



AGENDA
SUNNYVALE TYPE A DEVELOPMENT CORPORATION
BOARD OF DIRECTORS
WEDNESDAY, AUGUST 8, 2018
TOWN HALL – 127 N. COLLINS RD.
5:00 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.

DISCUSSION / ACTION ITEMS

1. DISCUSS AND CONSIDER APPROVAL OF THE JULY 11, 2018 REGULAR MEETING MINUTES.
2. DISCUSS AND CONSIDER THE JUNE 2018 FINANCIAL REPORTING, AND RELATED FINANCIAL ITEMS.
3. DISCUSS AND CONSIDER UPDATES FROM MIKE ANDERSON WITH SUNNYVALE CENTRE.
4. DISCUSS AND CONSIDER SUNNYVALE GATEWAY SIGNAGE POSSIBILITIES AND WHAT WOULD BE REQUIRED.
5. DISCUSS AND CONSIDER INFRASTRUCTURE EXTENSION ALONG A PORTION OF US HWY 80 AROUND PASCHALL ROAD.
6. DISCUSS AND CONSIDER PURCHASING POLICY.
7. DISCUSS AND CONSIDER GENERAL BUSINESS/COMMERCIAL ZONING AREAS.
8. DISCUSS AND CONSIDER UPDATES FROM ED DIRECTOR:
 - a. TXDOT EXPANSION PLANS FOR US HWY 80 AND SH 190.
9. DISCUSS FUTURE AGENDA ITEMS AND EVENTS
 - a. NEXT REGULAR MEETING IS SEPTEMBER 12, 2018 AT 5:00 PM.
 - 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 AN ECONOMIC DEVELOPMENT SURVEY TO CITIZENS.

EXECUTIVE SESSION

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

EXECUTIVE SESSION AGENDA:

A. 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

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

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

11. 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 A DEVELOPMENT CORPORATION
BOARD OF DIRECTORS
WEDNESDAY, JULY 11, 2018
TOWN HALL – 127 N. COLLINS RD.
5:00 P.M.

	PRESIDENT	TERRI SHATTER
	VICE PRESIDENT	FRANKLIN WEEKS
ABSENT	SECRETARY	K.PAUL CASH
	TREASURER	PAUL BOCHNIAK
	MEMBER	ROSS MIRACLE

CALL MEETING TO ORDER

President Shatter called the meeting to order at 5:03 p.m. A quorum was declared with Secretary Cash absent.

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 Comments

DISCUSSION / ACTION ITEMS

1. DISCUSS AND CONSIDER APPROVAL OF THE JUNE 13, 2018 REGULAR MEETING MINUTES.

Vice President Weeks made a motion to approve the June 13, 2018 Regular Meeting Minutes. Seconded by Member Miracle. President Shatter called for a vote and with all present members voting affirmative, the motion passed unanimously.

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

Finance Assistant Phyliss Moore presented the financials for June 2018. Treasurer Bochniak made a motion to approve the financials as reported. Seconded by Vice President Weeks. President Shatter called for a vote and with all present members voting affirmative, the motion passed unanimously.

3. 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 4A and 4B to split the cost of the annual fee of \$4750 to only be \$2375 per board.

Member Miracle made a motion to purchase the Impact Dashboard from Impact DataSource for half of the \$4750. Seconded by Treasurer Bochniak. President Shatter called for a vote and with all present members voting affirmative, the

motion passed unanimously.

4. DISCUSS AND CONSIDER 2018-2019 BUDGET.

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 two items that have been unbudgeted for and wanted to make these adjustments prior to approval from Town Council. One of the items is half the cost of the Impact Dashboard. The other item is for Encode annual maintenance for the special assessment software using for the special assessments from the industrial park, which runs about \$1500-\$1600. Both of these increase the Dues and Subscriptions account by \$4100.

Treasurer Bochniak made a motion to accept the amended budget as presented. Seconded by Member Miracle. President Shatter called for a vote and with all present members voting affirmative, the motion passed unanimously.

5. 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 Paschall and Hwy 80. Sits on 5.4 acres with a little over 10,000 sf wedding venue. 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.

Member Miracle asked if someone wanted to use other services would they be able to or is it required to use their services. Ms. Navarro stated they will be all inclusive if someone wants to be but that they can utilize other outside services.

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.

Treasurer Bochniak asked if third party caterers generate sales tax to the Town. Ms. Navarro stated she believes so. Director Anderson stated she would double check.

6. 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; 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. 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. The project is a little over \$7 million. 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 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.

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.

President Shatter asked how many restaurants they were anticipating. Salser stated 2-3 at the most as you have to watch for parking. They do have a cross parking agreement with the bank already.

7. 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. 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 are \$12 million with \$2.5 million being infrastructure costs. Asking for infrastructure assistance.

Member Miracle asked about how many store fronts would be combined. Ms. Charales stated this would be a shell building so that it can be designed how the tenant wants. Looking at possible 2 restaurants around 5-6k sf; fast food restaurant 2-3k sf. Looking at 10-15 tenants on the bottom and upstairs focus is insurance corporate office which would be 10-15k sf. They plan on moving there which would be 3-5k sf. Want a common area 2k sf and the rest would depend on what type of business comes. Focus on Mortgage Company as well.

President Shatter asked if there was a vision of an outdoor patio area for the fine dining. Ms. Charales stated there is not a patio in the current plans but if someone

wanted one they could visit that. Wants to site plan is approved, they can reach out to who they are looking at and see what they want.

Member Miracle asked if there were any tenants they would steer away from. Ms. Charales stated they are looking for tenants that would stay and be a good fit for the community.

8. DISCUSS AND CONSIDER PURCHASING POLICY.

Economic Development Director Anderson stated that 4B requested to see the Town purchasing policy to see what the regulations are regarding getting more than one quote. Since it was being brought up with 4B, 4A would need to have a policy as well. 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.

9. DISCUSS AND CONSIDER UPDATES FROM ED DIRECTOR:

a. MIKE ANDERSON UPDATE ON SUNNYVALE CENTRE

Director Anderson stated Mike Anderson would attend the August meeting to give an update on Sunnyvale Centre.

b. ABC SEWER PROJECT

Director Anderson stated this project may no longer be needed. We are looking at all infrastructure along Hwy 80 and how we can assist.

c. COLLINS ROAD EXPANSION

Director Anderson stated there would be a comprehensive update to Council on July 23.

d. TXDoT EXPANSION ON 352

Director Anderson stated there would be a comprehensive update to Council on July 23.

e. GENERAL BUSINESS/COMMERCIAL ZONING AREAS

Director Anderson stated the map is in their packet for review.

f. RAILS TO TRAILS PROJECT

Director Anderson stated this was being reviewed and will be brought back to Council at a later date.

Director Anderson stated Councilmember Clark would like to have a joint meeting with Council and the Boards. We have set that date for October 29 and would look at the Strategic Plan at that time.

10. DISCUSS FUTURE AGENDA ITEMS AND EVENTS

a. NEXT REGULAR MEETING IS AUGUST 8, 2018 AT 5:00 PM.

b. TOWN COUNCIL MEETING – JULY 23 & AUGUST 13

c. DISCUSS AND CONSIDER AN ECONOMIC DEVELOPMENT SURVEY TO CITIZENS.

d. DISCUSS AND CONSIDER SUNNYVALE GATEWAY SIGNAGE POSSIBILITIES AND WHAT WOULD BE REQUIRED.

Director Anderson went over the above items with the Board.

President Shatter asked about when start working on the Business Retention Event. Director Anderson stated she is working on a list to determine when the businesses came town to know what tenure awards would be given out.

Director Anderson would like to reach out to The Barn at Long Creek and have the event at that location. Director Anderson will follow-up with Angie on the location.

President Shatter asked about the Roundtables. Director Anderson stated she is working on an HR Roundtable next, then will look at doing a CEO/President Roundtable that will focus on the primary jobs.

Vice-President Weeks asked about any further communication with David Jackson on the Industrial Park and making it look nicer along the corridor. Director Anderson stated our new UDO has some stricter landscaping requirements and will start being implemented in that area with the Vince Hagan Office building that is being built soon. We are looking at ways we can help that area.

EXECUTIVE SESSION

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

EXECUTIVE SESSION AGENDA:

A. 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 Shatter recessed the 4A Economic Development Corporation into Executive Session at 6:20 PM.

END OF EXECUTIVE SESSION

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

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ECONOMIC DEVELOPMENT DIRECTOR

President Shatter reconvened into open session at 7:55 PM and no action was taken.

ADJOURN

President Shatter adjourned the meeting at 7:55 PM.

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

Terri Shatter, President

Attest:

Traci Anderson, Economic Development Director