



**Thursday, August 15, 2019
Economic Development Corporation Meeting**

**Council Chambers
3815 Sachse Road, Building B
6:30 p.m.**

The SEDC Board reserves the right to convene into Executive Session pursuant to the Texas Government Code, Chapter 551.071(2) for the purpose of seeking confidential legal advice from SEDC's general counsel regarding posted items on the meeting agenda.

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 on Thursday, August 15, 2019 at 6:30 p.m. in the Council Chambers at Sachse City Hall, 3815 Sachse Road, Building B, Sachse, Texas to consider the following items of business:

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

B. 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 July 18, 2019 regular meeting.

2. Accept the monthly revenue and expenditure report for the period ending June 30, 2019 and the preliminary budget report for July 2019.

3. Approve the Consent Agenda Items as presented.

C. Regular Agenda Items

1. Discuss and consider action on the final FY 2019-2020 Sachse Economic Development Corporation Annual Budget.

2. Discuss and consider a new marketing campaign.

3. Consider and take action regarding a funding request for a project for Mr. Pide for exterior improvement costs for a project located at 6120 TX-78, in an amount not to exceed nine thousand dollars (\$9,000.00).

4. Consider and take action on reports and presentations by the Sachse Economic Development Corporation President, Board Members, CEO and staff regarding items of community interest, special events, announcements and activities, office, industrial, commercial, retail, business retention and marketing projects.

D. Executive Session

1. Pursuant to Texas Government Code Section §551.087: Deliberation regarding Economic Development negotiations: Discussion of an Economic Development incentive for a proposal from a developer for 5th Street development.

2. Take any action as a result of Executive Session.

E. Regular 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.

Michelle Lewis Sirianni, City Secretary

Accommodation requests for persons with disabilities should be made at least 48 hours prior to the meeting by contacting Lauren Rose, ADA Coordinator, via phone at 972.429.4770, via email at lrose@cityofsachse.com, or by appointment at 3815 Sachse Road, Building B, Sachse, Texas 75048.

**Agenda Item Details**

Meeting	Aug 15, 2019 - Economic Development Corporation Meeting
Category	B. 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 July 18, 2019 regular meeting.
Access	Public
Type	Action (Consent), Minutes
Recommended Action	Motion to approve minutes as attached.

Public Content

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.



Agenda Item Details

Meeting	Aug 15, 2019 - Economic Development Corporation Meeting
Category	B. 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 June 30, 2019 and the preliminary budget report for July 2019.
Access	Public
Type	Action (Consent)
Preferred Date	Aug 15, 2019
Fiscal Impact	No
Recommended Action	Accept the monthly revenue and expenditure report for the period ending June 30, 2019 and the preliminary budget report for July 2019.
Goals	Be a model of financial stewardship through growth management, responsible investment, and financial transparency.

Public Content

BACKGROUND

The Sachse EDC Treasurer will prepare financial reports each month updating the Board regarding revenues, expenditures and budgetary progress for the current year.

RECOMMENDATION

Accept the monthly revenue and expenditure report for the period ending June 30, 2019 and preliminary budget report for July 2019.

[SEDC 6-30-19.pdf \(81 KB\)](#)

[SEDC Preliminary Budget July 2019.pdf \(105 KB\)](#)

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
 June 30, 2019
 (Unaudited)

SACHSE ECONOMIC DEVELOPMENT CORPORATION

75% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference 0%
Revenue Summary					
Sales Tax	\$ 737,500	\$ 53,335	\$ 621,266	84.24%	
Other Income	\$ 27,550	\$ 4,012	\$ 15,449	56.07%	
Interest Income	2,500	1,621	6,866	274.63%	
Total Revenue	\$ 767,550	\$ 58,968	\$ 643,580	83.85%	
Expenditure Summary					
Expenditures	767,183	38,006	429,268	55.95%	
Total Expenditures	\$ 767,183	\$ 38,006	\$ 429,268	55.95%	
Total Revenue Over/Under Expenses	\$ 367	\$ 20,962	\$ 214,312		

Explanation of Major Variances:



Budget to Actual Account Summary

For Fiscal: 2018-2019 Period Ending: 07/31/2019

		Prior Year Budget	Prior Year YTD	2018-2019 Budget	MTD Activity	YTD Activity	Encumbrances	Percentage	Remaining Balance
Fund: 06 - ECONOMIC DEVELOPMENT FUND									
Revenue									
000 - Non-Departmental									
<u>06-000-40060</u>	Sales Tax	700,000.00	693,229.06	737,500.00	66,633.12	687,899.31	0.00	93.27 %	49,600.69
<u>06-000-45000</u>	Interest Income	1,500.00	4,206.40	2,500.00	0.00	6,865.66	0.00	274.63 %	-4,365.66
<u>06-000-45060</u>	Rental Income - EDC Property	0.00	13,275.00	15,000.00	0.00	5,758.67	0.00	38.39 %	9,241.33
<u>06-000-46055</u>	Concession Income - Food Trucks	0.00	3,581.06	12,550.00	2,160.99	11,850.94	0.00	94.43 %	699.06
	000 - Non-Departmental Total:	701,500.00	714,291.52	767,550.00	68,794.11	712,374.58	0.00	92.81 %	55,175.42
	Revenue Total:	701,500.00	714,291.52	767,550.00	68,794.11	712,374.58	0.00	92.81 %	55,175.42

Budget to Actual

For Fiscal: 2018-2019 Period Ending: 07/31/2019

Expense	Prior Year Budget	Prior Year YTD	2018-2019 Budget	MTD Activity	YTD Activity	Encumbrances	Percentage	Remaining Balance	
019 - Economic Development Corporation									
06-019-50000	Wages and Salaries	187,817.00	120,709.97	189,574.00	13,158.40	144,504.74	0.00	76.23 %	45,069.26
06-019-50005	Wages and Salaries - Seasonal	0.00	0.00	0.00	3,209.81	8,154.45	0.00	0.00 %	-8,154.45
06-019-50020	Other Pay	0.00	0.00	1,154.00	0.00	0.00	0.00	0.00 %	1,154.00
06-019-50030	Longevity Pay	266.00	176.00	378.00	0.00	224.00	0.00	59.26 %	154.00
06-019-50050	Social Security and Med Fica Contribu	14,388.00	8,668.83	14,620.00	1,175.91	10,957.00	0.00	74.95 %	3,663.00
06-019-50060	TMRS Contributions	24,357.00	16,320.65	25,264.00	1,965.86	21,184.94	0.00	83.85 %	4,079.06
06-019-50070	Health Insurance	17,766.00	8,944.22	20,426.00	1,702.16	17,021.60	0.00	83.33 %	3,404.40
06-019-50080	Dental Insurance	734.00	345.10	571.00	47.60	476.00	0.00	83.36 %	95.00
06-019-50090	Life and LTD Insurance	472.00	472.00	382.00	0.00	0.00	0.00	0.00 %	382.00
06-019-50100	Workers Compensation	592.00	592.00	483.00	0.00	331.34	0.00	68.60 %	151.66
06-019-50110	Unemployment Tax	513.00	420.09	486.00	3.22	46.51	0.00	9.57 %	439.49
06-019-51020	Utilities - Water	0.00	0.00	0.00	0.00	16.50	0.00	0.00 %	-16.50
06-019-51030	Utilities - Communications	2,060.00	2,284.69	4,224.00	0.00	3,132.81	0.00	74.17 %	1,091.19
06-019-51050	Office Supplies	2,400.00	2,539.63	2,400.00	0.00	3,085.28	0.00	128.55 %	-685.28
06-019-51070	Postage	500.00	336.97	500.00	0.00	251.59	0.00	50.32 %	248.41
06-019-51230	Business Retention Efforts	7,000.00	3,725.49	5,000.00	0.00	244.26	0.00	4.89 %	4,755.74
06-019-51400	Special Programming Supplies	3,500.00	1,727.04	3,000.00	0.00	1,177.99	0.00	39.27 %	1,822.01
06-019-51510	Small Tools and Equipment	700.00	1,584.93	700.00	0.00	559.74	0.00	79.96 %	140.26
06-019-51800	Dues and Subscriptions	6,000.00	7,389.39	7,200.00	0.00	5,055.80	0.00	70.22 %	2,144.20
06-019-51810	Employee Training	9,000.00	4,033.24	8,000.00	-177.29	12,153.67	0.00	151.92 %	-4,153.67
06-019-52000	Vehicle Repairs and Maintenance	300.00	619.39	500.00	41.20	474.30	0.00	94.86 %	25.70
06-019-53002	Professional Fees	63,267.00	59,039.85	62,591.00	592.50	23,022.71	0.00	36.78 %	39,568.29
06-019-53060	Printing Services	2,000.00	0.00	1,000.00	0.00	0.00	0.00	0.00 %	1,000.00
06-019-53220	Backyard on 5th	0.00	0.00	34,000.00	4,267.08	35,972.38	0.00	105.80 %	-1,972.38
06-019-53380	Advertising and Legal Publications	85,868.00	47,767.49	83,000.00	11,659.31	65,735.36	0.00	79.20 %	17,264.64
06-019-53500	Web Page Services	7,000.00	1,094.40	7,000.00	0.00	622.29	0.00	8.89 %	6,377.71
06-019-54500	Local Business Grant Program	200,000.00	100,294.98	181,055.00	20,834.84	48,086.80	0.00	26.56 %	132,968.20
06-019-55000	Operating Transfer Out - General Fund	65,109.00	54,257.50	113,675.00	0.00	85,256.64	0.00	75.00 %	28,418.36
019 - Economic Development Corporation Total:		701,609.00	443,343.85	767,183.00	58,480.60	487,748.70	0.00	63.58 %	279,434.30
Expense Total:		701,609.00	443,343.85	767,183.00	58,480.60	487,748.70	0.00	63.58 %	279,434.30
Fund 06 Revenue Over/(Under) Expenses		-109.00	270,947.67	367.00	10,313.51	224,625.88	0.00	61,205.96 %	-224,258.88
Total Revenue Over/(Under) Expenses:		-109.00	270,947.67	367.00	10,313.51	224,625.88	0.00	61,205.96 %	-224,258.88



Agenda Item Details

Meeting Aug 15, 2019 - Economic Development Corporation Meeting

Category C. Regular Agenda Items

Subject 1. Discuss and consider action on the final FY 2019-2020 Sachse Economic Development Corporation Annual Budget.

Access Public

Type Action, Discussion, Information

Public Content

	A	B	C	D	E
1		DRAFT BUDGET			
2		FISCAL YEAR 2019-2020			
3		SACHSE ECONOMIC DEVELOPMENT CORPORATION			
4			Budget	Proposed Budget Draft	Proposed Budget Final
5			FY 2018/19	FY 2019/20	FY 2019/20
6	CODE	PERSONNEL COSTS			
7	5000	Personnel	\$ 253,338	\$ 260,204	\$ 260,204
8		TOTAL PERSONNEL COSTS	\$ 253,338	\$ 260,204	\$ 260,204
9					
10		SUPPLIES & MATERIALS			
11	5103	Utilities - Communications	\$ 4,224	\$ 2,364	\$ 2,364
12	5105	Office Supplies	2,400	3,000	3,000
13	5107	Postage	500	400	400
14	5123	Business Retention Efforts	5,000	4,000	4,000
15	5140	Special Programming Supplies	3,000	2,500	2,500
16	5151	Small Tools & Equipment	700	700	700
17	5180	Dues & Subscriptions	7,200	7,200	7,200
18	5181	Employee Training	8,000	9,000	10,000
19		TOTAL SUPPLIES & MATERIALS	\$ 31,024	\$ 29,164	\$ 30,164
20					
21		BACKYARD ON 5TH (OCT-NOV; MARCH-SEPT)	\$ 34,000.00	\$ 34,000.00	\$ 34,000.00
22					
23		MAINTENANCE & REPAIRS			
24	5200	Vehicle Repairs & Maintenance	\$ 500	\$ 500	\$ 500
25		TOTAL MAINTENANCE & REPAIRS	\$ 500	\$ 500	\$ 500
26					
27		CONTRACTUAL SERVICES			
28	5300	Professional Fees	\$ 62,591	\$ 49,151	\$ 63,000
29	5306	Printer Services	1,000	1,000	1,000
30	5338	Advertising & Legal Publications	83,000	83,000	83,000
31	5350	Web Page Services	7,000	5,000	7,000
32		TOTAL CONTRACTUAL SERVICES	\$ 153,591	\$ 138,151	\$ 154,000
33					
34		CAPITAL OUTLAY			
35	5450	Local Business Grant Program	\$ 181,055	\$ 184,194	\$ 184,194
36		TOTAL CAPITAL OUTLAY	\$ 181,055	\$ 184,194	\$ 184,194
37					
38		TRANSFERS & CONTINGENCIES			
39	5500	Operating Transfers Out - General Fund	\$ 113,675	\$ 145,287	\$ 145,287
40		TOTAL TRANSFERS & CONTINGENCIES	\$ 113,675	\$ 145,287	\$ 145,287
41					
42		TOTAL EXPENDITURES	\$ 767,183	\$ 791,500	\$ 808,349
43					



Agenda Item Details

Meeting Aug 15, 2019 - Economic Development Corporation Meeting

Category C. Regular Agenda Items

Subject 2. Discuss and consider a new marketing campaign.

Access Public

Type Action, Discussion, Information

Recommended Action Motion to...

Public Content



Agenda Item Details

Meeting	Aug 15, 2019 - Economic Development Corporation Meeting
Category	C. Regular Agenda Items
Subject	3. Consider and take action regarding a funding request for a project for Mr. Pide for exterior improvement costs for a project located at 6120 TX-78, in an amount not to exceed nine thousand dollars (\$9,000.00).
Access	Public
Type	Action, Discussion, Information
Recommended Action	Motion to...

Public Content

**Agenda Item Details**

Meeting	Aug 15, 2019 - Economic Development Corporation Meeting
Category	C. Regular Agenda Items
Subject	4. Consider and take action on reports and presentations by the Sachse Economic Development Corporation President, Board Members, CEO 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
Recommended Action	Approve any reports and presentations by the Sachse Economic Development Corporation President, Board Members, CEO and staff regarding items of community interest, special events, announcements and activities, office, industrial, commercial, retail, business retention and marketing projects.

Public Content**BACKGROUND**

Announcements are made at this time only for information purposes.

POLICY CONSIDERATION

There are no policy considerations affiliated with this item.

RECOMMENDATION

Approve any reports and presentations by the Sachse Economic Development Corporation President, Board Members, CEO 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	Aug 15, 2019 - Economic Development Corporation Meeting
Category	D. Executive Session
Subject	1. Pursuant to Texas Government Code Section §551.087: Deliberation regarding Economic Development negotiations: Discussion of an Economic Development incentive for a proposal from a developer for 5th Street development.
Access	Public
Type	Action
Recommended Action	Motion to....

Public Content