



**Minutes of the Regular Meeting of the Board of Directors of the  
Sachse Economic Development Corporation  
Thursday, September 16, 2021**

The Board of Directors of the Sachse Economic Development Corporation (EDC) convened in a public meeting at 6:00 p.m. on Thursday, September 16, 2021, 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.

**Members present:** President, Spencer Hauenstein; Vice President, Tim Shivers; Marcia Harris-Daniel; Angela Keeton; Teddy Kinzer; Cedric Alford; Mayor Pro Tem, Jeff Bickerstaff; EDC Executive Director and City Manager, Gina Nash; Assistant to the City Manager – Economic Development, Jerod Potts; Executive Assistant to the City Manager, Leah Granger; Director of Finance, Teresa Savage; and Director of Development Services, Matt Robinson.

**Members absent:** Niloufer Watkins

President Hauenstein called the meeting to order at 6:01 p.m.

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

Ms. Harris-Daniel gave the invocation and led the board in the Pledge of Allegiance to the U.S. and Texas flags.

**Consent Agenda**

- 1. Approve the minutes of the August 19, 2021, regular meeting.**
- 2. Accept the monthly financial reports for the period ending August 31, 2021.**
- 3. Accept the Quarterly Investment Report for the quarter ending June 30, 2021.**
- 4. Approve the Consent Agenda as presented.**

Mr. Kinzer made a motion to approve all consent agenda items as they are presented. Mr. Shivers seconded the motion and it carried unanimously.

## **Regular Agenda Items**

### **1. Receive an overview of the Development Services process and how it relates to EDC.**

Ms. Nash introduced the Director of Development Services, Matt Robinson, who gave an overview of the Development Services Department. He explained the department consists of building permits, inspections, and planning and zoning. They also provide staff support to the Planning and Zoning Commission and the Board of Adjustments. They are the starting point of all development in Sachse. The Comprehensive Plan is the City's guiding policy for development in the city. The group actively works to implement the City's vision. They help guide the developer toward what fits with the zoning and planning for the city. A monthly development report is produced to breakdown the projects that are active in the city. This is updated and available monthly on the City website.

President Hauenstein thanked Mr. Robinson for the informative presentation.

Mr. Shivers also thanked Mr. Robinson for his presentation. He asked what tools were used to capture engagements. Mr. Robinson said they keep track of all predevelopment meetings because the developer is already serious about their project and it is moving forward. They receive an abundant number of calls and most do not develop into projects. ArcGIS online is used for zoning and subdivision regulations to help answer questions. Staff is in the process of getting land development software that will make the process easier for the residents to see what is developing. Ms. Nash noted that the greater plan is to coordinate with EDC and make connections easier for site selection.

Dr. Alford asked about the makeup of Mr. Robinson's team. Mr. Robinson described the team and noted that development is particularly busy right now. He also explained that they have been a little short staffed so they are working at a fast pace to try to keep up.

Ms. Harris-Daniel thanked Mr. Robinson for giving the overview. She said it is great to know what resources the City has but even better to know that everyone is working together to serve our city well.

### **2. Receive a briefing about the creation of Tax Increment Reinvestment Zone (TIRZ) #3.**

Ms. Nash gave a presentation to the City Council on September 7. There is an ancillary connection to the EDC goals so she wants to keep the Board apprised of the progress. The TIRZ is a tool that will be a catalyst to help improve the SH 78 corridor for public improvements with no new taxes. City directed public improvements become attractive to developers to develop and redevelop an area. The TIRZ is controlled by the City 100%, there are no upfront costs, and it does not incur debt so it does not impact bond rating or debt capacity. This tool gives the City the chance to make significant infrastructure improvements that are needed.

Ms. Nash explained how the TIRZ tool works. Nothing is taken away from what the City has, but rather, it allows the City to dedicate that money to a particular area. The City Council will consider a resolution on Monday, September 20, to call a public hearing for the creation of a TIRZ on Monday, October 18.

Mr. Shivers asked why a TIRZ would be used rather than just dedicating the money to the area through the regular budgeting process. Ms. Nash's experience is that when developers see that a City is dedicating money to a TIRZ, they are more willing to develop there because the money is already allocated to that area. The money is obligated to that area and cannot be diverted to other areas of the city. Mr. Shivers followed up his question asking if there is a danger of limiting the city's ability to collect tax revenue and spend it on the city as a whole. Ms. Nash said that investment begets investment. She noted how effective the previous two TIRZ have been. She pointed out that The Station development would not have happened without the reinvestment zone.

The Board discussed areas of the city, the TIRZ tool, and participation by Dallas and Collin Counties.

Mr. Kinzer asked if the Bond coming up in November would affect the TIRZ. Ms. Nash said it would be unfortunate if people have that confusion or misunderstanding. Most feedback is that residents want SH 78 cleaned up and this tool is an opportunity for the City to specifically dedicate money to that area. There is a long list of projects that could be completed without raising taxes or neglecting any other area.

### **3. Discuss and consider action on the asbestos abatement and demolition plan moving forward for the EDC-owned properties in the 5th St. District.**

Ms. Nash and Mr. Potts updated the Board on the progress of the asbestos abatement and demolition of the EDC-owned properties in the 5<sup>th</sup> St. District. AISM completed the asbestos surveys and recommended three abatement contractors. The City requested proposals from five contractors to be more comprehensive and thorough. The contractors submitted proposals for both abatement and demolition. Ms. Nash explained that the anticipated duration of the project made a big difference in the cost of the proposals. Staff recommends selecting HP EnviroVision for the process. They had an excellent reference, thorough proposal, and could get the project finished in the shortest timeframe. The EDC does not have to follow City protocols of selecting the lowest bidder and HP EnviroVision was the second lowest bidder. The primary driving factor is cost but the number of days and the thoroughness of their proposal brought them to the top. Mr. Potts went on to say that the proposals were also given to the City's Chief Building Official without letting him know staff's choice, and he came to the same conclusion.

Mr. Shivers made a motion to authorize the City Manager as the Executive Director of EDC to negotiate and execute an agreement with HP EnviroVision and AISM for professional services to perform the necessary asbestos abatement, notification, air monitoring, demolition, reporting, and

any other incidental costs associated with this work for the EDC-owned properties in the 5<sup>th</sup> Street District to be paid from the EDC fund balance for an amount not to exceed One Hundred Seventy Thousand and No/100 Dollars (\$170,000). Mr. Kinzer seconded the motion and it carried unanimously.

#### **4. Discuss and consider selection process for target business sectors based on the goals and objectives of the Sachse EDC.**

Ms. Nash talked about the target business sector process being in several of the goals for EDC so it is an extra important topic. She and Mr. Potts have done some additional research since the last meeting where a hybrid approach was the consensus. A scope and quote were requested from two firms for a hybrid approach model. They both explained that pulling the data is not the time-consuming part of the process, rather, the analysis of the data is where most of the effort is spent. The consultant would request data from the City but would do the analysis themselves. Ms. Nash requested information from the Board to determine what they want to accomplish with this process. She laid out deliverables that staff can provide as well as options a consultant can provide. The strength of the deliverables the Board would like to see will drive which option is chosen.

President Hauenstein said the target business sector information would inform the Board how to help Sachse get where the residents want it to be. He wants the city to match who we are.

Dr. Alford thought the list of deliverables the staff can provide seemed small. He agreed the deliverable from the staff would not be the same quality as what a consultant could provide, but since the city is almost built out, he did not think an extensive report was necessary. Mr. Shivers agreed with Dr. Alford's assessment and wanted to know what the report would be used for. Ms. Nash responded that it is important for staff to know from the Board and City Council level what the target business sector is so they can know what to push toward. It will help inform what incentives are appropriate as well as give direction for staff to pursue. During conversation, Ms. Nash noted the cost proposed by one of the consultants. Dr. Alford had expected it to be much higher and suggested that the deliverables enumerated would be worth the money.

Mr. Kinzer said he thought having baseline information would be beneficial. It would help the Board to know what businesses produce the City's tax base.

Ms. Harris-Daniel reminded the Board that staff has been purchasing tools. She would like for staff to do the heavy lifting and a consultant could sharpen the information. Ms. Nash reiterated that staff has tools to mine the data but a consultant has the expertise and resources to take the data to a higher level. A consultant provides the art of the possible. Ms. Harris-Daniel agreed that there is something to be said for having an outside focus. A consultant would be able to see trends on a broader level and has a greater capacity to see the bigger picture. Mr. Kinzer concurred that it would be helpful to know what is being done in other cities to be able to work together and leverage the

information. Dr. Alford stated that a consultant would be able to look at similar communities all around the country. They could explain what they are doing and how they got there.

Mr. Kinzer would like to see the data and what it looks like. It would help if the Board knew the current state of the city then go to the consultant to understand the next step. Dr. Alford expounded that staff has finite resources. He thinks staff should see how far they can get, then bring in the consultant to help get on the right track and understand the next steps.

Mr. Shivers asked for Ms. Nash's opinion. Ms. Nash wants to make sure staff is moving in the direction of the Board and City Council's objectives. She wants to make sure the vision from the Board and Council are balanced with the character of Sachse. She would like to find the happy medium between what businesses could set up and thrive now and what businesses the City can stretch to bring in and create a successful atmosphere. The goal would be to do this and be in line with what residents want. She thinks the target sector process is the art of figuring out that difference. Staff can start pulling the data because the consultant will need it anyway, but she would like to know the art of the possible. A consultant can help us get what we want beyond what we know. Staff can start the work and have a conversation at a future meeting then possibly bring in a consultant to show the true potential. She believes a good portion of the data could be produced by the next meeting, then possibly interview a consultant in November.

Mr. Shivers asked to hear from the Council liaison. Mayor Pro Tem Bickerstaff indicated the reason for the process is because the Council and the Board want to be on the same page. What has been done on SH 78 to make improvements has not worked well. The Council is in the same situation and is trying to figure out where we as a community want to be. He agrees with Ms. Nash and the Board that the options in front of them are not a binary choice. Staff could start pulling the data, then the conversation can be had to see what the best next step is. The Council depends on the EDC for direction.

##### **5. Request for future agenda items.**

Mr. Kinzer would like to discuss the visual aspect of SH 78. As businesses need to replace or update signs and image, is that something the Board could, or should, consider? Ms. Nash stated that EDC does not typically consider that. This would be established in the zoning and development standards. The TIRZ projects will also impact the image of the corridor. Mr. Shivers suggested making a recommendation to Council to start a commission for beautification of the corridor. Ms. Nash replied that this would be a Council discussion to see what standards would govern the development/redevelopment of SH 78.

Mr. Shivers asked for a business update. He would like to understand what is going on with businesses and what challenges they are facing. Mr. Kinzer and Ms. Harris-Daniel agreed that having the chamber present might be helpful. Dr. Alford asked to discuss how this Board gets out and lets businesses know how the EDC can benefit them. He thinks it is important to get the information from


the Chamber and then figure out how to make it actionable. Mr. Kinzer reinforced that most businesses do not understand how the EDC can help them. The Board would like to get some homework at the next meeting for how they can participate in this effort and help businesses grow.

Ms. Harris-Daniel would like to get a census update. Ms. Nash replied that staff will have some information in the next target sector update.

### **Regular Meeting Closing**

#### **1. Adjournment.**

Mr. Hauenstein adjourned the meeting at 8:33 p.m.

  
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Spencer Hauenstein, President  
Tim Shivers, Vice-President

  
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Gina Nash, Executive Director