



# City of Sachse, Texas

3815 Sachse Road,  
Building B  
Sachse, TX 75048

## Meeting Agenda

### City Council

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Monday, June 4, 2018

6:30 PM

Council Chambers

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*The Mayor and Sachse City Council request that all cell phones be turned off or set to vibrate. Members of the audience are requested to step outside the Council Chambers to respond or to conduct a phone conversation.*

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

#### **6:30 PM WORKSHOP MEETING**

1. Discussion Items.

[18-4274](#) Conduct interview(s) for the City's Boards and Commissions.

2. Discuss any City Council meeting agenda items.

*Please note: These items are for discussion purposes only and no City Council action will be taken. The workshop session is for City Council and staff discussion. Citizen input is not permitted on this agenda.*

3. Adjourn.

#### **7:30 PM REGULAR MEETING - CALL TO ORDER**

1. Invocation and Pledges of Allegiance to U.S. and Texas Flags.

[18-4256](#) Administer the oath of office to the recently elected councilmember.

2. **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 or citizen so requests.*

[18-4279](#) Approve the minutes of the May 21, 2018 workshop meeting.

**Attachments:** [05.21.18 Minutes Workshop](#)

[18-4280](#) Approve the minutes of the May 21, 2018 regular meeting.

**Attachments:** [05.21.18 Minutes](#)

[18-4277](#) Accept the Monthly Revenue and Expenditure Report for the period ending

April 30, 2018.

Attachments: [All Funds 4-30-18](#)

[Sales Tax Analysis June 2018](#)

**3. MAYOR AND CITY COUNCIL ANNOUNCEMENTS REGARDING SPECIAL EVENTS, CURRENT ACTIVITIES, AND LOCAL ACHIEVEMENTS.**

[18-4282](#) Presentation of scholarship award to Sachse High School Senior, Brandon Ramirez.

[18-4273](#) Recognize the winners of the 2018 Fired Up for Literature Program.

**4. CITIZEN INPUT.**

*The public is invited at this time to address the Council. The Mayor will ask you to come to the microphone and state your name and address for the record. If your remarks pertain to a specific agenda item, please hold them until that item, at which time the Mayor may solicit your comments. Time limit is 3 minutes per speaker. The City Council is prohibited by state law from discussing any item not posted on the agenda according to the Texas Open Meetings Act, but may take them under advisement. Issues raised may be referred to City Staff for research and possible future action.*

**5. REGULAR AGENDA ITEMS.**

[18-4275](#) Receive a presentation regarding the new My Sachse Community Connect platform.

[18-4283](#) Receive and discuss a presentation of the City's Multi-Year Financial Plan.

[18-4278](#) Receive citizen input for the 2018-2019 fiscal year budget.

Attachments: [Budget Calendar](#)

**6. EXECUTIVE SESSION.**

[18-4276](#) The City Council shall convene into Executive Session pursuant to the Texas Government Code, Section §551.074: Personnel: regarding the annual review of the City Manager.

Take any necessary action as a result of Executive Session.

**7. ADJOURNMENT.**

*Vision Statement: Sachse is a friendly, vibrant community offering a safe and enjoyable quality of life to all who call Sachse home.*

I certify the above agenda was posted on the bulletin board at Sachse City Hall on Friday, June 1, 2018 by 5:00 p.m.

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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](mailto:lrose@cityofsachse.com), or by appointment at 3815 Sachse Road, Building B, Sachse, Texas 75048.





# City of Sachse, Texas

## Legislation Details (With Text)

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<b>File #:</b>	18-4274	<b>Version:</b>	1	<b>Name:</b>	Boards and Commissions Interviews
<b>Type:</b>	Agenda Item	<b>Status:</b>		<b>Status:</b>	Agenda Ready
<b>File created:</b>	5/21/2018	<b>In control:</b>		<b>In control:</b>	City Council Workshop
<b>On agenda:</b>	6/4/2018	<b>Final action:</b>		<b>Final action:</b>	
<b>Title:</b>	Conduct interview(s) for the City's Boards and Commissions.				

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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### Title

Conduct interview(s) for the City's Boards and Commissions.

### Background

The City Council will conduct interviews for the remaining applicants for the MDD Board during the June 4 Workshop meeting.

Staff will bring an item back to consider appointments to the MDD Board at the June 18 meeting.

### Policy Considerations

There are no policy considerations affiliated with this item.

### Budgetary Considerations

There are no budgetary considerations affiliated with this item.

### Staff Recommendations

Conduct interviews as appropriate.



# City of Sachse, Texas

## Legislation Details (With Text)

**File #:** 18-4256      **Version:** 1      **Name:** Oath of Office  
**Type:** Agenda Item      **Status:** Agenda Ready  
**File created:** 5/9/2018      **In control:** City Council  
**On agenda:** 6/4/2018      **Final action:**  
**Title:** Administer the oath of office to the recently elected councilmember.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
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Title  
Administer oath of office

Background  
As a result of the May 5, 2018 Election, Councilman Brett Franks was re-elected to Place 1. A runoff will be needed to determine Place 2. Therefore, the oath of office for Place 2 will be administered at a later date.

The oath of office will be administered to enable Councilman Franks to assume the duties of his office as required by the City Charter and state law.

Policy Considerations  
There are no policy considerations affiliated with this item.

Budgetary Considerations  
There are no budgetary considerations affiliated with this item.

Staff Recommendations  
Administer the oath of office to Councilman Franks.



# City of Sachse, Texas

## Legislation Details (With Text)

**File #:** 18-4279      **Version:** 1      **Name:** May 21, 2018 Council Workshop Minutes.  
**Type:** Agenda Item      **Status:** Agenda Ready  
**File created:** 5/24/2018      **In control:** City Council  
**On agenda:** 6/4/2018      **Final action:**  
**Title:** Approve the minutes of the May 21, 2018 workshop meeting.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [05.21.18 Minutes Workshop](#)

Date	Ver.	Action By	Action	Result
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Title  
May 21, 2018 workshop minutes.

Background  
Minutes of the May 21, 2018 workshop meeting.

Policy Considerations  
There are no policy considerations affiliated with this item.

Budgetary Considerations  
There are no budgetary considerations affiliated with this item.

Staff Recommendations  
Approve the minutes of the May 21, 2018 workshop meeting.

**CITY COUNCIL OF THE CITY OF SACHSE**  
**WORKSHOP MEETING MINUTES**  
**MAY 21, 2018**

The City Council of the City of Sachse held a workshop meeting on Monday, May 21, 2018 at 6:30 p.m. at the City Council Chambers, 3815 Sachse Road, Sachse, Texas. Those present were Mayor Mike Felix, Mayor Pro Tem Paul Watkins, Councilmembers Brett Franks, Charlie Ross, Bill Adams, Cullen King, and Jeff Bickerstaff; City Manager, Gina Nash; City Secretary, Michelle Lewis Sirianni; Assistant to the City Manager, Lauren Rose; Development Services Director, Dusty McAfee; Fire Chief, Marty Wade; and Police Chief, Bryan Sylvester.

Mayor Felix opened the meeting to order at 6:30 p.m.

**ACCESSORY STRUCTURES:** Discuss and provide feedback revisions to Chapter 11 (Zoning) Article IV, Section 12 (Accessory Structures) of the Code of Ordinances.

Mrs. Nash stated that staff is looking for direction on large acreage lots, as well as feedback and direction on two other options that Mr. McAfee will be presenting. These items were requested to be brought before the City Council by several other entities.

Mr. McAfee stated historically, accessory building regulations were contained in each separate zoning district, and then universal regulations of accessory structures evolved as a stand-alone section of the zoning ordinance. While implementing minor changes to the ordinance, some “ripple effects” were created that required correction. Mr. McAfee outlined substantive changes regarding architecture, portable buildings, and accessory dwelling units. Staff is seeking the City Council’s direction on the following items:

1. Are one-acre lots the right size lot when considering metal accessory structures?;
2. Is there a desire to extend the administrative time period from two to five years in regards to portable buildings?;
3. Is there any support for allowing properties one-acre in size or greater the ability to construct one accessory dwelling unit?

Mr. McAfee provided a tentative timeline if City Council decided to move forward on this item.

Each councilmember discussed their preferences for each item. Councilman King requested more information on types of metal that could be used. Mayor Pro Tem Watkins expressed an interest to include accessory dwelling units to half acre lots within city limits as long as they adhere to setback requirements. Councilman Ross suggested that they take into account the surrounding zoning when considering an accessory structure that would include potential size and height requirements.

The City Council consensus in regards to the three substantive changes were that City Council agreed that an accessory structure on a lot that is one-acre or greater may utilize metal for its

exterior material. There was a willingness by some to allow up to five years for a temporary portable building(s) as long as Code Compliance would be able to enforce maintenance on the buildings. The City Council was in support of allowing properties one-acre in size or greater the ability to construct one accessory dwelling unit.

There were no further comments made or actions taken.

**ADJOURNMENT:**

At 7:20 p.m., Mayor Felix adjourned the meeting.

ATTEST:

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MIKE J. FELIX, MAYOR

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Michelle Lewis Sirianni, City Secretary





# City of Sachse, Texas

## Legislation Details (With Text)

**File #:** 18-4280      **Version:** 1      **Name:** May 21, 2018 Council Minutes.  
**Type:** Agenda Item      **Status:** Agenda Ready  
**File created:** 5/24/2018      **In control:** City Council  
**On agenda:** 6/4/2018      **Final action:**  
**Title:** Approve the minutes of the May 21, 2018 regular meeting.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [05.21.18 Minutes](#)

Date	Ver.	Action By	Action	Result
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Title  
May 21, 2018 regular minutes.

Background  
Minutes of the May 21, 2018 regular meeting.

Policy Considerations  
There are no policy considerations affiliated with this item.

Budgetary Considerations  
There are no budgetary considerations affiliated with this item.

Staff Recommendations  
Approve the minutes of the May 21, 2018 regular meeting.

# **CITY COUNCIL OF THE CITY OF SACHSE**

## **MEETING MINUTES**

**MAY 21, 2018**

The City Council of the City of Sachse held a regular meeting on Monday, May 21, 2018 at 7:30 p.m. at the City Council Chambers, 3815 Sachse Road, Sachse, Texas. Those present were Mayor Mike Felix, Mayor Pro Tem Paul Watkins, Councilmembers Brett Franks, Charlie Ross, Bill Adams, Cullen King, and Jeff Bickerstaff; City Manager, Gina Nash; City Secretary, Michelle Lewis Sirianni; Assistant to the City Manager, Lauren Rose; Development Services Director, Dusty McAfee; Finance Director, Teresa Savage; Finance Manager, Berna Fitzpatrick; Parks and Recreation Director, Lance Whitworth; Parks and Recreation Supervisor, Cynthia Wiseman; Director of Public Works and Engineering, Greg Peters; Fire Chief, Marty Wade, and Police Chief, Bryan Sylvester.

Mayor Felix opened the meeting at 7:40 p.m.

**INVOCATION AND PLEDGE OF ALLEGIANCE TO U.S. AND STATE FLAG:** The invocation was offered by Councilman Franks and the pledges by Councilman Adams.

**OATH OF OFFICE:** Administer the oath of office to the recently elected Councilmember.

Mayor Felix stated this item will be tabled to future meeting.

**CONSENT AGENDA:** All items listed on the Consent Agenda are considered routine and will be acted on by one motion, with no separate discussion of these items unless a City Councilmember or citizen so requests.

**18-4262 - Approve the minutes of the May 7, 2018 workshop meeting.**

**18-4263 – Approve the minutes of the May 7, 2018 regular meeting.**

**18-4272 – Approve the minutes of the May 15, 2018 special meeting.**

**18-4248 – Accept the Quarterly Budget and Investment Reports for the quarter ending March 31, 2018.**

**18-4266 – Approve a resolution finding that Oncor Electric Delivery Company LLC's application for approval of a distribution cost recovery factor pursuant to 16 Tex. Admin. Code 25.243 to increase distribution rates within the City should be denied.**

Councilman Adams made a motion to approve items on the consent agenda as presented. Councilman King seconded that motion and the motion was unanimously approved.

#### **MAYOR AND CITY COUNCIL ANNOUNCEMENTS REGARDING SPECIAL EVENTS:**

Councilman Ross announced that the Library will be closed Memorial Day weekend and will re-open on Tuesday, May 29. On Tuesday, May 29, the Library will be hosting a yoga session for kids with a “Harry Potter” theme at 11:30 a.m. There will be a teen study night on Thursday, May 31 from 3:00 p.m. to 7:00 p.m. The summer reading program kickoff will take place on Saturday, June 9.

Councilman Franks announced that on Memorial Day, Monday, May 28, he will lead a small ceremony beginning at 11:30 a.m. and lasting until noon at City Hall.

#### **18-4270 – Recognition of service to the City for Dixie Dickson.**

Staff gave several presentations in honor of Ms. Dickson. First, Mr. Whitworth played a short video in tribute to Dixie Dickson. Then, Mayor Felix read and presented a plaque to the family in honor of her service to the City. Lastly, Mrs. Nash presented a retirement parking sign and Dixie’s employee badge to her daughter.

#### **18-4271 – Recognize Baylor, Scott, and White Medical Center Plano staff for their efforts and dedication to Dixie Dickson.**

Mrs. Nash presented certificates of appreciation to Vickie Perez and Dr. Erika Dinitz of Baylor, Scott, and White Medical Center Plano as a thank you for taking exceptional care of Dixie during her stay. When called for assistance, they quickly prepared a room and made a retirement party happen for Dixie, allowing for members of the Senior Center and City staff to recognize her service.

#### **18-4264 – Proclamation recognizing the week of May 20-26, 2018 as National Public Works Week in the City of Sachse.**

Mayor Felix read and presented a proclamation to the Public Works Department.

#### **CITIZENS INPUT:**

Kathy Cobb, 3820 Sixth Street, suggested reversing the times of when food and drinks are served to allow people time before leaving the Backyard on 5<sup>th</sup> Food Truck Park.

## **REGULAR AGENDA ITEMS:**

### **18-4267 Receive an update regarding the solid waste contract renewal process.**

Mrs. Savage presented the City Council with the results and findings of the solid waste survey that was conducted on current services. Mrs. Savage stated they will be using these results to prepare the request for proposals. Staff is recommending the following:

- Maintain once per week trash collection.
- Change recycling collection to once per week.
- Include three alternate options for bulk collection:
  - Maintain monthly collection; require specified days.
  - Quarterly collection on specified days plus two on-demand collections per calendar year.
  - On demand limited to six collections per calendar year.
- Continue current services at spring event.
- Add a fall event for household hazardous waste, E-waste drop-off, and document shredding.
- Monthly customer service/complaint resolution reporting.
- Monetary penalties for missed collections and other performance issues.
- Continued funding for community outreach programs.
- Include an add-alternate commercial collection option that outlines a plan for commercial collection services by April 2021.
- Include other administrative items:
  - Transition plan
  - Proposed route maps and collection schedules.
  - Detailed descriptions of the make and condition of the vehicles used for collections.
  - Plans to submit comprehensive monthly customer service reports.

Mrs. Savage outlined the timeline of the process with a new contract beginning April 1, 2019.

Councilman Adams asked about the bulk pick up days and if they will have “specified days”. Mrs. Savage responded that the proposal will address how to adequately cover the City, which could result in a route change. The City will provide ample education and communications of any changes that may occur.

Councilman Ross questioned how missed pickups would be handled in regards to the on-demand and/or specified bulk day(s).

No further comments or action was taken.

## **ADJOURNMENT:**

Mayor Felix adjourned the meeting at 8:40 p.m.

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MIKE J FELIX, MAYOR

ATTEST:

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Michelle Lewis Sirianni, City Secretary



# City of Sachse, Texas

## Legislation Details (With Text)

**File #:** 18-4277      **Version:** 1      **Name:** Monthly budget report June 2018  
**Type:** Agenda Item      **Status:** Agenda Ready  
**File created:** 5/23/2018      **In control:** City Council  
**On agenda:** 6/4/2018      **Final action:**  
**Title:** Accept the Monthly Revenue and Expenditure Report for the period ending April 30, 2018.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [All Funds 4-30-18](#)  
[Sales Tax Analysis June 2018](#)

Date	Ver.	Action By	Action	Result
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### Title

Monthly Revenue and Expenditure Report for the period ending April 30, 2018.

### 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, and the Sachse Economic Development Corporation, as well as an analysis of sales tax revenues received year-to-date.

### Policy Considerations

The City Charter requires that the City Manager submit a monthly report covering revenues and expenditures.

### Budgetary Considerations

There are no budgetary considerations with this item.

### Staff Recommendations

Accept the Monthly Revenue and Expenditure Report for the period ending April 30, 2018.

**City of Sachse**  
**Monthly Revenue and Expenditure Report**  
**April 30, 2018**  
(Unaudited)

**GENERAL FUND**

58% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference
<b>Revenue Summary</b>					
Property Tax	\$ 11,107,591	\$ (20,094)	\$ 11,429,870	102.90%	<b>A</b>
Sales Tax	1,434,000	114,916	981,687	68.46%	
Franchise Fees	1,694,233	165,903	1,012,094	59.74%	
Licenses and Permits	615,500	29,724	341,856	55.54%	
Service Fees	676,000	65,381	506,083	74.86%	
Fines	250,000	26,581	164,686	65.87%	
Interest Income	25,000	17,485	77,772	311.09%	
Miscellaneous Income	281,118	21,417	206,012	73.28%	
Intergovernmental Revenue	1,078,989	92,916	629,410	58.33%	
<b>Total Revenue</b>	<b>\$ 17,162,431</b>	<b>\$ 514,229</b>	<b>\$ 15,349,471</b>	<b>89.44%</b>	
<b>Expenditure Summary</b>					
City Manager	\$ 409,060	\$ 32,424	\$ 244,675	59.81%	<b>B</b>
City Secretary	166,672	13,859	120,219	72.13%	
Human Resources	361,047	23,289	191,295	52.98%	
Finance	546,930	43,381	355,562	65.01%	
Municipal Court	245,179	16,622	128,924	52.58%	
Parks & Recreation	1,660,984	581,731	1,150,442	69.26%	
Senior Programs	151,626	9,235	100,989	66.60%	
Library Services	470,203	38,356	268,223	57.04%	
Community Development	879,108	63,488	514,203	58.49%	
Streets & Drainage	1,944,286	581,352	1,368,366	70.38%	
Facility Maintenance	539,325	32,481	328,017	60.82%	
Police	5,123,381	365,925	2,899,592	56.60%	
Animal Control	220,972	16,263	121,035	54.77%	
Fire/EMS	4,047,667	282,578	2,399,044	59.27%	
Combined Services	389,672	31,098	294,110	75.48%	
City Engineer	241,594	18,362	137,412	56.88%	
Information Technology	428,270	19,538	228,001	53.24%	
<b>Total Expenditures</b>	<b>\$ 17,825,976</b>	<b>\$ 2,169,982</b>	<b>\$ 10,850,109</b>	<b>60.87%</b>	
<b>Total Revenue Over/Under Expenses</b>	<b>\$ (663,545)</b>	<b>\$ (1,655,753)</b>	<b>\$ 4,499,361</b>		

**Explanation of Major Variances:**

- A** Property Tax receipts peak in December and January  
**B** Total annual property and liability premium paid in October

**City of Sachse**  
**Monthly Revenue and Expenditure Report**  
**April 30, 2018**  
(Unaudited)

**UTILITY FUND**

58% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference
<b>Revenue Summary</b>					
Water Revenue	\$ 6,204,912	\$ 497,584	\$ 3,640,664	58.67%	
Sewer Revenue	4,565,736	393,627	2,778,781	60.86%	
Drainage Revenue	-	17,204	68,388	n/a	
Fees	158,500	15,074	125,103	78.93%	
Interest Income	10,000	26,964	178,239	1782.39%	
Transfer In-Debt Service					
Miscellaneous Income	-	2,315	5,923		
<b>Total Revenue</b>	<b>\$ 10,939,148</b>	<b>\$ 952,768</b>	<b>\$ 6,797,098</b>	<b>62.14%</b>	
<b>Expenditure Summary</b>					
Utility Administration	\$ 350,365	\$ 25,605	\$ 186,154	53.13%	
Water Operations	7,822,028	430,636	3,920,264	50.12%	A
Sewer Operations	15,687,032	375,159	2,869,302	18.29%	A
Drainage Operations		-	-	n/a	
Meter Reading	2,457,045	95,555	1,955,028	79.57%	B
<b>Total Expenditures</b>	<b>\$ 26,316,470</b>	<b>\$ 926,955</b>	<b>\$ 8,930,748</b>	<b>33.94%</b>	
<b>Total Revenue Over/Under Expenses</b>	<b>\$ (15,377,322)</b>	<b>\$ 25,813</b>	<b>\$ (2,133,650)</b>		

**Explanation of Major Variances:**

- A** Budget includes capital allocations
- B** AMI project expenditures included in budget and actual



**City of Sachse**  
Monthly Revenue and Expenditure Report  
April 30, 2018  
(Unaudited)

	DEBT SERVICE FUND			58% of Year Completed	
	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference
Revenue Summary					
Property Tax	\$ 3,922,133	\$ 19,014	\$ 4,038,305	102.96%	
Interest Income	1,000	344	2,973	297.25%	
Miscellaneous Receipts		-	3,393		
Total Revenue	\$ 3,923,133	\$ 19,358	\$ 4,044,671	103.10%	
Expenditure Summary					
Fees	\$ 3,500	\$ 400	\$ 2,256	64.46%	
Principal	2,330,000	-	2,330,000	100.00%	A
Interest	1,433,496	-	702,292	48.99%	A
Transfer Out-Utility Fund					
Total Expenditures	\$ 3,766,996	\$ 400	\$ 3,034,548	80.56%	
Total Revenue Over/Under Expenses	\$ 156,137	\$ 18,958	\$ 1,010,123		

**A** Principal payments are due in February and interest payments in February and August

# City of Sachse

## Monthly Revenue and Expenditure Report

April 30, 2018

(Unaudited)

### SACHSE ECONOMIC DEVELOPMENT CORPORATION

58% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference
Revenue Summary					
Sales Tax	\$ 700,000	\$ 52,998	\$ 483,820	69.12%	A
Other Income	\$ -	\$ 300	\$ 8,796		
Interest Income	1,500	371	2,806	187.06%	
Total Revenue	\$ 701,500	\$ 53,669	\$ 495,421	70.62%	
Expenditure Summary					
Expenditures	701,609	55,536	243,907	34.76%	
Total Expenditures	\$ 701,609	\$ 55,536	\$ 243,907	34.76%	
Total Revenue Over/Under Expenses	\$ (109)	\$ (1,867)	\$ 251,514		

#### Explanation of Major Variances:

**A** Rental income on EDC property

# CITY OF SACHSE

## 2017/2018 SALES TAX ANALYSIS

<b>FY 2017</b>	<b>Total Sales Tax</b>	<b>General Fund Sales Tax</b>	<b>General Fund Year-To-Date</b>	<b>YTD Percent of Budget</b>	<b>FY 2018</b>	<b>Total Sales Tax</b>	<b>General Fund Sales Tax</b>	<b>General Fund Year-To-Date</b>	<b>YTD Percent of Budget</b>
October	204,011	116,572	116,572	9.56%	October	192,025	109,723	109,723	9.00%
November	269,073	153,748	270,320	19.53%	November	419,139	239,496	349,219	24.94%
December	195,780	111,868	382,188	27.62%	December	192,626	110,067	459,286	32.81%
January	198,694	113,534	495,722	35.82%	January	208,475	119,123	578,409	41.31%
February	295,944	169,102	664,824	48.04%	February	313,995	179,416	757,825	54.13%
March	202,397	115,649	780,473	56.40%	March	181,691	103,818	861,644	61.55%
April	169,232	96,699	877,172	63.38%	April	185,503	105,996	967,640	69.12%
May	248,537	142,014	1,019,186	73.65%	May	268,970	153,689	1,121,329	80.09%
June	190,343	108,762	1,127,948	81.51%	June				
July	196,493	112,276	1,240,224	89.62%	July				
August	265,411	151,656	1,391,880	100.58%	August				
September	188,666	107,804	1,499,683	108.37%	September				
<b>TOTAL</b>	<b>2,624,580</b>	<b>1,499,683</b>			<b>TOTAL</b>	<b>1,962,423</b>	<b>1,121,329</b>		
<b>BUDGET</b>		<b>1,383,888</b>			<b>BUDGET</b>		<b>1,400,000</b>		



# City of Sachse, Texas

## Legislation Details (With Text)

**File #:** 18-4282      **Version:** 1      **Name:** 2018 Scholarship  
**Type:** Agenda Item      **Status:** Agenda Ready  
**File created:** 5/31/2018      **In control:** City Council  
**On agenda:** 6/4/2018      **Final action:**  
**Title:** Presentation of scholarship award to Sachse High School Senior, Brandon Ramirez.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
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### Title

Presentation of scholarship award to Sachse High School Senior Brandon Ramirez.

### Background

This is the 5<sup>th</sup> year that the City of Sachse is offering a \$1,000 scholarship to a student who is currently enrolled at the 12<sup>th</sup> grade level and lives in Sachse. The City Council reviewed scholarship applications at the May 7 meeting and selected Brandon Ramirez, a senior at Sachse High School, to be the recipient of this distinguished award. The scholarship award is made possible by the City's solid waste provider, Republic Services. Under the terms of the City's waste disposal contract, Republic Services provides \$1,000 annually to be used for a scholarship to a local youth from Sachse.

### Policy Considerations

There are no policy considerations affiliated with this item.

### Budgetary Considerations

The \$1,000 is donated by Republic Services to be used for a scholarship.

### Staff Recommendations

Present scholarship award to Brandon Ramirez.



# City of Sachse, Texas

## Legislation Details (With Text)

**File #:** 18-4273      **Version:** 1      **Name:** 2018 Fired Up for Literature Program  
**Type:** Agenda Item      **Status:** Agenda Ready  
**File created:** 5/21/2018      **In control:** City Council  
**On agenda:** 6/4/2018      **Final action:**  
**Title:** Recognize the winners of the 2018 Fired Up for Literature Program.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
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### Title

Recognition of the 2018 Fired Up for Literature Program Winners.

### Background

Sachse Fire Rescue held “Fired Up for Literature”, a reading incentive program for fourth grade students. The program consisted of a two-week reading period where students could track their reading time. The student with the most logged reading time from each school would receive a ride to school in a firetruck and a backpack. The school with the most hours/minutes read received the school trophy for one year. The school's librarians monitored the program and reported back the information.

Upon completion of the program, reading times between all four schools totaled 1,199 hours in 10 days. The winning school was Sewell Elementary with a total of 661 hours.

The individual winners are as follows:

- \* Armstrong Elementary - Cicilia McKinney with 60.25 hours.
- \* Cox Elementary - Charlotte Duckwoth with 38 hours.
- \* Whitt Elementary - Sophia Vu with 16 hours.
- \* Sewell Elementary - Kevin Nguyen **75 hours.**

### Policy Considerations

There are no policy considerations with this item.

### Budgetary Considerations

There are no budgetary considerations with this item.

Staff Recommendations

Recognize and present award to winners from each school.



# City of Sachse, Texas

## Legislation Details (With Text)

**File #:** 18-4275      **Version:** 1      **Name:** Imaginuity  
**Type:** Agenda Item      **Status:** Agenda Ready  
**File created:** 5/21/2018      **In control:** City Council  
**On agenda:** 6/4/2018      **Final action:**  
**Title:** Receive a presentation regarding the new My Sachse Community Connect platform.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
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### Title

Receive a presentation regarding the new *My Sachse Community Connect* platform.

### Background

With assistance from the Sachse Economic Development Corporation (SEDC), the City was able to collaborate with Imaginuity, a digital marketing firm, to create *My Sachse Community Connect* (My Sachse). This platform allows users to utilize their Amazon Alexa or Google Home smart devices to interface with the City of Sachse. Once the application has been downloaded, users may ask their *My Sachse* to provide them with information about upcoming City events, alerts, and how to address common items such as code violations and traffic tickets.

Residents may access their *My Sachse* by searching for the “skill” in the Amazon and Google app stores.

By collaborating with the SEDC, the City was able to provide a new and technologically enhanced service to its residents. Sachse is the second city in Texas to offer this tool to its residents.

### Policy Considerations

There are no policy considerations affiliated with this item.

### Budgetary Considerations

There are no budgetary considerations affiliated with this item.

### Staff Recommendations

This is a presentation only. There are no staff recommendations affiliated with this item.



# City of Sachse, Texas

## Legislation Details (With Text)

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**File #:** 18-4283      **Version:** 1      **Name:** Multi-Year Financial Plan  
**Type:** Agenda Item      **Status:** Agenda Ready  
**File created:** 5/31/2018      **In control:** City Council  
**On agenda:** 6/4/2018      **Final action:**  
**Title:** Receive and discuss a presentation of the City's Multi-Year Financial Plan.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
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Title  
Presentation of City of Sachse's Multi-Year Financial Plan

Background  
Each year, the City's Finance Department includes a three-year projection of revenues and expenses as part of the development of the operating budget. The FY 2016-2017 budget included funding for a consultant to assist with the development of a model for a long-range financial plan. Implementation was delayed until FY 2017-2018 in order to include the growth parameters that were developed in the 2017 Comprehensive Plan.

The City contracted with Government Resource Associates to develop the model for Phase 1 of the project, which included the General Fund and Debt Service Fund. Phase 1 was completed in February 2018 and was presented in-depth to the City Council as part of its strategic planning retreat. The findings are being presented again in a public meeting in advance of the upcoming budget process.

Consultant Becky Brooks will present the findings from Phase 1 of the plan with City Council discussion to follow.

Policy Consideration  
There are no policy considerations affiliated with this item.

Budgetary Consideration  
There are no budgetary considerations affiliated with this item.

Staff Recommendation  
Receive and discuss presentation by Becky Brooks.







# City of Sachse, Texas

## Legislation Details (With Text)

**File #:** 18-4278      **Version:** 1      **Name:** Early Citizen Input 2018-2019 Budget  
**Type:** Agenda Item      **Status:** Agenda Ready  
**File created:** 5/23/2018      **In control:** City Council  
**On agenda:** 6/4/2018      **Final action:**  
**Title:** Receive citizen input for the 2018-2019 fiscal year budget.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Budget Calendar](#)

Date	Ver.	Action By	Action	Result
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### Title

Citizen input for the 2018-2019 fiscal year budget.

### Background

As a part of the budget process, the City of Sachse seeks feedback from its citizens on the programs and services they would like to see continued, enhanced, or initiated for the fiscal year beginning October 1, 2018 and ending September 30, 2019. All comments and suggestions are customarily heard and noted with follow-up direction to the City Manager from the City Council on whether to include or not include recommended items in the budget process.

The citizens of Sachse are encouraged to follow the budget process by reviewing posted agendas and required publications in the Sachse News, Wylie News, Dallas Morning News, or by browsing the City's website. The budget calendar is posted and updated on the City's website.

### Policy Considerations

There are no policy considerations affiliated with this item.

### Budgetary Considerations

There are no budgetary considerations affiliated with this item.

### Staff Recommendations

No action is required on this item. Staff recommends that the City Council open the floor to the public to receive input regarding budgetary considerations for the fiscal year beginning October 1, 2018.

# Budget Calendar (2018-2019 Fiscal Year)

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<b>February 24</b>	City Council retreat/goal-setting
<b>March 14</b>	Budget kick-off
<b>March 30</b>	Personnel requests due to HR; technology requests due to IT
<b>May 4</b>	Departmental operating budget requests due to Finance Department.
<b>May 17</b>	SEDC Board Meeting—preliminary budget discussion
<b>June 1</b>	Finance Department presents total budget requests to City Manager
<b>June 4</b>	Public Hearing to allow early citizen input
<b>June 7-18</b>	City Manager reviews budget requests with departments and provides preliminary direction regarding appropriate budget guidelines and strategy
<b>June 14</b>	SEDC Board Meeting—first review of proposed budget
<b>June 22</b>	Department budget revisions due to Finance
<b>July 6</b>	Finance provides preliminary budget to City Manager
<b>July 16</b>	City Council meeting-CIP review
<b>July 19</b>	SEDC Board Meeting—final review of proposed budget
<b>July 23</b>	Budget Workshop
<b>July 25</b>	Certified values available from Appraisal Districts
<b>July 30</b>	Calculated tax rates available from Dallas County
<b>August 6</b>	City Council Meeting—accept certified tax rolls, City Manager presents budget to Council; City Council determines maximum tax rate; schedule public hearings; record vote; discuss budget and tax rate
<b>August 9</b>	Publication of Effective and Rollback rates and required schedules
<b>August 16</b>	SEDC Board Meeting—approve budget
<b>August 20</b>	City Council Meeting—first public hearings, discuss budget
<b>September 4</b>	Special City Council meeting; discuss budget and tax rate (optional); second public hearings
<b>September 17</b>	Regular City Council meeting; adopt budget and tax rate

**October 1**

New fiscal year begins.  
Begin tracking performance measures

**November 30**

Budget document is finalized and distributed



# City of Sachse, Texas

## Legislation Details (With Text)

**File #:** 18-4276      **Version:** 1      **Name:** Executive Session: City Manager Annual Review  
**Type:** Agenda Item      **Status:** Agenda Ready  
**File created:** 5/22/2018      **In control:** City Council  
**On agenda:** 6/4/2018      **Final action:**  
**Title:** The City Council shall convene into Executive Session pursuant to the Texas Government Code, Section §551.074: Personnel: regarding the annual review of the City Manager.

Take any necessary action as a result of Executive Session.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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### Title

The City Council shall convene into Executive Session pursuant to the Texas Government Code, Section §551.074: Personnel: regarding the annual review of the City Manager.

### Background

The City Council historically conducts bi-annual reviews of the City Manager oriented around the date of hire. The City Manager was hired in June. As a result, the annual review is conducted in June and the semi-annual review is conducted in December.

### Policy Considerations

There are no policy considerations with this item.

### Budgetary Considerations

There are no budgetary considerations with this item.

### Staff Recommendations

Conduct Executive Session as appropriate and take any necessary action as a result of Executive Session.