

# 4A INDUSTRIAL DEVELOPMENT BOARD

## MEETING AGENDA

APRIL 01, 2025, 6:00 PM



### 4A INDUSTRIAL DEVELOPMENT BOARD 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 Board 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 Board with regard to matters on the agenda will be received at the time the item is considered. The Board is not allowed to converse, deliberate or take action on any matter presented during citizen input.*

#### 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.*

- [1.](#) Consideration and possible action on 4A minutes from 02-04-2025.
- [2.](#) Consideration and possible action on 4A minutes from 02-27-2025.

#### DISCUSSION ITEMS

- [3.](#) Discussion on the 4A Fiscal Year 2024-2025 Budget.
- [4.](#) Discussion on potential strategic initiatives for economic growth and development.

#### ACTION ITEMS

#### REPORTS

*Staff Reports are for discussion only. No action may be taken on items listed under this portion of the agenda.*

- [5.](#) Director Report.

## 6. Financial Reports

### **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 Board or at the call of the President.*

### **ADJOURN**

**NOTE:** The Board 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 March 26, 2025, at 4:30 PM.

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Shelley Warner, Secretary

Request for 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.

# 4A INDUSTRIAL DEVELOPMENT BOARD

## MEETING MINUTES

FEBRUARY 4, 2025, 6:00 PM



4A INDUSTRIAL DEVELOPMENT

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

### CALL THE REGULAR MEETING TO ORDER AND ESTABLISH A QUORUM

As there was a quorum Board Member McAlister called the meeting to order at 6:00 P.M.

### BOARD MEMBERS PRESENT

Board member, Place 1	Jofree Fincher
Board Member, Place 2	Sue Allison
Board Member, Place 3	Shannon Gann
Board Member, Place 4	Nancy McAlister
Board Member, Place 5	Drew Hall

### BOARD MEMBERS ABSENT

### STAFF MEMBERS PRESENT

Director of Economic Development Shani Bradshaw

### INVOCATION AND PLEDGE

Board Member McAlister led the Pledge of Allegiance.

### CITIZENS COMMENTS

No citizens came forward to speak.

### CONSENT AGENDA

1. Consideration and possible action on 4A minutes from 12-3-2024.

Motion to approve the 4A minutes from 12-3-2024 was made by Board Member Gann, Seconded by Board Member Allison.

Voting Yea: Board Member Hall, Board Member Fincher, Board Member McAlister. The motion passed unanimously.

## **DISCUSSION ITEMS**

2. S.W.A.G. Update

Discussion was held.

## **REPORTS**

3. Financial Reports.

Discussion was held.

4. Director's Report.

Director Bradshaw provided an update on development activity and her attendance at ICSC@redriver.

## **FUTURE AGENDA ITEMS**

Board Member Allison would like to explore land opportunities and discuss them at the next board meeting.

## **ADJOURN**

As there were no further items on the agenda Board Member McAlister adjourned the meeting at 7:12 p.m.

# 4A INDUSTRIAL DEVELOPMENT BOARD

## MEETING MINUTES

FEBRUARY 27, 2025, 6:00 PM



### 4A INDUSTRIAL DEVELOPMENT SPECIAL MEETING

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

### CALL THE MEETING TO ORDER AND ESTABLISH A QUORUM

As there was a quorum Board Member Allison called the meeting to order at 6:04 P.M.

### BOARD MEMBERS PRESENT

Board member, Place 1	Jofree Fincher
Board Member, Place 2	Sue Allison
Board Member, Place 3	Shannon Gann

### BOARD MEMBERS ABSENT

Board Member, Place 4	Nancy McAlister
Board Member, Place 5	Drew Hall

### STAFF MEMBERS PRESENT

Director of Economic Development Shani Bradshaw

### INVOCATION AND PLEDGE

### CITIZENS COMMENTS

No citizens came forward to speak.

### CONSENT AGENDA

1. Consideration and possible action to approve and authorize the execution of a Performance Agreement with Sanger Education Foundation, Inc., acting on behalf of the Sanger Independent School District, to provide a grant in the amount not to exceed \$235, 075.00 to support the Sanger ISD Career and Technology Center, subject to City Council Approval.

Director Bradshaw presented the item and noted the amount should be \$234,075

Motion to approve and authorize the execution of a Performance Agreement with Sanger Education Foundation, Inc., acting on behalf of the Sanger Independent School District, to provide a grant in the amount not to exceed \$234, 075.00 to support the Sanger ISD Career and Technology Center, subject to City Council Approval was made by Board Member Allison, seconded by Board Fincher.

Voting Yea: Board Member Gann. The motion passed unanimously.

### **FUTURE AGENDA ITEMS**

No items were discussed.

### **ADJOURN**

As there were no further items on the agenda Board Member Allison adjourned the meeting at 6:18 p.m.



# 4A INDUSTRIAL DEVELOPMENT BOARD COMMUNICATION

**DATE:** April 1, 2025  
**FROM:** Shani Bradshaw, Director of Economic Development  
**AGENDA ITEM:** Consideration and possible action on 4A minutes from 02-27-2025.

**SUMMARY:**  
Consideration and possible action on 4A minutes from 02-27-2025.

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

**RECOMMENDED MOTION OR ACTION:**  
Staff recommends approval.

**ATTACHMENTS:**  
4A minutes from 02-04-2027.

# 4A INDUSTRIAL DEVELOPMENT BOARD MEETING MINUTES



**FEBRUARY 27, 2025, 6:00 PM**

**4A INDUSTRIAL DEVELOPMENT SPECIAL MEETING  
DEVELOPMENT SERVICES BUILDING - 201 BOLIVAR STREET, SANGER, TEXAS 76266**

## **CALL THE MEETING TO ORDER AND ESTABLISH A QUORUM**

As there was a quorum Board Member Allison called the meeting to order at 6:04 P.M.

## **BOARD MEMBERS PRESENT**

Board member, Place 1      Jofree Fincher  
Board Member, Place 2      Sue Allison  
Board Member, Place 3      Shannon Gann

## **BOARD MEMBERS ABSENT**

Board Member, Place 4      Nancy McAlister  
Board Member, Place 5      Drew Hall

## **STAFF MEMBERS PRESENT**

Director of Economic Development Shani Bradshaw

## **INVOCATION AND PLEDGE**

## **CITIZENS COMMENTS**

No citizens came forward to speak.

## **CONSENT AGENDA**

1. Consideration and possible action to approve and authorize the execution of a Performance Agreement with Sanger Education Foundation, Inc., acting on behalf of the Sanger Independent School District, to provide a grant in the amount not to exceed \$235, 075.00 to support the Sanger ISD Career and Technology Center, subject to City Council Approval.

Director Bradshaw presented the item and noted the amount should be \$234,075



Motion to approve and authorize the execution of a Performance Agreement with Sanger Education Foundation, Inc., acting on behalf of the Sanger Independent School District, to provide a grant in the amount not to exceed \$234, 075.00 to support the Sanger ISD Career and Technology Center, subject to City Council Approval was made by Board Member Allison, seconded by Board Fincher.

Voting Yea: Board Member Gann. The motion passed unanimously.

### **FUTURE AGENDA ITEMS**

No items were discussed.

### **ADJOURN**

As there were no further items on the agenda Board Member Allison adjourned the meeting at 6:18 p.m.



# 4A INDUSTRIAL DEVELOPMENT BOARD COMMUNICATION

**DATE:** April 1, 2025  
**FROM:** Shani Bradshaw, Director of Economic Development  
**AGENDA ITEM:** Discussion on the 4A Fiscal Year 2024-2025 Budget.

**SUMMARY:**

- Discuss the Fiscal Year 2025-2026 Budget.

**FISCAL INFORMATION:**

Budgeted: NA      Amount: NA      GL Account: NA

**RECOMMENDED MOTION OR ACTION:**

NA

**ATTACHMENTS:**

4A Budget FY 2025-2026 (Draft)  
4A Budget Revenue & Expenditure Description

**2025-2026 BUDGET WORKSHEET  
4A - ECONOMIC DEVELOPMENT**

ACCT #	ACCT NAME	2022-23 ACTUAL	2023-24 ACTUAL	2024-25			2025-26		COMMENTS (REQUIRED IF % INCREASE IS NOT ZERO)
				CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	% INCREASE (DECREASE)	
<b>REVENUES</b>									
00-4325	SALES TAX REVENUE	784,551	799,117	962,500	388,984	933,562	962,500	0%	
00-4446	GRANT REVENUE	15,040	0	0	0	0	0	-	
00-4800	INTEREST INCOME	67,770	130,999	95,000	50,461	121,105	95,000	0%	
00-4945	SALE OF CAPITAL ASSETS	938,768	0	0	0	0	0	-	

<b>EXPENDITURES</b>									
46-5210	DEPARTMENTAL SUPPLIES	503	229	1,450	58	140	1,450	0%	
46-5213	COMPUTER HARDWARE & SOFTWARE	4,990	2,460	5,755	100	240	3,000	-48%	
46-5226	ADVERTISING & MARKETING	19,000	26,082	25,000	15,131	36,315	30,000	20%	Marketing Materials and Sponsorships
46-5227	BUSINESS RETENTION EXPANSION	0	0	10,000	0	0	10,000	0%	
46-5235	STAFF TRAINING & DEVELOPMENT	11,278	14,330	20,000	6,974	16,737	24,000	20%	Membership to Team Texas - State Business Attraction Program
46-5325	REPAIRS & MAINTENANCE	0	2,200	0	0	0	0	-	
46-5332	LEASED EQUIPMENT	682	749	900	327	785	900	0%	
46-5420	CONTRACT/PROFESSIONAL SERVICES	8,238	480	103,000	100	240	103,000	0%	
46-5425	OUTSIDE LEGAL SERVICES	0	3	25,000	100	240	25,000	0%	
46-5450	TECHNOLOGY SERVICES	0	0	1,000	0	0	1,000	0%	
46-5452	WEBSITE	6,080	0	0	0	0	0	-	
46-5610	GRANT EXPENSES	0	0	250,000	0	0	250,000	0%	



## Sanger Industrial Development (4A) - Revenue and Expenditure Line Items

### Estimated Revenues

#### 4A Sales Tax

- Projected income from sales tax for twelve (12) months.

#### Interest Income

#### Funds Available

- Funds available from Checking, Money Market, and Investment Accounts.

### Expenditures

#### Salaries and Benefits

- Salaries, Vacation Compensation, Longevity Pay, Auto Allowance, Cell Phone Allowance, Retirement, Health Insurance, Workers Comp, Unemployment.

#### Department Supplies:

- Office Supplies - Copier paper, laser cartridges, and other general supplies for day-to-day operations
- Food - Board meetings and prospects
- Postage - expenses for mailings
- Furniture & Fixtures - Cost of new or replacement of office furniture

#### Computer Hardware & Software

- Computer Hardware – Computer hardware and accessories.
- Computer Software – Annual website licenses, software updates, hosting, and troubleshooting.

#### Advertising & Marketing

- 10% of 4A tax proceeds (allowed by law). Ads for specific publications (DRC Relocation Guide, DRC Economic Development Guide, Go Big Texas, RED Journals Economic Guide), billboards, sponsorships, marketing materials, special events, public and legal notices, maps, photos, and promotional items for trade shows and recruitment efforts such as the International Council of Shopping Centers (ICSC); Team Texas, Texas ED Connections, and others.

### Business Retention Expansion

- Small business workshops, welcome letters to new businesses, quarterly newsletters and online information, business surveys, lunches with local businesses, business roundtables, business recognition awards, and workforce development.

### Staff Training & Development

- Dues and Subscriptions Including, but not limited to cost of membership fees for the International Council of Shopping Centers (ICSC), Dallas Chamber, Texas Economic Development Council (TEDC), Southern Economic Development Councils (SBEDC), Team Texas, International Economic Development Council (IEDC); Industrial Asset Management Council (IAMC), Sanger Chamber, Denton Chamber, Zoom Prospector, Placer.ai, RESimplifi, and Magazine/Professional Subscriptions.
- Training & Development – Conferences, tradeshow registration, and attendance with organizations such as, but not limited to, the following: the Texas Economic Development Council (TEDC); International Economic Development Council (IEDC); Southern Economic Development Council (SBEDC); Society of Industrial and Office Realtors (SIOR); Industrial Asset Management Council (IAMC); also includes local and regional conferences that arise.
- Travel and related expenses, such as airfare, hotel, and per diem or other travel-related cost. This would be for travel related to, but not limited to, conferences, tradeshows, recruitment efforts, and marketing trips.
- This item also includes prospect hosting (cost of travel, rental car, lodging, food, and entertainment for prospects).

### Repairs & Maintenance

- Repair and maintenance to office building

### Lease Equipment

- Copier and Printer

### Outside Legal Services

- Legal consultation services, research, opinions, agreements, etc.

### Professional Service –

- The SIDC contracts various services with professionals and firms for specific projects and tasks, such as strategic planning, engineering, research, study for prospects, utility studies, or other studies that may arise that are needed for economic development. (Marketing analysis, trade area, and demographic reports, Survey Monkey, maps, and charts, current demographics, and projections needed for brokers and developers.)

### Technical Services

- Maintenance of computer systems and office network.

### Grant Expenses

- Workforce Grant (SWAG)



# 4A INDUSTRIAL DEVELOPMENT BOARD COMMUNICATION

**DATE:** April 2, 2024

**FROM:** Shani Bradshaw, Director of Economic Development

**AGENDA ITEM:** Discussion on potential strategic initiatives for economic growth and development.

**SUMMARY:**

- Land opportunities for industrial use
- Workforce training

**FISCAL INFORMATION:**

Budgeted: NA      Amount: NA      GL Account: NA

**RECOMMENDED MOTION OR ACTION:**

NA

**ATTACHMENTS:**



# 4A INDUSTRIAL DEVELOPMENT BOARD COMMUNICATION

**DATE:** April 1, 2025  
**FROM:** Shani Bradshaw, Director of Economic Development  
**AGENDA ITEM:** Director Report

**SUMMARY:**

- Update on the Sanger Workforce Achievement Grant (SWAG)
- Economic Development Strategic Plan

**FISCAL INFORMATION:**

Budgeted: NA      Amount: NA      GL Account: NA

**RECOMMENDED MOTION OR ACTION:**

NA

**ATTACHMENTS:**

NA



# 4A INDUSTRIAL DEVELOPMENT BOARD COMMUNICATION

**DATE:** April 1, 2025  
**FROM:** Shani Bradshaw, Director of Economic Development  
**AGENDA ITEM:** Financial Reports

**SUMMARY:**

- Financial Report for the period ending February 28, 2025
- Sales Tax collections for February 28, 2025

**FISCAL INFORMATION:**

Budgeted: NA      Amount: NA      GL Account: NA

**RECOMMENDED MOTION OR ACTION:**

NA

**ATTACHMENTS:**

- Monthly Financial Report – February 28, 2025
- Sales Tax Report – February 28, 2025



**Sanger Texas Industrial Development Corporation**  
**Fund Type A**  
**February 28, 2025**

	<b>Budget</b>	<b>Actual</b>	<b>Percent of Budget</b>
<b>Revenue</b>			
Sales Tax	\$ 962,500.00	\$ 388,984.03	40%
Interest Income	\$ 95,000.00	\$ 62,465.56	66%
Grants			
Total Revenue	<u>\$ 1,057,500.00</u>	<u>\$ 451,449.59</u>	<u>43%</u>
<b>Expenditures</b>			
Salaries & Benefits	\$ 119,642.00	\$ 31,179.28	26%
Supplies & Materials	\$ 62,205.00	\$ 22,760.43	37%
Maintenance & Operations	\$ 900.00	\$ 370.38	41%
Contract Services	\$ 129,000.00	\$ 200.00	0%
Capital Outlay	\$ -	\$ -	#DIV/0!
Grant Expenses	\$ 250,000.00		0%
Transfers	\$ 15,000.00	\$ 15,000.00	100%
Total Expenditures	<u>\$ 576,747.00</u>	<u>\$ 69,510.09</u>	<u>12%</u>
Revenues Over Expenditures	<u>\$ 480,753.00</u>	<u>\$ 381,939.50</u>	
Cash in Bank - First United			\$ 3,600,212.95
Cash in Bank - Prosperity			\$ 333,274.66
Money Market			\$ 2,096,695.60
Certificate of Deposit			<u>\$ 100,967.23</u>
Total Cash			<u>\$ 6,131,150.44</u>

Sales Tax Report - February 2025

Month	2020-2021	Total	2021-2022	Total	2022-2023	Total	2023-2024	Total	2024-2025	Total
October	52,602	52,602	50,303	55,222	65,621	65,621	84,045	84,045	67,307	67,307
November	50,054	102,656	55,222	105,525	61,751	127,372	72,499	156,544	76,909	144,216
December	52,405	155,061	48,145	153,670	72,220	199,591	62,317	218,861	71,117	215,333
January	44,941	200,002	56,155	209,825	61,974	261,565	78,147	297,009	76,821	292,154
February	62,144	262,146	76,753	286,579	71,749	333,314	69,257	366,266	96,830	388,984
March	49,700	311,846	57,471	344,049	52,565	385,879	61,032	427,298		
April	48,180	360,026	44,446	388,495	54,627	440,506	45,186	472,483		
May	63,691	423,717	64,395	452,890	67,275	507,780	67,969	540,452		
June	47,099	470,816	65,968	518,858	60,186	567,966	73,838	614,290		
July	50,290	521,106	56,987	575,845	61,729	629,695	68,028	682,319		
August	62,523	583,629	68,209	644,054	62,807	692,502	72,940	755,259		
September	52,474	636,104	51,911	695,965	63,730	756,232	70,492	825,750		
TOTAL	636,104	636,104	695,965	695,965	756,232	756,232	825,750	825,750	388,984	
<b>BUDGET</b>	<b>462,500</b>	<b>173,604</b>	<b>600,000</b>	<b>95,965</b>	<b>800,000</b>	<b>(43,768)</b>	<b>875,000</b>	<b>(49,250)</b>	<b>962,500</b>	<b>(962,500)</b>

Sales Tax Collection	February			Year To Date		
	Actual	Actual	%	Actual	Actual	%
	2025	2024	Change	2025	2024	Change
	\$ 96,830	\$ 69,257	40%	\$ 388,984	\$ 366,266	6%

