



**Friday, February 26, 2021
Sachse Economic Development Corporation Meeting**

**BOARD OF DIRECTORS REGULAR MEETING
FRIDAY, FEBRUARY 26, 2021 – 5:30 P.M.**

MEETING HELD AS A VIDEO CONFERENCE CALL

Due to the State of Texas Executive Order, we are practicing social distancing in order to prevent the spread of COVID-19. The physical location of the meeting will be closed to the public in order to practice social distancing but will be open and viewable to the public through Zoom telephone or video conference call. We encourage members of the public to view and/or listen to the video conference meeting. If you have any comments to submit regarding the agenda or other items related to the SEDC, please e-mail those to lblake@cityofsachse.com.

INSTRUCTIONS FOR ACCESSING THE VIDEO CONFERENCE CALL:

Follow this Link:[https://us02web.zoom.us/j/84305071590?](https://us02web.zoom.us/j/84305071590?pwd=aCtrUDJFcVZERXVST1RReXoxRmZDdz09)

pwd=aCtrUDJFcVZERXVST1RReXoxRmZDdz09

Meeting ID: 843 0507 1590

Passcode: 066134

There is the option to listen to the meeting through the audio on your computer. To listen to the meeting by telephone dial: 346.248.7799, and enter meeting ID and passcode listed above. Participants that log into the meeting through their computers will be able to view presentations and video interactions. Participants that dial in using their telephone will only be able to hear the audio of the meeting. Please note that only SEDC Board Members, select City of Sachse and SEDC Staff and presenters will have their video turned on and be able to speak during the meeting. All other meeting attendees will only be able to view and/or listen to the meeting.

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 Friday, February 26, 2021 at 5:30 p.m. 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 January 21, 2021 regular meeting.

2. Accept the monthly financial reports for the period ending December 31, 2020.

3. Approve the Consent Agenda as presented.

C. Regular Agenda Items

1. Discuss and take action on the sale of a portable building on SEDC owned property at 5804 Billingsley Street Sachse, Texas.
2. Discuss and take action on a grant for \$10,000.00 to Five Loaves Food Pantry for purchase of a mobile vending truck.

D. Executive Session

1. The Sachse Economic Development Corporation shall convene into Executive Session pursuant to Texas Government Code Section §551.087: Deliberation regarding Economic Development Negotiations: Discussion of Economic Development incentive for retail or commercial business projects seeking to locate within the City of Sachse.
2. The Sachse Economic Development Corporation shall convene into Executive Session pursuant to Texas Government Code Section §551.074: Personnel: to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the CEO.

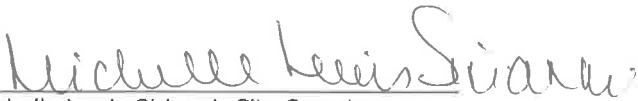
E. Regular Agenda Items

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

F. 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	Feb 26, 2021 - Sachse 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 January 21, 2021 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	Feb 26, 2021 - Sachse 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 financial reports for the period ending December 31, 2020.
Access	Public
Type	Action (Consent)
Preferred Date	Feb 18, 2021
Budgeted	No
Recommended Action	Accept the monthly financial reports for the period ending December 31, 2020.
Goals	Be a model of financial stewardship through growth management, responsible investment, and financial transparency.

Public Content

BACKGROUND

The Sachse Economic Development Corporation Treasurer prepares a report each month to update the Board concerning the current year's budgetary progress. This month's report includes the summary financial report presented City Council on February 15th for the month of December 2020 and a preliminary line item budget report for January 2021.

RECOMMENDATION

Accept the monthly financial reports for the period ending December 31, 2020.

[SEDC 12-31-20.pdf \(84 KB\)](#)

[EDC Preliminary Budget January 2021.pdf \(94 KB\)](#)

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
 December 31, 2020
 (Unaudited)

SACHSE ECONOMIC DEVELOPMENT CORPORATION

25% of Year Completed

	Annual Budget	Current Month Actual	Actual YTD	YTD Actual as a Percent of Budget	Note Reference 0%
Revenue Summary					
Sales Tax	\$ 837,500	\$ 81,919	\$ 264,343	31.56%	
Other Income	\$ 12,500	\$ -	\$ 10,000	80.00%	A
Interest Income	5,000	258	1,344	26.87%	
Total Revenue	\$ 855,000	\$ 82,177	\$ 275,687	32.24%	
Expenditure Summary					
Expenditures	855,000	63,487	116,376	13.61%	
Total Expenditures	\$ 855,000	\$ 63,487	\$ 116,376	13.61%	
Total Revenue Over/Under Expenses	\$ -	\$ 18,689	\$ 159,311		

Explanation of Major Variances:

A GISD Grant received in November



City of Sachse

Budget to Actual Account Summary

For Fiscal: 2020-2021 Period Ending: 01/31/2021

		Prior Year Budget	Prior Year YTD	2020-2021 Budget	MTD Activity	YTD Activity	Encumbrances	Percentage	Remaining Balance
Fund: 06 - ECONOMIC DEVELOPMENT FUND									
Revenue									
000 - Non-Departmental									
06-000-40060	Sales Tax	775,000.00	309,214.31	837,500.00	92,463.08	356,806.20	0.00	42.60%	480,693.80
06-000-45000	Interest Income	4,000.00	7,659.80	5,000.00	0.00	1,343.55	0.00	26.87%	3,656.45
06-000-46055	Concession Income - Food Trucks	12,500.00	2,165.69	12,500.00	0.00	0.00	0.00	0.00%	12,500.00
06-000-46120	Misc Grants and Donations	0.00	0.00	0.00	0.00	10,000.00	0.00	0.00%	-10,000.00
000 - Non-Departmental Total:		791,500.00	319,039.80	855,000.00	92,463.08	368,149.75	0.00	43.06%	486,850.25
Revenue Total:		791,500.00	319,039.80	855,000.00	92,463.08	368,149.75	0.00	43.06%	486,850.25

Budget to Actual

For Fiscal: 2020-2021 Period Ending: 01/31/2021

Expense	Prior Year Budget	Prior Year YTD	2020-2021 Budget	MTD Activity	YTD Activity	Encumbrances	Percentage	Remaining Balance	
019 - Economic Development Corporation									
06-019-50000	Wages and Salaries	190,736.00	54,814.10	190,736.00	10,419.31	35,007.54	0.00	18.35%	155,728.46
06-019-50005	Wages and Salaries - Seasonal	6,000.00	789.01	6,000.00	0.00	0.00	0.00	0.00%	6,000.00
06-019-50030	Longevity Pay	356.00	356.00	320.00	0.00	320.00	0.00	100.00%	0.00
06-019-50050	Social Security and Med Fica Contribu	15,317.00	4,599.96	15,314.00	557.78	2,448.10	0.00	15.99%	12,865.90
06-019-50060	TMRS Contributions	25,454.00	8,911.73	25,449.00	1,183.20	4,952.50	0.00	19.46%	20,496.50
06-019-50070	Health Insurance	20,243.00	6,671.16	20,937.00	782.34	3,938.19	0.00	18.81%	16,998.81
06-019-50080	Dental Insurance	571.00	195.12	1,181.00	26.94	92.34	0.00	7.82%	1,088.66
06-019-50090	Life and LTD Insurance	386.00	0.00	386.00	0.00	0.00	0.00	0.00%	386.00
06-019-50100	Workers Compensation	493.00	314.88	493.00	0.00	263.00	0.00	53.35%	230.00
06-019-50110	Unemployment Tax	648.00	15.59	648.00	128.00	128.00	0.00	19.75%	520.00
06-019-51030	Utilities - Communications	2,364.00	1,380.95	1,600.00	0.00	267.68	0.00	16.73%	1,332.32
06-019-51050	Office Supplies	3,000.00	969.34	3,000.00	0.00	260.15	0.00	8.67%	2,739.85
06-019-51070	Postage	400.00	50.99	400.00	7.50	300.00	0.00	75.00%	100.00
06-019-51230	Business Retention Efforts	4,000.00	12,801.87	12,000.00	0.00	0.00	0.00	0.00%	12,000.00
06-019-51400	Special Programming Supplies	2,500.00	1,038.89	2,500.00	0.00	0.00	0.00	0.00%	2,500.00
06-019-51510	Small Tools and Equipment	700.00	1,295.16	700.00	0.00	0.00	0.00	0.00%	700.00
06-019-51800	Dues and Subscriptions	7,200.00	2,481.91	6,500.00	525.00	1,938.12	0.00	29.82%	4,561.88
06-019-51810	Employee Training	10,000.00	1,804.59	7,000.00	0.00	165.00	0.00	2.36%	6,835.00
06-019-52000	Vehicle Repairs and Maintenance	500.00	43.99	500.00	0.00	32.86	0.00	6.57%	467.14
06-019-53002	Professional Fees	63,000.00	80,487.50	100,000.00	1,448.75	6,787.50	0.00	6.79%	93,212.50
06-019-53060	Printing Services	1,000.00	905.00	1,000.00	0.00	0.00	0.00	0.00%	1,000.00
06-019-53220	Backyard on 5th	34,000.00	849.90	25,000.00	0.00	483.03	0.00	1.93%	24,516.97
06-019-53380	Advertising and Legal Publications	83,000.00	26,498.97	45,000.00	314.30	13,922.56	0.00	30.94%	31,077.44
06-019-53500	Web Page Services	7,000.00	3,271.62	2,000.00	833.76	833.76	0.00	41.69%	1,166.24
06-019-54500	Local Business Grant Program	184,194.00	1,343.57	206,262.00	0.00	21,884.59	0.00	10.61%	184,377.41
06-019-54505	Small Business Grant Program	0.00	0.00	25,764.00	0.00	0.00	0.00	0.00%	25,764.00
06-019-55000	Operating Transfer Out - General Fund	145,287.00	48,429.08	154,310.00	0.00	38,577.57	0.00	25.00%	115,732.43
019 - Economic Development Corporation Total:		808,349.00	260,320.88	855,000.00	16,226.88	132,602.49	0.00	15.51%	722,397.51
Expense Total:		808,349.00	260,320.88	855,000.00	16,226.88	132,602.49	0.00	15.51%	722,397.51
Fund 06 Revenue Over/(Under) Expenses		-16,849.00	58,718.92	0.00	76,236.20	235,547.26	0.00	0.00%	-235,547.26
Total Revenue Over/(Under) Expenses:		-16,849.00	58,718.92	0.00	76,236.20	235,547.26	0.00	0.00%	-235,547.26



Agenda Item Details

Meeting	Feb 26, 2021 - Sachse Economic Development Corporation Meeting
Category	C. Regular Agenda Items
Subject	1. Discuss and take action on the sale of a portable building on SEDC owned property at 5804 Billingsley Street Sachse, Texas.
Access	Public
Type	Action, Discussion, Information

Public Content



Agenda Item Details

Meeting	Feb 26, 2021 - Sachse Economic Development Corporation Meeting
Category	C. Regular Agenda Items
Subject	2. Discuss and take action on a grant for \$10,000.00 to Five Loaves Food Pantry for purchase of a mobile vending truck.
Access	Public
Type	Action, Discussion, Information

Public Content

Five Loaves Food Pantry has requested a \$10,000 grant to help offset expenses involved in the purchase of a mobile vending truck through which they would sell the coffee they produce for a profit. The Pantry has approached other businesses for grants, will be contributing to the purchase from their own funds, and will be applying for a grant from another source for the remaining amount needed for purchase of the truck. The sale of the coffee would produce sales tax revenue, and new jobs would be created to operate the truck as well.



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Category	D. Executive Session
Subject	1. The Sachse Economic Development Corporation shall convene into Executive Session pursuant to Texas Government Code Section §551.087: Deliberation regarding Economic Development Negotiations; Discussion of Economic Development incentive for retail or commercial business projects seeking to locate within the City of Sachse.
Access	Public
Type	Closed Session

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