



AGENDA
SUNNYVALE TYPE B DEVELOPMENT CORPORATION
BOARD OF DIRECTORS
TUESDAY, AUGUST 7, 2018
TOWN HALL – 127 N. COLLINS RD.
6:30 P.M.

CALL MEETING TO ORDER

President calls 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 matter 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. Please observe the time limit of three (3) minutes.

PUBLIC HEARING

Open or continue public hearing, consider testimony and other information provided, close public hearing, and take necessary action with respect to the following:

- 1. PUBLIC HEARING ON A FINANCIAL INCENTIVE NOT TO EXCEED \$108,000 FOR THE BARN AT LONG CREEK.**
- 2. PUBLIC HEARING ON A FINANCIAL INCENTIVE NOT TO EXCEED \$375,000 FOR SUNNYVALE PARK SQUARE.**

DISCUSSION / ACTION ITEMS

- 3. DISCUSS AND CONSIDER APPROVAL OF THE JULY 10, 2018 REGULAR MEETING MINUTES.**
- 4. DISCUSS AND CONSIDER THE JULY 2018 FINANCIAL REPORTING, AND RELATED FINANCIAL ITEMS.**
- 5. DISCUSS AND CONSIDER PURCHASING POLICY.**
- 6. DISCUSS AND CONSIDER UPDATES FROM ECONOMIC DEVELOPMENT DIRECTOR:**
 - a. COLLINS EXPANSION AND POSSIBLE ELECTRICITY ABILITY.**
 - b. BUTTERFLY GARDENS.**
 - c. TXDOT EXPANSION PLANS FOR US HWY 80 AND SH 190.**
- 7. DISCUSS FUTURE AGENDA ITEMS AND EVENTS**
 - a. NEXT REGULAR MEETING IS SEPTEMBER 11, 2018 AT 6:30 PM. NEED TO LOOK AT MOVING THIS MEETING TO SEPTEMBER 18.**
 - b. CHAMBER 4TH QUARTER LUNCHEON – SEPTEMBER 12 AT TOWN HALL FROM 11:30 AM – 1 PM.**
 - c. REGULAR TOWN COUNCIL MEETINGS – AUGUST 13 & 27**
 - d. DISCUSS AND CONSIDER PUTTING OUT A FULL PARKS CITIZEN SURVEY AND ECONOMIC DEVELOPMENT SURVEY.**

- e. **DISCUSS AND CONSIDER VINEYARD PARK LIGHTING.**
- f. **PURCHASING A PHONE CHARGING STATION NOT TO EXCEED + 10% OF \$2,400.**
- g. **DISCUSS AND CONSIDER DEEDING THE REMAINDER TRACT TO THE TOWN.**

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 BARN
PROJECT SALSA
PROJECT AC
PROJECT LANDSCAPE
PROJECT SUPPLY
PROJECT WATER**

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 BARN
PROJECT SALSA
PROJECT AC
PROJECT LANDSCAPE
PROJECT SUPPLY
PROJECT WATER**

8. DISCUSS AND CONSIDER A FINANCIAL INCENTIVE AGREEMENT NOT TO EXCEED \$108,000 FOR THE BARN AT LONG CREEK.

9. DISCUSS AND CONSIDER A FINANCIAL INCENTIVE AGREEMENT NOT TO EXCEED \$375,000 FOR SUNNYVALE PARK SQUARE.

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. PLEASE SILENCE ALL CELLULAR PHONES OR OTHER ELECTRONIC 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 551.086 (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.

THE FOREGOING NOTICE WAS POSTED IN THE FOLLOWING LOCATIONS:

SUNNYVALE ISD 417 E. TRIPP ROAD
SUNNYVALE LIBRARY AT 402 TOWER PLACE

I HEREBY CERTIFY THAT THE FOREGOING NOTICE WAS POSTED ON FRIDAY, AUGUST 3, 2018, 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



MINUTES
SUNNYVALE TYPE B DEVELOPMENT CORPORATION
BOARD OF DIRECTORS
TUESDAY, JULY 10, 2018
TOWN HALL – 127 N. COLLINS RD.
6:30 P.M.

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

CALL MEETING TO ORDER

President Giordano called the meeting to order at 6:32 PM. All members present except Member Anthony, Treasurer Bradford, and Vice-President Torres. Quorum declared.

PUBLIC FORUM

Citizens may speak on any matter other than personnel matter 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. Please observe the time limit of three (3) minutes.

No public comment.

PUBLIC HEARING

Open or continue public hearing, consider testimony and other information provided, close public hearing, and take necessary action with respect to the following:

- 1. PUBLIC HEARING ON 2018-2019 BUDGET WITH THE FOLLOWING PROPOSED PROJECTS: INCENTIVES FOR \$150,000, TOWN BEAUTIFICATION FOR \$25,000, PARKS & TRAILS FOR \$150,000, LAND ACQUISITION FOR \$300,000, GLAZER PARK IMPROVEMENTS FOR \$50,000, RAILS TO TRAILS IMPROVEMENTS \$200,000.**

President Giordano opened the public hearing and there were no comments. Public hearing was closed.

DISCUSSION / ACTION ITEMS

- 2. DISCUSS AND CONSIDER APPROVAL OF THE FEBRUARY 13, 2018; MAY 15, 2018; JUNE 12, 2018 REGULAR MEETING MINUTES.**

Secretary Wyse motioned to approve the Regular Meeting minutes from February 13, 2018, May 15, 2018, and June 12, 2018. Seconded by Member Van Vessem. President Giordano asked for a vote on the motion and with all members voting, the motion passed unanimously.

3. DISCUSS AND CONSIDER THE JUNE 2018 FINANCIAL REPORTING, AND RELATED FINANCIAL ITEMS.

The June 2018 Financial Reports were presented by Assistant Finance Director, Phyliss Moore.

Member Hunter motioned to approve the financials as presented. Seconded by Member Van Vessem. President Giordano asked for a vote on the motion and with all members voting, the motion passed unanimously.

4. DISCUSS AND CONSIDER PROPOSAL FROM IMPACT DATASOURCE FOR IMPACT DASHBOARD IN THE AMOUNT OF \$4750.

Economic Development Director, Traci Anderson, stated this is a web based impact tool to help determine incentives for projects. Once you put in the essential data, we will be able to see our ROI and Rate of Return. Asking for 4B and 4A to split the cost of the annual fee of \$4750 to only be \$2375 per board.

Secretary Wyse made a motion to purchase the Impact Dashboard from Impact DataSource for 50% of the \$4750 yearly fee to be split with 4A. Seconded by Member Van Vessem. President Giordano called for a vote and with all present members voting affirmative, the motion passed unanimously.

5. DISCUSS AND CONSIDER 2018-2019 BUDGET WITH THE FOLLOWING PROPOSED PROJECTS: INCENTIVES FOR \$150,000, TOWN BEAUTIFICATION FOR \$25,000, PARKS & TRAILS FOR \$150,000, LAND ACQUISITION FOR \$300,000, GLAZER PARK IMPROVEMENTS FOR \$50,000, RAILS TO TRAILS IMPROVEMENTS \$200,000.

Finance Assistant Phyliss Moore presented the 2018-2019 budget. At the last meeting, the board had already approved this budget and since that time there have been an item that has been unbudgeted for and wanted to make that adjustments prior to approval from Town Council. It is for half the cost of the Impact Dashboard. We will increase the Dues and Subscriptions account by \$2500.

Member Van Vessem made a motion to accept the amended budget as presented with the proposed projects as outlined. Seconded by Member Hunter. President Giordano called for a vote and with all present members voting affirmative, the motion passed unanimously.

6. DISCUSS AND CONSIDER PRESENTATION FROM THE BARN AT LONG CREEK.

Angie Navarro, Owner/Manager of the Barn at Long Creek, made a presentation regarding her wedding venue development on Paschal and Hwy 80. Have been working on this for 2 years now. The land has been purchased and the closing should occur at the end of the month with the groundbreaking shortly after. This is a white barn wedding venue but will hold more than just weddings. It is also an event center. Sits on 5.4 acres with a little over 10,000 sf wedding venue. The parking lot will be toward 80 and the building will be back half way on the site. It has capacity to sit 300 inside. A patio that will sit another 100-125. An outside wedding area that will also sit 300. There will be a full commercial kitchen for her catering. This will also hold corporate, city, or school functions as well. One full-time employee and others will be mainly contract labor. Asking for assistance

with getting infrastructure to the land. Gas will not be able to come to the site due to costs at this time. They will use propane. She designed the venue herself. There is about an 1100 sf bridal suite. Sales tax is generated through catering and cakes but not the wedding rental. Asking for help with infrastructure.

Ms. Navarro stated there would not be an elevator and told they were not required to have one because everything they do upstairs they can do downstairs. Member Hunter asked if there would be a ramp that goes upstairs because there may be a bride's mother or someone in a wheelchair. Ms. Navarro stated there would not be a ramp, but that they would move the bridal party downstairs.

Member Van Vesseem asked about the pro forma and how came up with these numbers. Ms. Navarro stated this was very conservative and have the venue rented out as twice a month. They are going through SBA and were asked them to be conservative in their planning.

Member Hunter asked how many full-time employees. Ms. Navarro stated there would be one full-time employee besides herself who is a florist that will be assisting her. She will also work with other florists and mostly contracting people during events.

Member Van Vesseem asked about the sale of liquor. Ms. Navarro stated they will not hold a liquor license, which means they will not sell or purchase liquor. Events can have a licensed bartender on site to serve the alcoholic beverages. It will have to be consumed in the building and they will contract with DSO to monitor the events.

Secretary Wyse asked how many parking spaces there were. Ms. Navarro stated it showed 101 spaces.

Secretary Wyse stated the Town was in the process of doing a drainage survey which impacts 80 and property just east of this one, is there retention on the site. Ms. Navarro stated she does not know the answer. Director Anderson stated if she remembered correctly, this property will drain in to the creek.

7. DISCUSS AND CONSIDER PRESENTATION FROM SUNNYVALE PARK SQUARE.

Deric Salser made a presentation regarding his development between Town Hall and Trinity Capital Bank. Salser stated this is a project that he believe fits the definition of Town Center District. They have tried to connect Town Center Park, Town Hall, this development and the bank for a work, play, eat, walkable community. There will be a coffee shop and restaurant, outdoor square venue with lawn games, outdoor music, covered patio dining, small retail, 20,000 sf office component with a covered parking garage with over 30 parking spaces; a Class A office building. 6,000 sf of upstairs will be Sunnyvale Exchange powered by Co-create which will be an incubator office space, where businesses can grow and start. They have a law firm, CPA firm, Title Company committed and other professionals looking. This will be a vibrant, mixed-use project when completed. Good synergy between the park and the development. Multiple restaurants are in discussions with them and they are trying to see what would be the best fit for the

Town. The infrastructure required to build this property requires them to have to detain the water as Collins expansion will not handle this. Collins Road should have been developed to carry all the storm water of the Town Center District so each individual developer are going to have to detain on their property. The detention required them to cut more trees than anticipated, but will have good landscaping. The detention and retaining wall was an additional \$200,000. There is a fire lane that goes all the way around the building along with 2 additional fire hydrants. The project is a little over \$7 million with land and everything. Since started last fall, the price of the project has gone up \$1 million due to increase of price in concrete, steel, and labor. It is \$1.1 million to do site work alone. They want the building to look old. They are looking to get started as quickly as possible. People want a local hang out, local places to work, and family friendly. Plan to manage this property themselves. The landscape architects designing this site are the same architects designing the landscaping for the Ranger stadium and all the outdoor area around stadium.

President Giordano asked how many businesses would go in to this building. Mr. Salser stated he thinks they would have 12-15 different businesses for office space. In the executive suites, maybe 15-20 companies just within that suite.

Member Van Vessem asked if there was a restaurant already confirmed. Mr. Salser stated they already had the coffee shop, Hope Coffee, and several restaurants negotiating with. There has been a lot of interest since the passing of the liquor referendum.

Secretary Wyse asked about sales tax generation and how the office is mostly professional space but attracts the retail. Mr. Salser stated he believes you have to look at the catalyst of the area. There would be tax from the coffee shop and restaurant and could be tax from retail on the first floor of the office building.

President Giordano asked if there has to be commitment made from a restaurant prior to pouring concrete. Mr. Salser stated no that this design is flexible. Not pouring inside of any of the front building until they know who is going in to the building. The building shell will be built. Plan on finishing out the interiors of the project while the shell is being built. If break ground in 30 days, plan to open February/March 2019.

Member Van Vessem asked if had the leasing price per square foot. Mr. Salser stated it would be \$30 psf for the Class A space this will be. If go to Town East Towers it is \$25-\$26 psf, Trent Tower on Lake Ray Hubbard is \$28 psf, another medical office building on Collins and 80 that will be in the price range.

Member Hunter asked if the exterior brick color was going to be red. Mr. Salser stated that it is an antique red and won't be a bright as the photo looks. They want to have limestone and brick. Studied old hill country downtowns to come up with their look. It will be a cousin look to the bank and Town Hall. Member Hunter wonders how the red will look with nothing else with that look. Mr. Salser thinks the variety is what they are going after and not the exact look.

This is a sister project to Heath Hub on Ridge Road in Heath. This office building is 35,000 sf with covered parking. The office building alone is 2 acres. Adjacent to it is an outdoor venue that is an acre. Also has a 4500 sf restaurant/coffee shop.

8. DISCUSS AND CONSIDER PRESENTATION FROM ALICE CHARALES DEVELOPMENT.

Alice Charales made a presentation regarding a potential development along Beltline. Ms. Charales stated she has lived in Sunnyvale for 20 years and a small business owner of Charales Insurance for the last 12 years on Beltline. They have purchased about 6 acres on Beltline close to Town East Blvd next to Ben's Tires. They are proposing a two-story building totaling 72,000 sf with the bottom mainly for retail and restaurant with the second floor being office. The focus is bringing in fine dining restaurants that would be comparable to a Cheesecake Factory. Putting a 15 ft ceiling height. Retail and service tenants on first floor. One second floor having large insurance companies or real estate firms. They would move their offices to this location. There would be an elevator in the middle of the building. Plan on groundbreaking the first quarter of 2019. Working with the Town Staff on site plan currently. They are re-platting the two lots to one lot. Capital Investment costs at completion are expected to be \$12 million with \$2.5 million being infrastructure costs. Asking for infrastructure assistance.

Secretary Wyse asked if the development will open up on Town East or only on Beltline. Ms. Charales stated the entrance would be on Beltline. Secretary Wyse asked if attempting access to Town East. Ms. Charales stated there is no access to Town East from this property.

Member Van Vessem asked how far along they were on the project. Ms. Charales stated they are at the site plan and getting a re-plat. Plan on starting project spring of next year. Member Van Vessem asked where the funding would be coming from. Ms. Charales stated they have approached a bank that has assisted with other projects they have done. Member Van Vessem asked if they had other projects nearby. Ms. Charales stated they have the small building on Beltline where their insurance office is located. They have also done an apartment building in Fort Worth before.

Member Hunter asked if there was a drive-thru. Ms. Charales stated there were two drive-thrus, one on each end for restaurants.

9. DISCUSS AND CONSIDER PURCHASE OF HOLIDAY DÉCOR FOR TOWN CENTER PARK.

Director Anderson stated this was approved in 2017 to put lights at the corner of Collins and 80. In researching this further, there is not an easy way to get electricity to the area. This is on the agenda to look at the same amount be spent but that the motion be for a location in Sunnyvale that is visible to the public. The thought was maybe putting one at Town Center Park.

Member Hunter expressed concerns about their only being one way in and out of the Town Center Park and it might create a traffic jam if people come in to look at the display or those slowing down to try and see from Tripp Road.

President Giordano asked why we could not stick to the original plan on the 4 corners with the big ornament balls. Director Anderson stated these balls for the size we would need them exceed the \$10k. Giordano was concerned with people not being able to see it at Town Center Park unless you know it is there.

Secretary Wyse stated Jobson Park would be a better location and that there is already power out there.

President Giordano stated that his thought was everyone, not just Sunnyvale can see it at the corners of Collins and 80. He would like it to be visible.

Member Hunter would like to instead put it at the park to improve what we have at Town Hall. There is already electricity and can see it from Collins. Maybe a winter scene where the amphitheater would be for people to come up and see the lights. Just somewhere other than Town Center Park.

President Giordano wondered if we purchased the display, that maybe the bank would allow for us to put it on their corner.

Member Hunter asked about lighting the bridge from the bank and the Park.

Director Anderson stated that is why the motion needs to be changed to be broader and not just restricted to the corner of Collins and 80.

Member Hunter asked if there were any places along the trails that have lights. Also noted the wear and tear, maintenance, and having it somewhere it can be monitored.

Secretary Wyse motioned to change the budgeted item of \$10,000 for holiday décor at the four corners of Collins and 80 to be used in a visible location within the Town limits of Sunnyvale that is recommended by Town Staff. Seconded by Member Van Vessem. President Giordano called for a vote and with all present members voting affirmative, the motion passed unanimously.

10. DISCUSS AND CONSIDER PURCHASING POLICY.

Economic Development Director Anderson stated there was a request to see the Town purchasing policy to see what the regulations are regarding getting more than one quote. In the packets is the current Town purchasing policy, and on the dais is the ED purchasing policy that was adopted back in March 2015. These need to be updated and would like to bring back a more formalized policy for the board to review next meeting.

Member Hunter recalled when this was brought up in 2015 it was because the quotes were not apples to apples.

11. UPDATES ON THE FOLLOWING REQUESTS FROM THE PARKS DEPARTMENT:

a. RESURFACING OF THE TENNIS COURTS AND RESTRIPING OF THE BASKETBALL COURT.

Director Anderson updated that Parks Director, Robert Blackburn, was still in the process of getting other quotes to make a determination.

b. REPLACEMENT AND ADDITION OF CAMERAS.

Director Anderson updated these had not been ordered yet as shortly after our last meeting, 5 out of the 8 cameras at the park had been fried. Parks Director Blackburn worked with Clark Electric, Axios, and Oncor to see if anything happened and no one can explain what happened to the cameras. Director Anderson will update as knows more.

c. REPLACEMENT OF PLANTS AT THE FOUR CORNERS OF COLLINS AND US HWY 80 BRIDGE.

Director Anderson stated that the plants would be bought August 15th and delivered shortly afterwards. They should be planted around the 1st of September. Parks Director Blackburn is getting quotes to replace the magnolia trees and change out the dirt.

d. ADDITION OF GRAVEL TO THE GRAVEL ROAD AT SAMUELL FARM NORTH.

Director Anderson stated the Public Works Department had some extra millings they used to put over the deteriorated gravel road, so the \$2,000 that was budgeted for this item will go back to the General Fund of the EDC.

12. DISCUSS FUTURE AGENDA ITEMS AND EVENTS

a. NEXT REGULAR MEETING IS AUGUST 14, 2018 AT 6:30 PM. NEED TO LOOK AT MOVING THIS MEETING TO AUGUST 7TH OR 21ST.

b. TOWN COUNCIL MEETING – JULY 23 & AUGUST 13

c. DISCUSS AND CONSIDER PUTTING OUT A FULL PARKS CITIZEN SURVEY AND ECONOMIC DEVELOPMENT SURVEY.

d. DISCUSS AND CONSIDER VINEYARD PARK LIGHTING.

e. PURCHASING A PHONE CHARGING STATION NOT TO EXCEED + 10% OF \$2,400.

f. COLLINS EXPANSION AND POSSIBLE ELECTRICITY ABILITY.

g. DISCUSS AND CONSIDER DEEDING THE REMAINDER TRACT TO THE TOWN.

Director Anderson went over the above items with the Board.

Secretary Wyse asked at a blue house across from the admin building and maybe a neat Town project for a library or something. Would also tie in to the Rails to Trails plan.

Member Hunter stated over on Jobson by Homestead where they have the walking path and then drops off, baseball field, and then picks back up again. Wanted to see what cost is to connect that. Also look at some other trails in that area.

Secretary Wyse asked about the escrow money for the trails agreements and where that shows up. Director Anderson stated this goes in to a Town escrow. With each of these developments there is an agreement. The funds currently available are very minimal. Some agreements are for that specific subdivision or could be somewhere else, but it just depends on what the agreement is for. The planning of these things with Trails Master Plan is needed. Director

Anderson stated we also need to visit whether or not we need to update the Trails Master Plan.

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 ELITE
PROJECT AC
PROJECT SALSA
PROJECT BARN**

B. SECTION 551.074 PERSONNEL MATTER

To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee:

ECONOMIC DEVELOPMENT DIRECTOR

President Giordano recessed the 4B Economic Development Corporation into Executive Session at 8:14 p.m.

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

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**PROJECT ELITE
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B. SECTION 551.074 PERSONNEL MATTER

To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee:

ECONOMIC DEVELOPMENT DIRECTOR

President Giordano reconvened into open session at 9:34 p.m. No action was taken.

ADJOURN

President Giordano adjourned the meeting at 9:34 PM.

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