

4B DEVELOPMENT CORPORATION

MEETING AGENDA

FEBRUARY 27, 2024, 6:00 PM



4B DEVELOPMENT CORPORATION REGULAR MEETING

DEVELOPMENT SERVICES BUILDING - 201 BOLIVAR STREET, SANGER, TEXAS 76266

CALL THE REGULAR MEETING TO ORDER AND ESTABLISH A QUORUM

INVOCATION AND PLEDGE

CITIZENS COMMENTS

This is an opportunity for citizens to address the Corporation on any matter. Comments related to public hearings will be heard when the specific hearing begins. Citizens are allowed 3 minutes to speak. Each speaker must complete the Speaker's Form and include the topic(s) to be presented. Citizens who wish to address the Corporation with regard to matters on the agenda will be received at the time the item is considered. The Corporation is not allowed to converse, deliberate or take action on any matter presented during citizen input.

DISCUSSION ITEMS

- [1.](#) Discussion regarding the development of a Strategic Plan.

CONSENT AGENDA

All items on the Consent Agenda will be acted upon by one vote without being discussed separately unless requested by a Board member to remove the item(s) for additional discussion. Any items removed from the Consent Agenda will be taken up for individual consideration.

- [2.](#) Consideration and possible action on 4B minutes from 01/23/2024.

REPORTS

- [3.](#) Financial Reports.
- [4.](#) Director's Report.

FUTURE AGENDA ITEMS

The purpose of this item is to allow the President and Board members to bring forward items they wish to discuss at a future meeting, A Board member may inquire about a subject for which notice has not been given. A statement of specific factual information or the recitation of existing policy may be given. Any deliberation shall be limited to a proposal to place the subject

on an agenda for a subsequent meeting. Items may be placed on a future meeting agenda with a consensus of the Corporation or at the call of the President.

ADJOURN

NOTE: The Corporation reserves the right to adjourn into Executive Session as authorized by Texas Government Code, Section 551.001, et seq. (The Texas Open Meetings Act) on any item on its open meeting agenda in accordance with the Texas Open Meetings Act, including, without limitation Sections 551.071-551.087 of the Texas Open Meetings Act.

CERTIFICATION

I certify that a copy of this meeting notice was posted on the bulletin board at City Hall that is readily accessible to the general public at all times and was posted on the City of Sanger website on February 23, 2024, at 9:00 AM.

Stefani Dodson
Stefani Dodson, Secretary

The Historical Church is wheelchair accessible. Request for additional accommodations or sign interpretation or other special assistance for disabled attendees must be requested 48 hours prior to the meeting by contacting the City Secretary's Office at 940.458.7930.



4B DEVELOPMENT CORPORATION COMMUNICATION

DATE: February 27, 2024
FROM: Shani Bradshaw, Director of Economic Development
AGENDA ITEM: Discussion regarding the development of a Strategic Plan.

SUMMARY:

- Discussion on implementing an Economic Development Strategic Plan.

FISCAL INFORMATION:

Budgeted: NA Amount: NA GL Account: NA

RECOMMENDED MOTION OR ACTION:

ATTACHMENTS:

NA



4B DEVELOPMENT CORPORATION COMMUNICATION

DATE: February 27, 2024
FROM: Shani Bradshaw, Director of Economic Development
AGENDA ITEM: Consideration and possible action on 4B minutes from 01/23/2024.

SUMMARY:

- 4B Board Minutes from 01/23/2024.

FISCAL INFORMATION:
Budgeted: NA Amount: NA GL Account: NA

RECOMMENDED MOTION OR ACTION:
Staff recommends approval.

ATTACHMENTS:
4B Minutes from 01/23/2024

4B DEVELOPMENT CORPORATION

MEETING MINUTES

JANUARY 23, 2024, 6:00 PM



4B DEVELOPMENT CORPORATION REGULAR MEETING

DEVELOPMENT SERVICES BUILDING - 201 BOLIVAR STREET, SANGER, TEXAS 76266

CALL THE REGULAR MEETING TO ORDER AND ESTABLISH A QUORUM

As there was a quorum John Payne called the meeting to order at 6:00 p.m.

BOARD MEMBERS PRESENT

Board Member, Place 2 John Payne

Board Member, Place 4 Beverly Howard

Board Member, Place 5 Jeff Springer

Board Member, Place 6 Eddie Piercy

Board Member, Place 7 Carrie Bilyeu

BOARD MEMBERS ABSENT

Board Member, Place 1 Guy Saenz

Board Member, Place 3 Matt Fuller

STAFF MEMBERS PRESENT:

Director of Economic Development Shani Bradshaw, and Secretary Shelley Warner.

INVOCATION AND PLEDGE

Board Member Payne gave the Invocation and led the Pledge of Allegiance.

CITIZENS COMMENTS

No citizens came forward to speak.

DISCUSSION ITEMS

1. Discussion regarding the development of a Strategic Plan.

Director Bradshaw recommended tabling the discussion of the economic development strategic plan since a few board members were not present. Board Member Payne agreed it would be best to discuss this item with all members present and suggested the item be discussed at the next scheduled board meeting.

CONSENT AGENDA

All items on the Consent Agenda will be acted upon by one vote without being discussed separately unless requested by a Board member to remove the item(s) for additional discussion. Any items removed from the Consent Agenda will be taken up for individual consideration.

2. Consideration and possible action on 4B minutes from 11/28/2023.

Motion to approve the consent agenda as shown was made by Board Member Piercy. Seconded by Board Member Howard. Voting Yea: Board Member Payne, Board Member Bilyeu, Board Member Springer. The motion passes unanimously.

PUBLIC HEARING ITEMS

3. Conduct a Public Hearing on expenditures for conceptual renderings for Porter Sports Park Phase 2 in an amount not to exceed \$75,000.

Board Member Payne opened the Public Hearing at 6:03 p.m.
Director Shani Bradshaw provided a brief overview of the item.
Board Member Payne closed the public hearing at 6:04 p.m.

ACTION ITEMS

4. Consideration and possible action on expenditures for conceptual renderings for Porter Park Phase 2 in an amount not to exceed \$75,000.

Motion to approve the expenditures for conceptual renderings for Porter Park Phase 2 in an amount not to exceed \$75,000 was made by Board Member Piercy. Seconded by Board Member Bilyeu. Voting Yea: Board Member Payne, Board Member Howard, Board Member Springer. The motion passes unanimously.

5. Consideration and possible action on Property Enhancement Incentive application for 204 Bolivar.

Motion to approve the Property Enhancement Incentive application for 204 Bolivar in the amount of \$10,000 was made by Board Member Springer. Seconded by Board Member Howard. Voting Yea: Board Member Payne, Board Member Piercy, Board Member Bilyeu. The motion passes unanimously.

6. Consideration and possible action on Property Enhancement Incentive application for 205 Acker Street.

Motion to approve the Property Enhancement Incentive application for 205 Acker Street in the amount of \$10,000 was made by Board Member Howard. Seconded by Board Member Bilyeu. Voting Yea: Board Member Payne, Board Member Piercy, Board Member Springer. The motion passes unanimously.

REPORTS

7. Financial Reports.

Director Bradshaw goes over the financial report.

8. Director's Report.

Director Bradshaw provides an update.

FUTURE AGENDA ITEMS

ADJOURN

NOTE: The Corporation reserves the right to adjourn into Executive Session as authorized by Texas Government Code, Section 551.001, et seq. (The Texas Open Meetings Act) on any item on its open meeting agenda in accordance with the Texas Open Meetings Act, including, without limitation Sections 551.071-551.087 of the Texas Open Meetings Act.

CERTIFICATION

I certify that a copy of this meeting notice was posted on the bulletin board at City Hall that is readily accessible to the general public at all times and was posted on the City of Sanger website on January, 19, at 8:15 AM.

Stefani Dodson, Secretary

The Historical Church is wheelchair accessible. Request for additional accommodations or sign interpretation or other special assistance for disabled attendees must be requested 48 hours prior to the meeting by contacting the City Secretary's Office at 940.458.7930.



4B DEVELOPMENT CORPORATION COMMUNICATION

DATE: February 27, 2024
FROM: Shani Bradshaw, Director of Economic Development
AGENDA ITEM: Financial Reports.

SUMMARY:

- Financial Reports for the period ending January 2024.
- Revenues and expenditures reflect activity from October 1, 2023, through January 31, 2024.
- Sales Tax Collections for January 31, 2024.

FISCAL INFORMATION:

Budgeted: NA Amount: NA GL Account: NA

RECOMMENDED MOTION OR ACTION:

NA

ATTACHMENTS:

Monthly Financial Report – January 2024
Revenue Expense Report – January 2024
Sales Tax Report – January 2024

Sanger Texas Development Corporation
Fund 4B
January 31, 2024

	Budget	Actual	Percent of Budget
Revenue			
Sales Tax	875,000	297,009	34%
Interest Income	35,000	16,594	47%
Grants			
Total Revenue	910,000	313,603	34%
Expenditures			
Salaries and Benefits	63,475	21,668	34%
Transfer to Debt Service Fund	195,000		0%
Supplies and Materials	73,250	7,718	11%
Maintenance and Operation	900	248	28%
Contract Services	165,000		0%
Grant Expenses	60,000	9,445	16%
Capital Outlay		78,659	
Total Expenditures	557,625	117,738	21%
Revenues Over Expenditures	352,375	195,865	
Cash in Bank - Checking			205,738
Certificate of Deposit			290,303
Claim on Cash			2,447,010
Total Cash			2,943,050

CITY OF SANGER
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 31ST, 2024

Item 3.

42 -4B CORPORATION
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
TAXES	875,000	78,147.45	297,008.68	0.00	577,991.32	33.94
MISCELLANEOUS INCOME	35,000	4,455.99	16,594.49	0.00	18,405.51	47.41
TOTAL REVENUES	910,000	82,603.44	313,603.17	0.00	596,396.83	34.46
<u>EXPENDITURE SUMMARY</u>						
74-TRANSFERS	195,000	0.00	0.00	0.00	195,000.00	0.00
76-4B FUND	362,625	6,173.69	117,738.29 (17,729.21)	262,615.92	27.58
TOTAL EXPENDITURES	557,625	6,173.69	117,738.29 (17,729.21)	457,615.92	17.93
REVENUE OVER/(UNDER) EXPENDITURES	352,375	76,429.75	195,864.88	17,729.21	138,780.91	60.62

CITY OF SANGER
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 31ST, 2024

Item 3.

42 -4B CORPORATION
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 33.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
TAXES						
00-4325 STATE SALES TAX	875,000	78,147.45	297,008.68	0.00	577,991.32	33.94
TOTAL TAXES	875,000	78,147.45	297,008.68	0.00	577,991.32	33.94
MISCELLANEOUS INCOME						
00-4446 GRANT REVENUE	0	0.00	0.00	0.00	0.00	0.00
00-4800 INTEREST INCOME	35,000	4,455.99	16,594.49	0.00	18,405.51	47.41
00-4900 RENTAL INCOME	0	0.00	0.00	0.00	0.00	0.00
00-4910 MISC. INCOME - 4B	0	0.00	0.00	0.00	0.00	0.00
00-4940 DONATIONS	0	0.00	0.00	0.00	0.00	0.00
00-4945 SALE OF ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS INCOME	35,000	4,455.99	16,594.49	0.00	18,405.51	47.41
TOTAL REVENUE	910,000	82,603.44	313,603.17	0.00	596,396.83	34.46

CITY OF SANGER
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 31ST, 2024

Item 3.

42 -4B CORPORATION
 74-TRANSFERS

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>74-TRANSFERS</u>						
74-7401 TRANSFER TO GF	0	0.00	0.00	0.00	0.00	0.00
74-7403 TRANSFER TO DSF	180,000	0.00	0.00	0.00	180,000.00	0.00
74-7404 TRANSFER TO CIP FUND	0	0.00	0.00	0.00	0.00	0.00
74-7441 TRANSFER TO 4A (ADMIN)	0	0.00	0.00	0.00	0.00	0.00
74-7499 TRANSFER TO ISF	15,000	0.00	0.00	0.00	15,000.00	0.00
TOTAL 74-TRANSFERS	195,000	0.00	0.00	0.00	195,000.00	0.00
TOTAL 74-TRANSFERS	195,000	0.00	0.00	0.00	195,000.00	0.00

CITY OF SANGER
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 31ST, 2024

Item 3.

42 -4B CORPORATION
 76-4B FUND

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
51-SALARIES AND BENEFITS						
76-5110 REGULAR SALARIES	44,335	3,378.47	15,202.14	0.00	29,132.86	34.29
76-5117 VACATION COMPENSATION	1,000	0.00	0.00	0.00	1,000.00	0.00
76-5125 LONGEVITY PAY	385	0.00	378.00	0.00	7.00	98.18
76-5128 AUTO ALLOWANCE	3,000	250.00	1,000.00	0.00	2,000.00	33.33
76-5129 CELL PHONE ALLOWANCE	300	25.01	100.04	0.00	199.96	33.35
76-5130 FICA	3,675	279.80	1,277.49	0.00	2,397.51	34.76
76-5140 RETIREMENT	6,215	472.19	2,172.84	0.00	4,042.16	34.96
76-5150 HEALTH INSURANCE	4,200	351.77	1,407.08	0.00	2,792.92	33.50
76-5160 WORKER'S COMPENSATION	235	0.00	130.09	0.00	104.91	55.36
76-5170 T W C	130	0.00	0.00	0.00	130.00	0.00
TOTAL 51-SALARIES AND BENEFITS	63,475	4,757.24	21,667.68	0.00	41,807.32	34.14
52-SUPPLIES AND MATERIALS						
76-5210 OFFICE SUPPLIES	500	43.97	96.08	0.00	403.92	19.22
76-5213 COMPUTER HARDWARE	1,000	0.00	32.49	0.00	967.51	3.25
76-5214 COMPUTER SOFTWARE	3,500	0.00	0.00	0.00	3,500.00	0.00
76-5215 FOOD	200	0.00	0.00	0.00	200.00	0.00
76-5220 POSTAGE	50	0.00	0.00	0.00	50.00	0.00
76-5226 MARKETING & PROMOTION	50,000	1,310.48	2,993.48	1,625.00	45,381.52	9.24
76-5235 DUES & SUBSCRIPTIONS	8,000	0.00	3,979.00	0.00	4,021.00	49.74
76-5240 CONFERENCES & TRAINING	10,000	0.00	617.35	0.00	9,382.65	6.17
TOTAL 52-SUPPLIES AND MATERIALS	73,250	1,354.45	7,718.40	1,625.00	63,906.60	12.76
53-MAINTENANCE AND OPERAT						
76-5332 OFFICE MACHINE LEASE	900	62.00	248.00	0.00	652.00	27.56
TOTAL 53-MAINTENANCE AND OPERAT	900	62.00	248.00	0.00	652.00	27.56
54-CONTRACT SERVICES						
76-5425 LEGAL SERVICES	1,000	0.00	0.00	0.00	1,000.00	0.00
76-5430 PROFESSIONAL SERVICES	163,000	0.00	0.00	68,750.00	94,250.00	42.18
76-5450 TECHNICAL SUPPORT	1,000	0.00	0.00	0.00	1,000.00	0.00
76-5452 WEBSITE	0	0.00	0.00	0.00	0.00	0.00
TOTAL 54-CONTRACT SERVICES	165,000	0.00	0.00	68,750.00	96,250.00	41.67
56-GRANT EXPENSES						
76-5601 PROMO/COMMUNITY EVENT GR	0	0.00	0.00	0.00	0.00	0.00
76-5603 PROPERTY ENHANCEMENTS IN	60,000	0.00	9,445.20	(9,445.20)	60,000.00	0.00
TOTAL 56-GRANT EXPENSES	60,000	0.00	9,445.20	(9,445.20)	60,000.00	0.00

CITY OF SANGER
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 31ST, 2024

Item 3.

42 -4B CORPORATION
 76-4B FUND

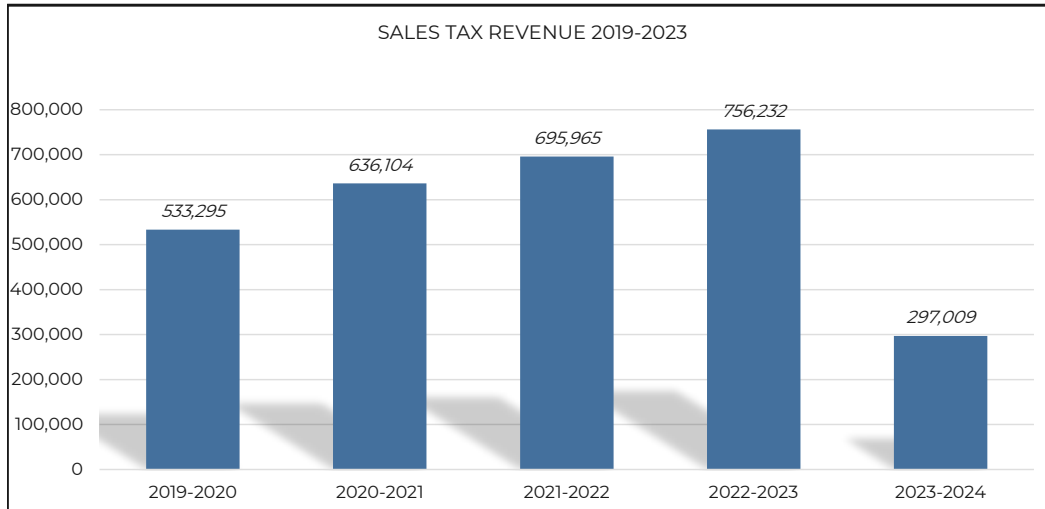
% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>61-CAPITAL OUTLAY</u>						
76-6116 PORTER PARK UPDATES	0	0.00	78,659.01 (78,659.01)	0.00	0.00
76-6117 NEW DOWNTOWN PARK	0	0.00	0.00	0.00	0.00	0.00
76-6118 MIRACLE FIELD AT PORTER	0	0.00	0.00	0.00	0.00	0.00
TOTAL 61-CAPITAL OUTLAY	0	0.00	78,659.01 (78,659.01)	0.00	0.00
<u>74-TRANSFERS</u>						
76-7401 TRANSFERS TO GENERAL FUN	0	0.00	0.00	0.00	0.00	0.00
76-7402 TRANSFERS TO DSF	0	0.00	0.00	0.00	0.00	0.00
76-7404 TRANSFERS TO CIP	0	0.00	0.00	0.00	0.00	0.00
TOTAL 74-TRANSFERS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 76-4B FUND	362,625	6,173.69	117,738.29 (17,729.21)	262,615.92	27.58
TOTAL EXPENDITURES	557,625	6,173.69	117,738.29 (17,729.21)	457,615.92	17.93
REVENUE OVER/ (UNDER) EXPENDITURES	352,375	76,429.75	195,864.88	17,729.21	138,780.91	60.62

Economic Development Sales Tax Report

Month	2019-2020	Total	2020-2021	Total	2021-2022	Total	2022-2023	Total	2023-2024	Total
OCT	41,961	41,961	52,602	52,602	50,303	55,222	65,621	65,621	84,045	84,045
NOV	42,075	84,036	50,054	102,656	55,222	105,525	61,751	127,372	72,499	156,544
DEC	44,092	128,128	52,405	155,061	48,145	153,670	72,220	199,591	62,317	218,861
JAN	27,585	155,713	44,941	200,002	56,155	209,825	61,974	261,565	78,147	297,009
FEB	70,059	225,772	62,144	262,146	76,753	286,579	71,749	333,314		
MAR	40,966	266,738	49,700	311,846	57,471	344,049	52,565	385,879		
APR	35,736	302,474	48,180	360,026	44,446	388,495	54,627	440,506		
MAY	41,692	344,166	63,691	423,717	64,395	452,890	67,275	507,780		
JUN	50,482	394,647	47,099	470,816	65,968	518,858	60,186	567,966		
JUL	49,189	443,837	50,290	521,106	56,987	575,845	61,729	629,695		
AUG	47,386	491,222	62,523	583,629	68,209	644,054	62,807	692,502		
SEP	42,073	553,295	52,474	636,104	51,911	695,965	63,730	756,232		
TOTAL	533,295	533,295	636,104	636,104	695,965	695,965	756,232	756,232	297,009	
BUDGE	385,000	148,295	462,500	173,604	600,000	95,965	800,000	(43,768)	875,000	(875,000)

January			Year To Date		
Actual	Actual	%	Actual	Actual	%
2023	2022	Change	2023	2022	Change
\$ 78,147	\$ 61,974	26%	\$ 297,009	\$ 261,565	14%





4B DEVELOPMENT CORPORATION COMMUNICATION

DATE: February 27, 2024
FROM: Shani Bradshaw, Director of Economic Development
AGENDA ITEM: Director's Report.

SUMMARY:

- Downtown Park Project
- Miracle League / Porter Park Project

FISCAL INFORMATION:

Budgeted: NA Amount: NA GL Account: NA

RECOMMENDED MOTION OR ACTION:

NA

ATTACHMENTS: