



**Monday, April 1, 2024
City Council Meeting**

**Council Chambers
3815 Sachse Road, Building B
6:30 PM**

Sachse City Council Meetings are streamed live online (<https://sachsetx.swagit.com/live>) and available on-demand (<https://sachsetx.swagit.com/city-council>).

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 City Council 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, April 1, 2024, at 6:30 PM to consider the following items of business:
2. Invocation and Pledges of Allegiance.

B. Recognition

1. Present a proclamation recognizing April as National Safe Digging Month.
2. Present a proclamation recognizing April 6, 2024, as Arbor Day in the City of Sachse.
3. Present a proclamation recognizing April 6, 2024, as Keep America Beautiful - Great American Cleanup Day in the City of Sachse.
4. Present a proclamation recognizing the week of April 7-13, 2024, as National Library Week in the City of Sachse.

C. Public Comment

1. The public is invited to address Council regarding any topic not already on the regular agenda. Comments regarding the Consent Agenda may be addressed during Public Comment. The time limit is 3 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.

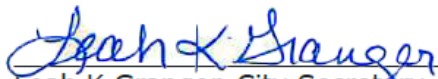
E. Consent Agenda - All items listed on the consent agenda will be considered by the City Council and will be enacted on by one motion. There will be no separate discussion of these items unless a Councilmember so requests.

1. Approve the March 18, regular meeting minutes.
2. Accept the monthly revenue and expenditure report for the period ending February 29, 2024.
3. Authorize the City Manager to extend the depository contract with American National Bank through May 31, 2025.

F. Regular Agenda Items

1. Receive the quarterly 2021 Bond update.
2. Consider authorizing the City Manager to negotiate and enter into a contract with Kimley-Horn and Associates, Inc. for the update to the City's Comprehensive Plan, in the amount not to exceed Three Hundred Thousand and No/100 Dollars (\$300,000.00).
3. Receive an update on the Animal Shelter construction project.
4. 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.


Leah K Granger, City Secretary

Posted: 03/28/2024 by 5 p.m. 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 recognizing April as National Safe Digging Month.
Meeting	April 1, 2024 - City Council Meeting
Access	Public
Type	Recognition
Fiscal Impact	None
Recommended Action	Present a proclamation recognizing April as National Safe Digging Month.
Goals	Provide a high quality of life environment for families; individuals; businesses; and other organizations in Sachse.

BACKGROUND

Professional excavators and homeowners are encouraged to practice safe digging processes by calling 811, or clicking [call811.com](https://www.call811.com), to prevent damage to utility lines and reduce risk to public safety. 811 is the national phone number designated by the Federal Communications Commission that connects professionals and homeowners who plan to dig with their local call center and is the first step in the damage prevention process. A representative then contacts the appropriate utility companies who send technicians to identify and mark the approximate location of lines within a few days of the phone call. Once lines have been marked, the caller may dig safely around the marks.

At least two working days notice is required, and the marks are valid for 14 days.

Homeowners are further encouraged to take a few precautionary measures when planning any digging project this spring. If work is scheduled for an upcoming weekend, make a free 811 request on Monday or Tuesday – providing ample time for the approximate location of lines to be marked; confirm that all lines have been marked; consider moving the location of your project if it is near utility line markings; if a contractor has been hired, confirm that the contractor has contacted 811. Don't allow work to begin if the lines are not marked. Please visit [811beforeyoudig.com](https://www.811beforeyoudig.com) for complete information.

Eva Hummel, Atmos Energy Corporation, will receive the proclamation.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Present a proclamation recognizing April as National Safe Digging Month.

File Attachments

1. Proclamation_National Safe Digging Month_2024

Proclamation

WHEREAS, National Safe Digging Month is observed in April to remind homeowners, contractors, and any professional excavator to keep communities safe by calling 811 before any digging project. Digging without knowing the approximate location of underground utilities can result in disruptions to critical services, serious injuries, and costly repairs to underground utility lines. It is simple and easy to make a free request online or over the phone before digging to help communities maintain essential utility services, promote safety, and reduce the likelihood of accidentally digging into buried utility lines; and

WHEREAS, the ‘Call 811’ service is free, safe, and required by law; and

WHEREAS, as part of National Safe Digging Month, Atmos Energy asks everyone to become a safety ambassador by taking the *Atmos Energy Call 811 Pledge* at atmosenergy.com/call811pledge; and

WHEREAS, with an increasing number of public infrastructure projects and expanding economic development, pipeline damage resulting from excavation remains the most common cause of outside natural gas leaks; and

WHEREAS, everyone who contacts 811 a few days before digging is connected to a local notification center that will take the caller's information and communicate it to local utility companies. Professional locators will then visit the dig site to mark the approximate location of underground utility lines with spray paint, flags, or both; and

WHEREAS, all parties agree that safe digging is a shared responsibility – Call 811 before you dig;

NOW, THEREFORE, I, Jeff Bickerstaff, Mayor of the City of Sachse, do hereby recognize the month of April as **NATIONAL SAFE DIGGING MONTH** in Sachse.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Sachse, Texas to be affixed on this 1st day of April, 2024.

Gold
Seal



Jeff Bickerstaff, Mayor

B. Recognition

Subject:	2. Present a proclamation recognizing April 6, 2024, as Arbor Day in the City of Sachse.
Meeting	April 1, 2024 - City Council Meeting
Access	Public
Type	Recognition
Fiscal Impact	None
Recommended Action	Present a proclamation recognizing April 6, 2024, as Arbor Day in the City of Sachse.
Goals	Provide a high quality of life environment for families; individuals; businesses; and other organizations in Sachse.

BACKGROUND

This year marks the 15th celebration of Arbor Day in the City of Sachse and the 16th year the City has received the designation as a “Tree City USA”. Sachse is proud to be an active community that recognizes the importance of having healthy trees and understands the long-term benefits of tree conservation.

In recognition of the event, the City will host an Arbor Day celebration on April 6, 2024, at the Michael J. Felix Community Center. Volunteer groups will be at various parks and open spaces in Sachse cleaning, planting flowers, and planting trees.

Eva Hummel with Atmos Energy will be in attendance to present a plaque to the City of Sachse in recognition of their partnership with Atmos Energy's donation of 50 trees as well as their assistance with providing volunteers to plant these trees alongside City Council members at J.K. Sachse Park.

Leisure Services Coordinator Jordan Beaulieu and Recreation Manager Cynthia Wiseman will accept the proclamation.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Present a proclamation recognizing April 6, 2024, as Arbor Day in the City of Sachse.

File Attachments

1. Arbor Day Proclamation 2024

Proclamation

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, which became known as Arbor Day and is now observed throughout the nation and the world; and

WHEREAS, trees can reduce erosion of our precious topsoil by wind and water, decrease heating and cooling costs, clean the air, produce life-giving oxygen, and provide a habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us wood for our homes, fuel for our fires, and paper for learning, communication, and entertainment; and

WHEREAS, trees beautify our community, increase property values, and enhance the economic vitality of business areas, and wherever planted, trees become a source of joy and spirituality;

NOW, THEREFORE, I, Jeff Bickerstaff, Mayor of the City of Sachse, do hereby proclaim April 6, 2024, as

Arbor Day

in the City of Sachse and encourage all to celebrate by supporting efforts to protect our trees and woodlands.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Sachse, Texas to be affixed on this 1st day of April, 2024.

Gold
Seal



Jeff Bickerstaff, Mayor

B. Recognition

Subject:	3. Present a proclamation recognizing April 6, 2024, as Keep America Beautiful - Great American Cleanup Day in the City of Sachse.
Meeting	April 1, 2024 - City Council Meeting
Access	Public
Type	Recognition
Fiscal Impact	None
Recommended Action	Present a proclamation recognizing April 6, 2024, as Keep America Beautiful - Great American Cleanup Day in the City of Sachse.
Goals	Provide a high quality of life environment for families; individuals; businesses; and other organizations in Sachse.

BACKGROUND

The Keep America Beautiful - Great American Cleanup is the nation's largest annual community improvement program that the City of Sachse has participated in for the past 13 years. This is an outstanding community program where people of all ages can participate. In 2023, 2,750 pounds of trash were collected throughout the city as a part of the event. More than 240 individuals participated in the cleanup and collectively put in over 400 volunteer hours on beautification and cleanup projects at 14 sites across the City of Sachse. This year's event will be hosted on Saturday, April 6, 2024.

Leisure Services Coordinator Jordan Beaulieu and Recreation Manager Cynthia Wiseman will accept the proclamation.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Present a proclamation recognizing April 6, 2024, as Keep America Beautiful - Great American Cleanup Day in the City of Sachse.

File Attachments

1. Great American Cleanup Proclamation 2024

§ *Proclamation*

WHEREAS, Keep America Beautiful, Inc., a national not-for-profit organization dedicated to helping individuals improve their community environment, has established the Great American Cleanup as its signature national effort for involving American citizens in environmental stewardship; and

WHEREAS, the City of Sachse is proud of its natural resources and neighborhoods and seeks to protect and improve the community through the action of the individuals, schools, governments, and businesses working together; and

WHEREAS, the President of the United States of America has recognized the important commitment to improve American communities through litter prevention, beautification, and solid waste management initiatives and has assumed the title of Honorary Chair of the Keep America Beautiful - Great American Cleanup;

NOW, THEREFORE, I, Jeff Bickerstaff, Mayor of the City of Sachse, do hereby proclaim April 6, 2024, as

Keep America Beautiful – Great American Cleanup Day

in Sachse and call upon the public to join in activities that promote responsible, environmental stewardship, and help us renew our commitment to building a better world for future generations.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Sachse, Texas to be affixed on this 1st day of April, 2024.

Gold
Seal



Jeff Bickerstaff, Mayor

B. Recognition

Subject:	4. Present a proclamation recognizing the week of April 7-13, 2024, as National Library Week in the City of Sachse.
Meeting	April 1, 2024 - City Council Meeting
Access	Public
Type	Recognition
Fiscal Impact	None
Recommended Action	Present a Proclamation for National Library Week.
Goals	Provide a high quality of life environment for families; individuals; businesses; and other organizations in Sachse.

BACKGROUND

National Library Week is an annual celebration highlighting the valuable role libraries, librarians, and library staff play in transforming lives and strengthening communities. The mission of the Sachse Public Library is to "link people to the world by enriching lives, creating community, and inspiring curiosity." During National Library Week, residents are encouraged to learn about the numerous services and programs offered by their local library.

Library Services Manager Daniel Laney will accept the proclamation.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Present a Proclamation for National Library Week.

File Attachments

1. Proclamation_National Library Week 2024

Proclamation

WHEREAS, libraries offer the opportunity for residents to connect with others, learn new skills, and pursue their passions, no matter where they are on life's journey; and

WHEREAS, libraries adapt to the ever-changing needs of their communities, developing and expanding collections, programs, and services that are as diverse as the populations they serve; and

WHEREAS, libraries are accessible and inclusive places that promote a sense of local connection, advancing understanding, civic engagement, and shared community goals; and

WHEREAS, libraries are an essential public good and fundamental institutions in democratic societies, working to improve society, protect the right to education and literacy, and promote the free exchange of information and ideas for all; and

WHEREAS, libraries, librarians, and library workers are joining library supporters and advocates across the nation to celebrate National Library Week;

NOW, THEREFORE, I, Jeff Bickerstaff, Mayor of the City of Sachse, do hereby proclaim April 7-13, 2024, as

National Library Week

in Sachse and encourage all residents to connect with their library by visiting online or in-person to access resources and services.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Sachse, Texas to be affixed on this 1st day of April, 2024.

Gold
Seal



Jeff Bickerstaff, Mayor

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

Subject: 1. Approve the March 18, regular meeting minutes.

Meeting April 1, 2024 - City Council Meeting

Access Public

Type Action (Consent), Minutes

Fiscal Impact None

Recommended Action Approve the minutes as presented.

Goals Provide excellent government services to Sachse citizens.

BACKGROUND

Minutes from the March 18, 2024, Council meeting.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Approve the minutes as presented.

File Attachments

1. CityCouncil_Regular_Minutes_03.18.2024

**CITY COUNCIL OF THE CITY OF SACHSE
MEETING MINUTES
MARCH 18, 2024**

The City Council of the City of Sachse held a regular meeting on Monday, March 18, 2024, at 6:30 PM at Sachse City Hall, 3815-B Sachse Road. Councilmembers present were Councilmember Lindsay Buhler, Councilmember Frank Millsap, Mayor Pro Tem Brett Franks, Councilmember Chance Lindsey, Mayor Jeff Bickerstaff, Councilmember Michelle Howarth, Councilmember Matt Prestenberg.

A. Meeting Opening

1. Call to Order: The City Council of the City of Sachse will hold a Regular Meeting on Monday, March 18, 2024, at 6:30 PM to consider the following items of business:

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

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 recognizing National Surveyors Week.

Mayor Bickerstaff presented a proclamation to Christopher Bentle, Sachse resident and Registered Professional Land Surveyor, to recognize National Surveyors Week.

2. Recognize the Sachse Economic Development team for receiving the 2023 Economic Excellence Achievement Recognition from the Texas Economic Development Council.

Mayor Bickerstaff presented a certificate to the Sachse Economic Development team, Jerod Potts and Denise Lewis, in recognition of earning the 2023 Economic Excellence Achievement Recognition from the Texas Economic Development Council.

C. Public Comment

1. The public is invited to address Council regarding any topic not already on the regular agenda. Comments regarding the Consent Agenda may be addressed during Public Comment. The time limit is 3 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 taxes.

D. Council/Staff Reports and Updates

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

local achievements.

Mayor Pro Tem Franks announced the Easter Egg hunts at Heritage Park on Saturday, March 23. Councilmember Millsap noted that there would be a K-pop swap on March 23 and the next book club meeting is March 27.

City Manager Gina Nash welcomed Michael Sizemore as the new building official, Custodian Azizollah Tallebi, and Recreation Aide Mackayla Huffman. She also congratulated Josh Massad on his promotion to Parks Crew Leader.

Mayor Bickerstaff announcements:

- The Sachse Scholarship application deadline is March 29.
- City offices are closed on March 29 for Good Friday.
- Arbor Day Jubilee Team up and Clean up is April 6 at the Michael J. Felix Community Center.
- The Citizens Fire Academy class three is open for applicants. Classes will be held every Wednesday from April 26 through June 28 from 6 to 8:30 p.m. Participants will have the opportunity to ride along with fire crews and experience a day in the life of a firefighter. Check out the City website for details.
- The City has implemented a new agenda and meeting management platform, CivicClerk. The integration with the City website will provide a more cohesive experience for residents and streamline internal processes. To continue receiving email notifications for meetings and agendas, residents must subscribe through the new portal: <https://sachsetx.portal.civicclerk.com>. Check the website for details or contact City Secretary Leah Granger with any questions at lgranger@cityofsachse.com.

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

1. Approve the March 4, regular meeting minutes.
2. Authorize the City Manager to execute a professional services agreement for the design of the Public Works Pump Station Improvements between the City of Sachse and Kimley-Horn and Associates in the amount of Two Hundred Fifty-Two Thousand, Eight Hundred and No/100 Dollars (\$252,800.00).

Councilmember Howarth made a motion to approve the Consent Agenda as presented. Councilmember Prestenberg seconded the motion, and it carried 7 - 0.

F. Regular Agenda Items

1. Discuss and consider approving a contract amendment with Community Waste Disposal, the City's solid waste and recycling provider.

Assistant City Manager Lauren Rose recapped the process and previous directions provided by the Council in relation to the Community Waste Disposal (CWD) contract.

Matthew Hollboke, a Sachse resident, addressed the Council regarding bulk trash.

Councilmember Howarth made a motion to approve the item as presented authorizing the City Manager to negotiate and execute the contract. Councilmember Lindsey seconded the motion, and it carried 6 - 1.

Councilmember Millsap voted against the proposition.

2. Adjournment.

Mayor Bickerstaff adjourned the meeting at 7:03 p.m.

Jeff Bickerstaff, Mayor

ATTEST:

Leah K Granger, City Secretary

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

Subject:	2. Accept the monthly revenue and expenditure report for the period ending February 29, 2024.
Meeting	April 1, 2024 - City Council Meeting
Access	Public
Type	Action (Consent)
Fiscal Impact	None
Recommended Action	Accept the monthly revenue and expenditure report for the period ending February 29, 2024.
Goals	Be a model of financial stewardship through growth management; responsible investment; and financial transparency.

BACKGROUND

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

POLICY CONSIDERATIONS

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

RECOMMENDATION

Accept the monthly revenue and expenditure report for the period ending February 29, 2024.

File Attachments

1. 1 All Funds February 2024
2. 2 Sales Tax Report March 2024

City of Sachse

Monthly Revenue and Expenditure Report

February 29, 2024 (Unaudited)

GENERAL FUND

	42% of Year Completed				
		Current Month		YTD Actuals	
	Annual Budget	Actual	YTD Actuals	% of Budget	Note
Revenue Summary					
Property Tax	\$ 16,716,996	\$ 2,806,545	\$ 17,581,664	105%	A
Sales Tax	2,875,000	321,875	1,303,100	45%	
Franchise Fees	2,211,000	193,557	936,352	42%	
Licenses and Permits	1,076,000	29,130	240,952	22%	B
Service Fees	1,590,300	15,833	393,129	25%	C
Fines	250,000	21,409	98,029	39%	
Interest Income	420,000	101,250	395,711	94%	D
Miscellaneous Income	561,443	82,841	277,936	50%	E
Intergovernmental Revenue	1,543,687	128,640	643,200	42%	
Total Revenue	\$ 27,244,426	\$ 3,701,081	\$ 21,870,072	80%	
Expenditure Summary					
Animal Services	\$ 308,337	\$ 23,207	\$ 132,319	43%	
City Manager	860,709	71,732	335,182	39%	
City Secretary	268,759	19,125	93,221	35%	F
Combined Services	237,913	10,592	330,274	139%	G
Development Services	1,252,555	62,417	336,634	27%	H
Engineering	398,536	35,058	170,362	43%	
Facilities Maintenance	697,806	57,639	354,298	51%	I
Finance	901,786	98,865	459,886	51%	J
Fire-Rescue	6,933,133	533,733	2,985,366	43%	
Human Resources	588,166	43,638	203,788	35%	K
Information Technology	1,127,676	90,206	417,344	37%	
Library	893,431	61,724	321,834	36%	L
Municipal Court	296,512	21,624	119,765	40%	
Neighborhood Services	1,173,903	94,073	477,682	41%	
Parks	4,235,847	320,718	1,709,810	40%	
Police	7,423,031	523,202	3,021,028	41%	
Recreation	821,719	61,597	337,561	41%	
Senior Activity Center	219,318	15,668	77,990	36%	M
Streets	5,609,867	451,892	2,264,315	40%	
Total Expenditures	\$ 34,249,004	\$ 2,596,709	\$ 14,148,659	41%	
Revenue Over/(Under) Expenses	\$ (7,004,578)	\$ 1,104,371	\$ 7,721,414		
Beginning Fund Balance October 1, 2023			\$ 16,236,684		

See following page for explanation of major variances

Explanation of General Fund Major Variances:

- A** Property Tax receipts peak in December and January. Reflected collections will decrease with transfer to TIRZ
- B** Building permit activity trending lower due to timing of anticipated residential and commercial construction
- C** Developer and Plan review activity trending lower due to timing of anticipated residential and commercial construction
- D** Interest revenue trending strong due to favorable interest rates
- E** Revenue collections include TML Insurance recoveries exceeding budget
- F** Election and software expense timing decreases YTD % of Budget spent trend
- G** Insurance expense timing increases YTD % of Budget spent trend. Adjustments for vacancy savings through-out the year will decrease percent of budget spent
- H** Professional Services timing decreases YTD % of Budget spent trend
- I** Expenses exceed "YTD Actuals % of Budget" spend primarily due to Building Repairs and Maintenance expense timing
- J** Expenses exceed "YTD Actuals % of Budget" spend primarily due to Software Licensing, Professional Services and Appraisal Services expense timing
- K** Vacancy savings and Software Licensing timing decreases YTD % of Budget spent trend
- L** Library Materials expense timing decreases YTD % of Budget spent trend
- M** Expenses below "YTD Actuals % of Budget" spend primarily due to Employee Training expense timing

City of Sachse

Monthly Revenue and Expenditure Report

February 29, 2024 (Unaudited)

UTILITY FUND

		Current Month		42% of Year Completed		
	Annual Budget	Actual	YTD Actuals	YTD Actuals	% of Budget	Note
Revenue Summary						
Water Revenue	\$ 9,575,500	\$ 508,917	\$ 3,134,267	33%		A
Sewer Revenue	6,500,000	558,083	2,806,376	43%		
Drainage Revenue	230,000	19,674	97,827	43%		
Fees	206,000	2,152	68,281	33%		B
Interest Income	290,000	91,094	474,989	164%		C
Intergovernmental Revenue	2,000,000	166,667	833,335	42%		
Miscellaneous Revenue	25,000	101	13,430	54%		D
Total Revenue	\$ 18,826,500	\$ 1,346,688	\$ 7,428,506	39%		
Expenditure Summary						
Utility Administration	\$ 572,725	\$ 44,850	\$ 291,437	51%		E
Water Operations	11,298,506	930,814	4,548,820	40%		
Sewer Operations	17,990,613	1,376,004	4,322,773	24%		F
Stormwater Projects	700,000	44,847	214,349	31%		G
Total Expenditures	\$ 30,561,844	\$ 2,396,516	\$ 9,377,379	31%		
Beginning Fund Balance October 1, 2023			\$ 23,612,908			
Revenue Over/(Under) Expenses	\$ (11,735,344)	\$ (1,049,828)	\$ (1,948,873)			H

Explanation of Major Variances:

- A Water Revenue collections variance at current point in the year is due to seasonality
- B Expenses below "YTD Actuals % of Budget" spend due to solid waste payable reconciliation
- C Interest revenue trending strong due to favorable interest rates
- D Miscellaneous Revenue trending high due to timing of replaced vehicle auction proceeds
- E Expenses exceed "YTD Actuals % of Budget" spend due to timing of Professional Services, Software Licensing and Credit Card Processing Fees
- F Expenses below "YTD Actuals % of Budget" spend due to timing of capital project expenses
- G Expenses below "YTD Actuals % of Budget" spend due to timing of stormwater utility rate study expenses
- H Current Month Actual variance due to timing of revenue collections and expenses

City of Sachse

Monthly Revenue and Expenditure Report

February 29, 2024 (Unaudited)

SACHSE ECONOMIC DEVELOPMENT CORPORATION

	42% of Year Completed				Note
	Annual Budget	Current Month Actual	YTD Actuals	YTD Actuals % of Budget	
Revenue Summary					
Sales Tax	\$ 1,430,000	\$ 159,640	\$ 638,420	45%	
Other Income	10,000	-	-	0%	A
Interest Income	100,000	22,642	107,917	108%	B
Total Revenue	\$ 1,540,000	\$ 182,282	\$ 746,337	48%	
Expenditure Summary					
Expenditures	\$ 909,632	\$ 112,074	\$ 359,561	40%	
Total Expenditures	\$ 909,632	\$ 112,074	\$ 359,561	40%	
Revenue Over/(Under) Expenses	\$ 630,368	\$ 70,208	\$ 386,776		
Beginning Fund Balance October 1, 2023			\$ 5,604,432		

Explanation of Major Variances:

- A** Garland ISD grant for Fiscal Year 2022-2023 received in November and applied to prior fiscal year
- B** Interest revenue trending strong due to favorable interest rates

City of Sachse

Monthly Revenue and Expenditure Report February 29, 2024 (Unaudited)

DEBT SERVICE FUND

	42% of Year Completed				Note
	Annual Budget	Current Month Actual	YTD Actuals	YTD Actuals % of Budget	
Revenue Summary					
Property Tax	\$ 7,111,584	\$ 1,194,256	\$ 7,483,401	105%	A
Interest Income	50,000	13,981	82,198	164%	B
Total Revenue	\$ 7,161,584	\$ 1,208,237	\$ 7,565,599	106%	
Expenditure Summary					
Fees	\$ 548,016	\$ -	\$ 1,980	0%	C
Principal	4,740,000	4,740,000	4,740,000	100%	D
Interest	1,744,018	918,622	918,622	53%	E
Total Expenditures	\$ 7,032,034	\$ 5,658,622	\$ 5,660,602	80%	
Revenue Over/(Under) Expenses	\$ 129,550	\$ (4,450,385)	\$ 1,904,997		
Beginning Fund Balance October 1, 2023			\$ 1,415,879		

Explanation of Major Variances:

- A** Property Tax receipts peak in December and January. Reflected collections will decrease with transfer to TIRZ
- B** Interest revenue trending strong due to favorable interest rates
- C** Expenses below "YTD Actuals % of Budget" spend due to timing of Agent Fees and Financing Costs
- D** Principal payments are primarily due in February
- E** Interest payments are primarily due in February and August

City of Sachse

Monthly Revenue and Expenditure Report

February 29, 2024 (Unaudited)

MUNICIPAL DEVELOPMENT DISTRICT

	42% of Year Completed				
	Annual Budget	Current Month Actual	YTD Actuals	YTD Actuals % of Budget	Note
Revenue Summary					
Sales Tax	\$ 750,000	\$ 77,520	\$ 310,945	41%	
Interest Income	1,000	1,978	6,860	686%	A
Total Revenue	\$ 751,000	\$ 79,498	\$ 317,805	42%	
Expenditure Summary					
Expenditures	\$ 886,500	\$ 65	\$ 65	0%	B
Total Expenditures	\$ 886,500	\$ 65	\$ 65	0%	
Revenue Over/(Under) Expenses	\$ (135,500)	\$ 79,434	\$ 317,741		
Beginning Fund Balance October 1, 2023			\$ 270,140		

Explanation of Major Variances:

- A** Interest revenue trending strong due to favorable interest rates
- B** Minimal J.K. Sachse Park construction expenditures in current reporting period

CITY OF SACHSE

2023/2024 SALES TAX REPORT

FY 2024									FY 2023	
Month	Economic Dev. Corp.	Municipal Dev. Dist.	Street Maint.	General Fund			Total ¹		General Fund	Total ¹
	0.50%	0.25%	0.25%	1.00%	Year-To-Date (YTD)	YTD % of Budget	YTD Growth Over Prior Yr	2.00%	Year-To-Date	2.00%
October	\$110,567	\$53,734	\$55,283	\$221,133	\$221,133	8%	-2%	\$440,717	\$224,603	\$447,710
November	137,846	66,508	68,923	275,692	496,825	18%	2%	548,968	486,894	522,100
December	113,465	55,754	56,733	226,931	723,756	26%	1%	452,883	713,752	452,381
January	116,901	57,430	58,451	233,803	957,558	34%	0%	466,585	961,683	494,146
February	159,640	77,520	79,820	319,281	1,276,839	45%	0%	636,261	1,275,400	624,980
March	102,261	52,637	51,130	204,521	1,481,361	52%	0%	410,549	1,477,638	402,980
April									1,668,624	380,762
May									1,924,897	510,577
June									2,136,770	422,369
July									2,369,100	462,992
August									2,662,303	584,425
September									2,914,309	502,377
TOTAL	\$740,680	\$363,582	\$370,340	\$1,481,361				\$2,955,963		\$5,807,801
BUDGET	\$1,430,000	\$750,000	\$725,000	\$2,825,000				\$5,730,000	\$2,630,000	\$5,355,000

Notes

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

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

Subject:	3. Authorize the City Manager to extend the depository contract with American National Bank through May 31, 2025.
Meeting	April 1, 2024 - City Council Meeting
Access	Public
Type	Action (Consent)
Fiscal Impact	None
Recommended Action	Authorize the City Manager to extend the depository contract with American National Bank through May 31, 2025.
Goals	Be a model of financial stewardship through growth management; responsible investment; and financial transparency.

BACKGROUND

Chapter 105 of the Texas Local Government Code stipulates that a municipal depository contract cannot exceed five (5) years. On April 20, 2020, the City Council approved Resolution 3976, approving a depository services contract with American National Bank to serve as the City's primary depository bank for the initial two-year period of June 1, 2020, through May 31, 2022. Per the Resolution, the contract may be extended for three (3) additional one-year periods under the same terms and conditions upon satisfactory performance. The second one-year extension was approved by Council on May 1, 2023, and extends the term through May 31, 2024. This is the third extension available for the current contract.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Authorize the City Manager to extend the depository contract with American National Bank through May 31, 2025.

File Attachments

1. ANBTX Depository Extension Letter 2024
2. Res. 3976 Award American National Bank Depository Bank Services - April 2020



May 1, 2024
Mr. Greg Jebsen
Municipal Finance Director
The American National Bank of Texas
102 West Monroe Avenue
Terrell, Texas 75160

RE: City of Sachse, Texas Depository Services Contract Extension

Dear Mr. Jebsen:

The expiration of the second one-year extension term of the Depository Services Contract is May 31, 2024. The City is opting to exercise the third of the three (3) one-year contract extension options provided for in the Contract to extend the term through May 31, 2025, under the same terms and conditions.

To confirm the Bank's acceptance of this contract extension, please complete the section below and return a copy of this letter to me.

We have appreciated our business relationship with you and the Bank over the initial term of the current depository contract and look forward to the extended term.

Should you have any questions or need additional information or explanation, please contact David Baldwin, Finance Director, at 469.429.4775.

Sincerely,

Gina Nash
City Manager
City of Sachse, Texas

THE AMERICAN NATIONAL BANK OF TEXAS

Accepted By: _____ **Date:** _____

Printed Name: _____ **Title:** _____

cc: Delivered via email to GregJebsen@anbtx.com

3815-B Sachse Road
Sachse, Texas 75048



www.cityofsachse.com

3976
RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SACHSE, TEXAS AWARDING THE AMERICAN NATIONAL BANK OF TEXAS AS THE CITY'S PRIMARY DEPOSITORY BANK AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENTS NECESSARY FOR PRIMARY DEPOSITORY BANK SERVICES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the State of Texas Local Government Codes: Chapter 105 Municipal Depository Act; Chapter 176 Conflict of Interest Act; Chapter 2256 Public Funds Investment Act; and Chapter 2257 Public Funds Collateral Act established the process for selecting a depository bank; and

WHEREAS, staff has advertised for and received applications from local banks; and

WHEREAS, staff, with the assistance of Valley View Consulting, L.L.C., has reviewed all the applications submitted and recommends that the primary Depository Bank Services contract be awarded to The American National Bank of Texas.

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

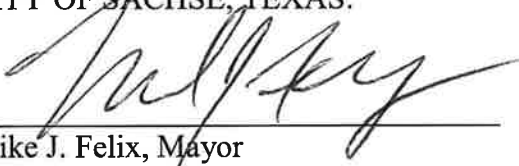
SECTION 1. That the City Council hereby awards the City's bank depository contract to The American National Bank of Texas based upon specifications and their overall proposal for the initial two-year period of June 1, 2020 through May 31, 2022, and the option to renew for three additional one-year periods under the same terms and conditions upon satisfactory performance.

SECTION 2. The City Manager is hereby authorized to execute all documents and to take all other actions necessary to finalize, act under, and enforce the contract.

DULY RESOLVED AND ADOPTED by the City Council of the City of Sachse, Texas on this 20th day of April 2020.



CITY OF SACHSE, TEXAS:


Mike J. Felix, Mayor

ATTEST:


Michelle Lewis Sirianni, City Secretary

F. Regular Agenda Items

Subject:	1. Receive the quarterly 2021 Bond update.
Meeting	April 1, 2024 - City Council Meeting
Access	Public
Type	Information, Discussion
Fiscal Impact	None
Recommended Action	Receive the update.
Goals	Provide a high quality of life environment for families; individuals; businesses; and other organizations in Sachse. Strategically invest in the City's existing and future infrastructure. Meet the public safety needs of a growing citizen; student; and business population.

BACKGROUND

The last 2021 Bond Update was given at the January 16, 2024, City Council meeting. Sachse residents approved four propositions on the November 2021 Bond Election ballot.

The projects include:

- Designing the expansion and upgrades to Sachse Road, from Miles Road to the city limits
- Upgrading and developing:
 - Bailey-Hooper Road, from SH 78 to Sachse Road
 - Williford Road, from SH 78 to Bailey Road
 - West Creek Lane, from Sachse Road to Timbercreek Court
- Reconstructing City of Sachse neighborhood and residential streets within the city limits
- Design and construct a new city animal shelter to facilitate adoptions

The sequencing of these projects was very specific in order to prevent construction fatigue and be able to deliver on these projects in a timely manner.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Receive the update.

File Attachments

1. Presentation_Quarterly Bond Update April 2024

Bond Projects Update

City Council
April 1, 2024



Overview

- Approved Bond Projects
- Bailey-Hooper Road
- Sachse Road Phase 2
- Neighborhood Packages
- Sachse Animal Shelter
- Future Bond Projects Timeline



Approved Bond Projects

Sachse residents voted to approve the four propositions included on the November 2021 bond election ballot. The projects include:

- Designing the expansion and upgrades to Sachse Road, from Miles Road to the city limits
 - These updates include the construction of the road, along with associated sidewalks, drainage, signage, lighting, curbs, traffic safety improvements, landscaping, and more
- Upgrading and developing several City of Sachse streets and roads
 - This includes traffic safety, sidewalks and pedestrian rights-of-way, curbs and related drainage, utility relocations, and more. The roads or streets are:
 - Bailey-Hooper Road, from SH 78 to Sachse Road
 - Williford Road, from SH 78 to Bailey Road
 - West Creek Lane, from Sachse Road to Timbercreek Court



Approved Bond Projects (cont.)

- Reconstructing City of Sachse neighborhood and residential streets within the city limits
 - This could include expanding the roads or streets, enhancing or creating sidewalks, intersections, providing lighting, traffic safety, drainage improvements, and more
- Design and construct a new city animal shelter, to facilitate adoptions



Bailey-Hooper Road

- Final plans and specifications have completed review
- Project is on schedule to advertise in March and award contract in May 2024
- Construction to start in June 2024
 - 12-18 months

Sachse Road Phase 2 Design

- Sachse Road Phase 2 agreement was approved in February
- It is currently under design

Neighborhood Packages

- First phase of neighborhood projects have started
 - Tina Street / Leasa Court / Kellie Street

Sachse Animal Shelter

- Facility dried in
- Primary exterior completed
 - Accent stonework
 - Metal paneling
- Interior steel framing completed
 - Sheetrock
 - Electrical panels and conduit
 - HVAC ductwork
 - Primary plumbing completed
- Anticipated substantial completion (fall 2024)

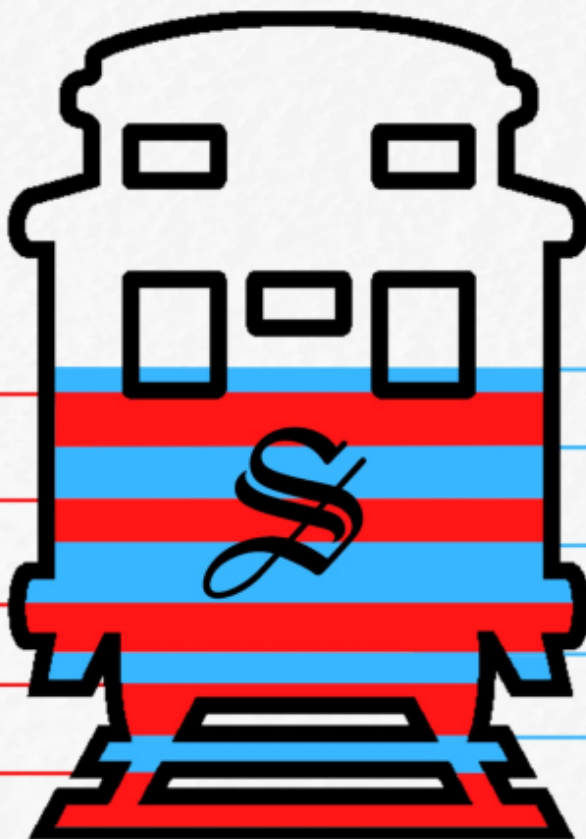


Sachse Animal Shelter





SAK[SEE] OUR PROGRESS Bailey-Hooper Road



December 2023
Finalizing Construction Documents
On schedule to advertise Q1 of 2024

July 2023
60% plans submitted for staff review

January 17, 2023
City Council discussed conceptual
layout of project

As of June 20, 2022
Topographic Survey/
Design Survey 80% Completed

January 18, 2022
Professional Service Agreement
Executed

March 2024
Final plans and specifications have
completed review. Advertising last
week of March. On schedule to award
construction contract in May.

August 2023
Plan comments returned to consultant

April 6, 2023
Held Bailey Road Open House for
residents affected by the project

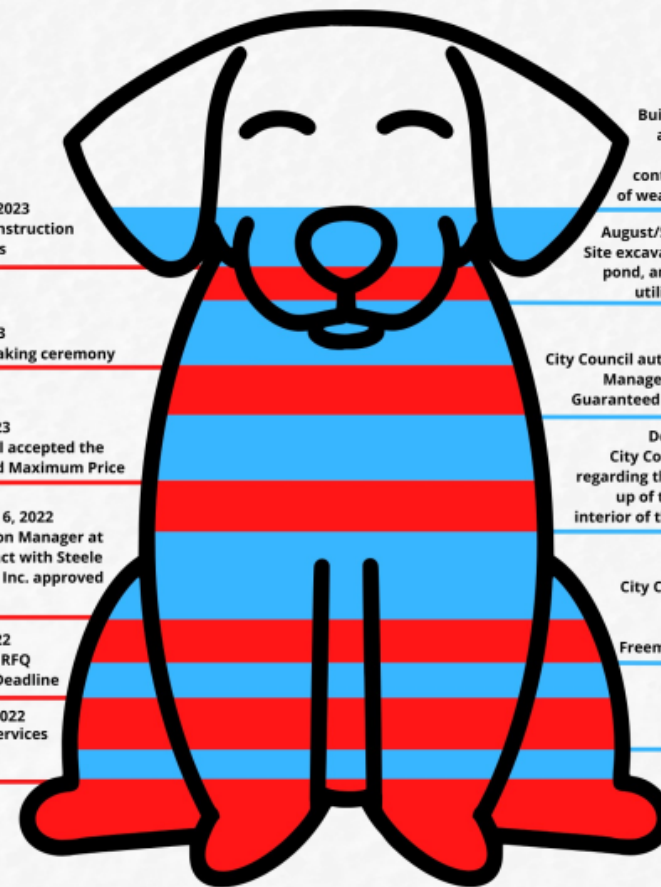
July 18, 2022
*Asphalt Overlay project on
Bailey Rd/Anthony Ln. begins

As of June 20, 2022
Traffic Counts Completed

* Please note that this project
was not funded by the bond



SAK[SEE] OUR PROGRESS New Animal Shelter



December 2023
Vertical Construction
Commences

July 27, 2023
Groundbreaking ceremony

May 15, 2023
City Council accepted the
Guaranteed Maximum Price

September 6, 2022
Construction Manager at
Risk contract with Steele
& Freeman Inc. approved
by Council

May 24, 2022
Contractor RFQ
Submittal Deadline

March 21, 2022
Architect Services
Agreement
Executed

Building is dried in,
allowing interior
construction to
continue regardless
of weather conditions

August/September 2023
Site excavation, detention
pond, and underground
utilities completed.

June 5, 2023
City Council authorized the City
Manager to execute the
Guaranteed Maximum Price

December 5, 2022
City Council discussion
regarding the design mock-
up of the exterior and
interior of the new building

June 20, 2022
City Council Updated:
Consultation
with Steele &
Freeman Inc. to begin

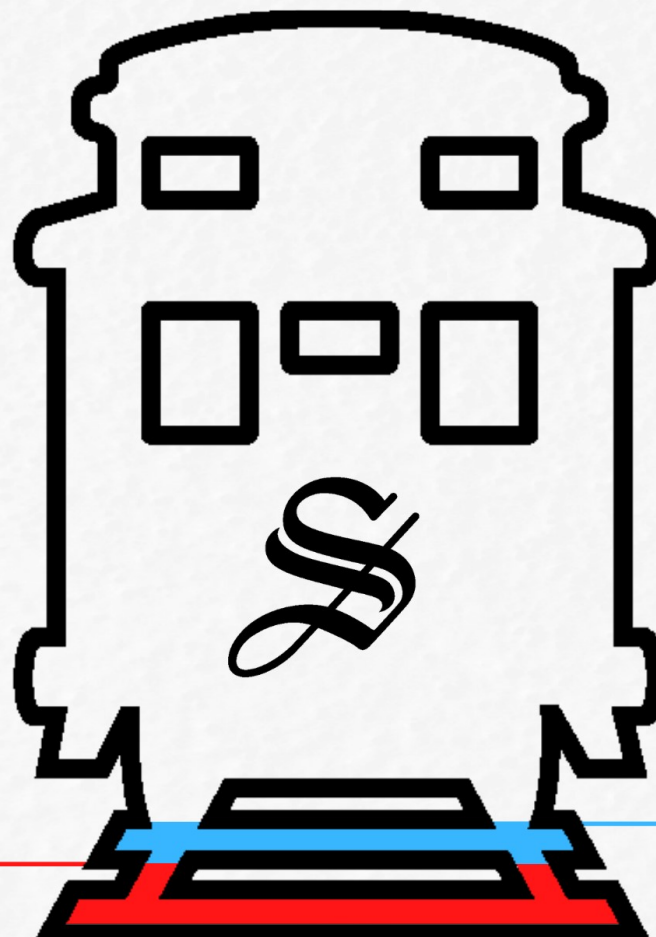
May 20, 2022
Future Animal
Shelter Sign
Installed





SAK[SEE] OUR PROGRESS

Sachse Road Phase 2



February 2024
Professional Services Agreement with
Garver USA for design approved

March 2024 Quarterly Update:
Currently under design



Future Bond Project Schedule

- Sachse Road Phase 2 Construction – 2025
- Sachse Road Phase 3 – 2028
- Williford Road, from SH 78 to Bailey Road – 2026/2028
- West Creek Lane, from Sachse Road to Timbercreek Court– 2025

All information on the bond process can be found at www.cityofsachse.com/bond2021



F. Regular Agenda Items

Subject:	2. Consider authorizing the City Manager to negotiate and enter into a contract with Kimley-Horn and Associates, Inc. for the update to the City's Comprehensive Plan, in the amount not to exceed Three Hundred Thousand and No/100 Dollars (\$300,000.00).
Meeting	April 1, 2024 - City Council Meeting
Access	Public
Type	Action, Discussion
Fiscal Impact	Yes
Dollar Amount	Not to exceed \$300,000
Budgeted	Yes
Budget Source	Adopted in the FY 2023-2024 Budget (Project Number F-24-13) Funded from the General Fund and the Economic Development Corporation Fund
Recommended Action	Authorize the City Manager to negotiate and enter into a contract with Kimley-Horn and Associates, Inc. for the update to the City's Comprehensive Plan, in the amount not to exceed Three Hundred Thousand and No/100 Dollars (\$300,000.00).
Goals	Strategically invest in the City's existing and future infrastructure. Be a model of financial stewardship through growth management; responsible investment; and financial transparency. Provide a high quality of life environment for families; individuals; businesses; and other organizations in Sachse. Make Sachse more prosperous through job creation and quality development that adds community value.

BACKGROUND

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

The existing Comprehensive Plan was adopted in 2017 and has been vital in steering the growth and development of Sachse over the last several years. Typically, comprehensive plans are reviewed and updated every five to seven years in order for it to remain relevant and reflect current conditions and market trends.

On November 6, 2023, staff received direction from City Council to pursue an update to the existing adopted Comprehensive Plan. On January 12, 2024, the City of Sachse issued a Request for Qualifications (RFQ) seeking a professional planning consultant to provide an update to the existing Comprehensive Plan. The submittal due date for this RFQ was January 31, 2024. A total of four firms responded with their qualifications. Each of the firms were invited for an in-person interview based on the submitted qualifications. After consideration, the staff review committee recommended awarding a professional services contract to Kimley-Horn and Associates, Inc. for this project.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Authorize the City Manager to negotiate and enter into a contract with Kimley-Horn and Associates, Inc. for the update to the City's Comprehensive Plan, in the amount not to exceed Three Hundred Thousand and No/100 Dollars (\$300,000.00).

File Attachments

1. Presentation_Comprehensive Plan Update Contract Award

Comprehensive Plan Contract Award

City Council
April 1, 2024



Overview

- 2024 Comprehensive Plan Process
- Recap of Prior Discussion
- 2024 Request for Qualifications (RFQ) Process
- Project Tasks and Deliverables
- Project Funding
- Next Steps
- Staff Recommendation



2024 Comprehensive Plan Process

- Initial Council direction ✓
- RFQ process ✓
- Consultant selection
- Contract negotiation and execution
- Plan kickoff, engagement, development
- P&Z to make recommendation on comprehensive plan approval (Charter requirement)
- Final comprehensive plan approval/adoption by City Council

Recap of Prior Discussion

- November 6, 2023 City Council meeting:
 - Staff discussed the 2017 comprehensive plan, highlighting key outcomes since this plan was adopted;
 - Staff highlighted the process and funding mechanism for an update to the adopted plan;
 - Presented a potential scope for issuance of RFQ
 - City Council agreed with the scope that was presented and directed staff to pursue an update to the comprehensive plan
 - Staff to return to City Council after consultant selection for contract award

2024 Request for Qualifications (RFQ) Process

- **January 12, 2024:** RFQ issued seeking professional planning consultant to provide an update to the existing Comprehensive Plan
 - Advertised on CivCast and in Sachse News, posted to Texas Economic Development Council RFP webpage, City Bid Postings page, and social media
- **January 31, 2024:** Submittal due date for RFQ
 - Four firms responded with qualifications
- Staff review committee reviewed each submitted Statement of Qualifications and held in-person interviews with all four firms
- Staff recommends Kimley-Horn and Associates, Inc. for this project
 - Experience, engagement/communications strategy, relationship with staff



Project Tasks and Deliverables

■ Community-wide Input

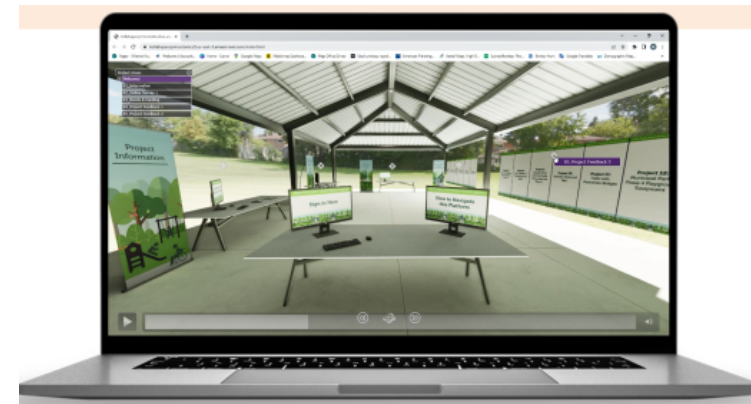
- Comprehensive plan webpage
- Advertisements
- Community engagement
 - Web based engagement/surveys
 - Neighborhood workshops
 - Community open house
 - Stakeholder interviews
 - Presentations to City Boards

■ Strategic Direction

- Vision
- Guiding principles

■ Data Collection and Analysis

- Base mapping
- Staff workshops
- Market Analysis
 - Socioeconomic Analysis
 - Market Profile
 - Supply and Demand Analysis



Princeton Virtual Open House

Project Tasks and Deliverables

■ Plan Elements and Studies

- Future Land Use Strategy and Plan
- Mobility Strategy
 - Master Thoroughfare Plan
- Parks, Trails, and Open Space Strategy
 - Master Trails, Sidewalks, Pathways Plan
- Housing and Neighborhoods Strategy
- Economic Development Strategy
- Infrastructure and Public Services Strategy
 - Critical Infrastructure Plan
- Placemaking and Sustainability
 - Urban Design, Corridor, Gateway, Wayfinding Plan

- Catalyst Area Studies
- Hwy 78 Corridor Study
- Implementation Matrix

Project Funding

- Jointly funded by the General Fund and Economic Development Corporation Fund in the adopted FY24 budget

CAPITAL IMPROVEMENT PLAN

Project Name:**Comprehensive Plan Update**

Project Number: F-24-13

Category: Facilities/Other

Description:

Develop a policy and strategy to ensure funding is available for all current and future needs.

Justification:

The last Comprehensive Plan was formulated in 2017.



Financial Information:

Project Type	Source	Estimated Cost	Budget Thru FY 22-23	23-24 Budget	Budget to Date	Future Estimate	Total Project Cost
Facilities/ Other	General Capital Projects Funds	\$150,000		\$150,000	\$150,000	\$-	\$150,000
Facilities/ Other	Economic Development Corporation Funds	\$150,000		\$150,000	\$150,000	\$-	\$150,000
					\$-	\$-	\$-
	Project Total	\$300,000	\$-	\$300,000	\$300,000	\$-	\$300,000



Next Steps

- If item is approved, staff will provide a more robust Comprehensive Plan development timeline after contract negotiated and executed
 - Anticipate plan adoption by spring 2025
- Staff will also meet with the EDC Board to discuss project tasks and deliverables, specifically as they relate to current EDC projects and other economic development initiatives

Staff Recommendation

- Staff recommendation:

- Authorize the City Manager to negotiate and enter into a contract with Kimley-Horn and Associates, Inc. for the update to the City's Comprehensive Plan, in the amount not to exceed Three Hundred Thousand and No/100 Dollars (\$300,000.00)



F. Regular Agenda Items

Subject:	3. Receive an update on the Animal Shelter construction project.
Meeting	April 1, 2024 - City Council Meeting
Access	Public
Type	Information
Fiscal Impact	None
Recommended Action	Receive the presentation.
Goals	Meet the public safety needs of a growing citizen; student; and business population.

BACKGROUND

Significant progress has been made on the construction of the new Animal Shelter. Chief Sylvester will provide an update as to progress, near term activity, and expected completion. The project architect, Mr. Ron Hobbs, will be in attendance and available for any questions as necessary.

POLICY CONSIDERATIONS

There are no policy considerations affiliated with this item.

RECOMMENDATION

Receive the presentation.

File Attachments

1. Presentation_Animal Shelter Update April 2024

Animal Shelter Construction Update

City Council Meeting

April 1, 2024



Summary Overview

- Facility dried in
- Primary exterior completed
 - Accent stonework
 - Metal paneling
- Interior steel framing completed
 - Sheetrock
 - Electrical panels & conduit
 - HVAC ductwork
 - Primary plumbing completed

N/W Exterior



North Exterior



East Exterior



South Exterior



Lobby Admin



Cat Condo



Back of House Hallway



Kennel Area



Near Term Work

- Complete sheetrock of interior
 - Tape, bed, texture sheetrock
 - Kennel run awning installation
 - Fencing installation
 - Exterior light pole installation
-
- Final furniture, fixtures, and equipment (FF&E) and landscape determination by staff

Summary

- Estimated completion: September 2024
- Grand opening ceremony
 - Planning committee established and working
- On budget