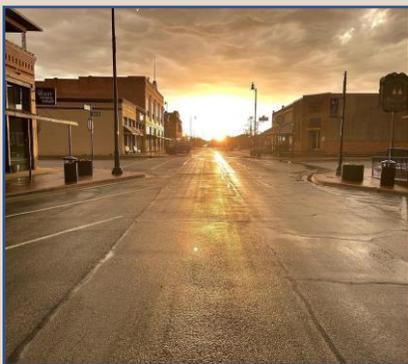
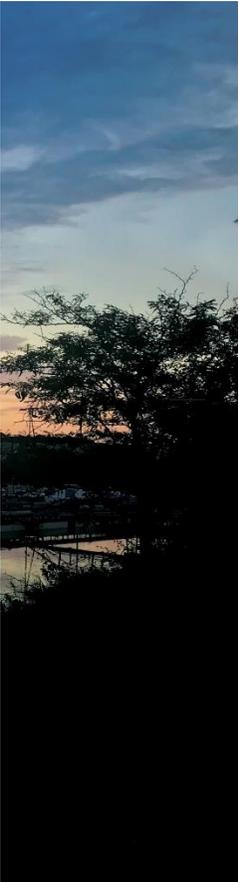
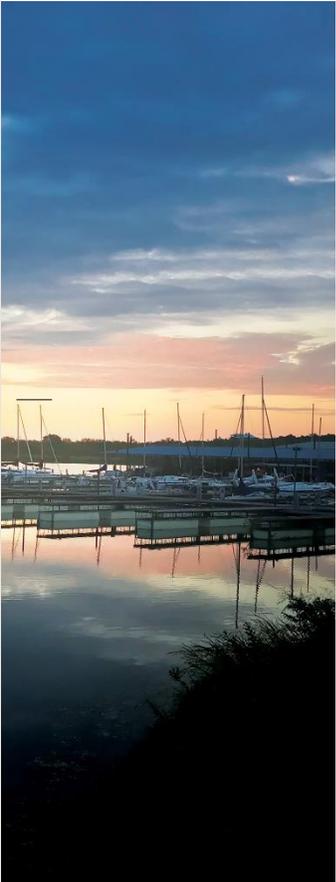




September 2023

Monthly Report



Court

- For the month of September 2023, the Municipal Court filed 48 citations and 53 violations.
- There were 5 requests for deferred disposition.
- 1 request for a driver safety course
- There were 7 cases successfully closed by deferred disposition and no cases successfully closed by driver safety course.
- The court closed 19 cases by payment in full or time served.
- 10 warrants issued for the month.
- 46 outstanding warrants transferred to collection agency.
- The total fines, court costs, and other fees collected were \$6,282.00 with \$1,886.00 of that being remitted to the State.

Development Service

During the month of September, 2023, Development Services had the following permits:

- New Residential – 0
- Residential Remodel – 3
- New Commercial - 0
- Commercial Alterations – 2
- Miscellaneous- 51
- Certificate of Occupancy – 0

Inspections:

- New Residential – 133
- Residential Remodel – 8
- New Commercial - 35
- Commercial Alterations – 27
- Miscellaneous- 92
- Certificate of Occupancy – 0

Code Enforcement:

Cases open	12
Complaint received	2
Cases closed	26
Average # of days to close case	19
Citations issued	5
Worker orders issued	0
Liens filed	0
Signs pulled	44

Case violation types

High grass & weeds	11
Trash & debris	1
Parked on an unimproved surface	0
Blocking sidewalk	0
Junked Vehicle	0
Referred to another department	0
Work without a permit	0
Zoning violation	0
Placement of Trash Containers	0
Accessory Building Regulations	0
Dangerous Building	0
Signage maintenance	0

Brush pile pickup program

62 addresses on the pickup list	(124 inspections)
19 piles greater than 4 qu. Yds.	30%
61 piles removed by Republic	
1 pile missed by Republic	
1 pile blocked	
14 generated by citizens	22%
1 on line	7%
13 calling in	92%
48 generated by Code Enforcement	77%

12 Code Enforcement hours on this program

Economic Development

During the month of September 2023, the Economic Development Department performed the following:

Property Enhancement Grant Applications:

- Received a grant application for 1406 Chapman Drive
- Awarded a grant in the amount of \$10,000 to 315 N. 5th Street
- Awarded a grant in the amount of \$3,040 to 311 N. 4th Street

Conferences:

- IEDC Conference in Dallas

Administrative Meetings:

- 4B Board Meeting held on 9/26/2023

Chamber Events Participation:

- Business Over Breakfast
- Ribbon Cutting at Goshen Meadows Alpaca Farms
- Chamber Luncheon
- Ambassador Meeting

Other Events Participation:

- Bolivar Street Song Writer Festival
- City Showcase

Marketing/Advertising:

- REDNews Real Estate Guide
- Dallas Newcomer Relocation Guide

Projects:

- Miracle Field League (4B Project)
- Downtown Park (4B Project)

September Electric Department

During the month of September 2023, the Electric Department performed the following:

- Heated wire up at new Jack in the Box.
- Heated wire up at Blue Star.
- Temp poles at Sable Creek.
- Hung Homecoming Banner.
- Temp to Perm on Kirkland.
- Set out boxes for the Songwriter Festival.
- Replaced 600amp switch on the 1206 feeder.
- Material Inventory.
- Performed disconnects.

Also, during the month of September 2023 the Service Truck performed the following:

- Connects – 8
- Disconnects – 16
- Occupant change – 33
- Cutoff – 15
- Reinstates – 16
- Meter Change Outs – 2
- Re-read – 7
- New Meters – 3
- Pulled Meters – 1
- Temp Power – 1
- T-Pole – 7
- Voltage Recorder – 2
- Energy Audit – 1
- Line Locates – 156

Finance

The Finance Department is responsible for all the City's financial, accounting, payroll, and utility billing operations. The department manages the City's resources through budgeting, purchasing, and reporting. Functions 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 September 2023, the Finance Department staff performed the following departmental functions for the city:

- Accounts Payable - Processed 300 Accounts Payable invoices totaling \$426,353
- Purchase Orders - Issued 49 Purchase Orders totaling \$187,454
- Payroll - Issued 177 payments to employees totaling \$350,650
- Utility Customer Service - Prepared 4,129 Utility bills and Collected 4,082 payments on Utility accounts.
- Financial Reporting – prepared monthly financial statements for City Council and biweekly internal budget reports for City staff.

Emergency Responses

The Sanger Fire Department responded to 196 emergency incidents during the month of September the top four busiest incident types:

- 123 Emergency Medical Incident
- 29 Service calls
- 17 Fires
- 13 Good Intent

EMS Incidents

- The busiest time of the day was 10:00-10:59. We had 10 calls for service within a one hour's period
- The busiest day of the week for patient transports was on Fridays, with 21 transports during the month. We transported 84% of our patient contacts.
- Average total call time for ambulance to receive emergency call, respond to the scene, process patient's needs, transport patient, deliver patient to the receiving facility, then be back in service was 52 minutes and 24 seconds
- Average transport time, from the incident scene to receiving facility was 17 minutes and 45 seconds.
- Average response time, from time of alarm until arriving on scene, for the entire district (city and county) was 7 minutes and 35 seconds for the month of September.
- Emergency Medical calls accounted for 62.97 % of the total call volume.
- 100% success rate for intubations for September
- 74 patients received an IV treatment during transport with 75% of patients IV successful on first attempt.
- 82 patients encounter with an average on scene time before transport was 12 minutes and 07 seconds.

Library

- September was Library Card Sign-up Month! To celebrate, new cardholders were entered to win a gift card at the end of the month. Eden Wolfe was our winner of the month!
- The library participated in the City's first City Showcase. It was a wonderful opportunity for citizens to visit with all of the City's departments to learn more and ask staff questions.
- Our adult book club's September selection was *Personal Librarian*. The book tells the story of Belle de Costa Greene, J.P. Morgan's personal librarian – who became one of the most powerful women in New York despite the dangerous secret she kept in order to make her dreams come true. We welcome new book club members and book club typically meets on the 3rd Tuesday of the month at 6:30 PM.
- Toddler Time is a new program that encourages creativity and learning, with sensory play, cooperative building with unit blocks and word play with search and find alphabet letters. The next Toddler Time is scheduled for Monday, October 23rd at 10:30 AM. We received positive feedback from attendees. They enjoyed the opportunity to get to know one another and have some fun!
- Teens and tweens had fun playing board games after school. The library has several board games families can play after school. We're looking at the possibility of allowing families and teens to check out games from our collection.

Monthly Statistics:

- 2,103 physical items were checked out.
- 440 digital items were checked out.
- 46 new cardholders, for a total of 3,711.
- 1,799 visits to the library.
- 68 reference questions answered.
- 46 computer-related questions answered.

Parks, Recreation & Facility Maintenance

Parks:

The Parks and Recreation Staff did a great job this summer, with the upkeep of all facilities and keeping our parks in tremendous shape. The Song Writers Festival was a huge success for the city. Everyone had a great time enjoying incredible food and live performances. Next month, on October 7th we will have our Sanger City Wide Clean-Up. This year for the first time we will have House Hold Hazardous Waste out at Railroad Park for residents to dispose of all (HHW) materials. We want to thank Denton County and Upper Trinity Regional Water District for making this possible. The Porter Park Pond is still under further maintenance. We thank everyone for their patience.

Facilities:

Texas Summer is coming to an end. We should see an increase in rentals with the change in weather in the coming months. Elections will take place, starting mid-October through November at the Community Center. You can find our facility rental calendars as well as the reservation forms for the Community Center, Church, and all pavilions on our website www.sangertexas.org, under the Parks and Recreation tab. In September, we had 11 Community Center rentals, 3 Pavilion rentals, 5 Church rentals, and 1 Porter Field rental.

Department Staff:

Parks & Recreation Director – Ryan Nolting
Recreation Coordinator – Blake Junker
Maintenance Worker II – Dean Mason
Maintenance Worker I – Levi McManus

Planning & Zoning

During the month of September 2023, Development Services held multiple meetings with potential development.

The Planning and Zoning Board was presented the following cases:

- N Stemmons Frwy – Rezoning Agricultural to Industrial 1 – Recommended Approval
- Duck Creek Road and Mesa Drive – Rezoning Agricultural to Single Family 10 – Recommended Approval
- Church Street Addition – Preliminary Plat – Recommended Approval with Conditions
- Clear Creek Intermediate School – Final Plat – Recommended Approval with Conditions
- Sanger Middle School – Final Plat – Recommended Approval with Conditions
- Sanger High School – Final Plat – Recommended Approval with Conditions

The Zoning Board of Adjustment was presented the following cases:

- Holt Street – Variance Lot Width – Denied

The City Council was presented the following cases:

- FM 455 and East Indian Lane (Lane Ranch) – Zoning Change – Pulled by Applicant
- 904 S 5th St - Food Truck - SUP – Approved
- Powell Addition – Replat – Denied
- Sanger Circle Phase 7 – Rezoning PD-TH to PD-SF-1 – Approved
- Bentley Addition – Final Plat – Denied
- Sims Street Addition – Minor Plat – Approved
- Coffee Bistro 1187 – Final Plat – Approved
- Sanger Middle School – Preliminary Plat – Approved
- Clear Creek Intermediate School – Preliminary Plat - Approved

Staff conducted the following meetings relating to development (this does not include walk-in or front counter meetings with applicants/citizens or phone calls)

- Pre- Application/Construction - 2
- Meetings with Developers/Landowners - 6
- Meetings with Builders/Building Owners - 0
- Organization Meetings (NTCOG, ICC, etc.) - 3
- Internal Meetings – 8
- Training – 2

Police

During the month of September 2023, Officers of the Sanger Police Department responded to a total of 636 calls for service having an average response time of 3 minutes per call. The department issued a total of 45 traffic violations and 79 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 12
Burglary 5
Larceny/Theft 2
Motor Vehicle Theft 1
Officer Assault 0

Streets

During the month of September 2023, the Street's Department filled and repaired numerous potholes to improve road conditions. Also, in the month of September, the Streets Department replaced old and faded stop signs at the following intersections: Acker Street, Elm Street, Santa Fe, Tejas, Blue Bird, N. Highland, 7th Street, Wood Street, 5th Street, Indian Lane, 6th Street, 1st Street, and Wayne Street, and replaced some speed limit signs throughout town. This effort is part of our ongoing commitment to enhance traffic safety and ensure clear and visible road signage. At the end of September, there was a Sanger High School Homecoming Parade and Old Bolivar Station Songwriters Festival downtown, which the Streets Department helped by placing out cones and barricades before the event and picking them up afterwards.

Water

During the month of September 2023, Sanger Water Department cleaned 7 sewer lateral lines, installed 9 new water meters, 210 water and sewer service orders. Visually, they read 836 water meters that were not read by the mobile collector. For the month of September, there were 3,365 active water connections and 3,342 active sewer connections. There were also 4 water mains repaired and 4 water service line repairs.

Rangeline replaced a fire hydrant on the corner of 7th Street and 5th Street

Water Department personnel replaced a 4-inch spool piece and installed a new tap saddle for chlorine injections.

Shamrock worked on the Dodge Diesel 3500, replaced ERG Valve, and cleaned the exhaust filter.