

# **4B DEVELOPMENT CORPORATION**

## **MEETING AGENDA**

**MAY 29, 2025, 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.*

### **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 4B minutes from 02/25/2025.

### **ACTION ITEMS**

2. Consideration and possible action on the 4B Fiscal Year 2025-2026 Budget.

### **REPORTS**

3. 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 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 May 20, 2024, at 3:00 PM.

---

Shelley Warner, 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:** May 29, 2025

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

**AGENDA ITEM:** Consideration and possible action on 4B minutes from 02/25/2025.

**SUMMARY:**

- 4B Board Minutes from 02/25/2025

**FISCAL INFORMATION:**

Budgeted: NA                      Amount: NA                      GL Account: NA

**RECOMMENDED MOTION OR ACTION:**

Staff recommends approval.

**ATTACHMENTS:**

4B Minutes from 02/25/2025.

## **4B DEVELOPMENT CORPORATION**

### **MEETING MINUTES**

**FEBRUARY 25, 2025, 6:05 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 6:05 p.m.

#### **BOARD MEMBERS PRESENT**

Board Member, Place 1 Lee Allison

Board Member, Place 2 John Payne

Board Member, Place 3 Matt Fuller

Board Member, Place 4 Beverly Howard

Board Member, Place 5 Jeff Springer

Board Member, Place 7 Carrie Bilyeu

#### **BOARD MEMBERS ABSENT**

Board Member, Place 6 Eddie Piercy

#### **STAFF MEMBERS PRESENT**

Director of Economic Development Shani Bradshaw, Director of Parks & Recreation Ryan Nolting, and Secretary Shelley Warner

#### **INVOCATION AND PLEDGE**

Invocation and pledge were led by Board Member Springer.

#### **CITIZENS COMMENTS**

No citizens came forward to speak.

## **SPECIAL PRESENTATIONS AND ANNOUNCEMENTS**

1. Special presentation by Alexa Reaves on behalf of Girl Scout Troop #7847.

Item was postponed until next meeting.

## **DISCUSSION ITEMS**

2. Porter Park II Update.

Director Shani Bradshaw provided an overview of the item. Parks & Recreation Director, Ryan Nolting, gave a presentation and showed a video of the proposed park layout.

Board Member Springer, Board Member Payne, and Board Member Fuller asked questions. Director Nolting responded.

## **CONSENT AGENDA**

3. Consideration 4B minutes from 10/22/2024.

Motion to approve the consent agenda as shown was made by Board Member Springer. Seconded by Board Member Fuller.

Voting Yea: Board Member Payne, Board Member Allison, Board Member Howard and Board Member Bilyeu. The motion passes unanimously.

## **ACTION ITEMS**

4. Consideration and possible action on Property Enhancement Incentive application for 202 Bolivar Street.

Director Bradshaw presented the item noting that the proposed paint does not meet façade standard. Staff recommends approval in the amount of \$8,350.48, which excludes painting of the front and back of building.

Motion to approve the Property Enhancement Incentive application for 202 Bolivar Street in the amount of \$8,350.48, which excludes painting of the front and back of building, was made by Board Member Payne. Seconded by Board Member Howard.

Voting Yea: Board Member Springer, Board Member Allison, Board Member Fuller and Board Member Bilyeu. The motion passes unanimously.

5. Consideration and possible action on amending the Property Enhancement Incentive application for 315 N. 5th Street.

Director Bradshaw presented the item. Staff recommends approval in the amount \$2,165.00.

Motion to approve the Property Enhancement Incentive application for 315 N. 5th Street in the amount of \$2,165.00 was made by Board Member Howard. Seconded by Board Member Bilyeu.

Voting Yea: Board Member Springer, Board Member Payne, Board Member Fuller and Board Member Allison. The motion passes unanimously.

6. Consideration and possible action on future board meeting dates.

Board Member Payne opened the discussion. Board Member Springer recommended meeting as needed, but no less than quarterly.

Motion to approve the change of future 4B Development Corporation meeting dates to as needed, but no less than quarterly, was made by Board Member Springer. Seconded by Board Member Fuller.

Voting Yea: Board Member Bilyeu, Board Member Payne, Board Member Howard and Board Member Allison. 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

No future items were discussed.

## ADJOURN

As there were no further items on the agenda Board Member Payne adjourned the meeting at 7:06 p.m.



## 4B DEVELOPMENT CORPORATION COMMUNICATION

**DATE:** May 29, 2025.

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

**AGENDA ITEM:** Consideration and possible action on the 4B Fiscal Year 2025-2026 Budget.

**SUMMARY:**

- Staff will provide a presentation on the 4A FY 2025-2026 Budget.

**FISCAL INFORMATION:**

Budgeted: NA

Amount: NA

GL Account: NA

**RECOMMENDED MOTION OR ACTION:**

APPROVE the 4B FY 2025-2026 Budget

**ATTACHMENTS:**

4B Budget FY 2025-2026

4B Revenue Expenditures Line Items

4B - SANGER TEXAS DEVELOPMENT CORPORATION  
2025-2026 Budget Worksheet

| 76-ECONOMIC DEVELOPMENT   | 2023-2024  | 2024-2025    | 2024-2025   | 2025-2026    | VARIANCE   |           |
|---|------------|--------------|-------------|--------------|------------|-----------|
|   | ACTUAL     | BUDGET       | YTD (April) | REQUESTED    | \$         | %         |
| REVENUE   |            |              |             |              |            |           |
| State Sales Tax   | 799,117    | 962,500      | 509,003     | 962,500      | -          | 0.0%      |
| Grant Revenue   |            | -            |             |              |            | #DIV/0!   |
| Interest Income   | 65,516     | 44,000       | 43,371      | 44,000       | -          | 0.0%      |
| Rental Income   | 900        |              |             |              | -          | #DIV/0!   |
| TOTAL 4B FUND REVENUE   | \$ 865,533 | \$ 1,006,500 | \$ 552,375  | \$ 1,006,500 | \$ -       | 0.0%      |
| EXPENDITURES  |            |              |             |              |            |           |
| SALARIES AND BENEFITS   |            |              |             |              |            |           |
| Salaries & Benefits   | 60,500     | 119,642      | 41,944      | 119,642      | -          | 0.0%      |
| TOTAL 51-SALARIES AND BENEFITS  | 60,500     | 119,642      | 41,944      | 119,642      | -          | 0.0%      |
| DEPARTMENT SUPPLIES   |            |              |             |              |            |           |
| Supplies, food, postage, furniture and fixtures   | 292        | 1,450        | 269         | 1,000        | (450)      | -31.0%    |
| TOTAL 52-DEPARTMENT SUPPLIES  | 292        | 1,450        | 269         | 1,000        | (450)      | -31.0%    |
| COMPUTER HARDWARE & SOFTWARE  |            |              |             |              |            |           |
| Computer, printers, licensing, web hosting, tech support                                      | 2,460      | 5,755        | 100         | 3,000        | (2,755)    | -47.9%    |
| TOTAL 52-COMPUTER HARDWARE & SOFTWARE   | 2,460      | 5,755        | 100         | 3,000        | (2,755)    | -47.9%    |
| ADVERTISING & MARKETING   |            |              |             |              |            |           |
| Publications, promotional items, sponsorships, notices, mktg                                  | 28,157     | 25,000       | 21,072      | 40,000       | 15,000     | 60.0%     |
| TOTAL 52-ADVERTISING & MARKETING  | 28,157     | 25,000       | 21,072      | 40,000       | 15,000     | 60.0%     |
| Increase to bring awareness of Sanger as a destination to visit, relocate, or expand business |            |              |             |              |            |           |
| STAFF TRAINING & DEVELOPMENT  |            |              |             |              |            |           |
| Membership dues, conferences, travel expenses, workshops                                      | 12,953     | 18,000       | 10,623      | 18,000       | -          | 0.0%      |
| TOTAL 52-STAFF TRAINING & DEVELOPMENT   | 12,953     | 18,000       | 10,623      | 18,000       | -          | 0.0%      |
| REPAIRS & MAINTENANCE   |            |              |             |              |            |           |
| Repair and maintenance to office building   | 2,200      | -            |             | 1,000        | -          | #DIV/0!   |
| TOTAL 61-REPAIRS & MAINTENANCE  | 2,200      | -            | -           | 1,000        | 1,000      | #DIV/0!   |
| LEASED EQUIPMENT  |            |              |             |              |            |           |
| Office copier and printer   | 749        | 900          | 494         | 900          | -          | 0.0%      |
| TOTAL 74-LEASES EQUIPMENT   | 749        | 900          | 494         | 900          | -          | 0.0%      |
| CONTRACT/PROFESSIONAL SERVICES  |            |              |             |              |            |           |
| Expert services in analysis, planning, studies, services, etc.                                | 135,959    | 50,000       | 9,668       | 40,000       | -          | -20.0%    |
| TOTAL 74-CONTRACT/PROFESSIONAL SERVICES   | 135,959    | 50,000       | 9,668       | 40,000       | (10,000)   | -20.0%    |
| Increase is for GIS and Retail Recruitment Services   |            |              |             |              |            |           |
| OUTSIDE LEGAL SERVICES  |            |              |             |              |            |           |
| Legal consultation services, research, opinons, agreements                                    | -          | 10,000       | 1,850       | 10,000       | -          | 0.0%      |
| TOTAL 54-OUTSIDE LEGAL SERVICES   | -          | 10,000       | 1,850       | 10,000       | -          | 0.0%      |
| TECHNOLOGY SERVICES   |            |              |             |              |            |           |
| IT support for the office network and systems   |            | 1,000        | -           | 1,000        | -          | 0.0%      |
| TOTAL 54-TECHNOLOGY SERVICES  | -          | 1,000        | -           | 1,000        | -          | 0.0%      |
| PROMO/COMMUNITY EVENT GRANTS  |            |              |             |              |            |           |
| Grant for events that promote community engagement  |            |              | -           | -            | -          | #DIV/0!   |
| TOTAL 56- PROMO/COMMUNITY EVENT GRANTS  | -          | -            | -           | -            | -          | #DIV/0!   |
| PROPERTY ENHANCEMENT INCENTIVE  |            |              |             |              |            |           |
| \$10,000 matching grant program   | 29,445     | 60,000       |             | 60,000       | -          | 0.0%      |
| TOTAL 56-PROPERTY ENHANCEMENT GRANTS  | 29,445     | 60,000       | -           | 60,000       | -          | 0.0%      |
| PORTER PARK EAST  |            |              |             |              |            |           |
| Porter and Miracle League Field Project   |            |              |             |              | -          | #DIV/0!   |
| TOTAL 54-PORTER PARK EAST   | -          | -            | -           | -            | -          | #DIV/0!   |
| TOTAL 4B FUND EXPENDITURES  | 272,715    | 291,747      | 86,020      | 294,542      | 2,795      | 1.0%      |
| REVENUE OVER/UNDER EXPENDITURES   | \$ 592,818 | \$ 714,753   | \$ 466,354  | \$ 711,958   | \$ (2,795) | -0.4%     |
| CASH BALANCE  |            |              |             |              |            |           |
| Cash in Bank - Checking   |            |              |             |              | \$         | 212,319   |
| Certificate of Deposit  |            |              |             |              | \$         | 303,581   |
| Claim on Cash   |            |              |             |              | \$         | 2,557,337 |
| TOTAL CASH  |            |              |             |              | \$         | 3,073,237 |





## Sanger Economic Development (4B) - Revenue and Expenditure Line Items

### Estimated Revenues

- 4B Sales Tax Revenue
  - Primary funding source allocated to economic development.
- Interest Income
  - Earnings from bank deposits or investments of unused funds.

### Expenditures

- Salaries and Benefits  
Covers personnel-related costs, such as:
  - Wages and salaries
  - Vacation payouts
  - Retirement benefits
  - Health insurance
  - Vehicle and phone allowances
  - Workers' compensation and unemployment insurance
- Department Supplies:  
Day-today office needs:
  - Office Supplies: Paper, ink, pens, etc.
  - Food: Refreshments for board meetings or visiting business prospects
  - Postage: Mailing cost for communications and marketing materials
  - Furniture & Fixtures: New or replacement desks, chairs, etc.
- Computer Hardware & Software  
Tech support for operations:
  - Hardware: Computer, printers, accessories
  - Software: Licensing, web hosting, and technical support for digital tools and the website
- Advertising & Marketing  
Limited to 10% of 4A tax revenue
  - Ads for specific publications (DRC Relocation Guide, DRC Economic Development Guide, Go Big Texas, RED Journals Economic Guide)
  - Trade show materials and sponsorships
  - Promotional item.
  - Legal/public notices
  - Marketing campaigns targeting business recruitment
    - ICSC
    - Team Texas

- Texas ED connections
- Others.

- Staff Training & Development

Professional growth and outreach:

- Membership Dues: Participation in economic development and real estate organization
  - 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
- Conferences: Attendance at state, regional, and national events
  - 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)
  - Denton County Days
- Travel: Related lodging, airfare, and meals for staff or businesses. This item also includes prospect hosting, such as cost of travel, rental car, lodging, food, and entertainment.

- Repairs & Maintenance

- Repair and maintenance to office building

- Lease Equipment

- Copier and Printer lease expenses

- Contract/Professional Service

Expert help for special projects:

- Strategic planning
- Engineering and utility studies
- Demographic research and marketing analysis
- Surveys and custom reports (Marketing analysis, trade area, and demographic reports, Survey Monkey, maps, and charts, current demographics, and projections needed for brokers and developers)
- Retail Recruitment

- Outside Legal Services

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

- Technical Services

- IT support for the office network and systems

- Promo/Community Event Grant
  - Grant for events that promote community engagement
- Property Enhancement Incentive Program
  - Matching grant program
- Porter Park East Project
  - Porter and Miracle League Field Project



## 4B DEVELOPMENT CORPORATION COMMUNICATION

**DATE:** May 29, 2025

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

**AGENDA ITEM:** Financial Reports.

**SUMMARY:**

- Revenues and expenditures reflect activity from October 1, 2024, through April 30, 2025.
- Sales Tax Collection for April 30, 2025.

**FISCAL INFORMATION:**

Budgeted: NA                      Amount: NA                      GL Account: NA

**RECOMMENDED MOTION OR ACTION:**

NA

**ATTACHMENTS:**

Monthly Financial Report – April 30, 2025  
Sales Tax Report – April 30, 2025

**Sanger Texas Development Corporation**  
**Fund 4B**  
**April 30, 2025**

|                               | <b>Budget</b>    | <b>Actual</b>  | <b>Percent<br/>of Budget</b> |
|-------------------------------|------------------|----------------|------------------------------|
| Revenue                       |                  |                |                              |
| Sales Tax                     | 962,500          | 509,003        | 53%                          |
| Interest Income               | 44,000           | 43,371         | 99%                          |
| Grants                        |                  |                |                              |
| Total Revenue                 | <u>1,006,500</u> | <u>552,375</u> | <u>55%</u>                   |
| Expenditures                  |                  |                |                              |
| Salaries and Benefits         | 119,641          | 41,944         | 35%                          |
| Transfer to Debt Service Fund | 195,000          | 195,000        | 100%                         |
| Supplies and Materials        | 50,205           | 32,064         | 64%                          |
| Maintenance and Operation     | 900              | 494            | 55%                          |
| Contract Services             | 61,000           | 11,518         | 19%                          |
| Grant Expenses                | 60,000           | -              | 0%                           |
| Capital Outlay                | -                |                |                              |
| Total Expenditures            | <u>486,746</u>   | <u>281,020</u> | <u>58%</u>                   |
| Revenues Over Expenditures    | <u>519,754</u>   | <u>271,354</u> |                              |
| Cash in Bank - Checking       |                  |                | \$ 212,319.34                |
| Certificate of Deposit        |                  |                | \$ 303,580.80                |
| Claim in Cash                 |                  |                | <u>\$2,557,336.64</u>        |
| Total Cash                    |                  |                | <u>\$3,073,236.78</u>        |

## Sales Tax Report - April 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  | 60,873    | 449,857   |
| April     | 48,180    | 360,026 | 44,446    | 388,495 | 54,627    | 440,506  | 45,186    | 472,483  | 59,146    | 509,003   |
| 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  | 509,003   |           |
| BUDGET    | 462,500   | 173,604 | 600,000   | 95,965  | 800,000   | (43,768) | 875,000   | (49,250) | 962,500   | (962,500) |

| Sales Tax Collection | April     |           |        | Year To Date |            |        |
|----------------------|-----------|-----------|--------|--------------|------------|--------|
|                      | Actual    | Actual    | %      | Actual       | Actual     | %      |
|                      | 2025      | 2024      | Change | 2025         | 2024       | Change |
|                      | \$ 59,146 | \$ 45,186 | 31%    | \$ 509,003   | \$ 472,483 | 8%     |

