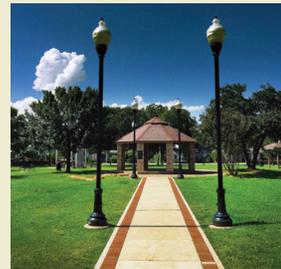


DECEMBER 2020





ECONOMIC DEVELOPMENT

SANGER
★ TEXAS

Monthly Report – December 2020

Economic Development

About your Sanger EDC

The City of Sanger has established both a Type A and Type B economic development board to stimulate economic growth. These boards utilize sales tax revenues to stimulate the creation of new primary jobs in the community and to address quality of life issues. Sanger is pro-business and aggressively seeks new and expanded businesses that offer quality jobs for the community.

Staff Updates

Staff attended the Texas Economic Development Council (TEDC) 2020 Annual Conference, which was conducted through a virtual platform. This five-day program included presentations on very important issues that economic developers are facing and offered insights and direction on how to deal with those challenges and ways to move forward in a positive direction, as well as a great lineup of speakers, panel discussions, exhibits, award recognition and networking opportunities.

4A Board members Sue Allison and Victor Gann attended the Economic Development Sales Tax Workshop. The workshops are designed specifically for EDC Board members and local elected officials and include information about economic and community development in general, and changes to the Economic Development Sales Tax.

The Sanger Branding Committee is in the process of creating a new city brand and corresponding logo that will assist Sanger with economic development and define community quality.

Keep it Local!
Play. Shop. Dine.
#sangerstrong

DID YOU KNOW...

There is so much opportunity for a business owner to capitalize on channels where you can speak directly to your customer base and actually reach them. Take the initiative to reach out to your customer to draw them into your business rather than just waiting for them to decide to come in.

- Email Blast
- Tag customers on social media post
- Video yourself inviting customer to come in on social media stories!



Monthly Report – December 2020

Building Permits

Residential	New	Alteration	Total
# Permits	17	4	21
# Inspections	299	10	309
Fees	\$172,569.25	\$772.20	\$173,341.45

Commercial	New	Alteration	Total
# Permits	0	1	1
# Inspections	11	18	29
Fees	\$0	\$75.00	\$75.00

Miscellaneous /One Stop	
# Permits	36
# Inspections	72
Fees	\$3,650.00

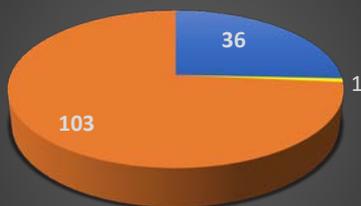
DID YOU KNOW...

The City of Sanger requires all contractors to register every January 1st. For registration we require a contractor to fill out the application, show proof of license, and proof of insurance.

There is a registration fee of \$75.00 for Mechanical and Irrigation contractors.

For further questions please contact our department at 940-458-2059.

Building Permits YTD



■ Residential ■ Commercial ■ Miscellaneous/One Stop

New Single-Family Residential Permits FY 20-21





DEVELOPMENT SERVICES

SANGER
TEXAS

Monthly Report – December 2020

Planning and Zoning

Case # SANZON-0037

Consider, Discuss and Act on the Final Plat of Lots 7-13 Block A, Lots 1-4 Block B, Lots 1-6 Block C, and Lot 1 Block D of Meadow Green Farm Addition Phase II, Being 24.97 Acres, in the City of Sanger’s ETJ, and Generally Located on the West Side of Metz Road and Approximately 2463 Feet South of Lois Rd.

Planning and Zoning Commission
APPROVED W/CONDITIONS



DID YOU KNOW...

The City of Sanger is in the process of developing a new Comprehensive Plan. This plan will look at land use, thorough fare, and downtown. The City will be conducting several meetings, so watch for information. This will be your time to have input in our great city.



POLICE & ANIMAL CONTROL

SANGER
TEXAS

Monthly Report – December 2020

Police & Animal Control

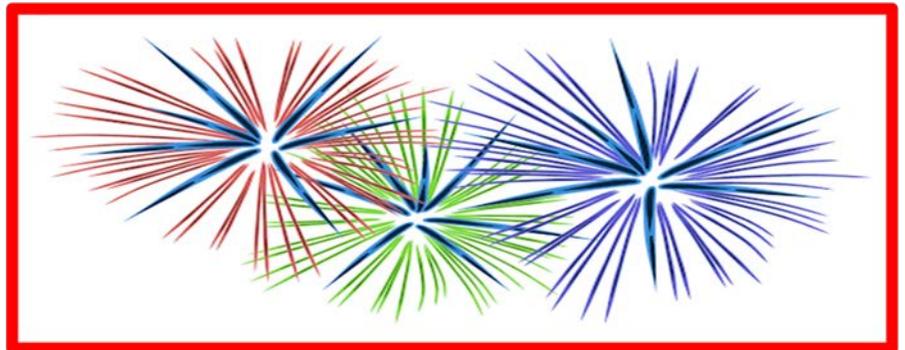
During the month of December 2020 Officers of the Sanger Police Department responded to a total of 666 calls for service having an average response time of two minutes per call. The department issued a total of 29 citations and 40 warnings.

The Texas Department of Public Safety Uniform Crime Reporting tracks seven classifications of offenses. You will find below a list of those classifications as well as any of those classifications the Department responded to:

- Criminal Homicide 0
- Forcible Rape 0
- Robbery 0
- Assault 9
- Burglary 2
- Larceny/Theft 6
- Motor Vehicle Theft 0
- Officer Assault 0

DID YOU KNOW...

It is unlawful to discharge fireworks in the city.



Sec.

5.303 Discharging Fireworks Prohibited

Any person who discharges or causes to be discharged any fireworks as that term is herein defined, or other similar thing within the city limits of the City of Sanger, Texas, shall be fined as hereinafter provided. (1992 Code of Ordinances, Chapter 5, Article 5.300, Section 5.303)

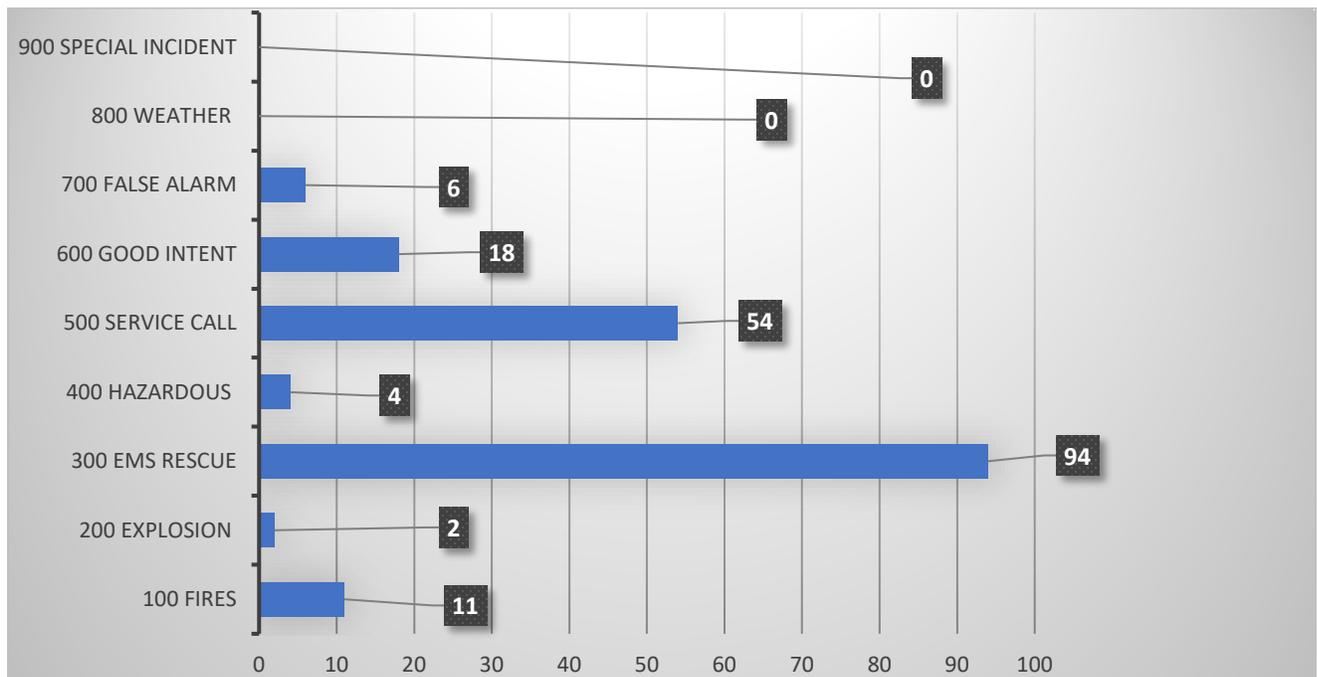


Fire Department

Emergency Responses for December 2020

The Sanger Fire Department responded to 189 emergency incidents during the month of December. The top four busiest incident types:

- 94 Emergency Medical Incident
- 54 Service Calls
- 18 Good Intent
- 11 Fires
- The busiest time of the day was at 20:00 – 20:59 for the month of December.
- The busiest days of the week for EMS transports was Wednesday with 16 transports during the month.
- Emergency Medical calls accounted for 49.74 % of the total call volume.

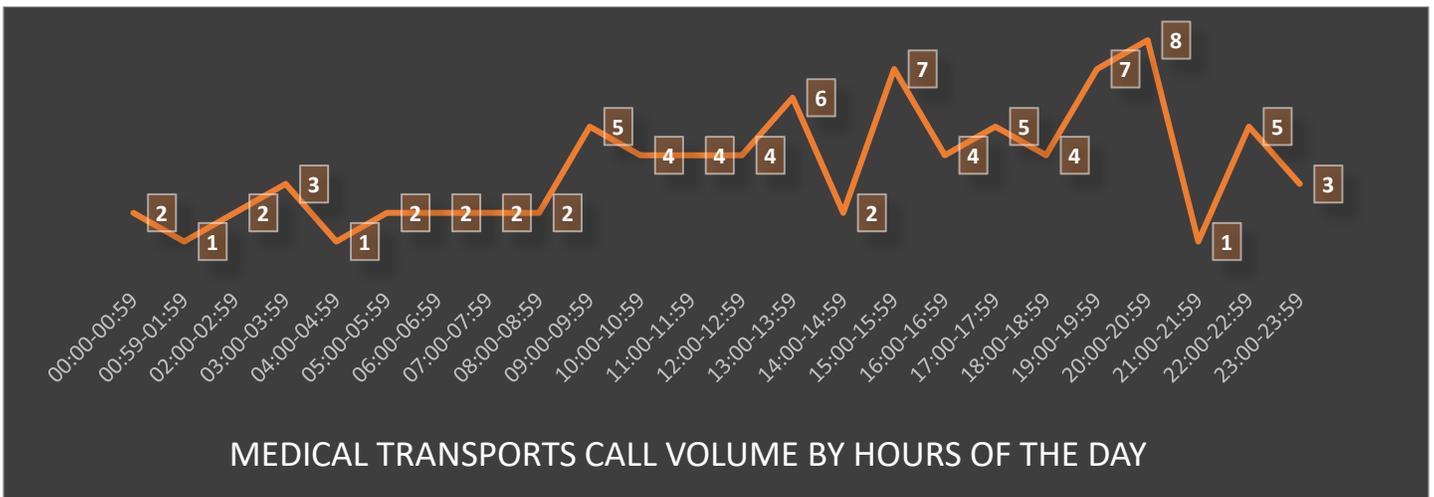
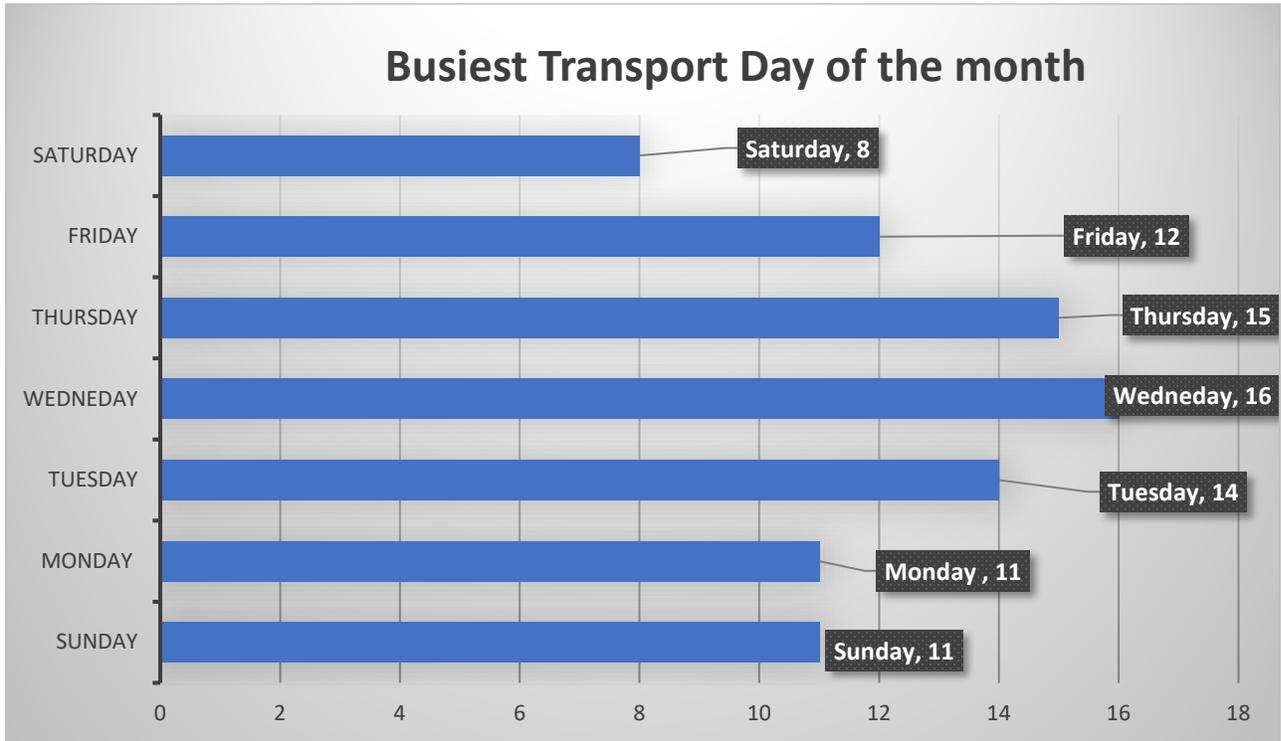




FIRE DEPARTMENT

SANGER
TEXAS

Monthly Report – December 2020





FIRE DEPARTMENT

SANGER
— ★ TEXAS

Monthly Report – December 2020

MOBILE APPS WITH LOCAL ALERT FUNCTIONS

FEMA APP: Stay updated with severe weather alerts from the National Weather Service for up to five locations across the U.S.; learn how to stay safe before, during, and after over 20 types of hazards; save a custom list of the items in your family’s emergency kit; and locate and receive driving directions to open shelters and disaster recovery centers. You can also submit disaster-related photos to a public map using the Disaster Reporter feature. The FEMA App is also available in Spanish. Download the app to your mobile device or smartphone free on iTunes or Google Play. Learn more at www.fema.gov/mobile-app.

AMERICAN RED CROSS APP: The Red Cross Emergency app combines more than 35 different types of severe weather and emergency alerts. You can choose the alerts that are important to your location or the location of loved ones. The “Family Safe” feature allows you to notify loved ones that an alert has been issued in their area and check to see if they are safe. The app also offers information on what to do before, during, and after severe weather hits and how to find open Red Cross Shelters. All content is also available in Spanish. You can download the app to your mobile device or smartphone free on iTunes (Apple-iOS 6.0 or later) and Google Play (Android). Learn more at www.redcross.org/prepare/mobile-apps.

THE WEATHER CHANNEL APP: Tracks weather and provides local forecasts and push alerts of severe weather to your mobile device. Download the app to your mobile device or smartphone free on iTunes (Apple-iOS 6.0 or later), Google Play (Android), App World (BlackBerry), and Windows Phone at www.weather.com/apps.



MUNICIPAL COURT

SANGER
★ TEXAS

Monthly Report – December 2020

Municipal Court

Case Activity:

- For the month of December 2020, the Municipal Court filed 60 citations.
- There were 11 requests for deferred disposition.
- There were four requests for a driver safety course
- There were 15 cases successfully closed by deferred disposition and 10 cases successfully closed by a driver safety course.
- The court closed 25 cases by payment in full or time served.
- The total fines, court costs and other fees collected were \$10,075.10 with \$3,861.58 of that being remitted to the State.

DID YOU KNOW...

December 15, 2020 – DPS announced temporary waiver for DL/ID to Expire in April

On December 15, 2020, the Texas Department of Public Safety (DPS) announced that the waiver on expiration dates for driver licenses (DLs) and identification cards (IDs) ends on April 14, 2021.



FINANCE

SANGER
★ TEXAS

Monthly Report – December 2020

Finance

Overview

The Finance Department is responsible for all financial, accounting and utility billing operations of the City. The department is charged with managing the City's resources through budgeting, purchasing, and reporting. Operations of the department include billing and collecting for all utilities, handling all accounts receivable and payable, preparing payroll for all City employees, paying all City obligations, and preparing the annual budget document.

During the month of December 2020, Finance Department staff performed all of the following normal departmental functions for the City:

- Accounts Payable
- Financial Reporting
- Payroll
- Purchase Orders
- Utility Customer Service

DID YOU KNOW...

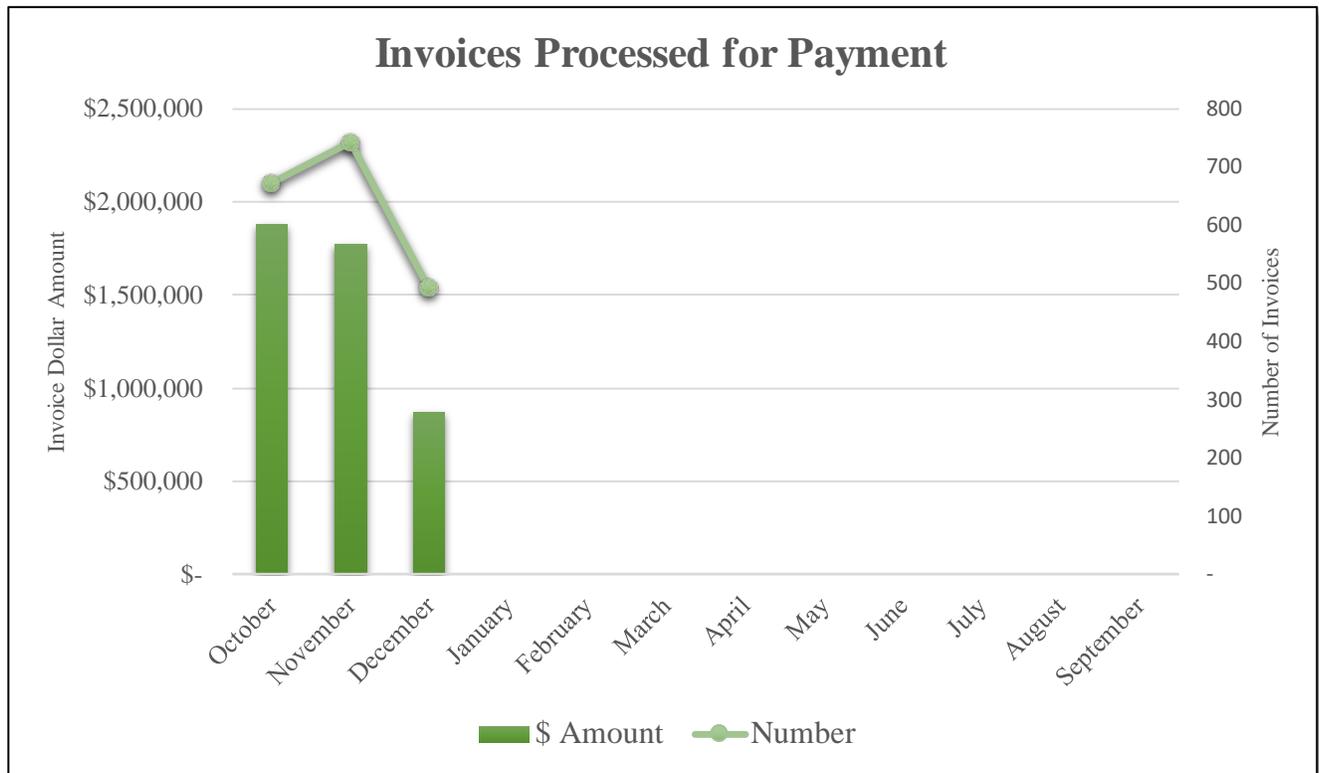
Utility Customers can pay their bill over the phone using Visa or Mastercard by calling 866-275-5232? Please have your account number available. A \$1.25 transaction fee applies.



Accounts Payable Function

The purpose of the Accounts Payable function is to provide payment processing services for City departments to ensure timely vendor payments for goods and services.

Invoices Processed		
Year	Number	Amount
2020-2021 YTD	1,906	\$ 4,516,470
2019-2020 YTD	1,696	4,727,886
2018-2019 YTD	1,520	5,528,415



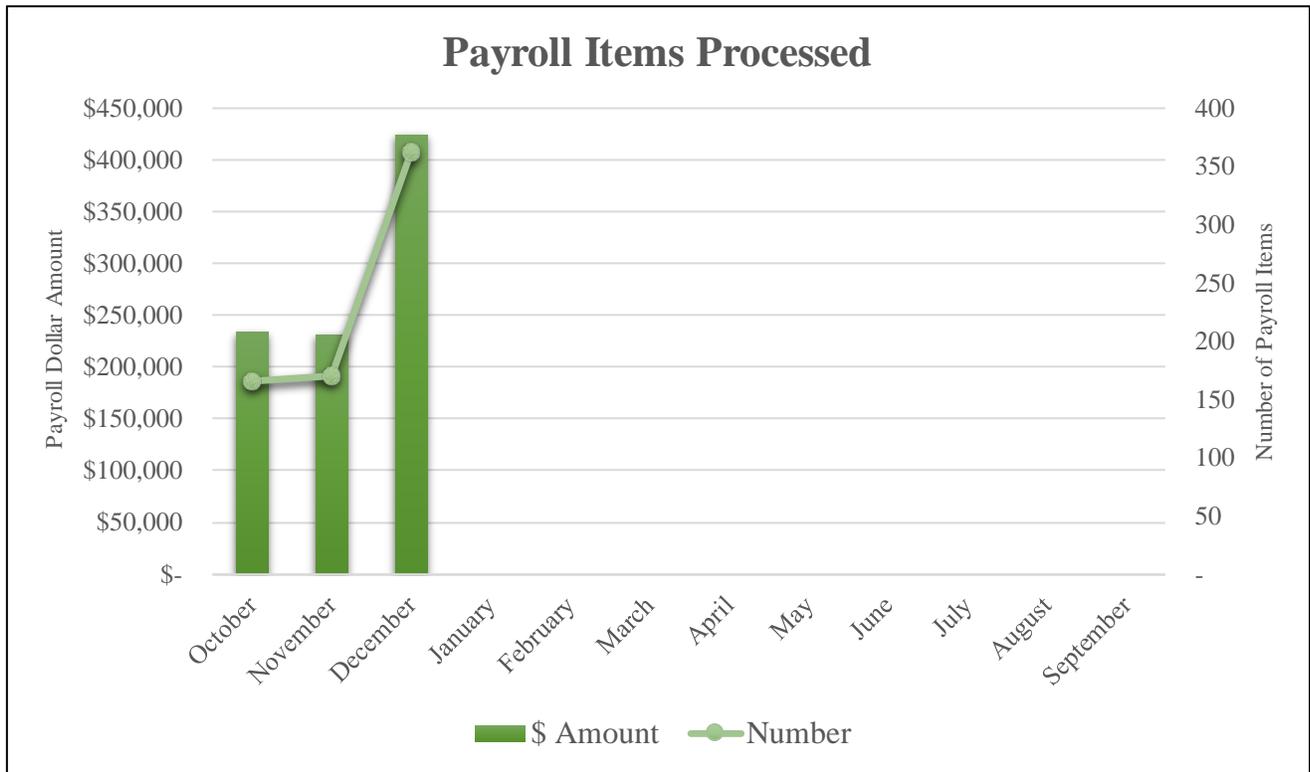


Monthly Report – December 2020

Payroll Function

The purpose of the Payroll function is to provide timely payroll services for City departments to ensure that employees are paid timely and accurately.

Payments to Employees		
Year	Number	Amount
2020-2021 YTD	698	\$ 889,989
2019-2020 YTD	629	746,209
2018-2019 YTD	640	741,178



NOTE: The month of December 2020 had three biweekly payrolls, longevity and leave buy-back check runs.



Monthly Report – December 2020

Purchase Order Function

The purpose of the Purchase Order function is to provide purchasing management and support to departments and suppliers so that the City has the resources available to accomplish its mission in a timely and efficient manner.

Purchase Orders Issued		
Year	Number	Amount
2020-2021 YTD	44	\$ 603,578
2019-2020 YTD	49	2,009,179
2018-2019 YTD	88	1,024,377



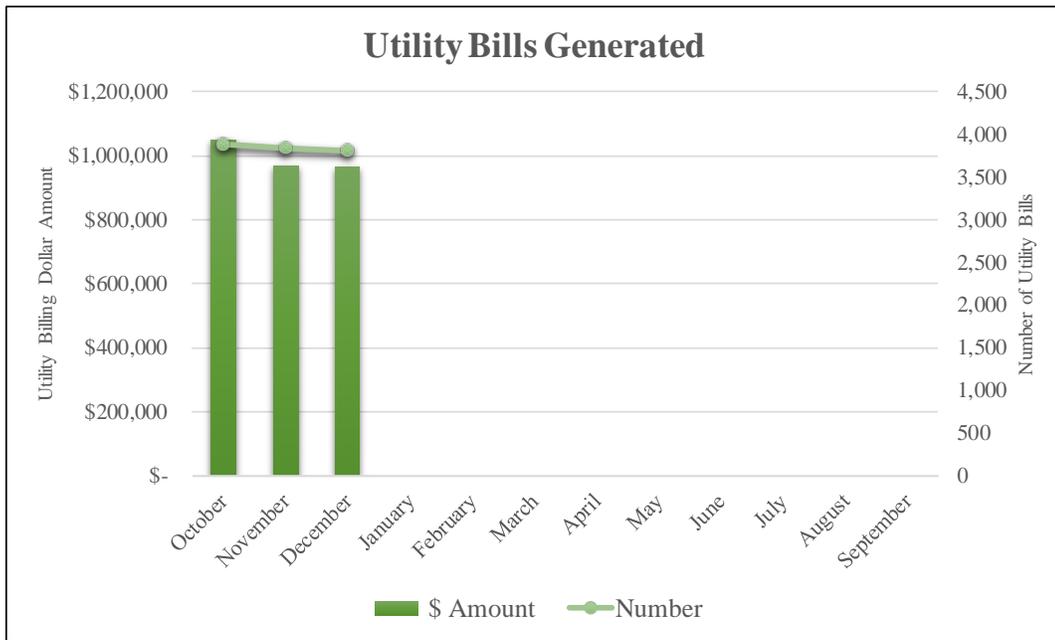


Utility Customer Service Function

The purpose of the Utility Customer Service function is to provide billing and revenue collection services for all City of Sanger utilities and to provide excellent customer service and information to all City of Sanger utility customers.

Billing Activity

Utility Bills Generated		
Year	Number	Amount
2020-2021 YTD	11,524	\$ 2,978,759
2019-2020 YTD	11,265	\$ 3,064,600
2018-2019 YTD	10,575	\$ 2,922,772



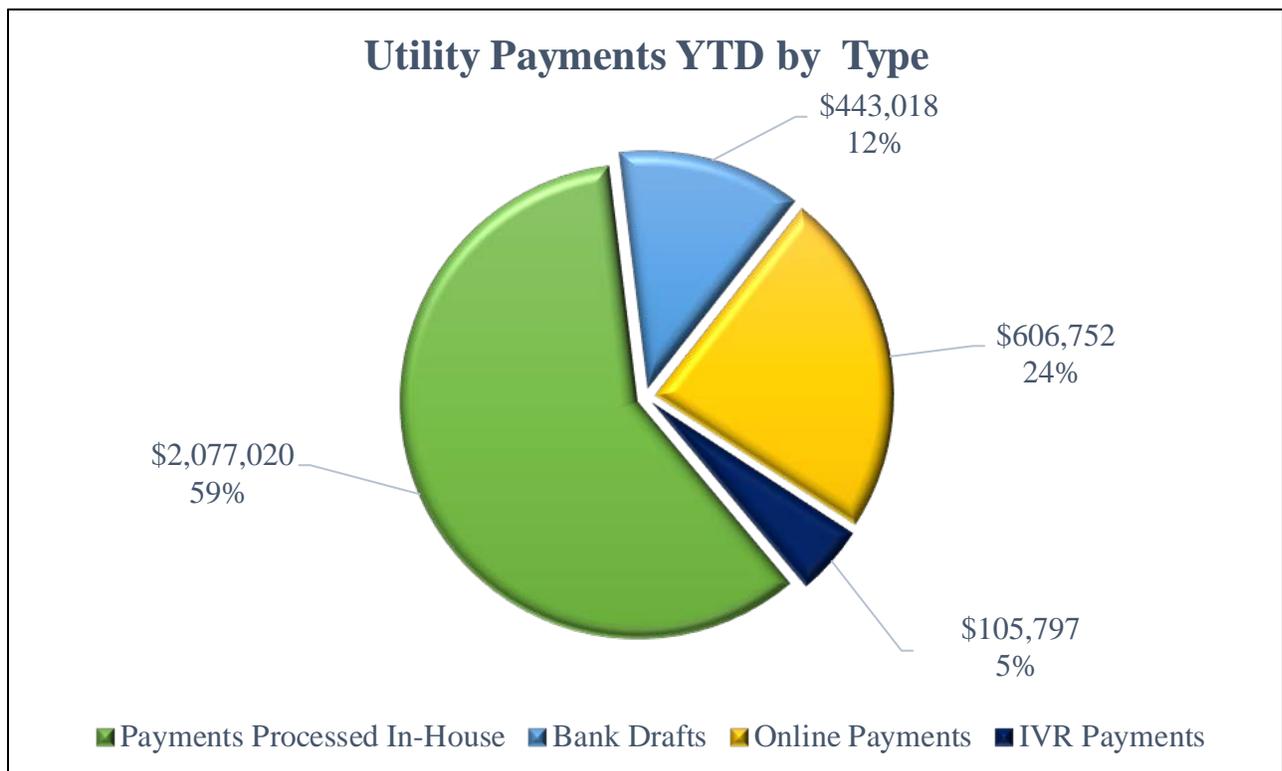


Utility Customer Service Function

The purpose of the Utility Customer Service function is to provide billing and revenue collection services for all City of Sanger utilities and to provide excellent customer service and information to all City of Sanger utility customers.

Payment Processing Activity

Utility Payments Processed		
Year	Number	Amount
2020-2021 YTD	11,165	\$ 3,232,587
2019-2020 YTD	10,648	\$ 3,300,709
2018-2019 YTD	10,493	\$ 3,245,629





FINANCE

SANGER
★ TEXAS

Monthly Report – December 2020

Financial Reporting Function

The purpose of the Financial Reporting function is to provide internal controls and financial information to City Council and City departments so that they may manage operations and meet financial reporting needs.

Financial Reports Prepared		
Type	City Council Reports	Departmental Budget Reports
2020-2021 YTD	3	6
2019-2020 YTD	3	6
2018-2019 YTD	3	6



ELECTRIC

SANGER
★ TEXAS

Monthly Report – December 2020

Electric

Daily Operations:

- Rechecks
- Temp to perms
- Service Fleet Equipment
- Send transformers to repair shop
- Direct tree trimmers to hot spots
- Inspect, Register, and Tag Electric Dept Fleet

Construction:

- Installed secondary services Willowood
- Installed secondary services Ranger Creek
- Installed secondary services Arrowhead
- Rework pole on 455 after automobile accident

Service Truck:

- Reinstates – 4
- Cutoffs – 1
- Connects – 18
- Disconnects – 19
- Occupant Changes – 31
- Meter Change Outs – 24
- Temp Power – 31
- T-Pole – 1
- Miscellaneous Test – 10
- Service Change – 3
- Solar – 2
- Tampering – 1

DID YOU KNOW...

The typical lightening bolt packs 100 million volts!



Engineering

Engineering Department Responsibilities

- Engineering Administration
- Engineering review and coordination of Residential, Commercial & Capital Improvement Construction Projects from design through the construction completion: Plat review, Construction Plan review, Building permit reviews, Construction Management Coordination, Inspections
- Management of Water, Wastewater, Drainage & Paving Capital Improvement Projects
- Stormwater Pollution Prevention Management & Inspection
- Coordinate utility relocation, easement and ROW acquisitions
- Floodplain Management
- Coordination of TXDOT Projects
- Traffic/Transportation Engineering
- Identify infrastructure improvements necessary to accommodate projected growth and development.
- Respond to public inquiries, investigate and resolve complaints, or refer to appropriate individual or department for resolution.
- Street Cut/Bore (Right-of-way), TXDOT & Environmental Permitting
- Review and update as needed the Subdivision Ordinance and other related standards.

Capital Improvement Projects

- Water & Wastewater Master Plan – consultant awaiting info from staff to begin
- Railroad Avenue Lift Station and Wastewater Pipeline Improvements – Partial easement acquisition in discussions
 - Outfall Pipeline – 8500+/- linear foot wastewater treatment plant outfall pipe project design completed; on hold, evaluating stream restoration option
 - Stream Restoration
 - Plummer preparing estimate for project and preparing scope of work needed.
- Wastewater Treatment Plant: Contractor addressing punch-list items & software programming. Original contract items anticipate completion end January. Walkway completion spring 2021.

Development

Construction

- Sanger Circle Phase 6: 250 Lot Single Family & Townhome Residential Development. Paving underway.
- Sanger Meadow Addn. Phase 3: ETJ 119 Single Family Residential Lot development. Site grading underway
- Sportsman 2 – Fuel Station: Awaiting developer financing & preparation of Traffic Impact Analysis for TXDOT variance request and permit resubmittal.
- Sable Creek Phase 4: 50 Lot Single Family Residential lot development – Ready to start construction. Developer awaiting financing.
- Sable Creek Phase 5: 26 Lot Single Family Residential lot development – Ready to start construction. Developer awaiting financing.



Monthly Report – December 2020

- Ranger Branch Channel Improvements – Ready to start construction. Developer awaiting financing.

Review

- Lake County Estates: 78 Single Family Residential Lot Development – resubmittal under review.
- Country Rd Estates – 56 Residential and 1 Commercial Lot Development – resubmittal under review.
- Building Permits – Engineering Review

Flood Study review

- Wright Industrial Park – Review background and developer Public Information Requests. Regulatory action anticipated.

TXDOT

TXDOT I-35 Project

- Design underway by Stantec – 30% plans received 10/28/2020. To be reviewed
- Utility Coordination with TXDOT under review

FM 455 Highway Project

- Project let date 01/2022
- Utility Clear Date 11/2021
- TXDOT ~ 95% Check Set received for review

FM 455 Utility Relocation Project

- Utility relocation plans under design –finalizing design. Specifications and cost estimate to be prepared
- Bond Package remains to be prepared
- Spring 2021 award anticipated & 12-15-month relocation

DID YOU KNOW...

Technical Names of the Curves on Roads

Us civil engineers know that there are different types of road curves: simple, compound, reverse, deviation, and transition horizontal curves as well as crest and sag vertical curves. We know how to use the right equations to design a road with each one of these curves. Not only that, but we know how to calculate what slope the road needs to be in the curve to keep cars from sliding off the road, stop when needed, and provide proper drainage.



STREETS

SANGER
★ TEXAS

Monthly Report – December 2020

Streets

Road Hazard:

- Met with vendor about ditch clearing project on Willow Street.
- Clear ditches

Street Signs:

- Repair handicap sign at City Hall.
- Hauled four loads of millings.
- Discuss future projects at City Hall.
- Replace stop signs

Department Staff:

Street Superintendent – John Henderson

Felipe Ibarra – Utility II

Adrian Tostado – Utility I

DID YOU KNOW...

The Public Works must plan and prepare year-round, and anticipate storms in order to provide safety and mobility on city streets. Snow and ice storms severely disrupt surface travel and create hazardous conditions that cause thousands of accidents annually. Therefore, winter weather snow and ice control operations are one of the most vital functions of Public Works.



WATER

SANGER
★ TEXAS

Monthly Report – December 2020

Water

During December the Water Department was able to:

- Have Maguire Iron paint the exterior of Acker ground storage tank.
- Have Maguire Iron construct a new roof for the Cowling Road ground storage tank.
- Have Precision Pump pull the #1 pump at Lake Ridge lift station and remove debris from the impeller.
- Have Texas Tank Services perform annual inspections of all ground and elevated water storage tanks.
- Have No Dig Tech install a new sewer tap on the Wilfong Building that was missed during previous construction.
- Have one employee attend 20 hours of continuing education training.
- Make repairs to two water service lines.
- Make repairs to one sewer service line.
- Install nine new water meters.
- Change out 23 water meters.
- Visually read 1,158 water meters that were not read by the mobile collector.
- Completed 145 water and sewer service orders.
- There were 3,061 active water connections and 3,041 active sewer connections during the month of December.

DID YOU KNOW...

The Water Department is responsible for changing the light bulbs on top of the water towers? Our tallest water tower tops out around 170 feet.



Parks and Recreation

Operations:

The parks crew has continued with our annual winter clean up programs within the parks system. 5 acres were mowed in the month of December. We continue to have our brush list picked up at 100% with all orders picked up within 7 days. In October we had 21 brush orders called in and all complete within the month.

Some other projects completed by the Parks and Recreation Department Crew include:

- Disinfecting all city buildings and facilities every Friday.
- Several building repairs including obtaining quotes to make necessary repairs to both our Sullivan Center and Community Center, and another city owned building on 5th Street.

Facilities:

Our facilities were closed due to COVID-19 restrictions for the month of December. Facilities include our Community Center and Historical Presbyterian Church as well as park pavilions. Our ball fields are open for teams to practice and we had reservations for the month.

Even though the Community Center is closed for reservations it was used for the month to hold the elections.

Recreation:

All programming was canceled for the month of December, however, a lot of research was done on what other cities and towns are doing for reopening and when. The Recreation Department did hold a social media campaign to “Fill Facebook with Festivities” and pictures were submitted by citizens of their personal holiday decorations to post online for everyone to see. Over 33 photo’s were shared with us and then we shared via our Facebook page.

Our Facebook page is still experiencing a steady growth up to 3,122 likes at the end of December with 3,248 followers. If you have not, please go and like our page at Sanger, TX Parks, and Recreation to follow all of the fun events coming up.

Department Staff:

Public Works Director – Jim Bolz
Recreation & Event Coordinator – Jennifer Shumate
Crew Leader – James Hunter
Maintenance Worker II – Dean Mason
Maintenance Worker II – Brandon Metcalf

DID YOU KNOW...

You can recycle old LIVE Christmas trees by dropping them at Porter Park under the banner until January 11, 2021.



LIBRARY

SANGER
TEXAS

Monthly Report – December 2020

Library

Highlights:

- A Macramé Ornament class for teens and adults was given through Zoom on December 2nd. Twenty take home kits including the basic supplies needed were available for pickup at the library beginning the week before, and all but one was spoken for by the day of the program. Written instructions were also provided



- Take home craft kits for children to make their own stick ornaments were provided as the STEAM activity for December. The creation shown here was shared on the library's Facebook page.



- The library also offered special Holiday Movie Bundles for patrons to check out, which consisted of two to three movies, a packet of hot cocoa, Hershey kisses, mini candy canes, and pens from our new digital service, Hoopla!





LIBRARY

SANGER
★ TEXAS

Monthly Report – December 2020

- The Recipe Sharing program through Facebook and the library's Google Docs continued through December, beginning with a Texas Treat snack contributed by longtime Friends officer, Nancy Smith, and ending on December 31st with a recipe for gingerbread cookies using fresh ginger by library director, Audrey Tolle.



- Staff members Laura Klenke and Colton Lytle participated in the NTLC Cataloging Committee and Technology and Reports Committee meeting on December 9th to plan improvements to the online catalog, as well as changes to cataloging policies for NTLC consortium member libraries. Changes will be presented to the NTLC Board and library directors in January, including new staff account permissions, cataloging training, and procedures for catalogers. Improvements in the catalog will include de-duplication, removal of long-deleted items, and double checking that records accurately reflect library holdings. Implementation will begin in January and will continue throughout 2021.

Statistics at a Glance:

- 873 physical items checked out
- 150 eBooks and other digital items checked out
- 12 new cardholders and a total of 3,676
- 199 visits, including both curbside pickup and library appointments
- 31 reference questions answered.
- 43 computer-related questions answered.

DID YOU KNOW...

The library can borrow materials from other libraries around the state (and other states) for you! It's called Interlibrary Loan, and, depending on the lending library, you only need to pay for the return shipping - or less!