



**AGENDA**  
**SUNNYVALE TYPE B DEVELOPMENT CORPORATION**  
**BOARD OF DIRECTORS**  
**TUESDAY, SEPTEMBER 18, 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.

**DISCUSSION / ACTION ITEMS**

1. DISCUSS AND CONSIDER APPROVAL OF THE AUGUST 7, 2018 REGULAR MEETING MINUTES.
2. DISCUSS AND CONSIDER THE AUGUST 2018 FINANCIAL REPORTING, AND RELATED FINANCIAL ITEMS.
3. DISCUSS AND CONSIDER PURCHASING POLICY.
4. DISCUSS AND CONSIDER ADDITIONAL FUNDING TOWARD THE GLAZER CONCEPT PLAN DEVELOPMENT.
5. DISCUSS AND CONSIDER VINEYARD PARK LIGHTING.
6. DISCUSS AND CONSIDER 2018-2023 ECONOMIC DEVELOPMENT STRATEGIC PLAN AND GOALS.
7. DISCUSS FUTURE AGENDA ITEMS AND EVENTS
  - a. NEXT REGULAR MEETING IS OCTOBER 9, 2018 AT 6:30 PM. NEED TO LOOK AT MOVING THE NOVEMBER MEETING AS THE CHAMBER BUSINESS EXPO IS SCHEDULED THAT DAY. NOVEMBER 8 IS THE BOARDS AND COMMISSIONS DINNER AT TOWN HALL.
  - b. PLEASE PLAN TO ATTEND THE OCTOBER 29 JOINT MEETING WITH 4A AND TOWN COUNCIL.
  - c. REGULAR TOWN COUNCIL MEETINGS – SEPTEMBER 24 & OCTOBER 8.
  - d. CHAMBER ANNUAL BREAKFAST – OCTOBER 9 AT CHRISTIAN CARE CENTER FROM 8 AM – 9 AM.
  - e. ED DIRECTOR OUT FROM SEPTEMBER 29-OCTOBER 3 FOR IEDC ANNUAL CONFERENCE.
  - f. ELECTION OF OFFICERS AND NEW BOARD MEMBER UPDATE.

**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**

**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**

**8. DISCUSS AND CONSIDER A FINANCIAL INCENTIVE AGREEMENT NOT TO EXCEED \$54,000 FOR THE BARN AT LONG CREEK.**

**9. DISCUSS AND CONSIDER A FINANCIAL INCENTIVE AGREEMENT NOT TO EXCEED \$187,500 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, SEPTEMBER 14, 2018, IN THE FOLLOWING LOCATION AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING:**

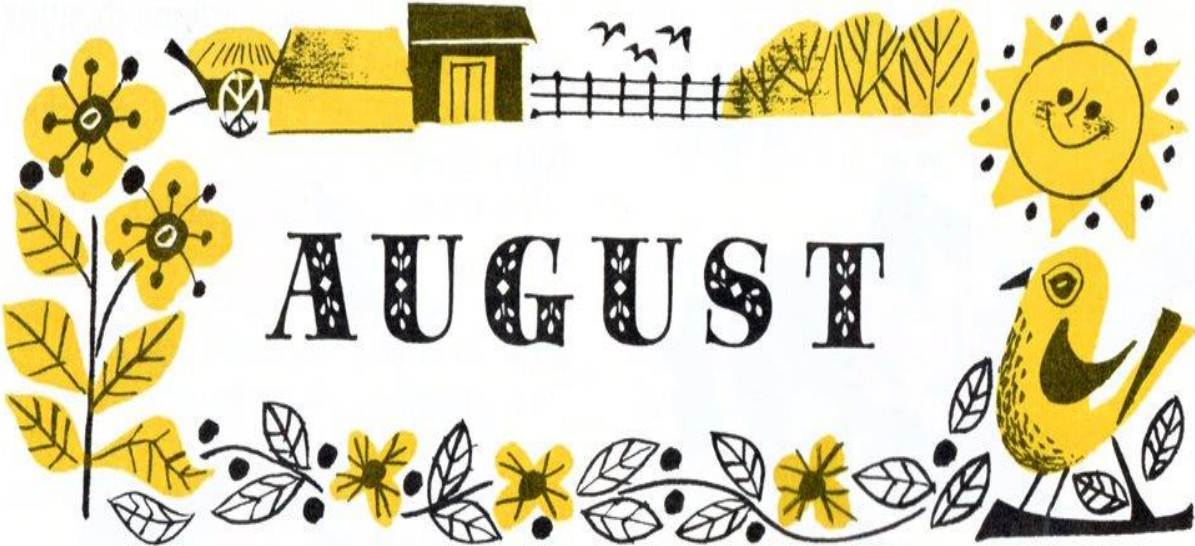
**TOWN HALL AT 127 N. COLLINS ROAD**

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**RACHEL RAMSEY, TOWN SECRETARY**

*4B Economic Development Corporation  
Financial Statement  
August 31, 2018*

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## Town of Sunnyvale 4B Monthly Finance Report

August 31, 2018

**Budget:** Net Revenues/Expenses: Budget = \$ (698,991.00) Actual = \$ 1,214,916.33

<b><u>Highlights:</u></b>	Revenues:	MTD =	\$ 66,219.08	YTD =	\$ 2,264,998.40
	Expenses:	MTD =	\$ 22,188.77	YTD =	\$ 1,050,082.07
	Net:		\$ 44,030.31		\$ 1,214,916.33

Revenues: Sales Tax recorded YTD is \$732,600.43 (9 months actual & 2 months accrual). Interest earned YTD is \$7,967.19. Transfers In are \$1,375,000 (sale of land @ SE corner of Hwy 80 & Collins Rd). Gain/Loss on Sale of Assets is \$149,430.78.

Expenses: The YTD expenses total \$1,050,082.07. The MTD expenses include routine payroll, Paradise Lawns (landscape maintenance), Brown & Hofmeister (legal services), TEDC (1/2 cost annual conference registration), misc supplies for groundbreaking ceremony (1/2 cost), Dallas Morning News (1/2 cost of annual subscription), Expedia, Hotels.com, and IEDC (1/2 cost of IEDC annual conference), CDFA (1/2 cost of registration for National Summit), Pavement Products LLC and Brad Blakely (supplies and labor cost for resurfacing of tennis & basketball courts @ Town Center Park), and Dickson Bros (reimbursement to the General Fund for repairs to the power unit of fountain @ Town Center Park).

**Fund Balance (Audited):**

09/30/17 Unassigned Fund Balance	\$ 1,553,852.01
08/31/18 Net Revenues/Expenses	\$ 1,214,916.33
08/31/18 Unassigned Fund Balance	\$ 2,768,768.34

92 -4B SALES TAX CORPORATION

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
<b>ASSETS</b>			
=====			
92-1113	4B EDC BANK ACCT	2,697,193.63	
92-1441	SALES TAX ACCRUAL	117,750.00	
			2,814,943.63
	TOTAL ASSETS		2,814,943.63
			=====
<b>LIABILITIES</b>			
=====			
92-2181	DUE TO GENERAL FUND	46,175.29	
	TOTAL LIABILITIES		46,175.29
<b>EQUITY</b>			
=====			
92-3117	UNRESERVED FUND BALANCE	1,553,852.01	
	TOTAL BEGINNING EQUITY	1,553,852.01	
	TOTAL REVENUE	2,264,998.40	
	TOTAL EXPENSES	1,050,082.07	
	TOTAL REVENUE OVER/(UNDER) EXPENSES	1,214,916.33	
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.		2,768,768.34
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.		2,814,943.63
			=====

TOWN OF SUNNYVALE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: AUGUST 31ST, 2018

92 -4B SALES TAX CORPORATION  
 FINANCIAL SUMMARY

91.67% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
5100-TAXES	706,500.00	65,408.77	732,600.43	103.69 (	26,100.43)
5400-TRANSFERS IN	0.00	0.00	1,375,000.00	0.00 (	1,375,000.00)
5500-OTHER REVENUES	6,640.00	810.31	157,397.97	2,370.45 (	150,757.97)
TOTAL REVENUES	713,140.00	66,219.08	2,264,998.40	317.61 (	1,551,858.40)
=====					
EXPENDITURE SUMMARY					
92-4B SALES TAX CORPORATI	1,412,131.00	22,188.77	1,050,082.07	74.36	362,048.93
TOTAL EXPENDITURES	1,412,131.00	22,188.77	1,050,082.07	74.36	362,048.93
=====					
REVENUES OVER/(UNDER) EXPENDITURES	( 698,991.00)	44,030.31	1,214,916.33		( 1,913,907.33)

TOWN OF SUNNYVALE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: AUGUST 31ST, 2018

92 -4B SALES TAX CORPORATION

91.67% OF FISCAL YEAR

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
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5100-TAXES					
92-5140 SALES TAX RECEIPTS	706,500.00	65,408.77	732,600.43	103.69 (	26,100.43)
TOTAL 5100-TAXES	706,500.00	65,408.77	732,600.43	103.69 (	26,100.43)
5400-TRANSFERS IN					
92-5402 TRANSFER IN	0.00	0.00	1,375,000.00	0.00 (	1,375,000.00)
TOTAL 5400-TRANSFERS IN	0.00	0.00	1,375,000.00	0.00 (	1,375,000.00)
5500-OTHER REVENUES					
92-5510 INTEREST EARNED	6,640.00	810.31	7,967.19	119.99 (	1,327.19)
92-5511 GAIN/LOSS ON SALE OF ASSETS	0.00	0.00	149,430.78	0.00 (	149,430.78)
TOTAL 5500-OTHER REVENUES	6,640.00	810.31	157,397.97	2,370.45 (	150,757.97)
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TOTAL REVENUES	713,140.00	66,219.08	2,264,998.40	317.61 (	1,551,858.40)
	=====	=====	=====	=====	=====

TOWN OF SUNNYVALE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: AUGUST 31ST, 2018

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

91.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>LABOR AND BENEFITS</b>					
92-692-6000 WAGES & SALARIES	39,485.00	3,808.65	35,770.60	90.59	3,714.40
92-692-6002 TMRS	4,790.00	461.95	4,335.95	90.52	454.05
92-692-6004 PAYROLL TAXES	3,025.00	291.30	2,736.09	90.45	288.91
92-692-6005 EMPLOYEE INSURANCE	3,740.00	0.00	3,332.65	89.11	407.35
TOTAL LABOR AND BENEFITS	51,040.00	4,561.90	46,175.29	90.47	4,864.71
<b>SUPPLIES AND MATERIALS</b>					
92-692-6113 ADMINISRTATIVE SERVICES	20,000.00	0.00	0.00	0.00	20,000.00
TOTAL SUPPLIES AND MATERIALS	20,000.00	0.00	0.00	0.00	20,000.00
<b>CONTRACTUAL SERVICES</b>					
92-692-6370 LANDSCAPE MAINTENANCE CONTRACT	18,700.00	945.00	17,703.65	94.67	996.35
92-692-6371 PROMOTIONAL SERVICES	70,650.00	34.13	3,443.74	4.87	67,206.26
92-692-6372 JOBSON PARK MAINTENANCE	20,000.00	0.00	9,155.00	45.78	10,845.00
92-692-6374 VINEYARD PARK MAINTENANCE	20,000.00	0.00	11,588.00	57.94	8,412.00
92-692-6375 TOWN CENTER PARK MAINT	20,000.00	9,919.48	20,000.00	100.00	0.00
92-692-6376 SAMUEL NORTH/NEW HOPE MAINT	20,000.00	0.00	0.00	0.00	20,000.00
92-692-6377 GLAZER PARK MAINT	15,000.00	0.00	0.00	0.00	15,000.00
TOTAL CONTRACTUAL SERVICES	184,350.00	10,898.61	61,890.39	33.57	122,459.61
<b>TRAINING/DUES/SUBSCRIPT</b>					
92-692-6512 GENERAL OFFICE SUPPLIES	1,000.00	120.10	276.91	27.69	723.09
92-692-6513 DUES, SUBSCRIPTIONS, MEMBERSHI	15,000.00	63.32	6,045.10	40.30	8,954.90
TOTAL TRAINING/DUES/SUBSCRIPT	16,000.00	183.42	6,322.01	39.51	9,677.99
<b>CAPITAL OUTLAYS &amp; PROJEC</b>					
92-692-6714 PROJECT COSTS-HWY 80 & COLLINS	75,000.00	0.00	1,852.53	2.47	73,147.47
92-692-6751 LEGAL SERVICES	7,500.00	659.00	4,585.50	61.14	2,914.50
92-692-6830 OUTSIDE TRAINING EXPENSE	7,500.00	1,531.32	4,276.83	57.02	3,223.17
92-692-6891 TRANSFERS OUT INDIRECT COSTS	214,000.00	0.00	214,000.00	100.00	0.00
TOTAL CAPITAL OUTLAYS & PROJEC	304,000.00	2,190.32	224,714.86	73.92	79,285.14
<b>CAPITAL-BUILDING IMPROVEM</b>					
<b>CAPITAL-TOWN IMPROVEMENT</b>					
92-692-9210 RETAIL INCENTIVES	100,000.00	0.00	0.00	0.00	100,000.00
92-692-9211 TOWN BEAUTIFICATION	25,000.00	0.00	0.00	0.00	25,000.00
92-692-9213 PARKS AND TRAILS	150,000.00	4,354.52	11,738.52	7.83	138,261.48
TOTAL CAPITAL-TOWN IMPROVEMENT	275,000.00	4,354.52	11,738.52	4.27	263,261.48
<b>CAPITAL IMPROVEMENTS</b>					
92-692-9611 CAPITAL MAINTENANCE EQUIPMENT	11,741.00	0.00	11,741.00	100.00	0.00
TOTAL CAPITAL IMPROVEMENTS	11,741.00	0.00	11,741.00	100.00	0.00
<b>CAPITAL-PARK/REC IMPROVEM</b>					
92-692-9725 INTERGOVERNMENTAL TRANSFER OUT	0.00	0.00	687,500.00	0.00 (	687,500.00)
92-692-9728 LAND ACQUISITION	300,000.00	0.00	0.00	0.00	300,000.00



TOWN OF SUNNYVALE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: AUGUST 31ST, 2018

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

91.67% OF FISCAL YEAR

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
92-692-9729 GLAZER PARK IMPROVEMENTS	50,000.00	0.00	0.00	0.00	50,000.00
92-692-9730 REGIONAL RAILS TO TRAILS	200,000.00	0.00	0.00	0.00	200,000.00
TOTAL CAPITAL-PARK/REC IMPROVEM	550,000.00	0.00	687,500.00	125.00 (	137,500.00)
TOTAL 92-4B SALES TAX CORPORATI	1,412,131.00	22,188.77	1,050,082.07	74.36	362,048.93
TOTAL EXPENDITURES	<u>1,412,131.00</u>	<u>22,188.77</u>	<u>1,050,082.07</u>	<u>74.36</u>	<u>362,048.93</u>
REVENUES OVER/ (UNDER) EXPENDITURES	( 698,991.00)	44,030.31	1,214,916.33		( 1,913,907.33)