Sachse, Texas

Sachse City Hall
3815-B Sachse Road
Sachse, Texas 75048

Meeting Agenda

Economic Development Corporation

Wednesday, February 11, 2015 **6:30 PM**

The Board of Directors of the Economic Development Corporation of the City of Sachse will hold a Regular Meeting on Wednesday, February 11, 2015, at 6:30 p.m.in the First Floor Conference Room at the Sachse City Hall, 3815 Sachse Road, Building B, Sachse, Texas to consider the following items of business:

1. Invocation and Pledge of Allegiance to the U.S. and Texas Flags

2. CONSENT AGENDA.

2.a 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.

15-2677 Consider and take action on minutes of the Sachse Economic Development Corporation regular meeting of January 14, 2015.

Executive Summary
Consider approval of the meeting minutes for the regular meeting of January 14, 2015.

Attachments: EDC January minutes.pdf

15-2686 Consider receiving the Monthly Revenue and Expenditure Report for the period ending December 31, 2014 and the summary Budget Report for January 2015.

Executive Summary
The Sachse Economic Development Corporation Treasurer will prepare reports each month to update the Board regarding revenues and expenditures.

Attachments: SEDC 12-31-14.pdf

January 2015 summary budget.pdf

3. Regular Agenda Items:

15-2678 Executive Session pursuant to Texas Government Code Section 551.087 Deliberation of Economic Development Negotiations: Deliberation regarding economic development incentive for retail or

commercial business projects seeking to locate within the City of Sachse.

Consider any action necessary as a result of executive session.

Executive Summary
Closed session as provided by State Law.

15-2679 Discuss and consider action related to proposals for a feasibility study for industrial zoned land on Hwy. 78.

Executive Summary
The Board will consider proposals for a feasibility study to determine the highest and best use of industrial zoned land located on Hwy. 78.

15-2683 Discuss and consider action related to a Strategic Marketing Plan for the Sachse EDC.

Executive Summary
Staff will present a Strategic Marketing Plan for review and approval by the Board.

15-2680 Reports and presentations by the Sachse Economic Development Corporation President, Board Members, CEO and Staff regarding items of community interest, special events, announcements and activities, office, industrial, commercial, retail, and business retention project and marketing activities.

Executive Summary
The Sachse Economic Development Corporation President, Board Members, CEO and Staff provide verbal reports regarding community events, special events, announcements and activities.

15-2681 Future agenda items.
-Entrepreneur and Franchise Workshop.

Executive Summary
The Board lists topics of discussion for future meetings.

15-2682 Discussion in Strategic Planning Session.

Executive Summary
A strategic planning session is planned to create a pro-business/pro-development economic development plan. The session will generate goals, priorities, objectives, action items and

implementation strategies.

4. Adjournment.

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.

State law prohibits the introduction or discussion of any item of business not posted at least seventy-two (72) hours prior to the meeting time.
Posted: February 6, 2015; 5:00 p.m. Terry Smith, City Secretary _____.

If you plan to attend this public meeting and you have a disability that requires special arrangements at the meeting, please contact Terry Smith, City Secretary, at (972) 495-1212, 48 business hours prior to the scheduled meeting date. Reasonable accommodations will be made to assist your needs.

Sachse City Hall
3815-B Sachse Road
Sachse, Texas 75048

Legislation Details (With Text)

File #:	15-2677	**Version:**	1	**Name:**	Minutes December 8, 2014
Type:	Agenda Item			**Status:**	Agenda Ready
File created:	1/30/2015			**In control:**	Economic Development Corporation
On agenda:	2/11/2015			**Final action:**	
Title:	Consider and take action on minutes of the Sachse Economic Development Corporation regular meeting of January 14, 2015. Executive Summary Consider approval of the meeting minutes for the regular meeting of January 14, 2015.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	EDC January minutes.pdf				

Date	Ver.	Action By	Action	Result

Title
Consider and take action on minutes of the Sachse Economic Development Corporation regular meeting of January 14, 2015.

Executive Summary
Consider approval of the meeting minutes for the regular meeting of January 14, 2015.

Background
Minutes of meetings are prepared in writing and distributed for approval.

Policy Considerations
Robert's Rules of Order.

Budgetary Considerations
None.

Staff Recommendations
Staff recommends review, comments or edits for the approval of the minutes of the Sachse Economic Development Corporation regular meeting of January 14, 2015.

powered by Legistar™

MINUTES OF THE REGULAR SCHEDULED MEETING OF THE BOARD OF DIRECTORS OF THE SACHSE ECONOMIC DEVELOPMENT CORPORATION

Wednesday, January 14, 2015

STATE OF TEXAS

COUNTIES OF DALLAS AND COLLIN

The Board of Directors of the Sachse Economic Development Corporation convened in a public meeting at 6:30 p.m. on Wednesday, January 14, 2015, notice of the meeting having been posted as prescribed at the Sachse City Hall, 3815 Sachse Road, Building B, Sachse, Texas as required by Chapter 551, Local Texas Government Code. The role of duly constituted members of the Board of Directors was called, which members are as followed, to-wit:

Spencer Hauenstein, Mike VanBuskirk, Eric Dumois, Jeff Bickerstaff, Suzanne Politz, Ken Thomas, Marcia Harris-Daniel, Leslyn Blake

Call meeting to order at 6:32 PM by Spencer Hauenstein, President of the Board.

1. Invocation and Pledge of Allegiance to the United States and Texas flags. Mr. Bickerstaff led the group in invocation and Mr. VanBuskirk led the group in the Pledge of Allegiance.
2. Regular Agenda Items

14-2624- Consider and take action on minutes of the Sachse Economic Development Corporation regular meeting of December 8, 2014.

Mr. Bickerstaff made a motion to approve the minutes as written. Mr. Thomas seconded and the motion was carried unanimously.

Ms. Politz made a motion to move up agenda item 14-2631 ahead of agenda item 14-2629. Mr. Bickerstaff seconded and the motion was carried unanimously.

14-2639- Consider receiving the Monthly Revenue and Expenditure Report for the period ending November 30, 2014 and the preliminary Budget Report for December 2014.

Ms. Teresa Savage presented the Monthly Revenue and Expenditure reports.

Ms. Harris-Daniel made a motion to accept the report as presented. Mr. Thomas seconded and the motion was carried unanimously.

14-2594 Consider receiving the City of Sachse Investment Policy for FY 2014-2015, as amended by the City Council on October 6, 2014.

Mr. Thomas made a motion to receive the City of Sachse's Investment policy. Ms. Harris-Daniel seconded and the motion passed unanimously.

14-2626 Presentation of Plaque of Appreciation to Mr. Eric Dumois for his Service on the Sachse Economic Development Corporation Board of Directors.

All board members acknowledged Mr. Dumois and his time served on the board. Mr. Hauenstein read a proclamation and presented Mr. Dumois with a plaque of appreciation.

14-2627 Discuss Hwy. 78 Beautification project and receive a report regarding project progress on contract deliverables.

Randy Watson with Halff & Associates presented a PowerPoint presentation of the first draft of the master plan for Beautification improvements to Hwy. 78.

14-2628- Discuss and consider action related to the search for a consultant for a feasibility study for industrial zoned land on Hwy. 78.

Parsons-Brinckerhoff and Catalyst Commercial/Halff presented proposals for a feasibility study for the industrial zoned land on Hwy 78.

Mr. Thomas made a motion to postpone this item until the next board meeting. Mr. Bickerstaff seconded and the motion passed unanimously.

14-2631- Report by Hwy. 78 Visioning Committee member Marcia Harris-Daniel regarding Committee activity.

Ms. Harris-Daniel discussed the Visioning Committee's recent activity.

14-2629- Discuss and consider action on an agreement with Catalyst Commercial for a market and development feasibility study for property within the State Highway 78 Planning area.

Ms. Blake recapped the executive summary of the draft contract with Catalyst Commercial.

Mr. Bickerstaff made a motion to approve the contract with Catalyst Commercial. Ms. Harris-Daniel seconded and the motion was passed unanimously.

14-2632- Executive Session pursuant to Texas Government Code Section 551.087 Deliberation of Economic Development Negotiations:

Deliberation regarding economic development incentive for retail or commercial business projects seeking to locate within the City of Sachse.

- At 8:26 PM Mr. Hauenstein made a motion to Convene to Executive Session

- At 9:19 PM Mr. Hauenstein made a motion to Convene to Open Session

14-2633- Discuss and consider action on a policy for the Sachse Economic Development Corporation regarding business attraction/retention entertainment expenses.

Ms. Politz made a motion to approve the new policy regarding business attraction/retention entertainment expenses. Mr. VanBuskirk seconded and the motion carried 5-1.

14-2636- Strategic Planning Session

Ms. Blake presented a spreadsheet of draft goals that included goals from the City's Comprehensive Plan, the City's Strategic Plan, and the Board's previous strategic planning sessions. She asked the Board to prioritize the items and return their comments to her as soon as possible.

14-2635- Reports and presentations by the Sachse Economic Development Corporation President, Board Members, CEO and Staff regarding items of community interest, special events, announcements and activities, office, industrial, commercial, retail, and business retention projects and marketing activities.

- Ms. Blake updated the board on the reception of the holiday party, cards, and gifts by businesses and stakeholders in the community.
- The Walmart Neighborhood Market grand opening was a success.
- Ms. Blake stated that Laguna Madre will do a soft grand opening soon.

14-2634- Future agenda items.

- Entrepreneur and Franchise Workshop

3) Adjournment

At 10:18 PM Mr. Hauenstein made a motion to adjourn.

_____ _____

Spencer Hauenstein, President Leslyn Blake, CEO

Sachse City Hall
3815-B Sachse Road
Sachse, Texas 75048

Legislation Details (With Text)

File #:	15-2686	**Version:**	1	**Name:**	SEDC Budget Reports
Type:	Agenda Item			**Status:**	Agenda Ready
File created:	2/5/2015			**In control:**	Economic Development Corporation
On agenda:	2/11/2015			**Final action:**	
Title:	Consider receiving the Monthly Revenue and Expenditure Report for the period ending December 31, 2014 and the summary Budget Report for January 2015. Executive Summary The Sachse Economic Development Corporation Treasurer will prepare reports each month to update the Board regarding revenues and expenditures.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	SEDC 12-31-14.pdf January 2015 summary budget.pdf				

Date	Ver.	Action By	Action	Result

Title
Consider receiving the Monthly Revenue and Expenditure Report for the period ending December 31, 2014 and the summary Budget Report for January 2015.

Executive Summary
The Sachse Economic Development Corporation Treasurer will prepare reports each month to update the Board regarding revenues and expenditures.

Background
Included in this report are the monthly Revenue and Expenditure Report and the summay Budget Report.

Policy Considerations
The budget of the Corporation is approved by the Board, and periodic interim reports keep them informed of budgetary progress.

Budgetary Considerations
None.

Staff Recommendations
Staff recommends receiving the Monthly Revenue and Expenditure Report for the period ending December 31, 2014 and the summary Budget Report for January 2015 as a consent agenda item.

powered by Legistar™

City of Sachse

Monthly Revenue and Expenditure Report

December 31, 2014

(Unaudited)

SACHSE ECONOMIC DEVELOPMENT CORPORATION

	Annual Budget	Current Month Actual	Actual YTD	25% of Year Completed YTD Actual as a Percent of Budget	Note Reference 25%
Revenue Summary					
Sales Tax	$ 583,222	$ 46,312	$ 153,776	26.37%	
Other Income	$ -	$ -			
Interest Income	7,500	2,216	3,455	46.06%	
Total Revenue	**$ 590,722**	**$ 48,528**	**$ 157,231**	**26.62%**	
Expenditure Summary					
Expenditures	586,553	33,294	69,894	11.92%	
Total Expenditures	**$ 586,553**	**$ 33,294**	**$ 69,894**	**11.92%**	
Total Revenue Over/Under Expenses	**$ 4,169**	**$ 15,234**	**$ 87,337**		

Explanation of Major Variances:

City of Sachse

Budget to Actual

Account Summary

For Fiscal: 2014-2015 Period Ending: 01/31/2015

		Prior Year Budget	Prior Year YTD	2014-2015 Budget	MTD Activity	YTD Activity	Encumbrances	Percentage	Remaining Balance
Fund: 06 - ECONOMIC DEVELOPMENT FUND									
Revenue									
000 - Non-Departmental									
06-000-40060	Sales Tax	429,796.00	140,743.24	583,222.00	45,424.15	199,200.10	0.00	34.16 %	384,021.90
06-000-45000	Interest Income	7,500.00	3,782.72	7,500.00	0.00	3,454.87	-2,034.26	46.06 %	4,045.13
	000 - Non-Departmental Total:	**437,296.00**	**144,525.96**	**590,722.00**	**45,424.15**	**202,654.97**	**-2,034.26**	**34.31 %**	**388,067.03**
	Revenue Total:	**437,296.00**	**144,525.96**	**590,722.00**	**45,424.15**	**202,654.97**	**-2,034.26**	**34.31 %**	**388,067.03**

		Prior Year Budget	Prior Year YTD	2014-2015 Budget	MTD Activity	YTD Activity	Encumbrances	Percentage	Remaining Balance
Expense									
019 - Economic Development Services									
06-019-50000	Wages and Salaries	71,880.00	14,642.80	103,300.00	10,525.94	31,721.92	0.00	30.71 %	71,578.08
06-019-50050	Social Security and Med Fica Contribut	7,153.00	2,296.49	7,902.00	761.92	2,253.46	0.00	28.52 %	5,648.54
06-019-50060	TMRS Contributions	10,177.00	3,515.16	10,638.00	1,272.72	3,542.10	0.00	33.30 %	7,095.90
06-019-50070	Health Insurance	4,386.00	548.22	5,869.00	471.98	1,887.92	0.00	32.17 %	3,981.08
06-019-50080	Dental Insurance	354.00	177.72	293.00	23.90	95.60	0.00	32.63 %	197.40
06-019-50090	Life and LTD Insurance	0.00	19.87	233.00	0.00	0.00	0.00	0.00 %	233.00
06-019-50100	Workers Compensation	316.00	292.60	350.00	0.00	260.36	0.00	74.39 %	89.64
06-019-50110	Unemployment Tax	245.00	2.71	414.00	230.15	279.78	0.00	67.58 %	134.22
06-019-51030	Utilities - Communications	1,416.00	372.51	1,560.00	0.00	348.27	0.00	22.33 %	1,211.73
06-019-51050	Office Supplies	2,000.00	0.00	2,000.00	0.00	128.32	0.00	6.42 %	1,871.68
06-019-51070	Postage	2,000.00	0.00	1,000.00	0.00	354.07	29.57	35.41 %	645.93
06-019-51230	Business Retention Efforts	2,500.00	0.00	3,500.00	134.40	5,495.61	-2,392.50	157.02 %	-1,995.61
06-019-51400	Special Programming Supplies	5,000.00	0.00	4,000.00	0.00	1,365.89	-1,411.35	34.15 %	2,634.11
06-019-51510	Small Tools and Equipment	1,000.00	0.00	1,000.00	0.00	0.00	0.00	0.00 %	1,000.00
06-019-51550	Fuel and Lubricants	0.00	0.00	0.00	0.00	47.69	0.00	0.00 %	-47.69
06-019-51800	Dues and Subcriptions	3,580.00	1,820.00	3,580.00	0.00	1,535.00	0.00	42.88 %	2,045.00
06-019-51810	Employee Training	8,750.00	347.00	11,000.00	0.00	37.76	700.00	0.34 %	10,962.24
06-019-52000	Vehicle Repairs and Maintenance	500.00	0.00	500.00	0.00	82.79	0.00	16.56 %	417.21
06-019-53002	Professional Fees	98,500.00	16,170.00	87,000.00	10,289.12	19,559.20	1,530.00	22.48 %	67,440.80
06-019-53060	Printer Services	2,500.00	0.00	3,500.00	0.00	151.54	0.00	4.33 %	3,348.46
06-019-53380	Advertising and Legal Publications	66,500.00	2,135.10	114,500.00	2,445.00	12,304.18	-14,682.00	10.75 %	102,195.82
06-019-53500	Web Page Services	0.00	0.00	9,000.00	0.00	1,744.03	0.00	19.38 %	7,255.97
06-019-54500	Local Business Grant Program	164,000.00	0.00	164,000.00	0.00	0.00	0.00	0.00 %	164,000.00
06-019-55000	Operating Transfer Out - General Fund	54,828.00	18,275.88	51,414.00	4,284.48	17,137.92	0.00	33.33 %	34,276.08
	019 - Economic Development Services Total:	**507,585.00**	**60,616.06**	**586,553.00**	**30,439.61**	**100,333.41**	**-16,226.28**	**17.11 %**	**486,219.59**
	Expense Total:	**507,585.00**	**60,616.06**	**586,553.00**	**30,439.61**	**100,333.41**	**-16,226.28**	**17.11 %**	**486,219.59**
	Fund 06 Revenue Over/(Under) Expenses	**-70,289.00**	**83,909.90**	**4,169.00**	**14,984.54**	**102,321.56**	**14,192.02**	**2,454.34 %**	**-98,152.56**
	Total Revenue Over/(Under) Expenses:	**-70,289.00**	**83,909.90**	**4,169.00**	**14,984.54**	**102,321.56**	**14,192.02**	**2,454.34 %**	**-98,152.56**

Sachse City Hall
3815-B Sachse Road
Sachse, Texas 75048

Legislation Details (With Text)

File #:	15-2678	**Version:**	1	**Name:**	Convene Executive Session
Type:	Agenda Item			**Status:**	Agenda Ready
File created:	1/30/2015			**In control:**	Economic Development Corporation
On agenda:	2/11/2015			**Final action:**	

Title: Executive Session pursuant to Texas Government Code Section 551.087 Deliberation of Economic Development Negotiations: Deliberation regarding economic development incentive for retail or commercial business projects seeking to locate within the City of Sachse.

Consider any action necessary as a result of executive session.

Executive Summary
Closed session as provided by State Law.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result

Title
Executive Session pursuant to Texas Government Code Section 551.087 Deliberation of Economic Development Negotiations: Deliberation regarding economic development incentive for retail or commercial business projects seeking to locate within the City of Sachse.

Consider any action necessary as a result of executive session.

Executive Summary
Closed session as provided by State Law.

Background
Executive Session is for the purpose of discussion.

Policy Considerations
There is no action taken during Executive Session.

Budgetary Considerations
None.

Staff Recommendations
None.

powered by Legistar™

Sachse City Hall
3815-B Sachse Road
Sachse, Texas 75048

Legislation Details (With Text)

File #:	15-2679	**Version:**	1	**Name:**	Search for Consultant
Type:	Agenda Item			**Status:**	Agenda Ready
File created:	1/30/2015			**In control:**	Economic Development Corporation
On agenda:	2/11/2015			**Final action:**	
Title:	Discuss and consider action related to proposals for a feasibility study for industrial zoned land on Hwy. 78. Executive Summary The Board will consider proposals for a feasibility study to determine the highest and best use of industrial zoned land located on Hwy. 78.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result

Title
Discuss and consider action related to proposals for a feasibility study for industrial zoned land on Hwy. 78.

Executive Summary
The Board will consider proposals for a feasibility study to determine the highest and best use of industrial zoned land located on Hwy. 78.

Background
The feasibility study will provide the Board information on market factors that will identify opportunities in the marketplace that are supportable within the City at this location, taking into consideration core program areas, competitive assets and services, and regulatory opportunities and constraints.

Policy Considerations
None.

Budgetary Considerations
The approved budget provides for consultancies.

Staff Recommendations
Staff recommends review of proposals.

powered by Legistar™

Sachse City Hall
3815-B Sachse Road
Sachse, Texas 75048

Legislation Details (With Text)

File #:	15-2683	**Version:**	1	**Name:**	Strategic Marketing Planning Session
Type:	Agenda Item			**Status:**	Agenda Ready
File created:	1/30/2015			**In control:**	Economic Development Corporation
On agenda:	2/11/2015			**Final action:**	
Title:	Discuss and consider action related to a Strategic Marketing Plan for the Sachse EDC. Executive Summary Staff will present a Strategic Marketing Plan for review and approval by the Board.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result

Title
Discuss and consider action related to a Strategic Marketing Plan for the Sachse EDC.

Executive Summary
Staff will present a Strategic Marketing Plan for review and approval by the Board.

Background
A comprehensive marketing plan has been developed and approved by the Marketing Committee and will be presented for approval to the Board.

Policy Considerations
None.

Budgetary Considerations
A marketing budget was approved for FY 14/15.

Staff Recommendations
Staff recommends approval.

powered by Legistar™

Sachse City Hall
3815-B Sachse Road
Sachse, Texas 75048

Legislation Details (With Text)

File #:	15-2680	**Version:**	1	**Name:**	Reports and presentations.
Type:	Agenda Item			**Status:**	Agenda Ready
File created:	1/30/2015			**In control:**	Economic Development Corporation
On agenda:	2/11/2015			**Final action:**	
Title:	Reports and presentations by the Sachse Economic Development Corporation President, Board Members, CEO and Staff regarding items of community interest, special events, announcements and activities, office, industrial, commercial, retail, and business retention project and marketing activities. Executive Summary The Sachse Economic Development Corporation President, Board Members, CEO and Staff provide verbal reports regarding community events, special events, announcements and activities.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result

Title
Reports and presentations by the Sachse Economic Development Corporation President, Board Members, CEO and Staff regarding items of community interest, special events, announcements and activities, office, industrial, commercial, retail, and business retention project and marketing activities.

Executive Summary
The Sachse Economic Development Corporation President, Board Members, CEO and Staff provide verbal reports regarding community events, special events, announcements and activities.

Background
Announcements are made at this time only for information purposes.

Policy Considerations
There is no action or discussion of topics presented.

Budgetary Considerations
None.

Staff Recommendations
None.

powered by Legistar™

Sachse City Hall
3815-B Sachse Road
Sachse, Texas 75048

Legislation Details (With Text)

File #:	15-2681	**Version:**	1	**Name:**	Future agenda items.
Type:	Agenda Item			**Status:**	Agenda Ready
File created:	1/30/2015			**In control:**	Economic Development Corporation
On agenda:	2/11/2015			**Final action:**	
Title:	Future agenda items. -Entrepreneur and Franchise Workshop. Executive Summary The Board lists topics of discussion for future meetings.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result

Title
Future agenda items.
-Entrepreneur and Franchise Workshop.

Executive Summary
The Board lists topics of discussion for future meetings.

Background
The Board makes suggestions on topics to be discussed at future meetings.

Policy Considerations
Only the items on the agenda can be discussed.

Budgetary Considerations
None.

Staff Recommendations
Board input.

powered by Legistar™

Sachse City Hall
3815-B Sachse Road
Sachse, Texas 75048

Legislation Details (With Text)

File #:	15-2682	**Version:**	1	**Name:**	Strategic Planning Session
Type:	Agenda Item			**Status:**	Agenda Ready
File created:	1/30/2015			**In control:**	Economic Development Corporation
On agenda:	2/11/2015			**Final action:**	
Title:	Discussion in Strategic Planning Session. Executive Summary A strategic planning session is planned to create a pro-business/pro-development economic development plan. The session will generate goals, priorities, objectives, action items and implementation strategies.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result

Title
Discussion in Strategic Planning Session.

Executive Summary
A strategic planning session is planned to create a pro-business/pro-development economic development plan. The session will generate goals, priorities, objectives, action items and implementation strategies.

Background
It is the intent of the SEDC Board to work harmoniously with other groups for the purpose of new business development and growth opportunities for Sachse.

Policy Considerations
To be inclusive of the parties involved in the land development process for the city.

Budgetary Considerations
None.

Staff Recommendations
Provide input and suggestions to incorporate into planning session.

powered by Legistar™