

4A INDUSTRIAL DEVELOPMENT BOARD

MEETING AGENDA

JULY 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.

DISCUSSION ITEMS

- [1.](#) Discussion on potential strategic initiatives for economic growth and development.

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 4A minutes from 05-06-2025.

ACTION ITEMS

- [3.](#) Consideration and possible action on the 4A Fiscal Year 2025-2026 Budget.

REPORTS

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

- [4.](#) Financial Reports.
- [5.](#) Director 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 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 June 26, 2025, 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.



4A INDUSTRIAL DEVELOPMENT BOARD COMMUNICATION

DATE: July 1, 2025

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: July 1, 2025

FROM: Shani Bradshaw, Director of Economic Development

AGENDA ITEM: Consideration and possible action on 4A minutes from 05-06-2025.

SUMMARY:

Consideration and possible action on 4A minutes from 05-06-2025.

FISCAL INFORMATION:

Budgeted: NA Amount: NA GL Account: NA

RECOMMENDED MOTION OR ACTION:

Staff recommends approval.

ATTACHMENTS:

4A minutes from 05-06-2027.

4A INDUSTRIAL DEVELOPMENT BOARD

MEETING MINUTES

MAY 6, 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 6:01 P.M.

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

Board Member, Place 2	Sue Allison
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STAFF MEMBERS PRESENT

Director of Economic Development Shani Bradshaw

INVOCATION AND PLEDGE

Led by Board Member McAlister.

CITIZENS COMMENTS

No citizens came forward to speak.

CONSENT AGENDA

1. Consideration and possible action on 4A minutes from 02-04-2025.

Motion to approve the 4A minutes from 02-04-2025 was made by Board Member Gann, Seconded by Board Member Hall.

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

2. Consideration and possible action on 4A minutes from 02-27-2025.

Motion to approve the 4A minutes from 02-27-2025 was made by Board Member Gann. Seconded by Board Member Fincher.

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

ACTION ITEMS

3. Consideration and possible action on the 4A Fiscal Year 2025-2026 Budget.
Director Bradshaw presented the item and distributed budget worksheets.

The Board discussed deferring the item until the next meeting.

Motion to defer the item to the next meeting was made by Board Member Fincher. Seconded by Board Member Gann.

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

REPORTS

4. Financial Reports.

Director Bradshaw goes over the financial report.

5. Director Report.

Director Bradshaw provides an update.

FUTURE AGENDA ITEMS

No items were discussed.

ADJOURN

As there were no further items on the agenda Board Member McAlister adjourned the meeting at 6:56 p.m.



4A INDUSTRIAL DEVELOPMENT BOARD COMMUNICATION

DATE: July 1, 2026

FROM: Shani Bradshaw, Director of Economic Development

AGENDA ITEM: Consideration and possible action on the 4A 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:

Staff recommends approval.

ATTACHMENTS:

4A Budget FY 2025-2026
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	Y-T-D	PROJECTED	REQUESTED	% INCREASE	
				BUDGET	ACTUAL	YEAR END	BUDGET	(DECREASE)	
REVENUES									
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	-	

EXPENDITURES

46-5210	DEPARTMENTAL SUPPLIES	503	229	1,450	58	140	1,000	-31%	Budget reduced after initial allocation for new staff member's furniture and supplies
46-5213	COMPUTER HARDWARE & SOFTWARE	4,990	2,460	5,755	100	240	3,000	-48%	Budget reduced after initial allocation for new staff member's computer and software
46-5226	ADVERTISING & MARKETING	19,000	26,082	25,000	15,131	36,315	50,000	100%	Marketing materials and sponsorships to bring awareness of Sanger as a destination to visit, relocate, or expand businesses
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	25,000	25%	Regional partnerships, professional associations, subscriptions, staff and board training.
46-5325	REPAIRS & MAINTENANCE	0	2,200	0	0	0	1,000	#DIV/0!	Repairs and maintenance to office building
46-5332	LEASED EQUIPMENT	682	749	900	327	785	900	0%	
46-5420	CONTRACT/PROFESSIONAL SERVICES	8,238	480	103,000	100	240	113,000	10%	GIS & Recruitment Services
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

1. 4A Sales Tax Revenue
 - Primary funding source allocated to economic development.
2. Interest Income
 - Earnings from bank deposits or investments of unused funds.

Expenditures

1. 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
2. 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.
3. Computer Hardware & Software
Tech support for operations:
 - Hardware: Computer, printers, accessories
 - Software: Licensing, web hosting, and technical support for digital tools and the website
4. 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.

5. Business Retention Expansion

Efforts to support existing businesses:

- Workshops
- Newsletters
- Recognition awards
- Surveys
- Networking lunches and events (business roundtables)

6. 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.

7. Repairs & Maintenance

- Repair and maintenance to office building

8. Lease Equipment

- Copier and Printer lease expenses

9. 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)

10. Outside Legal Services

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

11. Technical Services

- IT support for the office network and systems

12. Grant Expenses

- Workforce Grants: Funding to support local workforce initiatives or training programs



4A INDUSTRIAL DEVELOPMENT BOARD COMMUNICATION

DATE: July 1, 2026
FROM: Shani Bradshaw, Director of Economic Development
AGENDA ITEM: Financial Reports.

SUMMARY:

- Financial Report for the period ending May 31, 2025
- Sales Tax collections for May 31, 2025

FISCAL INFORMATION:

Budgeted: NA Amount: NA GL Account: NA

RECOMMENDED MOTION OR ACTION:

NA

ATTACHMENTS:

- Monthly Financial Report – May 31, 2025
- Sales Tax Report – May 31, 2025

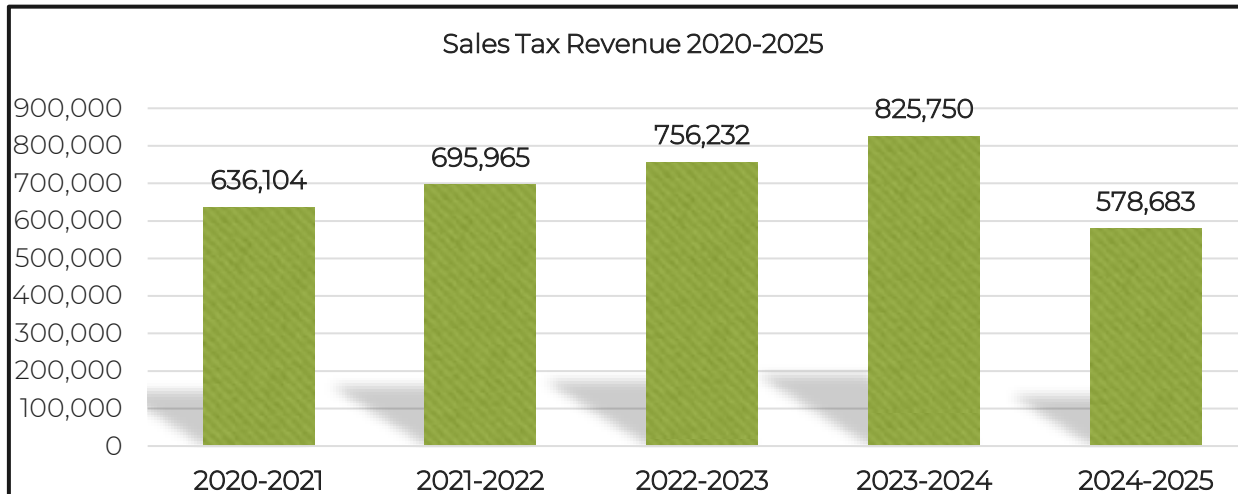
Sanger Texas Industrial Development Corporation
Fund Type A
May 31, 2025

	Budget	Actual	Percent of Budget
Revenue			
Sales Tax	\$ 962,500.00	\$ 578,683.42	60%
Interest Income	\$ 95,000.00	\$ 98,529.09	104%
Grants			
Total Revenue	<u>\$ 1,057,500.00</u>	<u>\$ 677,212.51</u>	<u>64%</u>
Expenditures			
Salaries & Benefits	\$ 119,642.00	\$ 50,568.09	42%
Supplies & Materials	\$ 62,205.00	\$ 40,043.34	64%
Maintenance & Operations	\$ 900.00	\$ 557.43	62%
Contract Services	\$ 129,000.00	\$ 300.00	0%
Capital Outlay	\$ -	\$ -	#DIV/0!
Grant Expenses	\$ 250,000.00	\$ 234,075.00	94%
Transfers	\$ 15,000.00	\$ 15,000.00	100%
Total Expenditures	<u>\$ 576,747.00</u>	<u>\$ 340,543.86</u>	<u>59%</u>
Revenues Over Expenditures	<u>\$ 480,753.00</u>	<u>\$ 336,668.65</u>	
Cash in Bank - First United		\$ 3,538,791.88	
Cash in Bank - Prosperity		\$ 333,400.68	
Money Market		\$ 2,111,897.31	
Certificate of Deposit		<u>\$ 101,710.09</u>	
Total Cash		\$ 6,085,799.96	

Sales Tax Report - May 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	69,680	578,683
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	578,683	
BUDGET	462,500	173,604	600,000	95,965	800,000	(43,768)	875,000	(49,250)	962,500	(962,500)

Sales Tax Collection	May			Year To Date		
	Actual	Actual	%	Actual	Actual	%
	2025	2024	Change	2025	2024	Change
	\$ 69,690	\$ 67,969	3%	\$ 578,683	\$ 540,452	7%





4A INDUSTRIAL DEVELOPMENT BOARD COMMUNICATION

DATE: July 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