

NOVEMBER 2020





ECONOMIC DEVELOPMENT

SANGER  
★ TEXAS

Monthly Report – November 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

The 4A Industrial Development Corporation has authorized the EDC Director to engage with a consultant to create a Local and Regional Profile report. This report is a detailed summary of all aspects of working and living in our region with stats and graphics. Information to be included (e.g. population, income, education, public safety, parks & recreation, water, sewer, hospitality, healthcare, major employers, housing, highways, airports, rail, taxes, incentives, workforce). The information generated will be used to enhance the EDO website and to generate professional RFP responses.

The 4B Development Corporation approved a Property Enhancement Incentive Program that will provide financial assistance to downtown property owners and businesses seeking to renovate or restore their exterior appearance of their buildings and storefronts, and exterior signage. This program is set up as a single payment reimbursement to property owners per building/business, and tenants. Once City Council has approved this program, funds will be available on a 50/50 matching basis with a cap of \$5,000.

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

### ***DID YOU KNOW...***

In today's world, everyone has a smart device. It is a simple and easy way to market your business to the public. Did you change your menu? **POST ABOUT IT!**

When it comes to social media platforms, just be yourself. Show your customers who you are and why you are passionate about your small business!



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**BUILDING PERMITS**

Residential	New	Alteration	Total
# Permits	4	2	<b>6</b>
# Inspections	395	10	<b>405</b>
Fees	\$31,002.00	\$558.10	<b>\$31,560.10</b>

Commercial	New	Alteration	Total
# Permits	0	3	<b>3</b>
# Inspections	19	8	<b>27</b>
Fees	\$0	\$1,915.00	<b>\$1,915.00</b>

Miscellaneous /One Stop	
# Permits	30
# Inspections	68
Fees	\$1,960.00

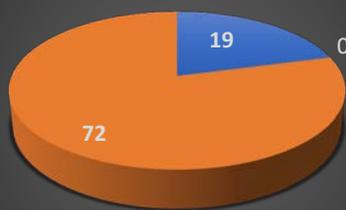
***DID YOU KNOW...***

The City of Sanger requires all contractors to register every January 1<sup>st</sup>. 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**





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PLANNING & ZONING

Case # SANZON-0031

Conduct a Public Hearing and Consider, Discuss and Act on Ordinance # 10-28-20 Regarding a Specific Use Permit for a Temporary Concrete Batch Plant Use for Sanger Circle Phase 6 Development; Generally Located West of Marion Road.

Planning and Zoning Commission APPROVED W/CONDITIONS

City Council APPROVED W/CONDITIONS



Case # SANZON-0033

Consider, Discuss and Act on the Minor Plat of Lot 1, 2, and 3 Block A of Kenning Addition, Being 16.96 Acres, in the City of Sanger’s ETJ, and Generally Located on the North Side of Lois Road and Approximately 40 Feet East of Burlington Northern Santa Fe Railroad.

Planning and Zoning Commission APPROVED

City Council APPROVED



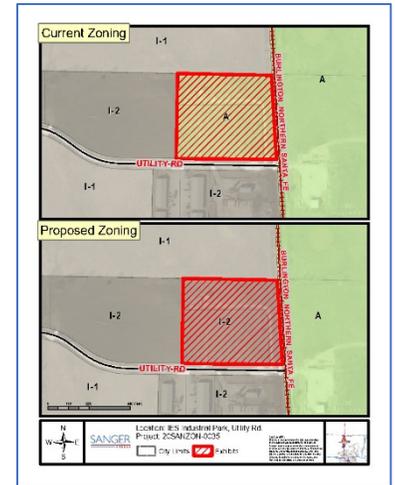


Case # SANZON-0035

Conduct a Public Hearing and Consider, Discuss and Act on Ordinance # 10-29-20 Regarding a Zoning Change from Agricultural (A) to Industrial – 1 (I-1) of Approximately 2.993 Acres of Land, Described as IESI Industrial Park Lot 2, Within the City of Sanger, and Generally Located East of the I-35 Approximately 1400 Feet East of the Intersection of I-35 Frontage Rd and Utility Rd and Approximately 70 feet West of Burlington Northern Railroad.

Planning and Zoning Commission  
APPROVED

City Council  
APPROVED



***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 community meetings, so watch for information. This will be your time to have input in our great city.



POLICE & ANIMAL CONTROL

SANGER  
TEXAS

Monthly Report – November 2020

## POLICE & ANIMAL CONTROL

During the month of November 2020 Officers of the Sanger Police Department responded to a total of 530 calls for service having an average response time of nine minutes per call. The department issued a total of 43 citations and 65 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 - 2
- Burglary - 0
- Larceny/Theft - 16
- Motor Vehicle Theft - 3
- Officer Assault - 0

## *DID YOU KNOW...*

Package theft is a felony.





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Sec. 31.20. MAIL THEFT. (a) In this section:

- (1) "Disabled individual" and "elderly individual" have the meanings assigned by Section 22.04.
- (2) "Identifying information" has the meaning assigned by Section 32.51.
- (3) "Mail" means a letter, postal card, package, bag, or other sealed article that:
  - (A) is delivered by a common carrier or delivery service and not yet received by the addressee; or
  - (B) has been left to be collected for delivery by a common carrier or delivery service.
- (b) A person commits an offense if the person intentionally appropriates mail from another person's mailbox or premises without the effective consent of the addressee and with the intent to deprive that addressee of the mail.
- (c) Except as provided by Subsections (d) and (e), an offense under this section is:
  - (1) a Class A misdemeanor if the mail is appropriated from fewer than 10 addressees;
  - (2) a state jail felony if the mail is appropriated from at least 10 but fewer than 30 addressees; or
  - (3) a felony of the third degree if the mail is appropriated from 30 or more addressees.
- (d) If it is shown on the trial of an offense under this section that the appropriated mail contained an item of identifying information and the actor committed the offense with the intent to facilitate an offense under Section 32.51, an offense under this section is:
  - (1) a state jail felony if the mail is appropriated from fewer than 10 addressees;
  - (2) a felony of the third degree if the mail is appropriated from at least 10 but fewer than 20 addressees;
  - (3) a felony of the second degree if the mail is appropriated from at least 20 but fewer than 50 addressees; or
  - (4) a felony of the first degree if the mail is appropriated from 50 or more addressees.
- (e) An offense described for purposes of punishment by Subsection (d)(1), (2), or (3) is increased to the next higher category of offense if it is shown on the trial of the offense that at the time of the offense the actor knew or had reason to believe that an addressee from whom the actor appropriated mail was a disabled individual or an elderly individual.
- (f) If conduct that constitutes an offense under this section also constitutes an offense under another law, the actor may be prosecuted under this section, the other law, or both.

Added by Acts 2019, 86th Leg., R.S., Ch. 706 (H.B. 37), Sec. 1, eff. September 1, 2019.



FIRE DEPARTMENT

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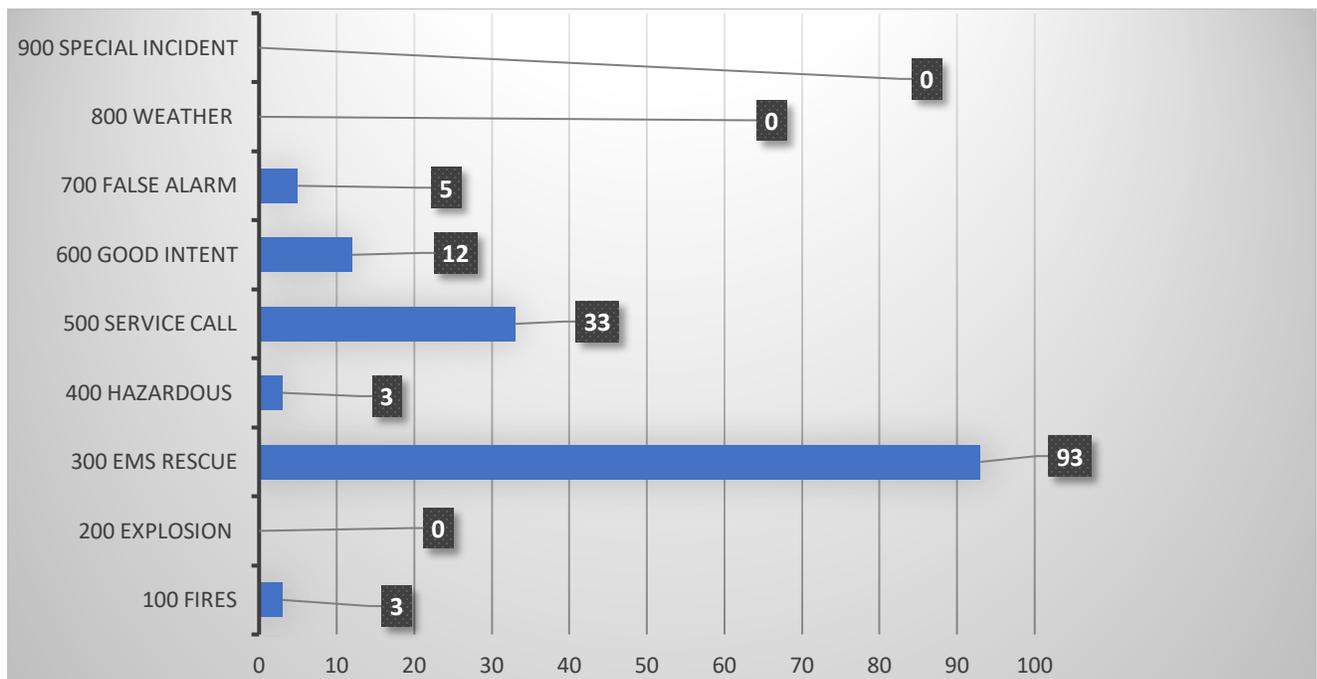
## Monthly Report – November 2020

### FIRE

#### Emergency Responses for November 2020

The Sanger Fire Department responded to 149 emergency incidents during the month of November. The top four busiest incident types:

- 93 Emergency Medical Incident
- 33 Service calls
- Good Intent
- Five False Alarm
- The busiest time of the day was at 09:00 – 09:59 for the month of November
- The busiest days of the week for EMS transports was Wednesday with 16 transports during the month.
- Emergency Medical calls accounted for 62.42 % of the total call volume.

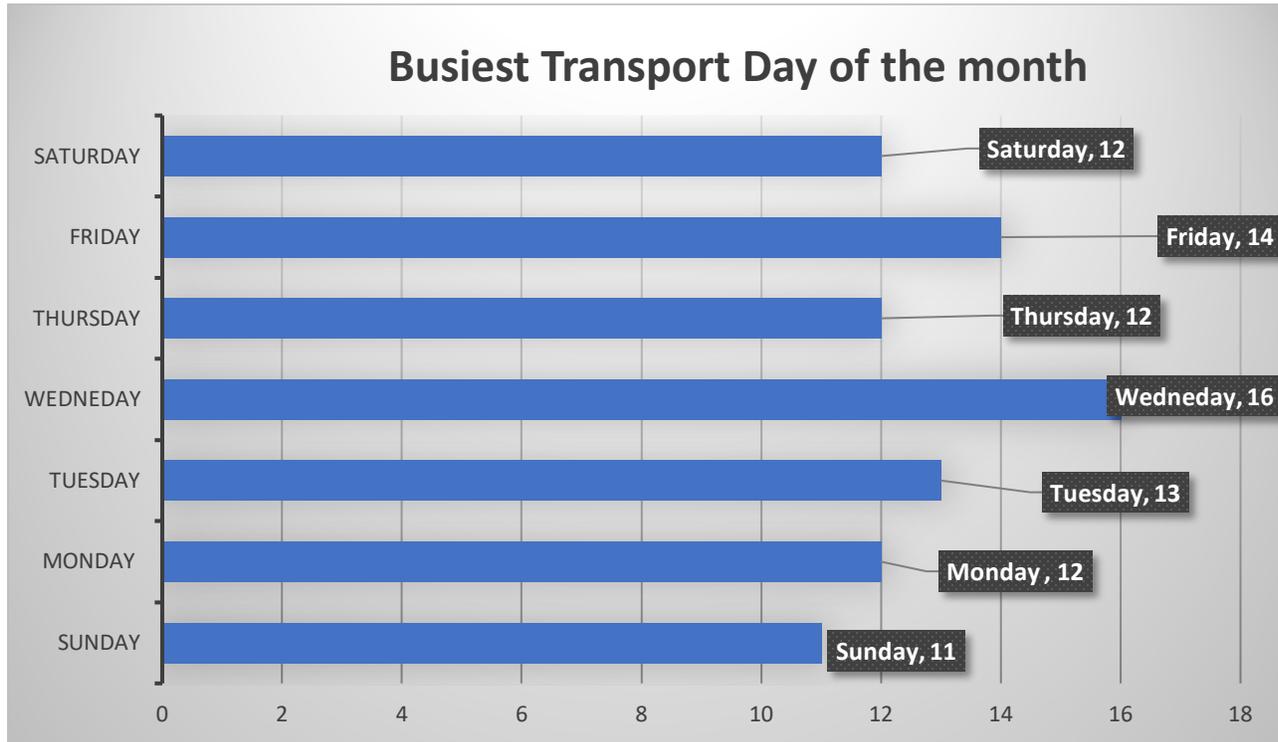




FIRE DEPARTMENT

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FIRE DEPARTMENT

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## Monthly Report – November 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](http://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](http://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](http://www.weather.com/apps).



MUNICIPAL COURT

SANGER  
TEXAS

Monthly Report – November 2020

## MUNICIPAL COURT

### Case Activity:

- For the month of November, 2020, the Municipal Court filed 63 citations.
- There were 12 requests for deferred disposition.
- There were 7 requests for a driver safety course.
- There were 12 cases successfully closed by deferred disposition and six cases successfully closed by a driver safety course.
- The court closed 38 cases by payment in full or time served.
- The total fines, court costs and other fees collected were \$12,854.00 with \$5,324.55 of that being remitted to the State.

## *DID YOU KNOW...*

### Motor Vehicle Registration

In March 2020, due the COVID-19 pandemic, Governor Abbott issued a temporary waiver from the requirement to renew registration. This waiver remains in effect as of November 2020.

If your registration has expired, there is no deadline to renew while the waiver remains in effect. However, you may renew your registration by mail or online at <https://renew.TxDMV.gov/>.

Once it's announced that the waiver will expire, you will have 60 days from the date of the announcement to have your vehicle inspected and renew your registration.



FINANCE

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## Monthly Report – November 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 November 2020, Finance Department staff:

- Worked with the City's auditing firm on the annual audit.
- 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? All you need is your account number. Please have your account number available. A \$1.25 transaction fee applies.)



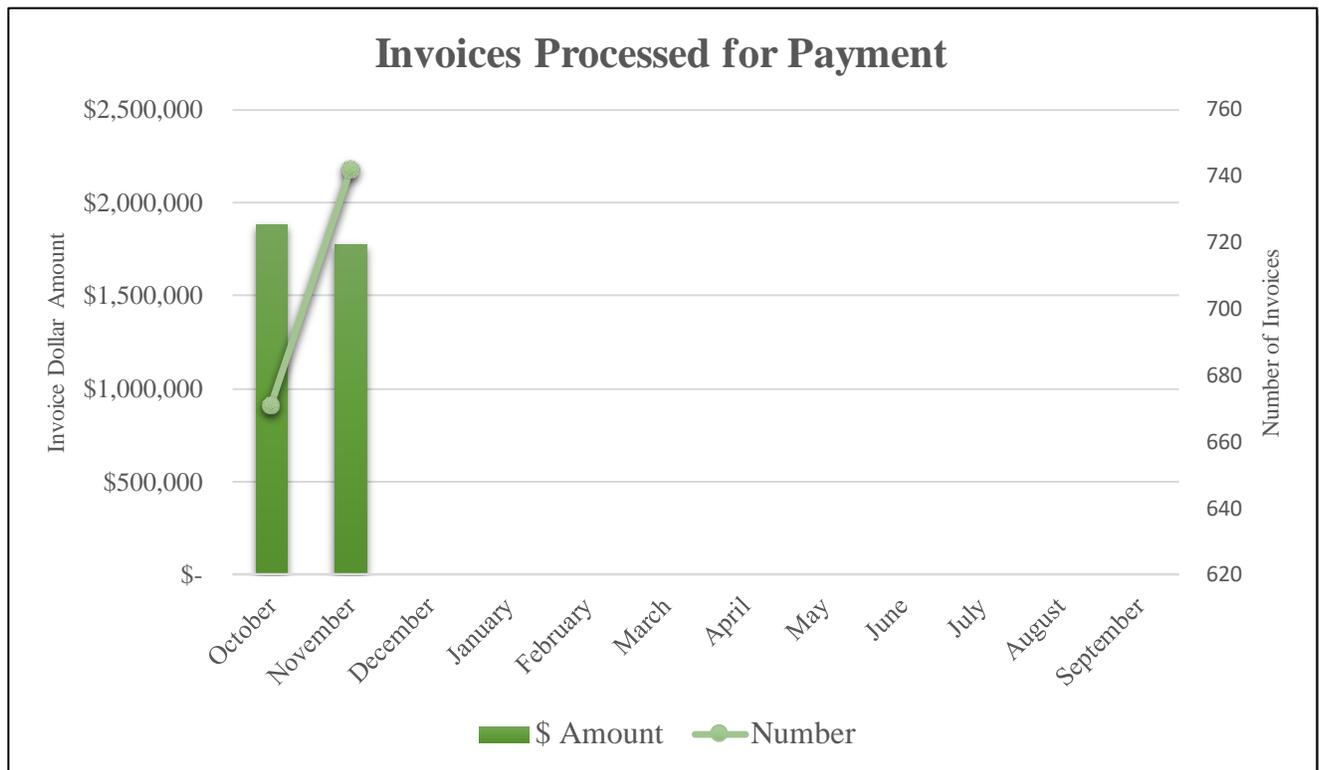


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Accounts Payable Function

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	1,413	\$ 3,649,031
2019-2020 YTD	1,115	3,360,921
2018-2019 YTD	844	3,877,659



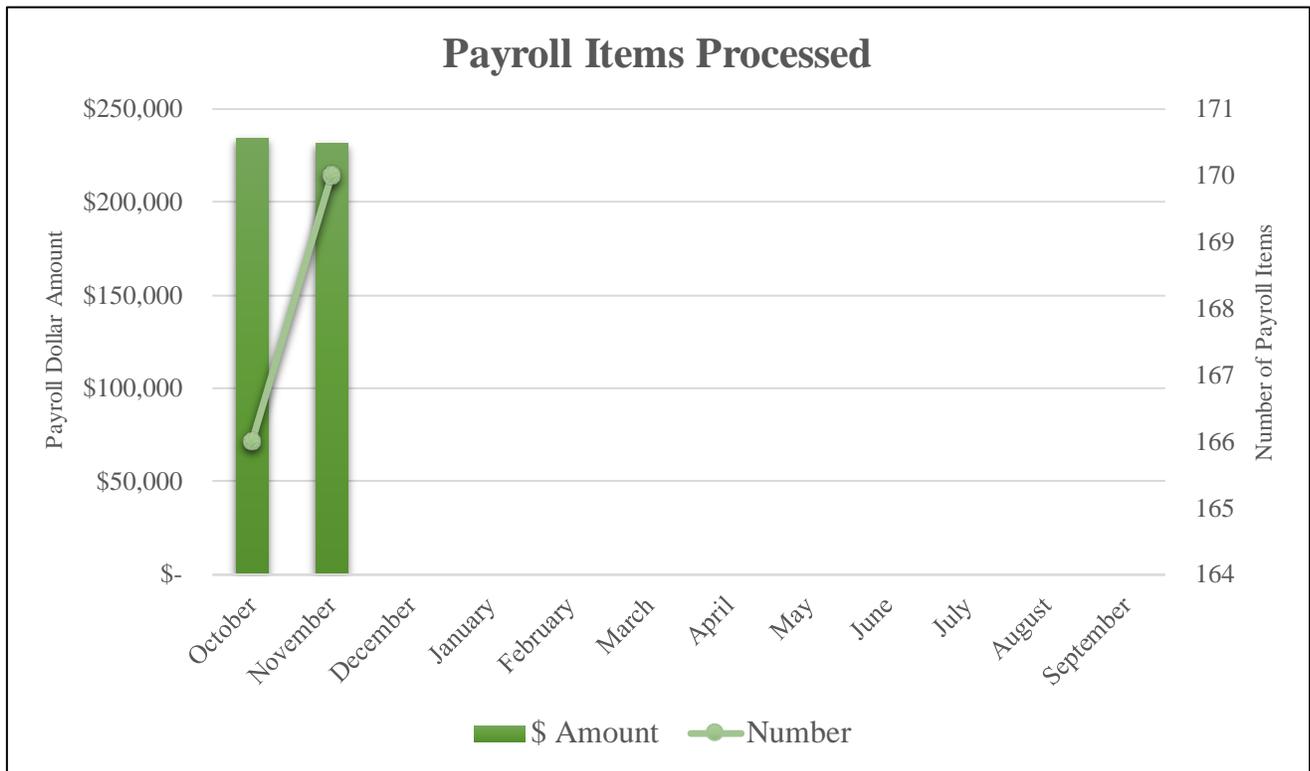


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Payroll Function

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	336	\$ 465,630
2019-2020 YTD	361	462,552
2018-2019 YTD	355	455,131



NOTE: There are three biweekly payroll periods in the months of July and December 2021



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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	37	\$ 566,118
2019-2020 YTD	31	712,694
2018-2019 YTD	69	904,249



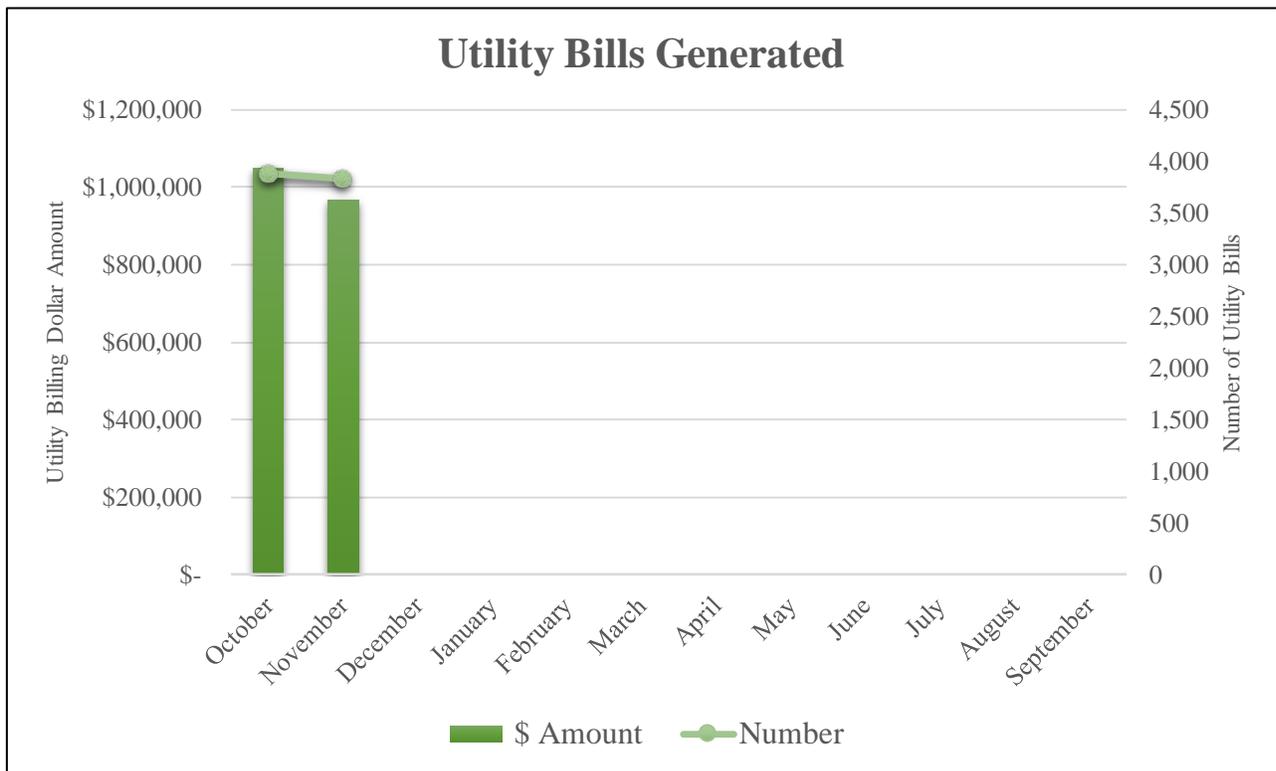


Utility Customer Service Function

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	7,720	\$ 2,015,626
2019-2020 YTD	7,380	\$ 2,151,763
2018-2020 YTD	3,545	\$ 1,967,811





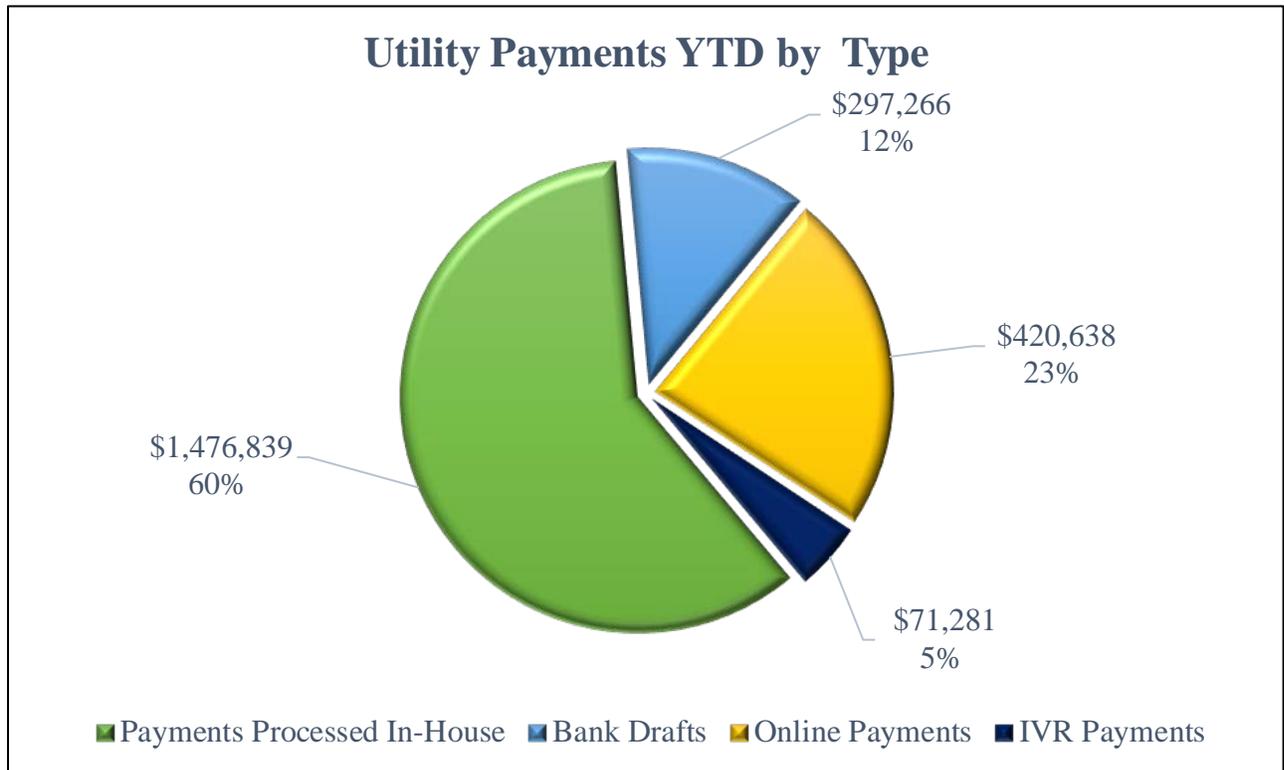
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Utility Customer Service Function

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	7,432	\$ 2,266,024
2019-2020 YTD	7,049	\$ 2,325,871
2018-2019 YTD	7,047	\$ 2,270,279



Financial Reporting Function



FINANCE

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### Monthly Report – November 2020

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	2	4
2019-2020 YTD	2	4
2018-2019 YTD	2	4



ELECTRIC

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## ELECTRIC

### Daily Operations

The Electric department worked primarily on New subdivision residential services during the month of November.

### Construction

- Excavate/Installed conduit/Pushed wire at Ranger creek
- Excavate/ installed conduit/ Pushed wire at Willowood.

### Service Truck/After Hours combined

- Connects - 23
- Disconnects - 21
- Occupant change - 37
- Cutoffs - 5
- Reinstates - 3
- Temp power - 13
- T-Pole - 18
- Service changes - 11 (meter changes)
- Customer side issues - 8
- Reprogrammed meters - 2

## ***DID YOU KNOW...***

Thomas Edison invented more than 2,000 products, including almost everything needed to use electricity in our homes: switches, fuses, sockets, and meters.



## 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 of year or early January. Walkway completion spring 2021.

### Development

#### Construction

- Sanger Circle Phase 6: 250 Lot Single Family & Townhome Residential Development - Paving to begin December 2020
- Berkshire 2 Townhomes (Apartments): Completed
- Sanger Meadow Phase 2: 15 Lot Residential Lot development – completed



## Monthly Report – November 2020

- Sanger Meadow Addn. Phase 3: ETJ 119 Single Family Residential Lot development - civil plans approved. Ready to start construction. Awaiting developer financing
- Sportsman 2 – Fuel Station: Awaiting developer financing & TXDOT permit resubmittal.
- Sable Creek Phase 4: 50 Lot Single Family Residential lot development – Ready to start construction. Awaiting TXDOT permit resubmittal and developer financing.
- Sable Creek Phase 5: 26 Lot Single Family Residential lot development – pre-con held awaiting financing.
- Ranger Branch Channel Improvements – Ready to start construction. Awaiting developer financing.

### Review

- Lake County Estates: 78 Single Family Residential Lot Development – resubmittal comments provided. Awaiting civil resubmittal and Final Plat application.
- Country Rd Estates – 56 Residential and 1 Commercial Lot Development – civil comments provided awaiting resubmittal.
- 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
- Utility Coordination with TXDOT to begin.

#### 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



ENGINEERING

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## ***DID YOU KNOW...***

The Empire State Building was built in just 18 months during the Great Depression and was one of the first to employ the then new fast track construction technique. Following the destruction of the World Trade Center in 2001, the Empire State Building again became the tallest building in New York City and New York State.



STREETS

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Monthly Report – November 2020

## STREETS

### Road Hazard:

- Requested/Received estimates for future projects.

### Street Signs:

- Replace street signs – Duck Creek Road
- Replace street signs – Primrose Drive
- Replace street signs – Keaton Road
- Replace End School Zone sign – Indian Lane
- Repair street sign – Wood Street/Denton Street

### Potholes:

- Pothole repairs – Keaton Road
- Pothole repairs – Belz Road
- Pothole repairs – Chisam Road

### Miscellaneous:

- Regravel parking lot – 5th Street (old King's restaurant building)
- Clean/disinfect building and vehicles daily

### Asphalt:

- Repair portion of Laney Drive
- Repair portion of Benjamin Drive
- Repair portion of Southside Drive

### Department Staff:

Street Superintendent – John Henderson  
Felipe Ibarra – Utility II  
Adrian Tostado – Utility I

## DID YOU KNOW...

### Driving Tips During Winter

- Slow down. Speed limits are based on normal road and weather conditions, not winter road conditions.
- Maintain at least three times the normal following distance on snow or ice.
- Use extra caution on bridges, ramps, overpasses and shaded areas as they tend to freeze first.
- If your vehicle starts to slide, ease off the gas pedal or brakes. Steer into the direction of the skid until you have regained traction. Then straighten your vehicle.



WATER

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Monthly Report – November 2020

## WATER

### During November the Water Department was able to:

- Have Maguire Iron complete the repairs to the Acker ground storage tank.
- Have Maguire Iron sandblast and recoat the interior of the Acker ground storage tank.
- Have Pierce Pump install a new booster pump at Utility Road pump station.
- Have one employee attend 20 hours of continuing education training.
- Make repairs to eight water service lines.
- Make repairs to one water main.
- Make repairs to one sewer service line.
- Install four new water meters.
- Change out nine water meters.
- Visually read 1,125 water meters that were not read by the mobile collector.
- Completed 324 water and sewer service orders.
- here were 3,032 active water connections and 3,012 active sewer connections during the month of November.

## ***DID YOU KNOW...***

White particles in your water? Calcium carbonate scale may be coming from your water heater. The scaling may be worsened because the water heater thermostat is too high. Most manufacturers recommend setting it at about 120°F. If the particles are calcium carbonate, you probably need to flush your water heater. Most manufacturers recommend that you do this twice per year.



## PARKS AND RECREATION

### Operations:

The parks crew has continued with our pre-emergent and winterization program for the season. 25 acres were mowed in the month of November. We continue to have our brush list picked up at 100% with all orders picked up within 7 days. In October we had 29 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 5<sup>th</sup> Street.
- Clean up of the city owned property at 101 Bolivar Street was completed.
- The Downtown Park was decorated for Christmas in time for Thanksgiving.



### Facilities:

Our facilities were closed due to COVID-19 restrictions for the month of November. 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 27 reservations for the month.

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



PARKS AND RECREATION

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## Monthly Report – November 2020

### Recreation:

All programming was canceled for the month of November, however, a lot of research was done on what other cities and towns are doing for reopening and when.

Our Facebook page is still experiencing a steady growth up to 3,100 likes at the end of November with 3,214 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...***

Santa Around Town will be held on  
December 13-17, 2020.



LIBRARY

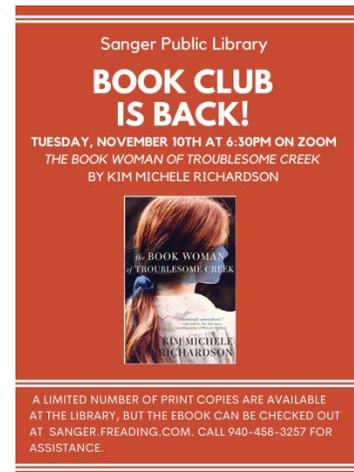
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### LIBRARY

#### Highlights:

- The library's Book Club met on November 10th for the first time since February. *The Book Woman of Troublesome Creek* was discussed through Zoom, with some of the 11 participants either joining with video or calling in to share their thoughts about the novel. The story is based on the WPA's Pack Horse Librarian program during the 1930s and the main character's status as one of the Blue People of Kentucky.



Book Club participants wanted to meet again in December and decided on another historical novel, *News of the World* by Paulette Jiles.

- Yoga also returned via Zoom on November 11<sup>th</sup> to offer stress reduction for the upcoming holidays, and the weekly virtual story times helped get children ready for Thanksgiving with food themes. The focus for our STEM/Craft kit was on being grateful this month, with "Grateful Turkey Books." This activity gave children an opportunity to be creative, as well as encouraging them to use their writing skills in filling up the book with what they were thankful for this year.



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LIBRARY

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- Another food-related program was Recipe Sharing through Facebook, with several staff members sharing favorite recipes and the accompanying memories. Patrons were also asked to contribute to the project, which will continue in December. All recipes were shared through the library's Google Drive.



- A new online service for cardholders was launched just before the Thanksgiving holiday, Hoopla Digital. It offers over 900,000 eBooks, audiobooks, music, movies, and television series, and no limit on the number of people who can check out a particular title at the same time. It is also user friendly and can be used on almost any electronic device, from a smart phone to a television with Roku, Fire stick, and other products that enable streaming. Because the cost is based on each item downloaded, there is a monthly limit to the number of items each cardholder can check out.

hoopla Tap into Discovery.  
Instantly Read, Listen, and Watch with Your Library Card.

hoopladigital.com

Download on the App Store | Get it on Google Play | Available on Amazon | Roku | Chromecast | Amazon Alexa

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LIBRARY

SANGER  
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## Monthly Report – November 2020

### Statistics at a Glance:

- 808 physical items were checked out.
- 15 new cardholders and a total of 4,084.
- 137 visits to the library.
- 36 reference questions answered.
- 32 computer-related questions answered.

### ***DID YOU KNOW...***

The library staff will search for books, media, and other types of information for you! Just give us a call at 940-458-3257, and we will do our best to find what you're looking for, from an out-of-print book that can be borrowed from another library or how to take sample tests for the ACT. For details, check out the library's website at [www.sangerlibrary.org](http://www.sangerlibrary.org) and its Facebook page.