



**SUNNYVALE 4B DEVELOPMENT CORPORATION
BOARD OF DIRECTORS
REGULAR MEETING
TUESDAY, JULY 9, 2019**

TOWN HALL - 127 N. COLLINS RD

6:30 PM

CALL MEETING TO ORDER

President calls the Meeting to order, state the date and time. State members present and declare a quorum present.

PUBLIC FORUM

Citizens may speak on any matter other than personnel matters or matters under litigation. No actions or discussion will be taken until such matter is placed on the agenda and posted in accordance with law.

DISCUSSION / ACTION ITEMS

- 1. DISCUSS, CONSIDER AND ACT UPON THE REGULAR MEETING MINUTES FOR JUNE 18, 2019.**
- 2. DISCUSS, CONSIDER AND ACT UP THE JUNE 2019 FINANCIAL REPORTING, AND RELATED FINANCIAL ITEMS.**
- 3. DISCUSS, CONSIDER AND ACT UPON THE RECOMMENDED 2019-2020 BUDGET.**
- 4. DISCUSS, CONSIDER AND ACT UPON A PARKS AND TRAILS SUBCOMMITTEE.**
- 5. DISCUSS, CONSIDER AN UPDATE REGARDING THE CREATION OF AN EVENTS SUBCOMMITTEE AND PROVIDE ANY FEEDBACK REGARDING SUNNYFEST.**
- 6. DISCUSS AND CONSIDER AN UPDATE ON RAILS TO TRAILS.**
- 7. DISCUSS AND CONSIDER AN UPDATE ON THE GLAZER PROPERTY MASTER PLAN.**
- 8. DISCUSS FUTURE AGENDA ITEMS AND EVENTS.**

EXECUTIVE SESSION

Recess into executive session pursuant to Chapter 551, Subchapter D of the Texas Government Code:

EXECUTIVE SESSION AGENDA:

A. SECTION 551.087 – ECONOMIC DEVELOPMENT

To deliberate the offer of a financial or other incentive to a business prospect.

PROJECT ITALIAN

PROJECT WOOD

END OF EXECUTIVE SESSION

Reconvene into open session and take any action necessary as a result of the Executive Session.

A. SECTION 551.087 – ECONOMIC DEVELOPMENT

To deliberate the offer of a financial or other incentive to a business prospect.

PROJECT ITALIAN

PROJECT WOOD

ADJOURN

ALL LOCATIONS IDENTIFIED ARE IN THE TOWN OF SUNNYVALE UNLESS OTHERWISE INDICATED. FOR A DETAILED PROPERTY DESCRIPTION, PLEASE CONTACT THE BUILDING OFFICIAL AT TOWN HALL. ALL ITEMS ON THE AGENDA ARE FOR POSSIBLE DISCUSSION AND ACTION. PLEASE TURN OFF ALL TELEPHONES AND HANDHELD COMMUNICATION DEVICES WHILE IN ATTENDANCE AT THIS MEETING.

THE SUNNYVALE 4B DEVELOPMENT CORPORATION RESERVES THE RIGHT TO ADJOURN INTO EXECUTIVE SESSION AT ANY TIME DURING THE COURSE OF THIS MEETING TO DISCUSS ANY OF THE MATTERS LISTED ABOVE, AS AUTHORIZED BY TEXAS GOVERNMENT CODE SECTION 551.071 (CONSULTATION WITH ATTORNEY), 551.072 (DELIBERATION ABOUT REAL PROPERTY), 551.073 (DELIBERATIONS ABOUT GIFTS AND DONATIONS), 551.074 (PERSONNEL MATTERS), 551.076 (DELIBERATIONS ABOUT SECURITY DEVICES), AND 551.087 (ECONOMIC DEVELOPMENT).

THE TOWN OF SUNNYVALE IS COMMITTED TO COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA). REASONABLE ACCOMMODATIONS AND EQUAL ACCESS TO COMMUNICATIONS WILL BE PROVIDED TO THOSE WHO PROVIDE NOTICE TO THE DIRECTOR OF COMMUNITY SERVICES AT 972-226-7177 AT LEAST 48 HOURS PRIOR TO THE MEETING.

I HEREBY CERTIFY THAT THE FOREGOING NOTICE WAS POSTED ON JULY 5, 2019, IN THE FOLLOWING LOCATION AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING:

TOWN HALL AT 127 N. COLLINS ROAD

RACHEL RAMSEY, TOWN SECRETARY

1.



Town of Sunnyvale

July 9, 2019

Prepared By: Traci Anderson, Economic
Development Director

Summary:

**DISCUSS, CONSIDER AND ACT UPON THE REGULAR MEETING MINUTES
FOR JUNE 18, 2019.**

Staff Recommendation:

Approval.

Background & Analysis:

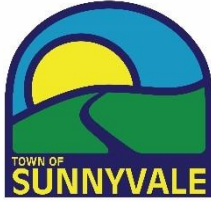
None.

Fiscal Impact:

N/A.

Attachments:

- June 2019 Meeting Minutes



**SUNNYVALE 4B DEVELOPMENT CORPORATION
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
TUESDAY, JUNE 18, 2019**

TOWN HALL - 127 N. COLLINS RD

6:30 PM

PRESIDENT	MICHAEL GIORDANO
VICE-PRESIDENT	JAVIER TORRES
TREASURER	SARAH BRADFORD
SECRETARY	ERIK WYSE
MEMBER	MARK VAN VESSEM
MEMBER	MARK ELDRIDGE
MEMBER	NIKI ANTHONY

CALL MEETING TO ORDER

President Giordano called the meeting to order at 6:33 p.m. All members present except Member Van Vessem. Quorum declared.

PUBLIC FORUM

Citizens may speak on any matter other than personnel matters or matters under litigation. No actions or discussion will be taken until such matter is placed on the agenda and posted in accordance with law.

No comment.

DISCUSSION / ACTION ITEMS

- 1. DISCUSS, CONSIDER AND ACT UPON THE REGULAR MEETING MINUTES FOR APRIL 16, 2019.**
Treasurer Bradford motioned to approve the Regular Meeting Minutes for April 16, 2019. Seconded by Member Anthony. President Giordano asked for a vote on the motion and with all members voting, the motion passed unanimously.
- 2. DISCUSS, CONSIDER AND ACT UPON THE REGULAR MEETING MINUTES FOR MAY 14, 2019.**
Treasurer Bradford motioned to approve the Regular Meeting Minutes for May 14, 2019. Seconded by Member Anthony. President Giordano asked for a vote on the motion and with all members voting, the motion passed unanimously.
- 3. DISCUSS, CONSIDER AND ACT UPON THE MAY 2019 FINANCIAL REPORTING AND RELATED ITEMS.**
The May 2019 Financial Reports were presented by Treasurer Bradford. Member Eldridge motioned to approve the financials as presented. Seconded by Treasurer Bradford. President Giordano asked for a vote on the motion and with all members voting, the motion passed unanimously.

4. **DISCUSS, CONSIDER AND ACT UPON THE RECOMMENDED 2019-2020 BUDGET.**
Finance Assistant Phyliss Moore presented the recommended 2019-2020 budget. Member. No action taken.
5. **DISCUSS, CONSIDER AND ACT UPON THE ECONOMIC DEVELOPMENT INCENTIVE GUIDELINES AND APPLICATION.**
Bradford approved the incentive guidelines and application with the suggested changes under General Purpose and Objectives. The new edit should state, "The Town of Sunnyvale ("Town") is committed to attracting unique businesses that provide a diverse tax base and amenities to meet the needs and desires of the residents. This includes businesses that drive growth and facilitate job creation and retention." Seconded by Secretary Wyse. President Giordano asked for a vote on the motion and with all members voting, the motion passed unanimously.
6. **DISCUSS AND CONSIDER FUTURE PARKS AND TRAILS.**
Vice-President Torres mentioned the need to create a subcommittee. Vice-President Torres, Member Eldridge, and Secretary Wyse volunteered to be on the subcommittee.
7. **DISCUSS AND CONSIDER AN UPDATE ON VINEYARD PARK SURVEY AND FIELD LIGHTING.**
ED Director Anderson will meet with Clark Electric on June 4th to review preliminary plans and then they will complete the plans to submit to the Town for approval. The light poles and fixtures were ordered and have been delivered to Clark Electric's warehouse until they begin the project.
8. **DISCUSS AND CONSIDER AN UPDATE ON THE GLAZER PROPERTY MASTER PLAN.**
The Glazer committee met on May 31, 2019 with the consultant and went over the next steps and looked at how to incorporate some of the citizen input within the master plan.
9. **DISCUSS BOARD REQUESTS FOR FUTURE AGENDA ITEMS AND EVENTS.**
No requests for future agenda items.

EXECUTIVE SESSION

Recess into executive session pursuant to Chapter 551, Subchapter D of the Texas Government Code:

President Giordano recessed the 4B Economic Development Corporation into Executive Session at 7:53 p.m.

EXECUTIVE SESSION AGENDA:

1. SECTION 551.072. DELIBERATIONS ABOUT REAL PROPERTY

To deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

The Lake Ray Hubbard SES Rail Spur.

END OF EXECUTIVE SESSION

Reconvene into open session and take any action necessary as a result of the Executive Session.

President Giordano reconvened into open session at 8:32 p.m. No action taken.

1. SECTION 551.072. DELIBERATIONS ABOUT REAL PROPERTY

To deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

The Lake Ray Hubbard SES Rail Spur.

ADJOURN

President Giordano adjourned the meeting at 8:32 p.m.

The undersigned presiding officer certifies that this is a true and correct record of the proceedings.

Michael Giordano, President

Attest:

Traci Anderson, Economic Development Director

2.



Town of Sunnyvale

July 9, 2019

**Prepared By: Traci Anderson, Economic
Development Director**

Summary:

**DISCUSS, CONSIDER AND ACT UP THE JUNE 2019 FINANCIAL REPORTING,
AND RELATED FINANCIAL ITEMS.**

Staff Recommendation:

Approval of financials.

Background & Analysis:

None.

Fiscal Impact:

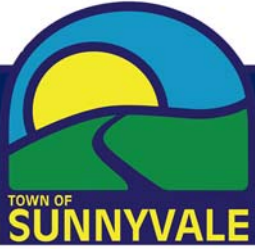
N/A

Attachments:

- June 2019 financials

*4B Economic Development Corporation
Financial Statement
June 30, 2019*





Town of Sunnyvale 4B Monthly Finance Report

June 30, 2019

Budget: Net Revenues/Expenses: Budget = \$ (769,617.00) Actual = \$ 219,927.19

Highlights:

Revenues:	MTD =	\$ 61,167.13	YTD =	\$ 627,027.91
Expenses:	MTD =	\$ 23,245.57	YTD =	\$ 407,100.72
Net:		\$ 37,921.56		\$ 219,927.19

Revenues: Sales Tax recorded YTD is \$619,865.49 (2 months accrual, 7 months actual). Interest earned YTD is \$7,162.42.

Expenses: The YTD expenses total \$407,100.72. The MTD expenses include routine payroll, Paradise Lawns (landscape maintenance), Brown & Hofmeister (legal services), Economic Development Leadership Program (1/2 cost for EDC Director), Axios Group (1/2 cost of computer equipment and labor for Admin position), TruGreen Commercial (weed control and fertilizer for Jobson, Vineyard, and Town Center parks), Pacheco Koch (Vineyard Park survey), David McCaskill Design Group (1/2 cost of professional services for Glazer Master Plan), related expenses for ICSC Conference (hotel, meals), and office supplies.

4B EDC Fund Summary		Budget 2018-2019	Actual YTD 06/30/2019
	Beginning Fund Balance (unaudited)	2,844,357	2,844,357
Revenue Summary			
	Sales Tax	862,500	619,865
	Interest	9,800	7,162
	Total Revenues	872,300	627,028
Expenditure Summary			
	Operating Expenditures	1,641,917	407,101
	Total Expenditures	1,641,917	407,101
	Excess or (Deficit) Revenue/Expenditures	(769,617)	219,927
	Total Fund Balance	2,074,740	3,064,284
	Assigned - Hope Development	187,500	93,750
	Unassigned Fund Balance	1,887,240	2,970,534

92 -4B SALES TAX CORPORATION

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
92-1113	4B EDC BANK ACCT	2,979,181.38	
92-1441	SALES TAX ACCRUAL	<u>125,000.00</u>	
			<u>3,104,181.38</u>
	TOTAL ASSETS		3,104,181.38
=====			
LIABILITIES			
=====			
92-2181	DUE TO GENERAL FUND	<u>39,897.31</u>	
	TOTAL LIABILITIES		<u>39,897.31</u>
EQUITY			
=====			
92-3117	UNRESERVED FUND BALANCE	2,656,856.88	
92-4302	ASSIGNED HOPE DEVELOPMENT	<u>187,500.00</u>	
	TOTAL BEGINNING EQUITY	2,844,356.88	
	TOTAL REVENUE	627,027.91	
	TOTAL EXPENSES	<u>407,100.72</u>	
	TOTAL REVENUE OVER/(UNDER) EXPENSES	219,927.19	
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.		<u>3,064,284.07</u>
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.		3,104,181.38
=====			

TOWN OF SUNNYVALE
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JUNE 30TH, 2019

92 -4B SALES TAX CORPORATION
 FINANCIAL SUMMARY

75.00% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
5100-TAXES	862,500.00	60,430.65	619,865.49	71.87	242,634.51
5500-OTHER REVENUES	<u>9,800.00</u>	<u>736.48</u>	<u>7,162.42</u>	<u>73.09</u>	<u>2,637.58</u>
TOTAL REVENUES	<u>872,300.00</u>	<u>61,167.13</u>	<u>627,027.91</u>	<u>71.88</u>	<u>245,272.09</u>
<u>EXPENDITURE SUMMARY</u>					
92-4B SALES TAX CORPORATI	<u>1,641,917.00</u>	<u>23,245.57</u>	<u>407,100.72</u>	<u>24.79</u>	<u>1,234,816.28</u>
TOTAL EXPENDITURES	<u>1,641,917.00</u>	<u>23,245.57</u>	<u>407,100.72</u>	<u>24.79</u>	<u>1,234,816.28</u>
REVENUES OVER/(UNDER) EXPENDITURES	(769,617.00)	37,921.56	219,927.19		(989,544.19)

TOWN OF SUNNYVALE
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JUNE 30TH, 2019

92 -4B SALES TAX CORPORATION

75.00% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>5100-TAXES</u>					
92-5140 SALES TAX RECEIPTS	<u>862,500.00</u>	<u>60,430.65</u>	<u>619,865.49</u>	<u>71.87</u>	<u>242,634.51</u>
TOTAL 5100-TAXES	862,500.00	60,430.65	619,865.49	71.87	242,634.51
<u>5400-TRANSFERS IN</u>					
<u>5500-OTHER REVENUES</u>					
92-5510 INTEREST EARNED	<u>9,800.00</u>	<u>736.48</u>	<u>7,162.42</u>	<u>73.09</u>	<u>2,637.58</u>
TOTAL 5500-OTHER REVENUES	9,800.00	736.48	7,162.42	73.09	2,637.58
TOTAL REVENUES	<u>872,300.00</u>	<u>61,167.13</u>	<u>627,027.91</u>	<u>71.88</u>	<u>245,272.09</u>

TOWN OF SUNNYVALE
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JUNE 30TH, 2019

92 -4B SALES TAX CORPORATION
 92-4B SALES TAX CORPORATI

75.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>LABOR AND BENEFITS</u>					
92-692-6000 WAGES & SALARIES	40,820.00	3,919.74	31,127.14	76.25	9,692.86
92-692-6002 TMRS	4,874.00	376.32	3,632.97	74.54	1,241.03
92-692-6004 PAYROLL TAXES	3,123.00	299.86	2,381.23	76.25	741.77
92-692-6005 EMPLOYER INSURANCE	<u>4,100.00</u>	<u>304.58</u>	<u>2,743.47</u>	<u>66.91</u>	<u>1,356.53</u>
TOTAL LABOR AND BENEFITS	52,917.00	4,900.50	39,884.81	75.37	13,032.19
<u>SUPPLIES AND MATERIALS</u>					
92-692-6113 ADMINISTRATIVE SERVICES	<u>10,000.00</u>	<u>24.65</u>	<u>24.65</u>	<u>0.25</u>	<u>9,975.35</u>
TOTAL SUPPLIES AND MATERIALS	10,000.00	24.65	24.65	0.25	9,975.35
<u>CONTRACTUAL SERVICES</u>					
92-692-6370 LANDSCAPE MAINTENANCE CONTRACT	15,000.00	945.00	9,275.00	61.83	5,725.00
92-692-6371 PROMOTIONAL SERVICES	50,000.00	0.00	17,933.71	35.87	32,066.29
92-692-6372 JOBSON PARK MAINTENANCE	5,000.00	1,488.00	2,665.00	53.30	2,335.00
92-692-6374 VINEYARD PARK MAINTENANCE	5,000.00	744.00	1,631.00	32.62	3,369.00
92-692-6375 TOWN CENTER PARK MAINT	20,000.00	1,692.00	1,692.00	8.46	18,308.00
92-692-6376 SAMUEL NORTH/NEW HOPE MAINT	<u>20,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>20,000.00</u>
TOTAL CONTRACTUAL SERVICES	115,000.00	4,869.00	33,196.71	28.87	81,803.29
<u>TRAINING/DUES/SUBSCRIPT</u>					
92-692-6512 GENERAL OFFICE SUPPLIES	500.00	1,030.37	1,185.84	237.17	(685.84)
92-692-6513 DUES, SUBSCRIPTIONS, MEMBERSHI	<u>5,500.00</u>	<u>0.00</u>	<u>3,688.02</u>	<u>67.05</u>	<u>1,811.98</u>
TOTAL TRAINING/DUES/SUBSCRIPT	6,000.00	1,030.37	4,873.86	81.23	1,126.14
<u>CAPITAL OUTLAYS & PROJEC</u>					
92-692-6751 LEGAL SERVICES	7,500.00	810.00	1,676.25	22.35	5,823.75
92-692-6830 OUTSIDE TRAINING EXPENSE	7,500.00	2,024.11	4,554.28	60.72	2,945.72
92-692-6891 TRANSFERS OUT INDIRECT COSTS	<u>218,000.00</u>	<u>0.00</u>	<u>218,000.00</u>	<u>100.00</u>	<u>0.00</u>
TOTAL CAPITAL OUTLAYS & PROJEC	233,000.00	2,834.11	224,230.53	96.24	8,769.47
<u>CAPITAL-BUILDING IMPROVEM</u>					
<u>CAPITAL-TOWN IMPROVEMENT</u>					
92-692-9210 RETAIL INCENTIVES	500,000.00	0.00	0.00	0.00	500,000.00
92-692-9211 TOWN BEAUTIFICATION	25,000.00	0.00	0.00	0.00	25,000.00
92-692-9213 PARKS AND TRAILS	<u>150,000.00</u>	<u>8,450.00</u>	<u>8,450.00</u>	<u>5.63</u>	<u>141,550.00</u>
TOTAL CAPITAL-TOWN IMPROVEMENT	675,000.00	8,450.00	8,450.00	1.25	666,550.00
<u>MARKETING & INCENTIVES</u>					
92-692-9426 INCENTIVES ASSIGNED	<u>0.00</u>	<u>0.00</u>	<u>93,750.00</u>	<u>0.00</u>	<u>(93,750.00)</u>
TOTAL MARKETING & INCENTIVES	0.00	0.00	93,750.00	0.00	(93,750.00)
<u>CAPITAL IMPROVEMENTS</u>					
<u>CAPITAL-PARK/REC IMPROVEM</u>					
92-692-9728 LAND ACQUISITION	300,000.00	0.00	0.00	0.00	300,000.00
92-692-9729 GLAZER PARK IMPROVEMENTS	50,000.00	1,136.94	1,954.22	3.91	48,045.78

TOWN OF SUNNYVALE
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JUNE 30TH, 2019

92 -4B SALES TAX CORPORATION
 92-4B SALES TAX CORPORATI

75.00% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
92-692-9730 REGIONAL RAILS TO TRAILS	<u>200,000.00</u>	<u>0.00</u>	<u>735.94</u>	<u>0.37</u>	<u>199,264.06</u>
TOTAL CAPITAL-PARK/REC IMPROVEM	550,000.00	1,136.94	2,690.16	0.49	547,309.84
TOTAL 92-4B SALES TAX CORPORATI	1,641,917.00	23,245.57	407,100.72	24.79	1,234,816.28
TOTAL EXPENDITURES	<u>1,641,917.00</u>	<u>23,245.57</u>	<u>407,100.72</u>	<u>24.79</u>	<u>1,234,816.28</u>
REVENUES OVER/(UNDER) EXPENDITURES	(769,617.00)	37,921.56	219,927.19	(989,544.19)

3.



Town of Sunnyvale

July 9, 2019

Prepared By: Traci Anderson, Economic
Development Director

Summary:

**DISCUSS, CONSIDER AND ACT UPON THE RECOMMENDED 2019-2020
BUDGET.**

Staff Recommendation:

Approval.

Background & Analysis:

See attachment for updates.

Fiscal Impact:

N/A

Attachments:

- 2019-2020 Preliminary Budget

Economic Development Funds

The Economic Development Funds are special revenue funds that receive revenue from sales taxes. Expenditures are restricted to activities that support and promote economic and community development. As in the General Fund, sales taxes are budgeted at the same levels as the prior year.

4B ECONOMIC DEVELOPMENT

The 4B Economic Development Corporation is financed with a half-cent sales tax to aid, promote, and enhance the quality of life for Sunnyvale residents through the expansion of quality parks, trails and green spaces, and attracting commercial businesses that diversify the tax base, create jobs, and provide consumer choice.

Revenues are budgeted at \$872,300 and include sales tax receipts and interest income. Expenses are budgeted at \$2,170,960 and include half of the labor and benefits for the EDC Director and PT Administrative Assistant, business incentives and support, town beautification, regional rails to trails, and park development and improvements. A merit pay increase and car allowance are included.

2019-2020 Proposed Budget			
4B EDC Fund Summary			
		Amended	Proposed
		2018-2019	2019-2020
Beginning Fund Balance		2,844,357	1,887,240
Revenues			
	Operating Revenue	872,300	872,300
	Total Revenues	872,300	872,300
Expenditures			
	Operating Expenditures	223,917	392,960
	Incentives (assigned/unassigned)	687,500	500,000
	Capital Park/Rec Improvements	700,000	1,050,000
	Transfer Out	218,000	228,000
	Total Expenditures	1,829,417	2,170,960
Ending Fund Balance		1,887,240	588,580

REVENUES BY DEPARTMENT

692 4B ECONOMIC DEVELOPMENT

Account Number	Account Name	Description	Approved 2018-2019	Actual 05/29/19	Mid-Year Adjustment	Amended 2018-2019	Proposed 2019-2020
92-5140	SALES TAX RECEIPTS	Current Year	\$ 750,000	\$ 559,435	\$ 112,500	\$ 862,500	\$ 862,500
92-5510	INTEREST EARNED	CY annualized	\$ 7,500	\$ 5,611	\$ 2,300	\$ 9,800	\$ 9,800
	TOTAL REVENUES - 4B EDC		\$ 757,500	\$ 565,046	\$ 114,800	\$ 872,300	\$ 872,300

EXPENSES BY DEPARTMENT

692 4B ECONOMIC DEVELOPMENT

Account Number	Account Name	Description	Approved 2018-2019	Actual 05/29/19	Mid-Year Adjustment	Amended 2018-2019	Proposed 2019-2020
92-692-6000	WAGES & SALARIES	50% EDC Director, 50% PT Admin Assist	\$ 40,820	\$ 26,415		\$ 40,820	\$ 50,050
92-692-6002	TMRS	12% Rerate from TMRS	\$ 4,874	\$ 2,786		\$ 4,874	\$ 5,050
92-692-6004	PAYROLL TAXES	7.65% Wages	\$ 3,123	\$ 1,778		\$ 3,123	\$ 3,830
92-692-6005	EMPLOYEE INSURANCE	Re-rate from TML	\$ 4,100	\$ 2,439		\$ 4,100	\$ 3,780
92-692-6009	CAR/MILEAGE ALLOWANCE	50% EDC Director = \$3,000	\$ -	\$ -		\$ -	\$ 3,000
92-692-6113	ADMINISTRATIVE SERVICES	Administrative assistance for EDC Director (Moved to Labor and Benefits category)	\$ 10,000	\$ -		\$ 10,000	\$ -
92-692-6370	LANDSCAPE MAINTENANCE CONTRACT	Landscape maintenance @ bridge (Hwy 80 & Collins Road - \$945 monthly), repairs as needed	\$ 15,000	\$ 7,935		\$ 15,000	\$ 15,000
92-692-6371	PROMOTIONAL SERVICES	Brochures, publications, website, business development, marketing, Business EXPO, Special events (Christmas Tree) (total budgeted amount must be < or = to 10% of sales tax revenues)	\$ 50,000	\$ 17,934		\$ 50,000	\$ 86,250
92-692-6372	JOBSON PARK MAINTENANCE	Weed and feed, fertilizer (budget moved to Park Maintenance Account 692-6377)	\$ 5,000	\$ 1,177		\$ 5,000	\$ -
92-692-6374	VINEYARD PARK MAINTENANCE	Weed and feed, fertilizer, aeration (budget moved to Park Maintenance Account 692-6377)	\$ 5,000	\$ 887		\$ 5,000	\$ -
92-692-6375	TOWN CENTER PARK MAINT	Pond stock and maintenance, landscape maintenance (budget moved to Park Maintenance Account 692-6377)	\$ 20,000	\$ -		\$ 20,000	\$ -
92-692-6376	SAMUEL NORTH/NEW HOPE MAINT	General maintenance care, possible pond dredging (budget moved to Park Maintenance Account 692-6377)	\$ 20,000	\$ -		\$ 20,000	\$ -
92-692-6377	PARK MAINTENANCE	New account for Park maintenance for Jobson, Vineyard, Town Center Park, Samuel North/New Hope to include camera replacement, drinking water fountains, aeration, weed control, emergent, restocking of ponds, and general maintenance	\$ -			\$ -	\$ 75,000
92-692-6512	GENERAL OFFICE SUPPLIES	Misc office supplies, ink, copier paper, etc (EDC Director and Admin Assistant), iPads (7 board members @ \$260 each)	\$ 500	\$ 155		\$ 500	\$ 3,000
92-692-6513	DUES, SUBSCRIPTIONS, MEMBERSHIP	IEDC, SEDC, TEDC, ICSC, GIS Planning, Dallas Business Journal, Dallas Morning News, Chamber Membership, Impact Dashboard, Sunnyvale Expo, Main Street America, Texas Downtown Association, Sketch-Up, Scenic City Application	\$ 5,500	\$ 3,688		\$ 5,500	\$ 6,500
92-692-6742	PLANNING	Parks Master Plan (estimated @ \$100,000)	\$ -			\$ -	\$ 100,000
92-692-6751	LEGAL SERVICES	Professional legal services	\$ 7,500	\$ 866		\$ 7,500	\$ 7,500
92-692-6830	OUTSIDE TRAINING EXPENSE	Seminars, classes, certifications, on-site EDC training, TAPE, Public Participation Training	\$ 7,500	\$ 2,530		\$ 7,500	\$ 7,000
92-692-6890	OTHER MISC EXPENSE	New account for misc. expense items (lunches, board dinners, etc)	\$ -	\$ -		\$ -	\$ 2,000
92-692-6891	TRANSFERS OUT INDIRECT COSTS	Transfer out to General Fund - Support of Parks Dept. Budget @ 33% of Parks Budget	\$ 218,000	\$ 218,000		\$ 218,000	\$ 228,000
92-692-9210	INCENTIVES	Incentives	\$ 150,000	\$ -	\$ 350,000	\$ 500,000	\$ 500,000
92-692-9211	TOWN BEAUTIFICATION	Holiday decorations, street banners, streetscapes	\$ 25,000	\$ -		\$ 25,000	\$ 25,000
92-692-9213	PARKS AND TRAILS	Parks, playground equipment (budget for Parks Master Plan moved to 692-6742 Planning)	\$ 150,000	\$ -		\$ 150,000	\$ 50,000
92-692-9426	INCENTIVES ASSIGNED - HOPE DEVELOPMENT	Hope Development Incentive - Sunnyvale Park Square	\$ 187,500	\$ 93,750	\$ -	\$ 187,500	\$ -
92-692-9728	LAND ACQUISITION	Budget moved to 692-9730 Regional Rails to Trails	\$ 300,000	\$ -		\$ 300,000	\$ -
92-692-9729	GLAZER PARK IMPROVEMENTS	Consultant, concept plan action items upon completion of Master Plan	\$ 50,000	\$ 817		\$ 50,000	\$ 250,000
92-692-9730	REGIONAL RAILS TO TRAILS	Rails to trails project (increasing to \$750,000 to move forward with purchasing and matching grant funds)	\$ 200,000	\$ 736		\$ 200,000	\$ 750,000
	TOTAL EXPENSES - 4B EDC		\$ 1,479,417	\$ 381,895	\$ 350,000	\$ 1,829,417	\$ 2,170,960

\$ (721,917) \$ 183,151 \$ (235,200) \$ (957,117) \$ (1,298,660)

\$ (534,417) \$ (769,617)



**Prepared By: Traci Anderson, Economic
Development Director**

Summary:

**DISCUSS, CONSIDER AND ACT UPON A PARKS AND TRAILS
SUBCOMMITTEE.**

Staff Recommendation:

Approval of the creation of a subcommittee to review the trail system.

Background & Analysis:

At the last board meeting, it was recommended to create a subcommittee to review our trails and see how we can start working on connectivity within the trail system.

During this meeting, VP Torres, Member Eldridge and Secretary Wyse stated they wanted to be on this subcommittee.

Fiscal Impact:

Attachments:



**Prepared By: Traci Anderson, Economic
Development Director**

Summary:

**DISCUSS, CONSIDER AN UPDATE REGARDING THE CREATION OF AN
EVENTS SUBCOMMITTEE AND PROVIDE ANY FEEDBACK REGARDING
SUNNYFEST.**

Staff Recommendation:

None.

Background & Analysis:

At the June 24 Town Council meeting, Council approved to create an events subcommittee to be managed by the 4B Board of Directors. This subcommittee will consist of 15-20 members.

The subcommittee members are in the process of being recruited.

Fiscal Impact:

None at this time.

Attachments:

6.



Town of Sunnyvale

July 9, 2019

Prepared By: Traci Anderson, Economic
Development Director

Summary:

DISCUSS AND CONSIDER AN UPDATE ON RAILS TO TRAILS.

Staff Recommendation:

None.

Background & Analysis:

Provided at meeting.

Fiscal Impact:

TBD

Attachments:



**Prepared By: Traci Anderson, Economic
Development Director**

Summary:

**DISCUSS AND CONSIDER AN UPDATE ON THE GLAZER PROPERTY
MASTER PLAN.**

Staff Recommendation:

None.

Background & Analysis:

The Glazer committee met on May 31, 2019 with the consultant to go over citizen input and hope to have a preliminary master plan presented the beginning of July. We hope to have a joint Town Council and ED Board meeting in late July to review the plan with the consultant.

Fiscal Impact:

Up to \$18,000 for the master plan.

Attachments: