



**Thursday, October 27, 2022
Economic Development Corporation Meeting**

**Council Chambers
3815 Sachse Road, Building B
6 p.m.**

The Sachse Economic Development Corporation reserves the right to reconvene, recess, or realign the regular meeting, call 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 Sachse Economic Development Corporation meeting for the purpose of seeking confidential legal advice from the City Attorney on any workshop or regular meeting agenda item listed herein.

A. Regular Meeting Opening

1. Call to Order: The Board of Directors of the Economic Development Corporation of the City of Sachse will hold a Regular Meeting at 6 p.m. on Thursday, October 27, 2022, to consider the following items of business:
2. Invocation and Pledge of Allegiance to the U.S. and Texas Flags.
3. Sachse Business Spotlight - Lavenders Floral Boutique

B. Public Comment

1. Public Comment: The public is invited at this time to address the Board. Please come to the microphone and state your name and address for the record. However, if your remarks pertain to a specific agenda item, please hold them until that item, at which time the presiding officer will solicit your comments. The time limit is 3 minutes per speaker. The Board is prohibited by state law from discussing any item not posted on the agenda according to the Texas Open Meetings Act, but may take comments under advisement. Issues raised may be referred to City staff for research and possible future action.

C. Consent Agenda - All items listed on the consent agenda will be considered by the Board and will be enacted on by one motion. There will be no separate discussion of these items unless a Board member so requests.

1. Approve the minutes of the September 22, 2022, meeting.
2. Accept the monthly revenue and expenditure report for the period ending September 30, 2022.
3. Approve the Consent Agenda as presented.

D. Regular Agenda Items

1. Receive and take action on any reports and presentations by the Sachse Economic Development Corporation President, Board Members, Executive Director, and staff regarding items of community interest, special events, announcements and activities, office, industrial, commercial, retail, business retention, and marketing projects.
2. Receive a presentation regarding the Distributive Education Clubs of America (DECA) program at Sachse High School.
3. Discuss and consider approval of the proposed EDC sponsorship policy.
4. Consider and elect a President and Vice-President of the Economic Development Corporation Board of Directors.

E. Executive Session

1. The Sachse Economic Development Corporation shall convene into Executive Session pursuant to Texas Government Code Section §551.087: Deliberation regarding Economic Development Negotiations: Discussion of Economic Development incentives for retail or commercial business projects seeking to locate within the City of Sachse in the 5th Street District, generally located near State Highway (SH) 78 and 5th Street.

F. Regular Items / Meeting Closing

1. Adjournment.

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



Leah K Granger, City Secretary

Posted: 10/24/2022 by 3 p.m. Removed: _____

Accommodation requests for persons with disabilities should be made at least 48 hours prior to the meeting by contacting Amanda Chi, ADA Coordinator, via phone at 975.429.4770, via email at achi@cityofsachse.com, or by appointment at 3815 Sachse Road, Building B, Sachse, Texas 75048.

**Agenda Item Details**

Meeting	Oct 27, 2022 - Economic Development Corporation Meeting
Category	A. Regular Meeting Opening
Subject	3. Sachse Business Spotlight - Lavenders Floral Boutique.
Access	Public
Type	Information

Public Content**BACKGROUND**

In an effort to bolster business retention and expansion efforts, local Sachse businesses are selected and invited to attend EDC meetings. The goal for the Sachse Business Spotlight is to build and grow relationships between staff, the EDC, and the local business community.

OVERVIEW

Lavenders Floral Boutique has been invited to present during the Sachse Business Spotlight.

POLICY CONSIDERATION

There are no policy considerations affiliated with this item.

RECOMMENDATION

Receive a brief introduction and update from Lavenders Floral Boutique as part of the Sachse Business Spotlight.



Agenda Item Details

Meeting	Oct 27, 2022 - Economic Development Corporation Meeting
Category	C. Consent Agenda - All items listed on the consent agenda will be considered by the Board and will be enacted on by one motion. There will be no separate discussion of these items unless a Board member so requests.
Subject	1. Approve the minutes of the September 22, 2022, meeting.
Access	Public
Type	Action (Consent), Minutes
Preferred Date	Oct 27, 2022
Absolute Date	Oct 27, 2022
Recommended Action	Approve the minutes as presented.
Minutes	View Minutes for Sep 22, 2022 - Economic Development Corporation Meeting

Public Content

BACKGROUND

Minutes of the September 22, 2022, meeting.

POLICY CONSIDERATION

There are no policy considerations affiliated with this item.

RECOMMENDATION

Approve the minutes as presented.

[09.22.22 EDC Minutes.pdf \(183 KB\)](#)

All items listed on the consent agenda will be considered by the Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests.



**Sachse Economic Development Corporation
Meeting Minutes
September 22, 2022**

The Board of Directors of the Sachse Economic Development Corporation (EDC) convened in a public meeting at 6:00 p.m. on Thursday, September 22, 2022, notice of the meeting having been posted as prescribed at the Sachse City Hall, 3815 Sachse Road, Building B, Sachse, Texas, as required by Chapter 551, Local Texas Government Code.

Those present: President Tim Shivers; Vice President Marcia Harris-Daniel; Board members Scott McMurdie and Jim Mason; Councilmember Michelle Howarth; Economic Development Manager Jerod Potts; Finance Director David Baldwin; and Assistant Finance Director Ryan Bredehoeft. Richard Chandler arrived at 6:16 p.m.

Those absent: Teddy Kinzer and Mark Potter.

Regular Meeting Opening:

1. Call to Order.

Mr. Shivers called the meeting to order at 6:02 p.m.

2. Invocation and Pledge of Allegiance to the U.S. and Texas Flags.

Ms. Harris-Daniel gave the invocation and led the Board in the pledges.

Public Comment:

Diana Smith, 4802 Sachse Road, President of the Sachse Historical Society addressed the Board. Ms. Smith mentioned the museum is open every Tuesday 9 am to 1 pm, and by appointment. She noted that they would like to build an exhibition hall in their side yard. Ms. Smith mentioned the upcoming Day of the Dead event taking place on October 8 that would include a history-filled hayride through the cemetery.

Consent Agenda:

- 1. Approve the minutes of the August 18, 2022, regular meeting.**
- 2. Accept the monthly revenue and expenditure report for the period ending August 31, 2022.**
- 3. Accept the Quarterly Investment Report for the quarter ending June 30, 2022.**
- 4. Approve the Consent Agenda as presented.**

Ms. Harris-Daniel made a motion to approve all consent agenda items as presented. Mr. McMurdie seconded the motion, and it carried unanimously. Mr. Chandler was not present for this vote.

Regular Agenda Items:

- 1. Receive any reports and presentations by the Sachse Economic Development Corporation President, Board Members, Executive Director, and staff regarding items of community interest, special events, announcements and activities, office, industrial, commercial, retail, business retention, and marketing projects.**

City Secretary, Leah Granger, gave a brief overview of the new public comment process.

Mr. Potts explained that staff has proceeded with the creation of an advertisement to be included in the State of DFW issue of D CEO magazine that will be published in November. He also mentioned that the EDC website redesign project recently held a kick-off meeting and described the new business guide document currently being developed. Mr. Potts provided the Board with a few important upcoming event dates and showed the Board the Monthly Development Report compiled monthly by the Development Services department.

Mr. Potts gave a Placer.ai report to the Board, providing in-depth information about visitation during the Red, White and Blue Blast event. Placer.ai is a location-based platform that gives the City foot traffic information. The Board inquired about the number of people visiting restaurants after the event, wondering if this was potentially something that could be marketed. Mr. Potts provided a brief overview of the Void Analysis tool within the Placer.ai software. The Board asked when reports can be pulled from Placer.ai and Mr. Potts mentioned information can be pulled a few days following the date of interest. The Board asked if the data from Placer.ai correlated with any revenue data or credit card transactions. Mr. Potts responded that staff could look in to it.

Mr. Shivers announced he is resigning his position on the EDC Board because he is moving out of Sachse. He noted he has enjoyed his time on the Board and is proud of the things that have been accomplished. Ms. Harris-Daniel thanked Mr. Shivers for his service.

Ms. Howarth informed the Board that the joint meeting with the EDC and City Council will be held on January 12, 2023.

- 2. Consider authorizing the Sachse Economic Development Corporation to make a donation to Five Loaves Food Pantry supporting the Beacon of Hope program.**

Mr. Potts provided an overview of this agenda item. Though the EDC approved this item on August 18, 2022, 5 Loaves reversed course and would like to apply the funds to the Beacon of Hope program, rather than for the refrigerated box truck. Lon Ricker addressed the Board on behalf of 5 Loaves. Mr. Ricker explained the Beacon of Hope program to the Board, stating Ms. Wallace puts together an individual action plan for each family. Assistance varies from helping people find a job, pay bills, or get their car fixed. The Board asked how the EDC money would be spent, and Mr. Ricker said money will go towards helping people and families as needed. The Board asked how applicants would be vetted. Mr. Ricker

mentioned the money is not going to people directly, but rather 5 Loaves will make payments on behalf of the person getting their car fixed, etc.

Mr. Chandler made a motion to authorize the Sachse Economic Development Corporation to make a donation to Five Loaves Food Pantry supporting the Beacon of Hope program as presented, and Mr. Mason seconded the motion. The final vote was 3-2, with Mr. Shivers voting no, and Mr. McMurdie abstaining because his wife sits on the Board of Directors of Five Loaves. The vote was initially declared to have failed; however, upon further review of the bylaws, a simple majority of the members present constitutes a passing vote. Therefore, this vote did pass and the donation can be made to Five Loaves.

3. Review and discuss the proposed EDC sponsorship policy in addition to discussing EDC support of items related to community relations, sponsorships, and/or advertising.

Mr. Potts brought forward a potential policy for the Board to provide input on, noting this specific agenda item was not an action item. He outlined the process and provided a preliminary amount of \$1,000 that staff would have the ability to approve, subject to meeting the conditions of the guidelines. Requests that meet the guidelines but exceed the \$1,000 threshold would be placed on an EDC Board agenda for consideration, noting however, that requests previously approved during the EDC budget process would not come back to the Board for approval. Mr. Potts gave an overview of the proposed request form and guiding principles and provided information on historical event sponsorships by the EDC since 2010.

Mr. Chandler commented that if the Board sponsors events, they should fit within the Community Relations line item in the EDC budget. Mr. McMurdie stated he likes the application and thinks the EDC Board did not need to approve individual requests unless there is something that is questionable. Mr. Chandler stated it would speed up the process if the Board specified the events it wanted to participate in each year. Mr. Shivers said the dollar threshold for staff approval should be meaningful and should not be so low as to never allow staff approval. He also mentioned that those sponsorship opportunities the Board intends to participate in each year should be earmarked. The Board indicated they would like to see a quarterly report from EDC staff about what was given out relative to sponsorships, what was approved, what was denied, and how many requests were received. Ms. Howarth mentioned that having this policy gives staff the authority to say no, whereas right now, there is no policy. Mr. Shivers directed staff to create a framework where there is no approval needed by EDC because recurring and annual giving from the Board is already covered in the budget process. The application process is one that can be handled by staff with reports that are provided to the Board quarterly. Mr. Shivers noted that the budget should include a line item for this program, as well as a line item for the normal recurring items.

There was no action taken on this item.

Mr. Shivers adjourned the meeting to Executive Session at 7:25 p.m.

Executive Session:

4. The Sachse Economic Development Corporation shall convene into Executive Session pursuant to Texas Government Code Section §551.087: Deliberation regarding Economic Development Negotiations: Discussion of an Economic Development incentive for C&C Sachse, LLC. for a project

generally located along State Highway (SH) 78 and Country Club Drive, and for retail or commercial business projects seeking to locate within the City of Sachse.

The Board reconvened to regular session at 8:05 p.m.

Regular Agenda Items:

- 1. Take action as a result of executive session: Consider authorizing the City Manager as Executive Director of the EDC to negotiate and execute an economic development agreement on behalf of the EDC with C&C Sachse, LLC. for a project generally located along State Highway 78 and Country Club Drive, and any amendments and instruments related thereto.**

Mr. McMurdie made a motion to authorize the City Manager as Executive Director of the EDC to negotiate and execute an economic development agreement on behalf of the EDC with C&C Sachse, LLC. for a project generally located along State Highway 78 and Country Club Drive, and any amendments and instruments related thereto. Mr. Chandler seconded the motion, and it carried unanimously.

- 2. Conduct a public hearing to consider a project for Dutch Bros, LLC. for a retail building and infrastructure project at 5014 Highway 78, Sachse, Texas.**

Mr. Shivers declared the public hearing for Dutch Bros, LLC open at 8:08 p.m.

Matthew Holboke, 5511 Oak Ridge Circle, said the EDC was giving money to Dutch Bros next to a longstanding Sachse business, and asked if money would be given to Bahama Bucks when they go out of business. Mr. Holboke asked what the thought process was.

President Shivers closed the public hearing at 8:10 p.m.

- 3. Request for future agenda items.**

Mr. Chandler mentioned that he made a public statement in regards to the online message board to City Council at their meeting held Monday night.

Regular Meeting Closing:

- 1. Adjournment**

President Shivers adjourned the meeting at 8:11 p.m.

APPROVE:

ATTEST:

Marcia Harris-Daniel, Vice President

Jerod Potts, Economic Development Manager



Agenda Item Details

Meeting	Oct 27, 2022 - Economic Development Corporation Meeting
Category	C. Consent Agenda - All items listed on the consent agenda will be considered by the Board and will be enacted on by one motion. There will be no separate discussion of these items unless a Board member so requests.
Subject	2. Accept the monthly revenue and expenditure report for the period ending September 30, 2022.
Access	Public
Type	Action (Consent)
Recommended Action	Accept the monthly revenue and expenditure report for the period ending September 30, 2022.
Goals	Be a model of financial stewardship through growth management, responsible investment, and financial transparency.

Public Content

BACKGROUND

The Sachse Economic Development Corporation Treasurer prepares a report each month to update the Board concerning the current year's budgetary process. This month's report consists of the summary financial report presented to City Council covering August 2022 and a preliminary line item budget report and balance sheet for September 2022.

RECOMMENDATION

Accept the monthly financial report for the period ending September 30, 2022.

[EDC 8-31-22.pdf \(108 KB\)](#)

[EDC Budget Report 9-30-22 Preliminary.pdf \(136 KB\)](#)

[EDC Balance Sheet 9-30-22.pdf \(77 KB\)](#)

All items listed on the consent agenda will be considered by the Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests.

City of Sachse
Monthly Revenue and Expenditure Report
August 31, 2022
(Unaudited)

SACHSE ECONOMIC DEVELOPMENT CORPORATION

92% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference
Revenue Summary					
Sales Tax	\$ 975,000	\$ 137,337	\$ 1,220,736	125.2%	A
Other Income	10,000	-	10,000	100.0%	B
Interest Income	5,000	2,243	10,730	214.6%	C
Total Revenue	\$ 990,000	\$ 139,579	\$ 1,241,466	125.4%	
Expenditure Summary					
Expenditures	\$ 626,424	\$ 43,470	\$ 553,413	88.3%	D
Total Expenditures	\$ 626,424	\$ 43,470	\$ 553,413	88.3%	
Total Revenue Over/(Under) Expenses	\$ 363,576	\$ 96,110	\$ 688,053		

Explanation of Major Variances:

- A** Sales Tax collections exceed conservative budget projection
- B** Garland ISD grant received in December
- C** Interest income exceeds conservative budget projection
- D** Includes asbestos abatement and demolition (\$156K)



City of Sachse

Budget to Actual Account Summary

For Fiscal: 2021-2022 Period Ending: 09/30/2022

		Prior Year Budget	Prior Year Actual	2021-2022 Budget	MTD Activity	YTD Activity	Encumbrances	Percentage	Remaining Balance
Fund: 06 - ECONOMIC DEVELOPMENT FUND									
Revenue									
000 - Non-Departmental									
06-000-40060	Sales Tax	837,500.00	1,153,321.21	975,000.00	115,912.05	1,336,648.04	0.00	137.09%	-361,648.04
06-000-45000	Interest Income	5,000.00	6,158.60	5,000.00	-623.83	10,105.82	0.00	202.12%	-5,105.82
06-000-46120	Misc Grants and Donations	0.00	10,000.00	10,000.00	0.00	10,000.00	0.00	100.00%	0.00
000 - Non-Departmental Total:		842,500.00	1,169,479.81	990,000.00	115,288.22	1,356,753.86	0.00	137.05%	-366,753.86
Revenue Total:		842,500.00	1,169,479.81	990,000.00	115,288.22	1,356,753.86	0.00	137.05%	-366,753.86

Budget to Actual

For Fiscal: 2021-2022 Period Ending: 09/30/2022

Expense	Prior Year Budget	Prior Year Actual	2021-2022 Budget	MTD Activity	YTD Activity	Encumbrances	Percentage	Remaining Balance
019 - Economic Development Corporation								
06-019-50000 Wages and Salaries	190,736.00	161,363.43	114,039.00	10,384.80	84,644.16	0.00	74.22%	29,394.84
06-019-50005 Wages and Salaries - Seasonal	6,000.00	0.00	6,000.00	0.00	0.00	0.00	0.00%	6,000.00
06-019-50010 Overtime	0.00	6,449.90	5,196.75	0.00	2,062.28	0.00	39.68%	3,134.47
06-019-50020 Other Pay	0.00	0.00	659.00	0.00	0.00	0.00	0.00%	659.00
06-019-50030 Longevity Pay	320.00	320.00	48.00	0.00	0.00	0.00	0.00%	48.00
06-019-50050 Social Security and Med Fica Contributio...	15,314.00	11,879.66	9,176.00	772.95	6,524.25	0.00	71.10%	2,651.75
06-019-50060 TMRS Contributions	25,449.00	23,585.10	16,575.00	1,513.08	12,747.42	0.00	76.91%	3,827.58
06-019-50070 Vacation/Sick Leave Buy Back	0.00	0.00	0.00	0.00	1,279.20	0.00	0.00%	-1,279.20
06-019-50072 Health Insurance (do not use)	20,937.00	5,502.87	17,867.00	0.00	0.00	0.00	0.00%	17,867.00
06-019-50100 Workers Compensation	493.00	263.00	280.00	0.00	189.37	0.00	67.63%	90.63
06-019-50110 Unemployment Tax	648.00	432.94	630.00	0.00	9.00	0.00	1.43%	621.00
06-019-50575 Employee Insurance Transfer Out	0.00	0.00	0.00	1,553.00	18,647.00	0.00	0.00%	-18,647.00
06-019-51020 Utilities - Water	0.00	66.39	0.00	0.00	65.90	0.00	0.00%	-65.90
06-019-51030 Utilities - Communications	1,600.00	1,356.79	1,440.00	40.25	785.53	0.00	54.55%	654.47
06-019-51050 Office Supplies	3,000.00	808.36	3,000.00	32.90	477.73	0.00	15.92%	2,522.27
06-019-51070 Postage	400.00	300.00	400.00	0.00	0.00	0.00	0.00%	400.00
06-019-51230 Business Retention Efforts	12,000.00	0.00	10,000.00	4,506.00	4,660.12	0.00	46.60%	5,339.88
06-019-51500 Uniforms and Accessories	0.00	0.00	450.00	90.50	408.30	0.00	90.73%	41.70
06-019-51510 Small Tools and Equipment	700.00	0.00	1,000.00	444.47	473.20	0.00	47.32%	526.80
06-019-51550 Fuel and Lubricants	0.00	0.00	3,250.00	0.00	299.97	0.00	9.23%	2,950.03
06-019-51700 Community Relations	0.00	0.00	47,275.00	4,500.00	25,057.87	0.00	53.00%	22,217.13
06-019-51800 Dues and Subcriptions	6,500.00	14,251.50	20,446.88	0.00	49,308.37	0.00	241.15%	-28,861.49
06-019-51810 Employee Training	7,000.00	1,140.00	7,715.50	810.21	7,252.76	0.00	94.00%	462.74
06-019-52000 Vehicle Repairs and Maintenance	500.00	257.64	1,000.00	960.48	1,097.26	0.00	109.73%	-97.26
06-019-53000 Legal/Consulting Fees	0.00	0.00	0.00	277.50	370.00	0.00	0.00%	-370.00
06-019-53002 Professional Fees	100,000.00	115,301.03	125,000.00	902.50	19,529.43	0.00	15.62%	105,470.57
06-019-53060 Printing Services	1,000.00	0.00	6,000.00	0.00	1,885.00	0.00	31.42%	4,115.00
06-019-53220 5th Street District	25,000.00	1,020.48	25,000.00	0.00	867.91	0.00	3.47%	24,132.09
06-019-53380 Advertising and Legal Publications	45,000.00	19,748.37	21,400.00	0.00	22,028.83	0.00	102.94%	-628.83
06-019-53500 Web Page Services	2,000.00	4,940.76	5,000.00	6,150.00	7,098.00	0.00	141.96%	-2,098.00
06-019-54252 Economic Dev - Property Abatement	0.00	0.00	0.00	0.00	155,804.00	0.00	0.00%	-155,804.00
06-019-55000 Operating Transfer Out - General Fund	154,310.00	154,310.00	177,576.00	14,799.00	177,577.48	0.00	100.00%	-1.48
019 - Economic Development Corporation Total:	618,907.00	523,298.22	626,424.13	47,737.64	601,150.34	0.00	95.97%	25,273.79
Expense Total:	618,907.00	523,298.22	626,424.13	47,737.64	601,150.34	0.00	95.97%	25,273.79
Fund 06 Revenue Over/(Under) Expenses	223,593.00	646,181.59	363,575.87	67,550.58	755,603.52	0.00	207.83%	-392,027.65
Total Revenue Over/(Under) Expenses:	223,593.00	646,181.59	363,575.87	67,550.58	755,603.52	0.00	207.83%	-392,027.65

Group Summary

		Prior Year Budget	Prior Year Actual	2021-2022 Budget	MTD Activity	YTD Activity	Encumbrances	Percentage	Remaining Balance
Fund: 06 - ECONOMIC DEVELOPMENT FUND									
Revenue									
000 - Non-Departmental		842,500.00	1,169,479.81	990,000.00	115,288.22	1,356,753.86	0.00	137.05%	-366,753.86
	Revenue Total:	842,500.00	1,169,479.81	990,000.00	115,288.22	1,356,753.86	0.00	137.05%	-366,753.86
Expense									
019 - Economic Development Corporation		618,907.00	523,298.22	626,424.13	47,737.64	601,150.34	0.00	95.97%	25,273.79
	Expense Total:	618,907.00	523,298.22	626,424.13	47,737.64	601,150.34	0.00	95.97%	25,273.79
Fund 06 Revenue Over/(Under) Expenses		223,593.00	646,181.59	363,575.87	67,550.58	755,603.52	0.00	207.83%	-392,027.65
Total Revenue Over/(Under) Expenses:		223,593.00	646,181.59	363,575.87	67,550.58	755,603.52	0.00	207.83%	-392,027.65

Sachse Economic Development Corporation

Balance Sheet

9/30/2022

Assets:

Cash	\$1,118,749.72
Investments	2,565,894.91
Accts Receivable-Sales Tax	205,150.26
Other Receivable-TIF	504,000.00
Assets Held-Land	<u>2,197,981.68</u>

Total Assets	<u>\$6,591,776.57</u>
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Liabilities:

Payables	<u>\$14,990.83</u>
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Total Liabilities	\$14,990.83
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Equity:

Fund Balance 9/30/2021	\$5,821,182.22
FY 2022 YTD Surplus	<u>755,603.52</u>

Total Equity	<u>\$6,576,785.74</u>
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Total Liabilities and Equity	<u>\$6,591,776.57</u>
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Agenda Item Details

Meeting	Oct 27, 2022 - Economic Development Corporation Meeting
Category	D. Regular Agenda Items
Subject	1. Receive and take action on any reports and presentations by the Sachse Economic Development Corporation President, Board Members, Executive Director, and staff regarding items of community interest, special events, announcements and activities, office, industrial, commercial, retail, business retention, and marketing projects.
Access	Public
Type	Action, Discussion, Information
Preferred Date	Jun 16, 2022
Absolute Date	Jun 16, 2022
Recommended Action	Receive and take action on any reports and presentations by the Sachse Economic Development Corporation President, Board Members, Executive Director, and staff regarding items of community interest, special events, announcements and activities, office, industrial, commercial, retail, business retention, and marketing projects.
Goals	Make Sachse more prosperous through job creation and quality development that adds community value.

Public Content

BACKGROUND

Announcements are made at this time for informational purposes only.

POLICY CONSIDERATION

There are no policy considerations affiliated with this item.

RECOMMENDATION

Receive and take actions on any reports and presentations by the Sachse Economic Development Corporation President, Board Members, Executive Director, and staff regarding items of community interest, special events, announcements and activities, office, industrial, commercial, retail, business retention, and marketing projects.



Agenda Item Details

Meeting	Oct 27, 2022 - Economic Development Corporation Meeting
Category	D. Regular Agenda Items
Subject	2. Receive a presentation regarding the Distributive Education Clubs of America (DECA) program at Sachse High School.
Access	Public
Type	Discussion, Information
Goals	Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse.

Public Content

BACKGROUND

Sachse High School has a local Distributive Education Clubs of America (DECA) chapter for students. According to the DECA website, "DECA prepares emerging leaders and entrepreneurs in marketing, finance, hospitality and management in high schools and colleges around the globe."

OVERVIEW

As Sachse High School builds upon the existing DECA program, there may be opportunities for the Sachse EDC to help support this program. Sachse High School DECA Advisor, Chris Fleming, will be in attendance.

Below are the guiding principles for DECA according to the Sachse DECA informational page:

- DECA enhances the co-curricular education of members through a comprehensive learning program that integrates into classroom instruction, applies learning, connects to business and promotes competition.
- DECA's activities assist in the development of academically prepared, community oriented, professionally responsible, experienced leaders.
- DECA's Core Values are Competence, Integrity, Teamwork and Innovation.
- Sachse DECA is a FAMILY.

POLICY CONSIDERATION

There are no policy considerations affiliated with this item.

RECOMMENDATION

Receive a presentation regarding the DECA program at Sachse High School.



Agenda Item Details

Meeting	Oct 27, 2022 - Economic Development Corporation Meeting
Category	D. Regular Agenda Items
Subject	3. Discuss and consider approval of the proposed EDC sponsorship policy.
Access	Public
Type	Action, Discussion, Information
Preferred Date	Oct 27, 2022
Absolute Date	Oct 27, 2022
Recommended Action	Discuss and consider approval of the proposed EDC sponsorship policy.
Goals	Provide a high quality of life environment for families, individuals, businesses, and other organizations in Sachse.

Public Content

BACKGROUND

The Economic Development Corporation (EDC) budget includes a line item for community relations. Some of the organizations the EDC supports through sponsorships include the Sachse Chamber of Commerce, the Garland and Wylie ISD Education Foundations, and Five Loaves Food Pantry, among others.

OVERVIEW

Each year, the EDC supports community organizations through sponsorships. A number of sponsorship opportunities are highlighted in the annual budget, but the Board will still receive requests during the year for participation beyond what was initially covered in the budget. This discussion is an opportunity for the EDC Board to talk through its approach and expectations regarding community relations and sponsorships.

POLICY CONSIDERATION

The EDC does not currently have a sponsorship policy.

RECOMMENDATION

Discuss and consider approval of the proposed EDC sponsorship policy.

[Draft Sponsorship Application and Guidelines - Fillable.pdf \(181 KB\)](#)



DRAFT Sachse EDC Donation, Contribution, Sponsorship Request Form

Please see guiding principles document on the second page of this form. This form must be signed for an application to be considered complete.

Allow 4 weeks review. All requests should be sent to: EDC@cityofsachse.com

Requestor information		Organization:	
Name of representative:		Email:	
Organization mailing address:			
Organization phone number:		Representative phone number:	
About the organization		Geographic area served:	
Organization website:			
Programs and activities:			
Organization mission:			
Purpose	☐ Event sponsorship ☐ Fundraising ☐ Other _____		Amount requested:
			Overall funding goal:
Purpose of request:			
Explain how the funding results in the overall benefit of Sachse residents and local businesses:			
Please indicate if funding is to support a specific event, program, service, etc. Provide specific details about how funding will be used:			
Timeline for utilization of the funding:			
Highlight other sources of funding sought:			
If an event or program will take place, are you also seeking additional EDC/City assistance? If so, please explain:			
Indicate total anticipated costs to run the event or program, if applicable. Provide details about anticipated costs:			
Indicate how EDC will be recognized for participation:			



DRAFT Guiding Principles for Donations and/or Contributions and/or Sponsorships approved by the Sachse Economic Development Corporation Board of Directors

1. Note: these guiding principles refer to requests for funding from the EDC sales tax.
2. Staff must receive a request form for each request, even events occurring annually, unless funding has already been approved as part of the annual EDC Budget.
3. Any request of \$5,000 or more will go to the EDC for consideration.
4. The City Manager or the City Manager's designee may approve requests under \$5,000 as long as all conditions of the guiding principles are met. That said, at the discretion of staff, some requests may be directed to the EDC for consideration despite being less than \$5,000.
5. Non-profits (501)(c)(3)s or other Internal Revenue Service defined non-profit, educational, or service organizations may be supported. Upon written request from the organization to the EDC or introduced by a Board member, consideration will be given and voted upon for financial support.
6. The monetary support for the organization or organization event must result in the overall benefit of Sachse residents and local businesses.
7. No politically affiliated individual, group, or organization will be considered for donations or financial support.
- ~~8. The entity must be conducting business or activities in and for residents of Sachse, Texas.~~
9. The organization must be in 'good standing' with the Internal Revenue Service. The EDC maintains the right to request Year End Reports from the organization at any time.
10. No more than 25% of all revenue generated for the entity may be used for Administrative Costs. The EDC reserves the right to request this information and a formal accounting of it.
11. If a donation, contribution, or sponsorship is provided by the EDC for a specific event, program, service, or cause, and that event, program, service, or caused is canceled, postponed, or otherwise does not occur, the funding must be refunded back to the EDC. At the discretion of the Board and/or staff, the funding can be applied to the same event if postponed to a date specific.
12. If funding is granted, the EDC must be recognized or otherwise promoted for participating in the request.
13. Staff and/or the EDC Board may or may take into consideration whether an organization requesting funding has already received funds from the EDC when deciding whether or not to approve a request.

I acknowledge that I have read and understand the guiding principles for donations and/or Contributions and/or Sponsorships approved by the Sachse Economic Development Corporation Board of Directors. I understand that any request for consideration will be contingent upon meeting the guiding principles. I also understand that meeting the guiding principles does not guarantee my organization will receive any funding from the City of Sachse and/or the Sachse Economic Development Corporation.

Printed name	Signature	Date

For more information, please call (469) 429-4764
Completed requests should be submitted to the Sachse City Manager's Office
Jerod Potts, Economic Development Manager
EDC@cityofsachse.com



Agenda Item Details

Meeting	Oct 27, 2022 - Economic Development Corporation Meeting
Category	D. Regular Agenda Items
Subject	4. Consider and elect a President and Vice-President of the Economic Development Corporation Board of Directors.
Access	Public
Type	Action, Discussion
Preferred Date	Oct 27, 2022
Fiscal Impact	No
Recommended Action	Elect _____ as the President, and _____ as Vice-President of the Economic Development Corporation Board of Directors.

Public Content

BACKGROUND

All vacancies on the Sachse Economic Development Corporation Board have been filled by the City Council, and the Board shall elect a President and a Vice-President.

OVERVIEW

At the July 21, 2022, EDC Board meeting, the Board elected a President (Tim Shivers) and Vice-President (Marcia Harris-Daniel). Former President Tim Shivers recently resigned his position on the EDC Board. At its September 29 meeting, City Council filled the vacant seat left by the former EDC Board President, and re-appointed two Board members.

POLICY CONSIDERATIONS

There are no policy considerations associated with this item.

RECOMMENDATION

Elect _____ as the President, and _____ as Vice-President of the Economic Development Corporation Board of Directors.



Agenda Item Details

Meeting	Oct 27, 2022 - Economic Development Corporation Meeting
Category	E. Executive Session
Subject	1. The Sachse Economic Development Corporation shall convene into Executive Session pursuant to Texas Government Code Section §551.087: Deliberation regarding Economic Development Negotiations: Discussion of Economic Development incentives for retail or commercial business projects seeking to locate within the City of Sachse in the 5th Street District, generally located near State Highway (SH) 78 and 5th Street.
Access	Public
Type	Closed Session

Public Content