



**MINUTES
SUNNYVALE 4A DEVELOPMENT CORPORATION
BOARD OF DIRECTORS
WEDNESDAY, MAY 8, 2019
TOWN HALL – 127 N. COLLINS RD.
5:00 P.M.**

**PRESIDENT
VICE PRESIDENT
SECRETARY
TREASURER
MEMBER**

**TERRI SHATTER
FRANKLIN WEEKS
K.PAUL CASH
PAUL BOCHNIAK
JAMES KORAH**

CALL MEETING TO ORDER

President Shatter called the meeting to order at 5:00 p.m. A quorum was declared with all members 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.

No comments.

DISCUSSION / ACTION ITEMS

1. DISCUSS, CONSIDER AND ACT UPON THE REGULAR MEETING MINUTES FOR MARCH 20, 2019.

Treasurer Bochniak made a motion to approve the March 20, 2019 Regular Meeting Minutes. Seconded by Vice-President Weeks. President Shatter called for a vote. All voted in favor. The motion passed unanimously.

2. DISCUSS, CONSIDER AND ACT UPON THE MARCH 2019 FINANCIAL REPORTING, AND RELATED FINANCIAL ITEMS.

Finance Assistant Phyliss Moore presented the updated March 2019 financials as we didn't meet in April. Due to meeting being held early in the month, finance couldn't get April financials this month. Treasurer Bochniak made a motion to approve the March 2019 financials as reported. Seconded by Secretary Cash. President Shatter called for a vote. All voted in favor. The motion passed unanimously.

3. DISCUSS, CONSIDER AND ACT UPON THE 2018-2019 MID-YEAR BUDGET.

Finance Assistant Phyliss Moore stated there were changes made to the mid-year budget since the Board approved it. There were items removed from the original changes as the budget would be able to absorb them and no need to change. Treasurer Bochniak motioned to approve the 2018-2019 mid-year budget with changes. Seconded by Vice President Weeks. President Shatter called for a vote. All voted in favor. The motion passed unanimously.

4. DISCUSS AND CONSIDER THE 2019-2020 BUDGET.

Finance Assistant Moore stated that President Shatter, Treasurer Bochniak, and Director Anderson met and went over the 2019-2020 budget. The recommended

decreasing the promotional services item; increasing office supplies; increasing dues and subscriptions; increasing the transfer in to the Town; and increasing capital improvements.

Director Anderson stated there was not a need to adopt the budget as there are some other items that may be changed.

5. DISCUSS, CONSIDER AND ACT UPON THE ECONOMIC INCENTIVE GUIDELINES.

Tabled Discussion.

6. DISCUSS, CONSIDER AND ACT UPON FUNDING THE RECONSTRUCTION OF SOUTH ASTON ROAD NOT TO EXCEED \$250,000.

Secretary Cash motioned to approve the reconstruction of South Aston Road not to exceed \$250,000. Seconded by Member Korah. President Shatter called for a vote. All voted in favor. The motion passed unanimously.

7. DISCUSS AND CONSIDER ECONOMIC DEVELOPMENT DIRECTOR UPDATE:

a. SUNNYVALE DAY AT THE CAPITOL

Director Anderson stated that 33 representatives attended the Sunnyvale Day at the Capitol and the group was recognized in both the House and Senate. They heard speakers from the Texas Rangers and the Governor's Office of Economic Development.

b. PART-TIME EXECUTIVE ASSISTANT

Director Anderson stated she was hiring an Executive Assistant. There were 18 applicants and it was narrowed down to 10 for further screening. Hope to have someone on board end of May or beginning of June.

8. DISCUSS AND CONSIDER FUTURE EVENTS AND AGENDA ITEMS:

a. UPCOMING REGULAR TOWN COUNCIL MEETINGS – MAY 13 AND 28.

b. ICSC CONFERENCE – MAY 19-22

c. TOWN HALL CLOSED FOR MEMORIAL DAY – MAY 27.

d. NEED TO MOVE NEXT BOARD MEETING FROM JUNE 12 TO JUNE 5 DUE TO TEDC MID-YEAR CONFERENCE.

e. ECONOMIC DEVELOPMENT 101 FOR TOWN COUNCIL AND BOARDS – 6-9 P.M. ON JUNE 19

Director Anderson went over the above items with the Board.

EXECUTIVE SESSION

Recess into executive session at 6:26 p.m. 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 PC

PROJECT PIG

PROJECT Tenant

PROJECT Landscape

B. SECTION 551.074 – DELIBERATIONS ABOUT PERSONNEL MATTER.

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

ECONOMIC DEVELOPMENT DIRECTOR

END OF EXECUTIVE SESSION

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

9. CONSIDER ANY OFFICIAL ACTION ON THE EXECUTIVE SESSION CLOSED MEETING ITEMS.

President Shatter reconvened into open session at 7:54 p.m.

Project Landscape - Member Korah motioned to approve a Performance Agreement between the Vince Hagan Company and the Sunnyvale 4A Development Corporation as presented. Seconded by Secretary Cash. President Shatter called for a vote. All voted in favor. The motion passed unanimously.

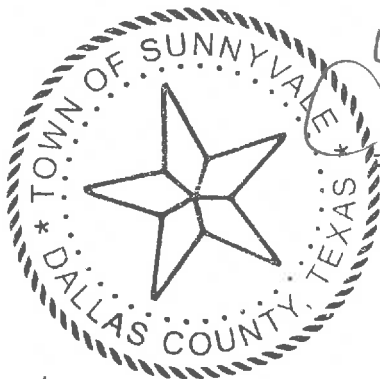
Project Pig - Vice-President Weeks motioned to approve a Performance Agreement between Bakers Rib, Inc. and the Sunnyvale 4A Development Corporation as presented. Seconded by Treasurer Bochniak. President Shatter called for a vote. All voted in favor. The motion passed unanimously.

Project Tenant - Treasure Bochniak motioned to approve a Performance Agreement between Hope Coffee, Inc. and the Sunnyvale 4A Development Corporation as presented. Seconded by Vice-President Weeks. President Shatter called for a vote. All voted in favor. The motion passed unanimously.

ADJOURN

President Shatter adjourned the meeting at 7:56 p.m.

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



Terri Shatter

Terri Shatter, President

Attest:

Traci Anderson

Traci Anderson, Economic Development Director

