds are needed, add 2.2% of the entire sales proposal.

This information required for order placement:

Accepted By (Please Print): _____

Accepted By (Title): _____

Accepted By (signature): _____

Date: _____

Date Equipment needed on site: _____

Bill To: _____

Ship To: _____

Address: _____

Address: _____

City, State, Zip: _____

City, State, Zip: _____

Contact: _____

Contact: _____

Contact Email: _____

Contact Email: _____

Contact Phone (Office): _____

Contact Phone (Office): _____

Contact Phone (Cell): _____

SALES TAX EXEMPTION CERTIFICATE #: _____

(PLEASE PROVIDE A COPY OF CERTIFICATE)

F. Action Items

Subject:	1. Consider approving a resolution of the City Council of the City of Sachse, casting its vote for a member of the Board of Directors of the Collin Central Appraisal District; and providing for an effective date.
Meeting	November 17, 2025 - City Council Meeting
Access	Public
Type	Discussion, Action
Fiscal Impact	None
Recommended Action	Approve a resolution casting Sachse's votes for members of the Board of Directors of the Collin Central Appraisal District.
Goals	Provide excellent government services to Sachse citizens.

BACKGROUND

Each voting unit must vote in an open meeting, report its vote by written resolution, and submit the resolution to the chief appraiser before December 15, 2025. Each unit may cast all its votes for one candidate or distribute the votes among any number of the candidates listed. Since there is no provision for write-in candidates, the chief appraiser will not count votes for someone not listed on the official ballot.

The number of votes allocated to the City of Sachse is 5.

POLICY CONSIDERATIONS

The resolution for adoption is in compliance with Texas Property Tax Code § 6.0301.

RECOMMENDATION

Approve a resolution casting Sachse's votes for members of the Board of Directors of the Collin Central Appraisal District.

File Attachments

1. Resolution_CCAD Board Election 2026 Ballot
2. CCAD 2026 Board of Directors Ballot Info
3. Collin CAD 2026 Board of Directors Election Vote Allocation

RESOLUTION NO. R-2025-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SACHSE,
CASTING ITS VOTE FOR A MEMBER OF THE BOARD OF DIRECTORS
OF THE COLLIN CENTRAL APPRAISAL DISTRICT; AND PROVIDING
FOR AN EFFECTIVE DATE.**

WHEREAS, the Chief Appraiser has provided the participating taxing units eligible to vote the nominees for the Appraisal District Board of Directors in accordance with the Texas Property Tax Code.

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

Section 1. The City Council of the City of Sachse does hereby cast its votes in accordance with the attached ballot, for a member of the Board of Directors of the Collin Central Appraisal District.

Section 2. This Resolution shall become effective immediately from and after its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Sachse, on this the 17th day of November 2025.

CITY OF SACHSE

Jeff Bickerstaff, Mayor

ATTEST:

Leah K Granger, City Secretary



Collin Central Appraisal District

OFFICIAL BALLOT

ISSUED TO: Sachse City

NUMBER OF VOTES:

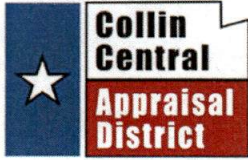
FOR: **BOARD OF DIRECTORS, COLLIN CENTRAL APPRAISAL DISTRICT, TERM
BEGINNING JANUARY 1, 2026.**

NOMINEES	VOTES
<i>DOUG BENDER</i>	
<i>BAIN BROOKS</i>	
<i>BRIAN DALE</i>	
<i>JOSHUA DAVID</i>	
<i>MICHELLE HOWARTH</i>	
<i>DUANE KELLY</i>	
<i>SURESH MALEPATI</i>	
<i>JASON ROSS</i>	
<i>JERRY TARTAGLINO</i>	
<i>BRYAN WASHINGTON</i>	
<i>STEVE WILSON</i>	

October 20, 2025

Marty Wright, Chief Appraiser

Section 6.03 (g) of the State Property Tax Code requires the above action be taken by resolution, therefore, please attach a copy of the resolution to this ballot and return to the chief appraiser, at 250 Eldorado Pkwy., McKinney, Texas 75069, before December 15, 2025, **except taxing units with 100 or more votes.**



Collin Central Appraisal District

October 20, 2025

Leah Granger, City Secretary
Sachse City
3815 Sachse Rd., Building B
Sachse, TX 75048

RE: Board of Directors election, four-year term, beginning January 1, 2026

Dear Ms. Granger:

Enclosed you will find the ballot listing the nominees for the Board of Director positions for the Collin Central Appraisal District. The candidates are listed alphabetically by their surname.

Each voting unit must vote in an open meeting, report its vote by written resolution, and submit the resolution to the chief appraiser before December 15, 2025, **except taxing units with 100 or more votes.**

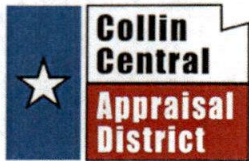
Taxing Units with 100 or more votes MUST determine its votes by Resolution adopted at the FIRST or SECOND open meeting of the governing body held after the chief appraiser delivers the ballot and their voting Resolution must be submitted to the chief appraiser not later than the THIRD day following the date the Resolution was adopted.

Each unit may cast all its votes for one candidate or distribute the votes among any number of the candidates listed. Since there is no provision for write-in candidates, the chief appraiser will not count votes for someone not listed on the official ballot.

Regards,

Marty Wright
Chief Appraiser

Enclosure



Collin Central Appraisal District

OFFICIAL BALLOT

ISSUED TO: Sachse City

NUMBER OF VOTES:

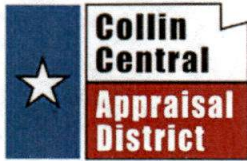
FOR: **BOARD OF DIRECTORS, COLLIN CENTRAL APPRAISAL DISTRICT, TERM
BEGINNING JANUARY 1, 2026.**

NOMINEES	VOTES
<i>DOUG BENDER</i>	
<i>BAINE BROOKS</i>	
<i>BRIAN DALE</i>	
<i>JOSHUA DAVID</i>	
<i>MICHELLE HOWARTH</i>	
<i>DUANE KELLY</i>	
<i>SURESH MALEPATI</i>	
<i>JASON ROSS</i>	
<i>JERRY TARTAGLINO</i>	
<i>BRYAN WASHINGTON</i>	
<i>STEVE WILSON</i>	

October 20, 2025

Marty Wright, Chief Appraiser

Section 6.03 (g) of the State Property Tax Code requires the above action be taken by resolution, therefore, please attach a copy of the resolution to this ballot and return to the chief appraiser, at 250 Eldorado Pkwy., McKinney, Texas 75069, before December 15, 2025, **except taxing units with 100 or more votes.**



Collin Central Appraisal District

2026

COLLIN CENTRAL APPRAISAL DISTRICT BOARD OF DIRECTOR'S NOMINATIONS

DOUG BENDER	Nominated by the City of Plano and Plano ISD. Resides in Plano, TX.
BAINE BROOKS	Nominated by the City of Allen. Resides in Allen, TX
BRIAN DALE	Nominated by the City of Lucas. Resides in Lucas, TX.
JOSHUA DAVID	Nominated by the City of Princeton. Resides in Princeton, TX.
MICHELLE HOWARTH	Nominated by the City of Sachse. Resides in Sachse, TX.
DUANE KELLY	Nominated by Princeton ISD. Resides in Princeton, TX.
SURESH MALEPATI	Nominated by the City of Frisco and Frisco ISD. Resides in Frisco, TX.
JASON ROSS	Nominated by the City of Frisco and Frisco ISD. Resides in Frisco, TX.
JERRY TARTAGLINO	Nominated by the City of Parker and City of Nevada. Resides in Parker, TX.
BRYAN WASHINGTON	Nominated by the City of Princeton. Resides in Princeton, TX.
STEVE WILSON	Nominated by the City of McKinney. Resides in McKinney, TX.

**2025 ALLOCATION OF VOTES
BOARD OF DIRECTORS APPOINTMENT**

ENTITY NAME	# OF VOTES ALLOCATED
ALLEN CITY	46
ALLEN ISD	119
ANNA CITY	11
ANNA ISD	25
BLAND ISD	0
BLUE RIDGE CITY	0
BLUE RIDGE ISD	3
CARROLLTON CITY	1
CELINA CITY	24
CELINA ISD	35
COLLIN COUNTY	186
COLLIN COUNTY COLLEGE DISTRICT	93
COMMUNITY ISD	18
DALLAS CITY	27
FAIRVIEW CITY	5
FARMERSVILLE CITY	2
FARMERSVILLE ISD	8
FRISCO CITY	70
FRISCO ISD	233
GARLAND CITY	0
JOSEPHINE CITY	1
LAVON CITY	3
LEONARD ISD	0
LOVEJOY ISD	25
LOWRY CROSSING CITY	0
LUCAS CITY	3
MCKINNEY CITY	88
MCKINNEY ISD	151
MELISSA CITY	10
MELISSA ISD	29
MURPHY CITY	7
NEVADA CITY	0
NEW HOPE CITY	0
PARKER CITY	3
PLANO CITY	125
PLANO ISD	352
PRINCETON CITY	10
PRINCETON ISD	32
PROSPER TOWN	20
PROSPER ISD	115
RICHARDSON CITY	28
ROCKWALL ISD	0
ROYSE CITY	1
ROYSE CITY ISD	2
SACHSE CITY	5
ST. PAUL CITY	0
TRENTON ISD	0
VAN ALSTYNE CITY	0
VAN ALSTYNE ISD	1
WESTON CITY	1
WHITEWRIGHT ISD	0
WYLIE CITY	22
WYLIE ISD	60
TOTALS	2000

NOTE: ELIGIBILITY OF VOTING ENTITIES AND CALCULATIONS PER SECTION 6.03 OF THE TEXAS PROPERTY TAX CODE. PERCENTAGE OF TAX LEVY CALCULATIONS ARE BASED ON THE JULY 24, 2025 CERTIFIED ROLL, TIMES THE 2025 TAX RATE, DIVIDED BY THE TOTAL CALCULATED TAX LEVY FOR ALL TAXING UNITS.

F. Action Items

Subject: 2. Consider approving a resolution of the City Council of the City of Sachse, casting its vote for a member of the Board of Directors of the Dallas Central Appraisal District; and providing for an effective date.

Meeting November 17, 2025 - City Council Meeting

Access Public

Type Discussion, Action

Fiscal Impact None

Recommended Action Approve a resolution casting Sachse's votes for members of the Board of Directors of the Dallas Central Appraisal District.

Goals Provide excellent government services to Sachse citizens.

BACKGROUND

The governing body of each taxing unit entitled to vote must cast its votes in an open meeting by resolution and submit the resolution ballot to the Dallas CAD Chief Appraiser BEFORE December 15, 2025 (except taxing units with 100 or more votes). In addition to your taxing unit's votes being provided in the Subject line of this memo, an attachment has been provided showing the number of votes for each county, city, school district and college district that is entitled to vote. **The number of votes allocated to the City of Sachse is 4.**

POLICY CONSIDERATIONS

Senate Bill 2 (or "SB 2"), enacted by the 88th Texas Legislature during its Second Called Session, amended several sections of the Texas Property Tax Code regarding the composition of the board of directors for appraisal districts in counties with a population of 75,000 or more (a "populous county"). Dallas County is a 'populous county'. Specifically, Article V, Section 5.03 of SB 2 added Section 6.0301 to the Tax Code that sets forth the amendments relating to the composition and method of selection of appraisal district boards of directors in populous counties.

RECOMMENDATION

Approve a resolution casting Sachse's votes for members of the Board of Directors of the Dallas Central Appraisal District.

File Attachments

1. Resolution_DCAD Board Election 2025 Ballot
2. Dallas CAD Board Election Appointment Instructions
3. DCAD Board Candidate Resumes_Redacted

RESOLUTION NO. R-2025-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SACHSE,
CASTING ITS VOTE FOR A MEMBER OF THE BOARD OF DIRECTORS
OF THE DALLAS CENTRAL APPRAISAL DISTRICT; AND PROVIDING
FOR AN EFFECTIVE DATE.**

WHEREAS, the Chief Appraiser has provided the participating taxing units eligible to vote the nominees for the Appraisal District Board of Directors in accordance with the Texas Property Tax Code.

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

Section 1. The City Council of the City of Sachse does hereby cast its votes in accordance with the attached ballot, for a member of the Board of Directors of the Dallas Central Appraisal District.

Section 2. This Resolution shall become effective immediately from and after its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Sachse, on this the 17th day of November 2025.

CITY OF SACHSE

Jeff Bickerstaff, Mayor

ATTEST:

Leah K Granger, City Secretary

Dallas Central Appraisal District Official Ballot
Election of Members to the Board of Directors

Below are the candidates for appointment to the two (2) positions on the Board, listed alphabetically. Please indicate your taxing unit's vote(s) by entering the number of votes to the right of the candidate(s) of choice.

<u>Nominees</u>	<u>Votes</u>
Kevin Carbo, Sr.	
Johnnae' Cortez	
John Cote	
Clyde Hairston	
Marion Hamilton	
Carter Holton	
Pauline Medrano	
Elishima Myles	
Larry Offutt	
William David Palmer	
Cassandra Phillips	
America Rodriguez	
Yemi Salau	

Submit this official ballot before December 15, 2025, to Chief Appraiser, Shane Docherty, via email DcadElections@dcad.org and mail a hardcopy to Shane Docherty, Executive Director/Chief Appraiser, 2949 N. Stemmons Fwy., Dallas, Texas 75247.

Please attach this ballot to the resolution passed by your taxing unit authorizing the taxing unit vote.



**Dallas Central
Appraisal District**

Date: October 28, 2025

To: Jeff Bickerstaff, Mayor, City of Sachse | jbickerstaff@cityofsachse.com
Sent Via Email

From: Shane Docherty, Executive Director/Chief Appraiser

Re: Election Ballot for Dallas Central Appraisal District Board of Directors CORRECTED
Number of Votes Allocated To: Sachse is 4

I have received all timely submitted nominating resolutions to elect members to the Dallas Central Appraisal District Board of Directors. I have prepared the attached sample Resolution and Ballot listing the candidate alphabetically according to the first letter of each candidate's surname, as required by Texas Property Tax Code Section 6.03(j). There are 13 nominees on the official ballot.

The governing body of each taxing unit entitled to vote must cast its votes in an open meeting by resolution and submit the resolution ballot to the Dallas CAD Chief Appraiser **BEFORE** December 15, 2025 (except taxing units with 100 or more votes). In addition to your taxing unit's votes being provided in the Subject line of this memo, an attachment has been provided showing the number of votes for each county, city, school district and college district that is entitled to vote.

The governing body of each taxing unit entitled to cast at least five percent of the total votes (taxing units with 100 votes or greater) must determine its vote by resolution adopted at the FIRST or SECOND open meeting of the governing body that is held after the date the chief appraiser delivers the ballot to the presiding officer of the governing body. The governing body must submit its vote to the chief appraiser not later than the THIRD day following the date the resolution is adopted.

Please submit the resolution ballot both by email (DcadElections@dcad.org) as well as hardcopy via mail, courier or hand delivery. Taxing units may cast its votes for one candidate or distribute their votes among any number of the candidates listed on the attached official ballot (Page 4).

The Chief Appraiser will count the votes and declare the two candidates who received the largest cumulative votes as elected and submit the results before December 31, 2025, to each of the taxing units and to the candidates.

In addition to the sample resolution, ballot and taxing unit voting entitlement list, are the biographies/resumes provided by the candidates and taxing units.

The remaining steps in the appointment process and calendar as prescribed by Texas Property Tax Code Section 6.03 is summarized below:

- Before December 15: In accordance with Texas Property Tax Code Section 6.03 (k) each taxing unit that is entitled to vote shall determine its vote by resolution and submit the same to the Chief Appraiser.
- Before December 31: In accordance with Texas Property Tax Code Section 6.03 (k) the Chief Appraiser will count the votes, declare the two candidates who received the largest cumulative vote totals elected, and submit the results to each taxing unit in the District and to the candidates.
- On January 1 the two appointed members take office and begin serving a 4-year term, 2026-2029.

If you have any questions about this process, please contact Deputy Chief Appraiser, Cheryl Jordan, via email at DcadElections@dcad.org or her direct line, 214-819-2312, or the District's main number, 214-631-0520.

Enclosures/Attachments: Sample Resolution; Ballot; Voting Entitlement List; Candidate Biographies/Resumes

Dallas Central Appraisal District 2025 Calculation of Taxing Unit Votes for Board of Directors Per Texas Property Tax Code Section 6.03(d)									
SUPPLEMENTAL #09-2024 EVR DATED 09/4/2024 FOR TAX YEAR 2024 FOR ALL ENTITIES									
ENTITY	2024 Taxable Value As of 09-2024 Supplemental	2024 Tax Rate	2024 Estimated Taxes Imposed	Taxing Unit Percentage of Total Taxes Imposed	1,000 Multiplier	Round	Multiply by Number of Directors (2)	2025 Taxing Unit Voting Entitlement	Taxing Unit Percentage of Total Votes (Yellow Highlight ≥ 5%) TPTC 6.03(k-1)
COUNTYWIDE ENTITIES									
Dallas County	\$416,443,435,417	0.215500	\$897,435,603	10.86226%	108.62262	109	218	218	10.88911%
Dallas College	426,915,850,533	0.105595	\$450,801,792	5.45635%	54.56355	55	110	110	5.49451%
GRAND TOTAL OF COUNTYWIDE	\$843,359,285,950		\$1,348,237,396	16.31862%	163.18616	163	328	328	
CITIES									
Addison	\$6,473,963,723	0.609822	\$39,479,655	0.47785%	4.77849	5	10	10	0.49950%
Balch Springs	2,058,989,412	0.794629	\$16,361,327	0.19803%	1.98032	2	4	4	0.19980%
Carrollton	10,309,498,743	0.538750	\$55,542,424	0.67227%	6.72267	7	14	14	0.69930%
Cedar Hill	6,537,656,328	0.636455	\$41,609,241	0.50362%	5.03624	5	10	10	0.49950%
Cockrell Hill	233,643,105	0.695086	\$1,624,021	0.01966%	0.19657	0	0	0	0.00000%
Combine	27,826,346	0.350000	\$97,392	0.00118%	0.01179	0	0	0	0.00000%
Coppell	11,461,852,683	0.458632	\$52,567,724	0.63626%	6.36262	6	12	12	0.59940%
Dallas	204,668,252,776	0.704700	\$1,442,297,177	17.45708%	174.57085	175	350	350	17.48252%
DeSoto	7,870,705,758	0.684934	\$53,909,140	0.65250%	6.52498	7	14	14	0.69930%
Duncanville	3,942,984,246	0.614834	\$24,242,808	0.29343%	2.93427	3	6	6	0.29970%
Farmers Branch	9,979,772,798	0.543500	\$54,240,065	0.65650%	6.56504	7	14	14	0.69930%
Ferris	31,223,641	0.534800	\$166,984	0.00202%	0.02021	0	0	0	0.00000%
Garland	26,599,868,293	0.689746	\$183,471,528	2.22068%	22.20678	22	44	44	2.19780%
Glenn Heights	986,790,869	0.565015	\$5,575,516	0.06748%	0.67484	1	2	2	0.09990%
Grand Prairie	14,268,823,626	0.660000	\$94,174,236	1.13985%	11.39854	11	22	22	1.09890%
Grapevine	503,956,111	0.241165	\$1,215,366	0.01471%	0.14710	0	0	0	0.00000%
Highland Park	9,400,619,935	0.208550	\$19,604,993	0.23729%	2.37292	2	4	4	0.19980%
Hutchins	1,556,141,852	0.630082	\$9,804,970	0.11868%	1.18676	1	2	2	0.09990%
Irving	42,014,585,664	0.589100	\$247,507,924	2.99575%	29.95753	30	60	60	2.99700%
Lancaster	6,631,932,334	0.604606	\$40,097,061	0.48532%	4.85321	5	10	10	0.49950%
Lewisville	135,776,953	0.422435	\$573,569	0.00694%	0.06942	0	0	0	0.00000%
Mesquite	15,186,970,290	0.690000	\$104,790,095	1.26834%	12.68344	13	26	26	1.29870%
Ovalla	49,955,648	0.626213	\$312,829	0.00379%	0.03786	0	0	0	0.00000%
Richardson	15,112,495,539	0.542180	\$81,936,928	0.99174%	9.91737	10	20	20	0.99900%
Rowlett	7,985,870,053	0.769691	\$61,466,523	0.74397%	7.43970	7	14	14	0.69930%
Sachse	2,933,206,549	0.650416	\$19,078,045	0.23091%	2.30914	2	4	4	0.19980%
Seagoville	1,454,324,423	0.710932	\$10,339,258	0.12514%	1.25143	1	2	2	0.09990%
Sunnyvale	2,119,907,156	0.453000	\$9,603,179	0.11623%	1.16234	1	2	2	0.09990%
University Park	11,695,176,346	0.229964	\$26,894,695	0.32552%	3.25524	3	6	6	0.29970%
Wilmer	2,373,302,778	0.432143	\$10,256,062	0.12414%	1.24136	1	2	2	0.09990%
Wylie	264,974,797	0.534301	\$1,415,763	0.01714%	0.17136	0	0	0	0.00000%
GRAND TOTAL OF CITIES	\$424,871,048,775		\$2,710,256,498	32.80404%	328.04042	328	654	654	
SCHOOL DISTRICTS									
Carrollton-FB ISD	\$27,289,093,397	0.983600	\$268,415,523	3.24881%	32.48812	32	64	64	3.19680%
Cedar Hill ISD	6,069,916,206	1.127900	\$68,462,585	0.82865%	8.28648	8	16	16	0.79920%
Coppell ISD	18,652,862,790	1.002600	\$187,013,602	2.26355%	22.63550	23	46	46	2.29770%
Dallas ISD	195,327,449,741	0.997235	\$1,947,873,693	23.57641%	235.76415	236	472	472	23.57642%
DeSoto ISD	5,291,507,331	1.065200	\$56,365,136	0.68222%	6.82225	7	14	14	0.69930%
Duncanville ISD	7,197,014,578	1.105700	\$79,577,390	0.96318%	9.63178	10	20	20	0.99900%
Ferris ISD	64,238,971	1.140800	\$732,838	0.00887%	0.08870	0	0	0	0.00000%
Garland ISD	33,132,872,622	1.050900	\$348,193,358	4.21442%	42.14416	42	84	84	4.19580%
Grand Prairie ISD	13,875,271,518	1.057700	\$146,758,747	1.77632%	17.76319	18	36	36	1.79820%
Grapevine-Colleyville ISD	511,644,897	0.923300	\$4,724,017	0.05718%	0.57178	1	2	2	0.09990%
Highland Park ISD	23,378,147,635	0.866900	\$202,665,162	2.45299%	24.52992	25	50	50	2.49750%
Irving ISD	22,750,859,055	1.015900	\$231,125,977	2.79747%	27.97472	28	56	56	2.79720%
Lancaster ISD	6,109,744,509	1.224400	\$74,807,712	0.90545%	9.05448	9	18	18	0.89910%
Mesquite ISD	15,036,507,363	1.096900	\$164,935,449	1.99632%	19.96324	20	40	40	1.99800%
Richardson ISD	35,774,202,646	1.105200	\$395,376,488	4.78551%	47.85505	48	96	96	4.79520%
Sunnyvale ISD	2,227,430,907	1.186900	\$26,437,377	0.31999%	3.19989	3	6	6	0.29970%
GRAND TOTAL OF ISD'S	\$412,688,764,166		\$4,203,465,055	50.87734%	508.77341	509	1,020	1,020	
GRAND TOTAL			\$8,261,958,949	100.00000%	1,000.00000	1,000	2,002	2,002	100.00%
Per TPTC 6.03 (k-1) TU with 5% or greater:									
6.03(k-1) This subsection applies only to an appraisal district established in a county with a population of 120,000 or more. The governing body of each taxing unit entitled to cast at least five percent of the total votes must determine its vote by resolution adopted at the first or second open meeting of the governing body that is held after the date the chief appraiser delivers the ballot to the presiding officer of the governing body. The governing body must submit its vote to the chief appraiser not later than the third day following the date the resolution is adopted.									

Kevin Carbo

Biography of a Servant Leader

My name is Kevin Carbo. I was born in New York, lived in Puerto Rico and moved to Texas in 1984. I have lived in Texas most of my life and this is home.

I earned a bachelor's degree in finance from Dallas Baptist University and an MBA from the University of Dallas. I was employed at Dallas Love Field as a Manager II and have worked in the banking and insurance industries. My wife, Jossie, and I have two children that were educated through the Mesquite ISD system, and we enjoy our six grandchildren. I currently work for the City of Mesquite.

My involvement with leadership in MISD began in the 1990s as a PTA parent where I ultimately served as first vice-president of the Mesquite Council of PTA's. I have been blessed to participate and lead several programs. For example:

- Current: School Board Trustee for Mesquite ISD since 1996 (29 years)
- 1998 graduate of Leadership TASB – Attained the designation of Master Trustee
- Current: Director of the Texas Association of School Boards BOD (7 years)
- Current: Vice-Chair of the Dallas Central Appraisal District BOD
- Current: Board member of the Mesquite Heart Association (4 years)
- Past-President of NTAASB (2 Years).
- Served on the Risk Management Fund Board for 12 years, including the last five years I served as Chairman of the BOD.
- Served as Chair of the National Hispanic Council (a Council of NSBA, 3 years)
- Sat as a Director on the National School Board Association (NSBA) BOD
- President of a Local Bowling league (13 years)
- Served as Chairman of Circle Ten Tomahawk District for three (3) years
- Coached youth baseball and soccer leagues
- Served my Church as a youth leader
- Keynote speaker at Jr. ROTC banquets and other school functions.
- Keynote speaker for Concilio which is an association that helps school kids, and their parent better understand the rigors of school life and wait awaits after graduation.

I am active in the community by attending and presenting information in forums, town hall meetings and local club meetings.

My passion has always been to help others do better. I love the job I am doing for Texas Public Education, and I firmly believe that the work we do is of the utmost importance to the future of our State and Country.

Thank you for the privilege of your time.

Respectfully,

Kevin Carbó

Johnnaé Cortez, MSSW

Lancaster Independent School District

School Board Trustee – District 3

Johnnaecortez@LancasterISD.org

469-552-5593



Johnnaé Cortez was born in Omaha, Nebraska where she learned at an early age she wanted to help people. At the age of six her family moved to the Great State of Texas where she has made her home. Johnnaé graduated with honors from The High School for Health Professions and later graduated with a double major in Psychology and Social Work from East Texas State University in Commerce, Texas. In December of 2008, Cortez received her Master of Science in Social Work Degree from the University of Texas at Arlington 3 days before giving birth to her now sixteen-year-old son and Lancaster ISD Early College Student.

Johnnaé retired in August of 2025 after 27 years of service with the **Texas Department of Family & Protective Services**. Johnnaé has been a social worker for over 30 years serving our most vulnerable citizens of Texas. Throughout her career with Child Protective Services, she has had the opportunity to use crisis intervention skills and community networking to build better community foundations of support. Johnnaé has worked in the field of investigations as a forensic interviewer, an in-home family service assessor, grant writer, and mediator. She is a Subject Matter Expert in the field of child abuse and neglect, family violence, and crisis intervention. Cortez has received many accolades and awards in the areas of child maltreatment and community social service work, impacting the misfortunate and weak. Johnnae is no stranger to crisis. In 2008, she worked as an investigator in the largest child welfare case in Texas history, Hurricane Katrina, Hurricane Harvey, and most recently the COVID-19 pandemic. Johnnae sees matters from “a different lens” and turns a crisis into opportunities to network with other front-line providers and identify resources for impacted children, families, and other vulnerable populations.

Johnnae is a long-standing member of St. Paul Baptist Church. She is a 32-year member of Delta Sigma Theta Sorority Incorporated. Johnnaé is a pillar in the Lancaster Community without pause. She is a Charter Member of the Lancaster New Centennial Lions Club and the past President of the Lancaster Middle School PTA where she chartered. She serves on the Lancaster ISD Capital Outlay Committee and in 2018 was appointed to the Lancaster ISD School Health Advisory Council after her advocacy in 2017 for Lancaster ISD students receiving a much-needed medical device. She has spent countless hours volunteering within Lancaster ISD and advocating for all students and families. On May 3, 2025, Johnnae Cortez was elected as the Lancaster ISD School Board Trustee for District 3. Johnnaé takes personal interest in preserving and improving the overall quality of Lancaster ISD and will ensure families and the community have a voice (as partners) in ensuring all students receive a quality education.



CLYDE C. HAIRSTON

Mayor, City of Lancaster

EDUCATION

DOCTORATE OF RELIGIOUS PHILOSOPHY (PH.D)

TABERNACLE BIBLE COLLEGE
-TAMPA FL

MASTERS OF DIVINITY

TABERNACLE BIBLE COLLEGE
-TAMPA FL

BACHELORS OF ARTS IN BIBLICAL STUDIES AND THEOLOGY

MINNESOTA GRADUATE
SCHOOL OF THEOLOGY
-BROOKLYN CENTER, MN

CERTIFICATE OF DIPLOMA IN BIBLICAL STUDIES AND THEOLOGY

DAYSPRINGS BIBLE COLLEGE
INSTITUTE AND SEMINARY
-TAMPA FL

CONTACT

Email: chairston@lancaster-tx.com
Phone: (469) 970-4432
Mailing Address: P.O. Box 940,
Lancaster, TX 75146

CAREER HIGHLIGHTS



Mayor Clyde C. Hairston has been a dedicated public servant and influential community leader in Lancaster, Texas, for over 33 years. His commitment to fostering unity and progress began with his appointment to the Human Relations Commission, a citizens' forum established to promote racial harmony within the city.

In a historic move, Mayor Hairston was appointed as Lancaster's first official Chaplain by city council resolution. He subsequently served as the District 5 City Councilmember for 11 years. During his tenure, he was elected by his peers to serve three consecutive terms as Deputy Mayor Pro Tempore. In May 2018, he was elected Mayor and is currently serving his second term, which extends through May 2027.

Mayor Hairston is a Certified Municipal Official (CMO) through the Texas Municipal League Institute (TMLI), having completed comprehensive training in Open Government, the Open Meetings Act, and the Public Information Act. In February 2021, he received additional TMLI certifications, including the Certificate of Recognition and the Certificate of Outstanding Accomplishment.

His extensive civic involvement includes service on the Lancaster Outreach Center Board of Directors and as Senior Chaplain for Dallas County Constable Precinct One from 2007 to 2010. He also led the Lancaster Interdenominational Ministerial Alliance (LIMA) as President for four years and currently serves as its Treasurer. Mayor Hairston is an active board member of the North Central Texas Housing and Finance Corporation (NCTHFC) and a member of the Metroplex Mayors Association.

Throughout his public service career, Mayor Hairston has contributed to numerous city boards and commissions, including the Library Board, Parks and Recreation (4B) Board, Airport Board, Museum Board, and Civic Service Commission. He was instrumental in the development of Meadowcreek Community Park, providing a vital recreational space for families and youth. From 2010 to 2018, he partnered with the Lancaster Independent School District (LISD) to support educational initiatives.

Mayor Hairston actively engages with the community through events such as the My Brother's Keeper Summit, aimed at empowering young men, and the Back to School Red Carpet Day, where he welcomes students at the start of the academic year. He firmly believes in the power of collective effort, often stating, "It's not about me, it's about we."

"It's not about me, it's about we" -**Mayor Clyde C. Hairston**



CLYDE C. HAIRSTON

Mayor, City of Lancaster

EDUCATION

**DOCTORATE OF RELIGIOUS
PHILOSOPHY (PH.D)**
TABERNACLE BIBLE COLLEGE
-TAMPA, FL

MASTERS OF DIVINITY
TABERNACLE BIBLE COLLEGE
-TAMPA, FL

**BACHELORS OF ARTS IN
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MINNESOTA GRADUATE
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CONTACT

Email: chairston@lancaster-tx.com
Phone: (469) 970-4432
Mailing Address: P.O. Box 940,
Lancaster, TX 75146

PROFESSIONAL SUMMARY

Mayor of Lancaster, Texas, with 33+ years in local government and community engagement. Certified Municipal Official known for transparent, equitable, and strategic leadership.

WORK EXPERIENCE

■ JANUARY 1989-PRESENT

SENIOR PASTOR

MIRACLE TEMPLE FELLOWSHIP CHURCH

- Provide spiritual leadership and administrative oversight to Miracle Temple Fellowship Church, guiding its mission as the body of Christ. Lead in preaching, teaching, sacraments, worship, stewardship, and outreach.

■ SEPTEMBER 2009- JUNE 2017

PARTNER IN EDUCATION

LANCASTER INDEPENDENT SCHOOL DISTRICT

- Provided assistance to teachers and administrators throughout the district.

■ FEBRUARY 1989-JANUARY 1989

MEDIA DELIVERY DRIVER

DALLAS COUNTY SCHOOLS, MEDIA DEPARTMENT

- Delivered media materials to area school districts in Dallas County.

■ JANUARY 1988-JANUARY 1989

HOUSE SUPERVISOR-COMMUNITY CORRECTIONS PROGRAM

VOLUNTEERS OF AMERICA

- Monitored and managed daily operations of the residential program, ensuring compliance with VOA policies and procedures in the absence of senior staff.

■ JANUARY 1983-FEBRUARY 1985

VOLUNTEERS OF AMERICA

WEEKEND COORDINATOR

- Supervised 12 males with mental challenges, managed daily operations, monitored visits, and oversaw the facility.

COMMUNITY INVOLVEMENT

2024: Lancaster City Council Mayor, Third Term
2021: Lancaster City Council Mayor, Second Term
2018: Lancaster City Council Mayor, First Term
2006: Lancaster City Council Deputy Mayor Pro Tem, District 5
2003: Lancaster City Councilmember, District 5





Marion Hamilton, M.H.A./M.B.A., Manager of the Patient Liaison Services Office at UT Southwestern Medical Center Dallas. Ms. Hamilton is a native of Dallas, TX graduate of Business Management Center H.S. She earned her undergraduate degree from East Texas State/Texas A&M-Commerce and graduate degrees; Masters in Healthcare Administration and Masters in Business Administration from the University of Texas Dallas. Hamilton is a life learner and has a passion for children's education. She has been employed at UT Southwestern since 2005, spending the majority of her time in Clinical Affairs/President's Office and Ambulatory Administration. Throughout her tenure she has strived to excel in her career by participating in various programs/organizations such as Aspiring Leaders, AAE-BRG, and completed a dual Master's program offered by UTSW through UT Dallas. She was elected by colleagues to serve on the UTSW Employee Advisory Council (EAC) from 2018-2020 and continues to volunteer as an alumnus in various events held at the University.

Ms. Hamilton is charged with creating processes, policy implementation, oversight and developing/maintaining an annual budget for the Patient Liaison Services Office, which serves to facilitate patient access to health care specialists. Daily, she oversees/manages the work of departmental employees ensuring that patient's needs are being met. She accurately monitors fiscal and administrative tasks to ensure efficient and effective daily operations.

Currently, Ms. Hamilton serves as the Lancaster Independent School District Board President. She was elected May 2009 and has held all officer positions (President, Vice President, 2nd Vice President, Secretary) multiple times. Ms. Hamilton enjoys sharing her time and knowledge with the students, staff and the community that she resides in to ensure all needs are met academically and financially. Oversight, leadership and operations are her greatest strengths due to her professional career experiences.

Ms. Hamilton is a proud mother of two wonderful adult children Kerinthia Hamilton, MBA graduate of Lamar University and Jeremiah Solomon, BS graduate of Prairie View A&M University. Marion enjoys cooking, reading, traveling, and spending time with family and friends.

(/)

Elishima Myles' Bio

Elishima Myles, MBA, CCT, aPHR | Balch Springs, Texas

Workforce Development Leader | Strategic Program Director | Community Advocate

Elishima Myles is a results-driven and strategically focused professional with over two decades of leadership experience spanning from higher education, government, corporate finance, and workforce development. She currently serves as Workforce Development and Apprenticeship Project Coordinator Relationship Management at Dallas College, where she manages grant-funded initiatives, fosters employer partnerships, and aligns workforce programs with regional economic needs.

Her prior roles include Program Director for Workforce Development and Continuing Education at Dallas College, Talent and Development Specialist at TBK Bank, and Assistant Vice President at J.P. Morgan Chase. Across each role, she has demonstrated a consistent ability to drive operational efficiency, manage multimillion-dollar accounts, and enhance community engagement through innovative workforce solutions.

Elishima holds a Master of Business Administration from Texas A&M University-Commerce and a Bachelor of Science in Business Administration from the University of Southwestern Louisiana. She is also a commissioned Texas Notary Public and certified as an Associate Professional in Human Resources (aPHR), and Contract Training.

In addition to her professional work, Elishima is an active civic leader. She serves as a City Councilmember for the city of Balch Springs, TX, and holds board positions with the Inland Port of Dallas County Local Government Corporation, Leadership Southwest, and Building Better Bridges. Her commitment to community development, economic empowerment, and lifelong learning underscores her dedication to creating lasting impact across sectors.

Larry Offutt



Dallas, Texas 75206

My extensive experience in real estate, business ownership, leadership positions in multinational publicly-traded companies makes me highly qualified to serve on the Dallas Central Appraisal District Board.

1. Real Estate Expertise

- As an owner of both single-family and multifamily housing, I have practical, firsthand knowledge of property values, market trends, and the complexities of real estate transactions. This insight is invaluable when it comes to understanding how properties should be fairly appraised and taxed.

2. Understanding of Property Management

- Managing both single and multifamily properties requires knowledge of maintenance, investment strategies, tenant relations, and compliance with city, county and state property regulations. This background can help me to advocate for fair property tax assessments that reflect the realities of ownership and management.

3. Business Acumen

- Owning and operating both independent and publicly owned businesses gives me critical experience in financial management, budgeting, and strategic decision-making. These skills are directly transferable to overseeing the operations of the appraisal district, including approving budgets and ensuring fiscal responsibility.

4. Familiarity with Public and Private Sectors

- My experience in both independent and publicly owned businesses provides me with a unique perspective on public service, accountability, and transparency, which are essential qualities for someone serving on a public board.

5. Stakeholder Perspective

- As a property owner and business operator, I represent a broad spectrum of the community impacted by property appraisals. I understand the implications of property taxes on individual homeowners and business owners alike, which allows

me to advocate for fair, balanced policies that benefit both groups and the realities of governmental entities.

6. Commitment to Public Service

- Serving on the DCAD Board involves ensuring fairness in the appraisal process, which affects tens of thousands of property owners. My business and real estate experience demonstrate a capacity for leadership, making me an ideal candidate to contribute to the community through the board.

My combined experience in real estate, business ownership and governmental affairs positions me to bring valuable insights and a balanced perspective to the DCAD Board and the citizens it serves.

Community and Volunteer

Dallas City Commissioner appointed by Dallas City Council- Landmark Commission Oct 2021 - Present

Founding Member - Remember Black Dallas -Jan 2019 - Present · Civil Rights and Social Action

City of Dallas Emergency Management (FEMA) Dec 2016 - Present

Founder & Member - Historic Preservation League (now Preservation Dallas)

Member- Supporter – Dallas NAACP

Founder & Member - Swiss Ave Historic District

Founding and Current Member – Friends of Aldredge House Museum

Dallas County Park Board

Member - Supporter - The Southern Poverty Law Center

Member-Supporter – National Council of Jewish Women Dallas

WM. DAVID PALMER

Chief Executive, General Counsel, Manufacturing and Distribution

EXECUTIVE PROFILE

Visionary executive and strategic leader with a distinguished record of driving business growth, operational excellence, and regulatory compliance. Proven ability to build and scale companies. Lead high-performing teams and optimize manufacturing and logistics operations. Expertise spans manufacturing and distribution operations, financial management, cost accounting, legal and regulatory frameworks, and executive decision-making. Recognized for fostering a culture of integrity, innovation, and continuous improvement.

PROFESSIONAL EXPERIENCE

Systems and Operations Consultant KEARNEY TRAILERS, LLC – Emory, TX

05/25 – Current

- Provide consulting in updating and refining ERP information systems and accounting practices for manufacturing utility trailers
- Provide organizational behavior consulting
- Improve data for management decision-making

President | Shareholder | Director PREMARK HEALTH SCIENCE, INC. – Irving, TX

03/07 – 02/25

Business Leadership & Growth

- Founded and led contract manufacturing firm specializing in food, dietary supplement, and personal care cosmetic products.
- Expanded operations from 13,000 sq. ft. facility with 6 employees to a 74,815 square-foot state-of-the-art manufacturing plant with 54 employees.
- Diversified services from a flexible packaging tolling operation to full turn-key production and packaging of powders, capsules and liquids in both flexible and rigid packaging.
- Spearheaded technology upgrades from QuickBooks to QuickBooks Enterprise Manufacturing to NetSuite ERP for enhanced operational efficiency.
- Established and maintained a culture of compassion, quality, safety, and integrity, prioritizing employee development and business growth.
- Recognized in both the **Dallas 100** and **Aggie 100** in 2012.

Regulatory Compliance Excellence

- Maintained FDA registration as a Food, Cosmetic, and OTC Drug Manufacturer; and registrations with the Texas Department of State Health Services (TDSHS) as a Food, Drug, and Consumable Hemp Products Manufacturer.
- Implemented the newly adopted cGMP's (21 CFR 121) under the Dietary Supplement and Health Education Act (DSHEA) for Dietary Supplements beginning in 2009, and under the Food Safety Modernization Act (FSMA) for Food (21 CFR 117) in 2015.
- Led the company with commitment and dedicated hard work, to earn **NSF** certification for dietary supplement production and **SQF Quality/Level 3** certification for food manufacturing, both industry gold standards.

- Certified USDA Organic, Gluten Free (GFCO), Kosher and Halal. EU Dairy Certified and registered with Health Canada. All these registrations, certifications and company abilities can be viewed on the company's website www.premarkhs.com.

Consultant

STRATEGIC SOLUTIONS – Irving, TX

01/06 – 02/07

- Provided expert consulting in manufacturing and legal/regulatory compliance for companies in the nutritional and personal care industries.

President | Chief Operating Officer | Director

PROGRESSIVE LABORATORIES, INC. – Irving, TX

10/94 – 08/05

- Led operations, legal and regulatory affairs for a privately-owned, branded Practitioner line of dietary supplements, and began contract manufacturing of dietary supplements.
- Developed and implemented employee-focused training programs fostering a positive, high-performance culture contributing to consistent growth, averaging 14% annual revenue growth.
- Successfully navigated the new and complex regulatory landscape following Congressional passage of DSHEA in 1994, positioning the company for long-term compliance and success.

Legal & Accounting Career

- **Sole Practitioner, LAW OFFICE OF WM. DAVID PALMER** – Dallas, TX 04/90 – 10/94
- **Associate Attorney, RAY E. GREEN & ASSOCIATES, P.C.** – Dallas, TX 01/88 – 04/90
- **Associate Attorney/Law Clerk, NIELSEN & COMPANY, P.C.** – Dallas, TX 08/86 – 01/88
- **Senior Tax Accountant / Senior Auditor / Accounting Clerk, KRAFT FOODS COMPANY, INC.**
Garland TX and Chicago, IL 09/76 – 07/86

EDUCATION

Southern Methodist University, Dallas, TX

Master of Business Administration (Executive MBA Program)

May 2004

- Beta Gamma Sigma National Honorary Business Fraternity

DePaul University College of Law, Chicago, IL

Juris Doctor

January 1987

Southern Methodist University, Dallas, TX

Bachelor of Business Administration, Cum Laude

May 1982

- Major: Accounting
- Beta Alpha Psi National Honorary Accounting Fraternity
- Minor: Political Science

PROFESSIONAL MEMBERSHIPS

- Member, State Bar of Texas (15435950) 1987 - Present

COMMUNITY SERVICE & LEADERSHIP

- **Director**, Greater Irving – Las Colinas Chamber of Commerce 2001-2007
- **Director**, Irving Sister Cities 2012-2024
- **Commissioner**, City of Irving, Planning and Zoning Commission 2005-2012
- **Board Member**, City of Irving Tax Increment Investment Zone (TIF) No. 1 2012-2015
- **Councilman**, City of Irving, Place 8 At-Large 2015-2021

- Chaired the Planning and Development Committee, co-chaired the Boards and Commissions Appointments Committee
- Served on the Audit and Finance Committee, and the Transportation and Natural Resources Committee
- Acted as Council liaison to the National League of Cities and to the Irving Youth Council

PERSONAL:

██████████ at Methodist Hospital, Dallas TX. Married to Allyson since January 1983 and active in Boy Scouts with our three sons who are all Eagle Scouts. Friends of Scouting Chairman, Western Star District, 2005, 2006 and 2007.

Resume of:



Cassandra Phillips | REALTOR® | Leader | Advocate for Community and Education

With over two decades of experience in real estate and community leadership, **Cassandra Phillips** has built a career grounded in service, integrity, and a genuine passion for helping others. Licensed as a REALTOR® since 2001, she has held numerous influential roles within both the industry and her community—each reflecting her dedication to excellence and advocacy. Cassandra founded **Phillips Price Realty, Inc. (2005)** a firm built on integrity, service, and results — now proudly celebrating 20 years of helping clients achieve their real estate dreams. Her influence extends well beyond real estate.

Her leadership journey includes serving as a **Director for the Duncanville Chamber of Commerce (2006)**, Named **REALTOR® of the Year - SW Dallas Chapter of Women's Council of REALTORS (2006)**, **President of Bilhartz Elementary PTA (2008)**, and she twice served as **President of the Women's Council of Realtors®, Southwest Dallas Chapter (2008 & 2011)** and is a proud **Graduate of the Texas Realtors® Leadership Academy (Class of 2010)** she continues to elevate industry standards through service and example.

Her commitment to fair and equitable representation extends beyond real estate. As a past member of the **Board of Directors for the Dallas Central Appraisal District**, she played a key role in ensuring transparency and accuracy in property valuations. Elected to the **Duncanville ISD School Board in 2017- present**, Cassandra served as **Board President in 2020**, she remains deeply involved in shaping the educational future of her community.

Fun Facts:

She's an early riser and devoted **morning person**, a loyal **Apple user**, and a proud **mother of four** and **grandmother of three**, including the proud mom of a former professional football player. She doesn't drink soda, but she's full of energy—fueled by faith and a love for life. When she's not serving clients or her community, you'll find her **hiking, cycling, roller skating, walking, traveling or spending time with family**. Above all, she loves God and her family and believes in living a life of service, purpose, and gratitude.

America Rodriguez

Hutchins, TX 75141

EDUCATION

Texas A&M University, College Station, Texas December 2022
Bachelor of Science in Agriculture Economics with a concentration in Finance and Real Estate
Cum Laude Honors

Envestnet Institute on Campus program Coursework completed in Spring 2021

- Broad-based training in asset and wealth management with an emphasis on managed solutions
- Learned the essential language of investment management and its ever-changing products and technologies

EXPERIENCE

City of Hutchins Council Member May 2025 – Present
Elected Official

- Create local laws to improve residents' quality of life and economic development in the city.
- Communicate with residents and city employees on city necessities and community projects.
- Approve budgets and oversee that city departments and services are effective and efficient.

BR Master Construction Dallas, TX November 2022 – Present
Operations Manager

- Oversee administrative and labor operations, day-to-day and quarterly necessities.
- Coordinate systems to effectively improve business processes.
- Manage training and compliance programs.

BR Master Construction Dallas, TX December 2018 – November 2022
Executive Assistant

- Coordinate schedules and communication between associates.
- Collect and develop reports for end of week and fiscal quarters, plus end-of-year earnings.
- Compute and coordinate weekly payroll and payroll projects.

ACTIVITIES

Keep Hutchins Beautiful Board August 2023 - Present
VP- Chair

- Create initiatives that beautify our city through hands-on projects and community outreach.
- Coordinate communication and processes to effectively complete programming.
- Work with national and local organizations to achieve beautification efforts.

Alpha Zeta Fall 2020 – Spring 2022
VP- Development / Censor

- Contact potential guest speakers and coordinate community outreach in the ag community.
- Coordinate with local committees and report at the national level.

SKILLS

- Can read, write, and speak proficient Spanish
- Advanced knowledge of QuickBooks and Canva
- Familiar with Microsoft Word and Microsoft Excel

Yemi Salau brings 15 years of rich experience in SAP and Project Management. Throughout this career, he has held key roles at renowned organizations, including IBM, Accenture, Verizon, CSC, Deluxe, General Dynamics, and PepsiCo. He has led significant projects for major clients, contributing to federal initiatives like the Logistics Modernization Program (LMP) and the US Navy Supply Command (NAVSUP), as well as being involved in Verizon's 5G rollout.

In 2023, Yemi was elected as a Council member for place 7 in Balch Springs. He earned his Bachelor of Science degree in Electrical Engineering from Farmingdale State University.

Beyond his professional pursuits, Yemi is actively engaged in community volunteering and enjoys traveling with his family. He is also a passionate reader, making time for literature whenever he can.

G. Discussion Items

Subject: 1. Receive an update regarding the City of Sachse Service Center project.

Meeting November 17, 2025 - City Council Meeting

Access Public

Type Discussion

Fiscal Impact None

Recommended Action Receive an update on the City of Sachse Service Center project.

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

BACKGROUND

Staff has negotiated a Construction Manager at Risk (CMAR) contract with Lee Lewis Construction, Inc. pertaining to the design, development, and construction of a new Service Center for the City of Sachse.

Director of Public Works and CIP Corey Nesbit will provide an overview of the significant provisions within the contract, associated fees, and next steps. The project architect, Mr. Ron Hobbs, will be in attendance and available for questions as needed.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Receive an update on the City of Sachse Service Center project.

File Attachments

1. Presentation_Service Center_11.17.25_FINAL

Sachse Service Center Update

City Council Meeting
November 17, 2025



Overview

- General Update
- Service Center Features
- Design Development Process
- Pros and Cons of Phasing
- Schematic Design
- Construction Manager At-Risk
- Project Financing
- Discussion and Feedback
- Next Steps

General Update

■ Programming Phase – **Completed**

- The design team has met several times over the last few months to determined the types, number, and sizes of spaces
- Multiple spatial plans, options, features, and layouts have been evaluated
- The design team has evaluated several phasing plans

■ Schematic Design Phase – **Completed**

- General layout and conceptual plans have been drafted
- Staff is reviewing and adjusting based on future needs for ultimate staffing and equipment



General Update

- Design Development Phase
 - Architectural plans are completed
 - Design development and architectural features completed
 - Survey, civil, and preliminary design are 60% completed
 - Updated costs and pricing are being coordinated and evaluated with staff, Ron Hobbs, and Lee Lewis
- Awarded CMAR – September 2025
- Construction Documents - December 2025
- Bid and receive contract pricing from Lee Lewis – December 2025
- Establish GMP amendment with Lee Lewis – Winter 2026
- Commence construction – Winter 2026

Service Center Features

- Administration offices
- Conference room
- Breakrooms
- SCADA/IT
- Storage space (chemical, small equipment, parts, signs, etc.)
- Toilets/locker rooms/shower/laundry
- Training and community room
- Remote dispatch center
- Equipment service bays
- Controlled site access
- Climate controlled bays for critical pieces of equipment (hydro-excavator and jet trucks)



Design Development Process

- Staff contemplated several variations of the building layout and composition
- Staff also evaluated the option of phasing the project
- Different versions of these designs are presented for illustrative purposes
- Logistical considerations such as people displacement and utilization of current spaces during construction were also considered as a part of this process

Pros and Cons of Phasing

- Pros for Phasing

- Reduces the initial construction cost

- Cons for Phasing

- Increased long term total project costs due to construction cost increases
 - Fails to address the current needs of each department
 - Can create future conflicts between operations and construction
 - Can keep the building in a prolonged state of active construction
 - Could have a negative effect on operation efficiencies
 - Will increase complexity due to additional planning and coordination
 - Could experience potential cost variations and availability of materials between initial and future phases
 - Could be affected by change in government regulations



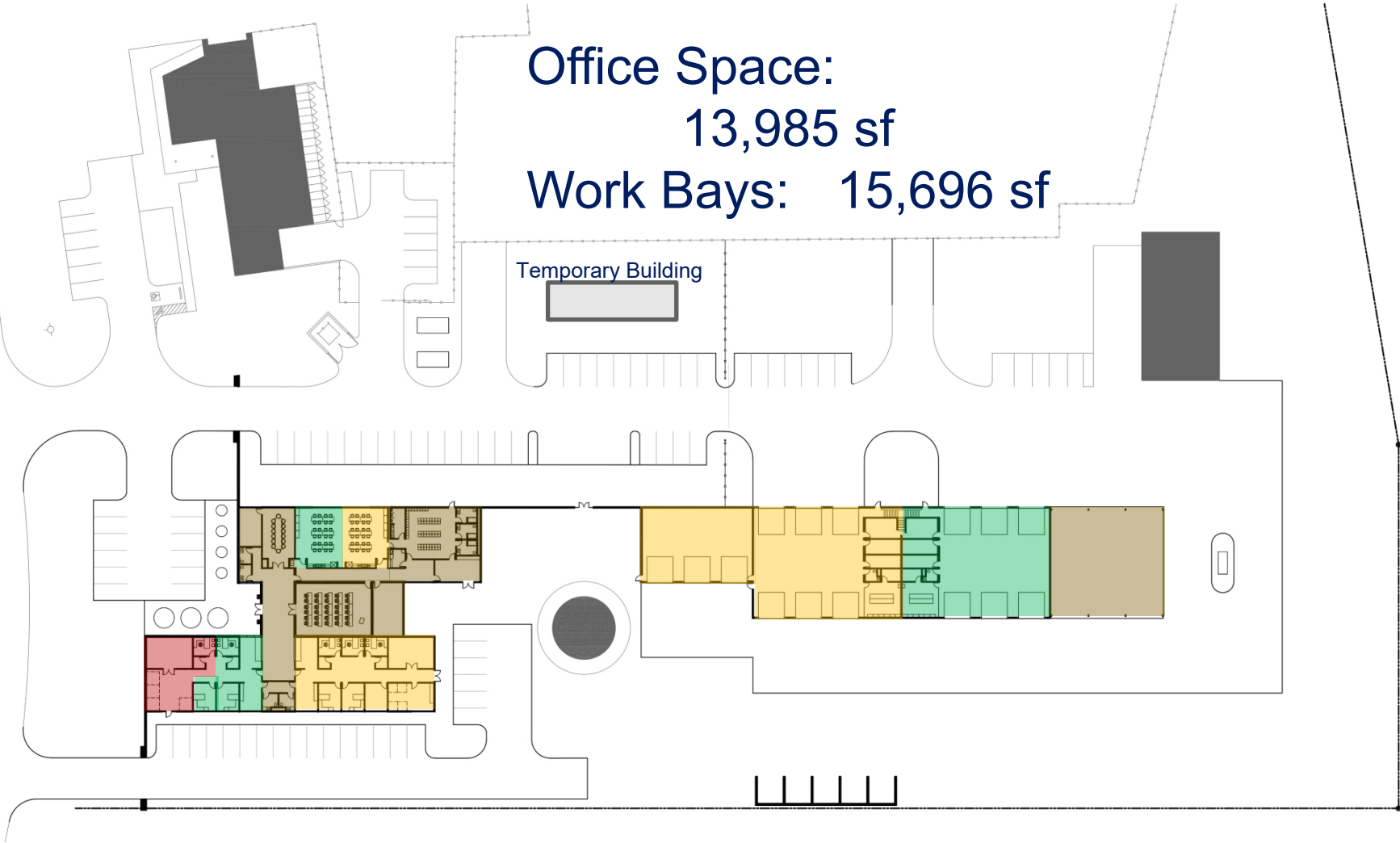
Schematic Design: Option A

Legend

- Public Works
- Parks Department
- Facilities
- Shared Space



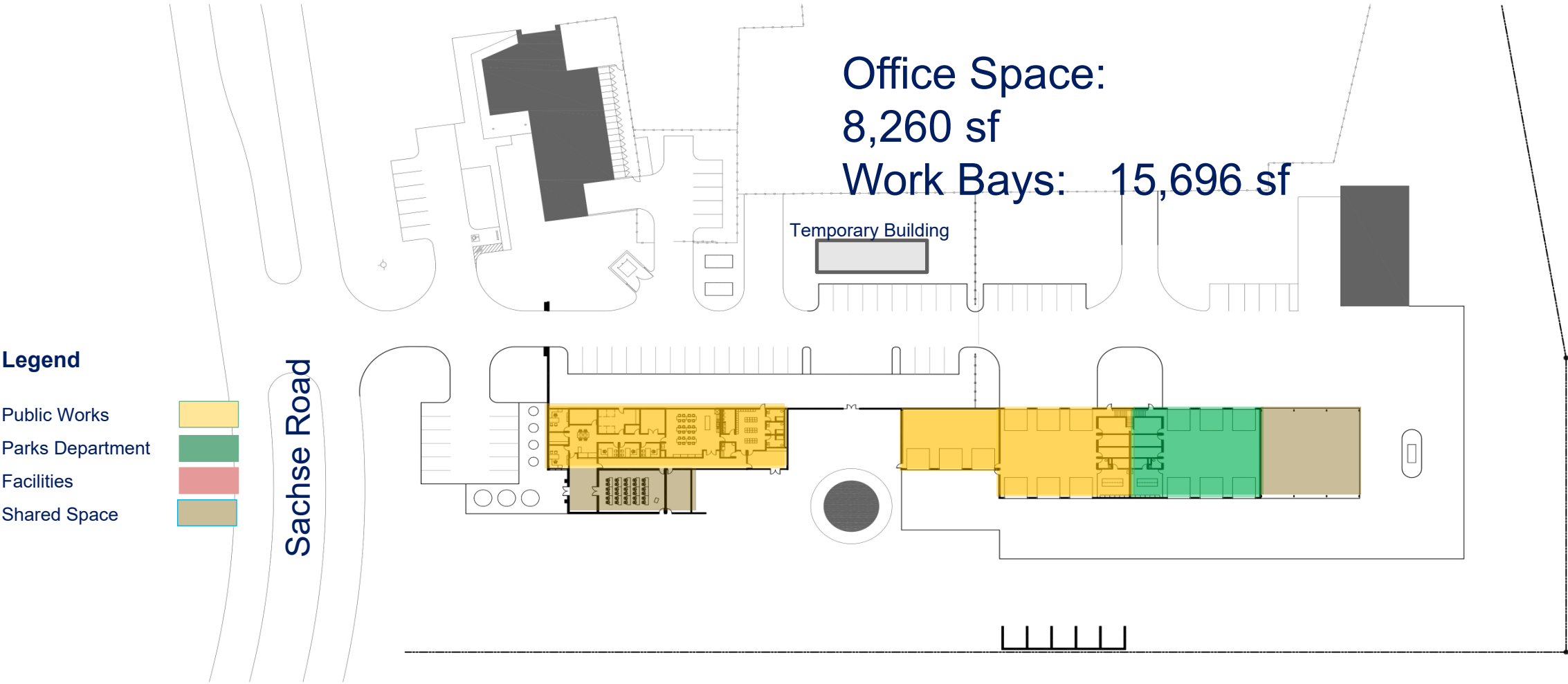
Sachse Road



Schematic A - Challenges

- Provides shared spaces
- Does not provide adequate space for current needs
- Does not address future needs of each department
- No cost savings with partial phasing
- Creates future conflicts between operations and construction
- Portions of the building will be unusable during future phases
- Will have a negative effect on operation efficiencies
- Will increase complexity due to additional planning and coordination
- Did not provide a space for remote dispatch/operations center

Schematic Design: Option B



Schematic B - Challenges

- Only addresses Public Work offices
- Creates future conflicts between operations and construction
- Portions of the building will be unusable during future phases
- Will have a negative effect on operation efficiencies
- Will increase complexity due to additional planning and coordination
- No cost savings with partial phasing
- Does not provide a space for remote dispatch/operations center

Schematic Design: Option C

Legend

- Public Works
- Parks Department
- Facilities
- Shared Space



Sachse Road

Office Space: 11,416 sf
Work Bays: 15,696 sf

Temporary Building



Schematic C - Challenges

- Only addresses Public Work and Leisure Services offices (does not include Facility Maintenance area)
- Creates future conflicts between operations and construction
- Portions of the building will be unusable during future phases
- Will have a negative effect on operation efficiencies
- Will increase complexity due to additional planning and coordination
- No cost savings with partial phasing
- Does not provide a space for remote dispatch/operations center



Schematic Design – Staff Recommendation

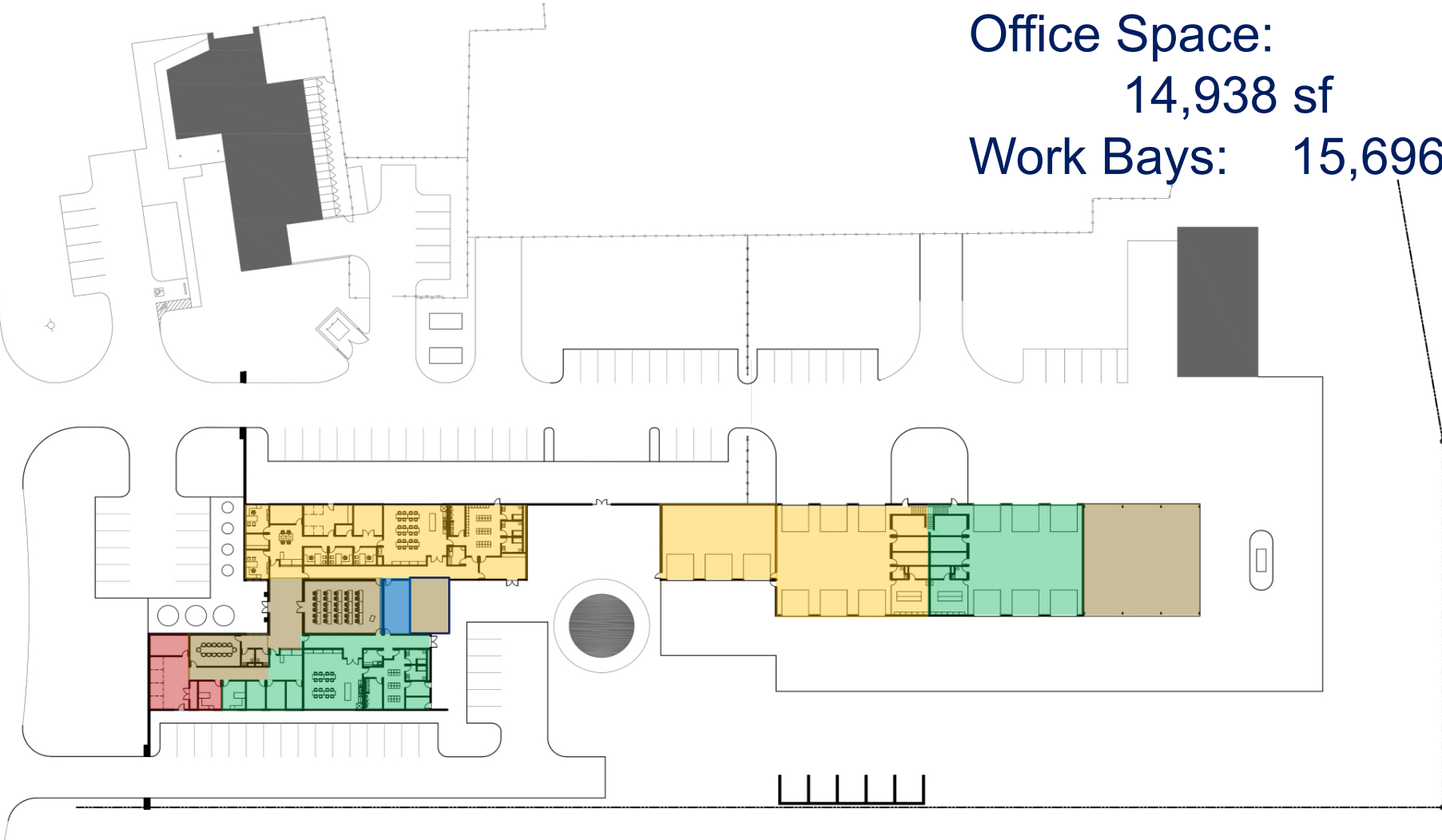
Office Space:
14,938 sf
Work Bays: 15,696 sf

Legend

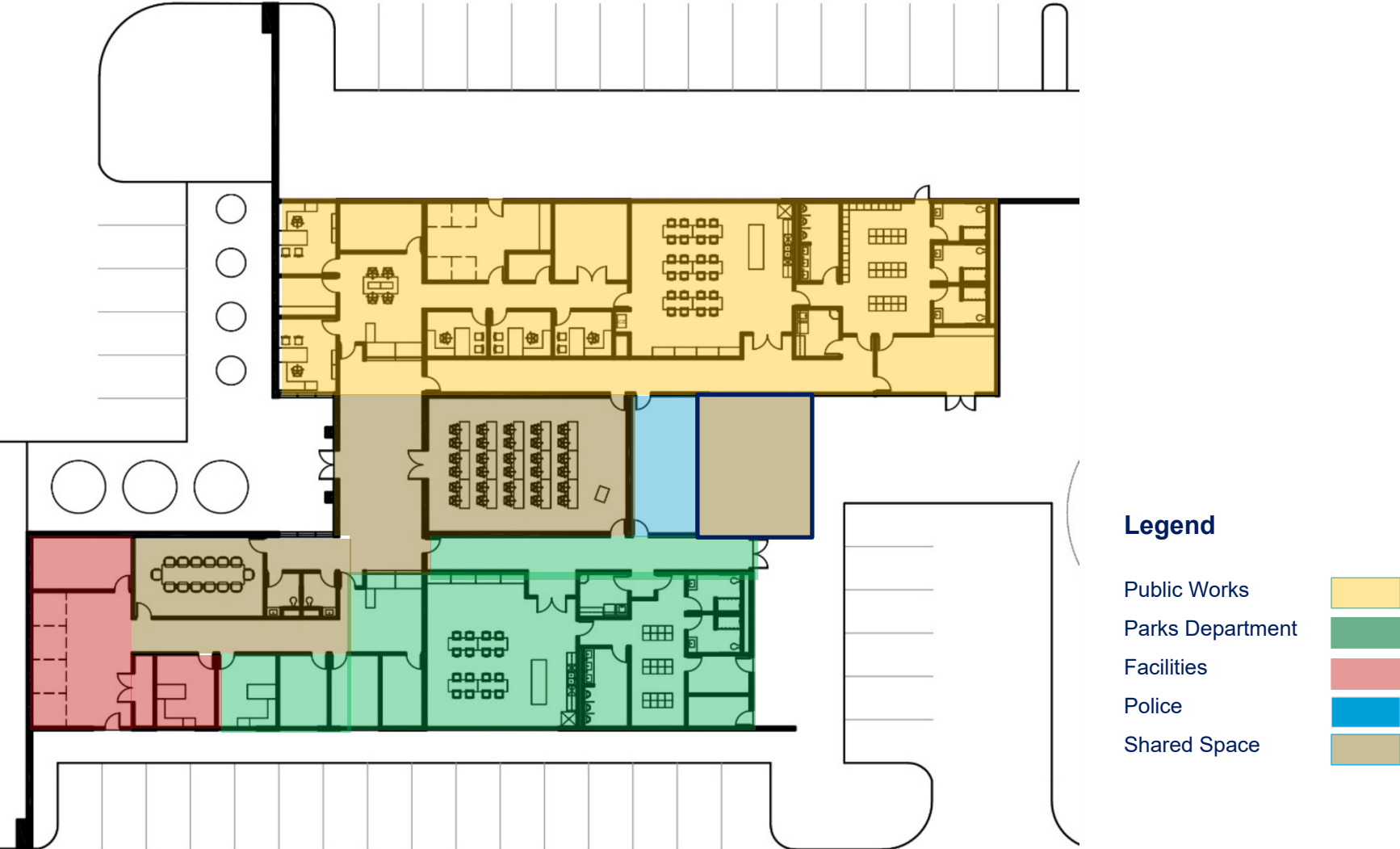
- Public Works
- Parks Department
- Facilities
- Police
- Shared Space



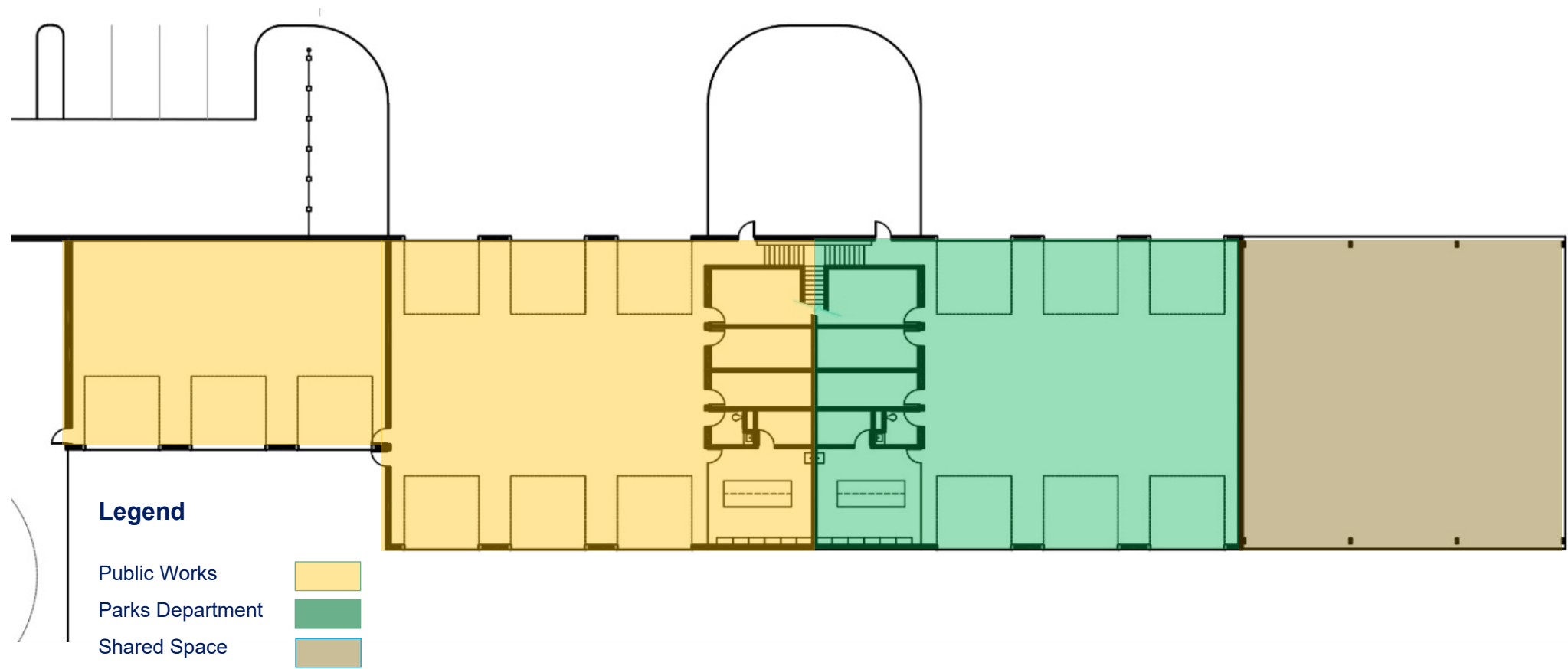
Sachse Road



Schematic Design – Office View



Schematic Design



Schematic Design – Exterior View



Schematic Design – Exterior View



Schematic Design – Exterior View



Schematic Design – Finishes



Stone base and metal panels to match Animal Shelter

Schematic Design – Finishes



- Floors: Polished concrete
- Ceilings: Acoustical (standard) ceiling tiles
- Interior Walls: Painted drywall (wall protection in hallways)
- Restrooms: Porcelain tile on floors and walls
- Roof: Standing seam metal
- Work Bay Walls: Hardie-Board to 7'-2" height
- Precast concrete screen wall: Along western property line
- Generators: Animal Shelter and Service Center



Construction Manager At-Risk

- Construction manager-at-risk (CMAR) assumes the risk for the construction of the facility like a general contractor but is also in consultation with the City during and after design of facility
- City hires architect to design and prepare construction documents
- City issues request for proposals (RFP) including general information and selection criteria—both qualifications and pricing are evaluated in one process
- Can include a guaranteed maximum price (GMP)
- This is a blend of the competitive sealed proposal and design-build method, allowing the City to have a greater say in the design and materials associated with the facility while setting a GMP



Construction Manager At-Risk

- Construction manager at-risk (CMAR) is working with the design team and staff to develop and value design project elements to maintain budget
- Once civil and architectural plans are complete staff will prepare refined cost breakdown with input from CMAR
- Comparative costs for Animal Shelter (2023) are \$566 per square foot
- Cost of Animal Shelter (2025) is \$725 per square foot
- Anticipated cost for office area is \$420.63 per square foot
- Anticipated cost for work bay area is \$287.40 per square foot
- Anticipated site cost is \$175.32 per square foot



Project Financing

- Current preliminary estimate: \$15.5 million
 - Final number will not be determined until design completion and project is bid
 - Split between Utility Fund 66% and General Fund 34%
- Funding has been earmarked and approved as shown in the current 2025-2026 CIP Budget
 - Water Fund - \$2,000,000
 - Sewer Fund - \$2,000,000
 - General Fund - \$2,000,000
- Proposed additional funding options utilizing debt instruments
 - Tax Notes
 - Certificates of Obligation



Council Feedback and Discussion of Design Elements Presented

Next Steps - Timeline

- Construction documents – December 2025
- Bid and receive contract pricing from Lee Lewis – January 2026
- Establish GMP amendment with Lee Lewis – Winter 2026
- Council acceptance, rejection, or further negotiation of GMP
 - Acceptance:
 - Bid and receive contract pricing from Lee Lewis
 - Review and execute GMP Amendment
 - Construction schedule to be established
 - Commencement of pre-construction meetings
 - Rejection
 - Go back out for bids
- Commence construction – Spring 2026