

4B DEVELOPMENT CORPORATION

MEETING AGENDA

SEPTEMBER 26, 2023, 6:00 PM



4B DEVELOPMENT CORPORATION REGULAR MEETING

HISTORIC CHURCH BUILDING - 403 N 7TH STREET, SANGER, TEXAS

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 8/29/2023.

PUBLIC HEARING ITEMS

2. Conduct a Public Hearing on expenditures for conceptual renderings for a new downtown park in an amount not to exceed \$75,000.

ACTION ITEMS

3. Consider and possible action on expenditures for conceptual renderings for a new downtown park in an amount not to exceed \$75,000.

REPORTS

4. Financial Reports.
5. 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 September 22, 2023, at 8:30 AM.

/s/Shani Bradshaw

Shani Bradshaw, Director of Economic Development

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: September 26, 2023

FROM: Shani Bradshaw, Director of Economic Development

AGENDA ITEM: Consideration and possible action on 4B minutes from 8/29/2023.

SUMMARY:

- 4B Board Minutes from 8/29/2023.

FISCAL INFORMATION:

Budgeted: NA Amount: NA GL Account: NA

RECOMMENDED MOTION OR ACTION:

Staff recommends approval.

ATTACHMENTS:

4B Minutes from 08/29/2023.

4B DEVELOPMENT CORPORATION

MEETING MINUTES

AUGUST 29, 2023, 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 Jeff Springer called the meeting to order at 6:03 p.m.

BOARD MEMBERS PRESENT

Board Member, Place 3	Matt Fuller
Board Member, Place 5	Jeff Springer
Board Member, Place 6	Eddie Piercy
Board Member, Place 4	Beverly Howard
Board Member, Place 7	Carrie Bilyeu

BOARD MEMBERS ABSENT

Board Member, Place 1	Guy Saenz
Board Member, Place 2	John Payne

STAFF MEMBERS PRESENT:

Director of Economic Development Shani Bradshaw

CITIZENS COMMENTS

No citizens came forward to speak.

CONSENT AGENDA

1. Consideration and possible action on 4B minutes from 7/25/2023.

Board Member Bilyeu makes a motion to approve the consent agenda as shown. Board Member Piercy seconded the motion.

Voting Yea: Board Member Fuller, Board Member Springer, Board Member Howard. Motion passes unanimously.

ACTION ITEMS

2. Consideration and possible action on Property Enhancement Incentive application for 1406 W. Chapman.

Board Member Piercy makes a motion to approve Chicken Express, Property Enhancement Application for 1406 West Chapman Drive for \$9,445.20. Board member Bilyeu seconds the motion.

Voting Yea: Board Member Fuller, Board Member Springer, Board Member Howard. Motion passes unanimously.

REPORTS

3. Financial Reports

Director Bradshaw goes over the financial report.

4. Director Report.

Director Bradshaw provides updates.

FUTURE AGENDA ITEMS

No future items were discussed.

ADJOURN

As there were no further items on the agenda Jeff Springer adjourned the meeting at 6:23 p.m.



4B DEVELOPMENT CORPORATION COMMUNICATION

DATE: September 26, 2023

FROM: Shani Bradshaw, Director of Economic Development

AGENDA ITEM: Conduct a Public Hearing on expenditures for conceptual renderings for a new downtown park in an amount not to exceed \$75,000.

SUMMARY:

- The board has expressed the desire to initiate the design of undeveloped parkland in the Downtown area.
- The board approved allocating \$75,000 to the 2023-2024 FY Budget for conceptual renderings.
- Notice of Public Hearing was published in the Denton Record-Chronicle on September 9, 2023, and September 16, 2023.

FISCAL INFORMATION:

Budgeted: Yes

Amount: \$75,000

GL Account: NA

RECOMMENDED MOTION OR ACTION:

- NA

ATTACHMENTS:

- Notice of public hearing

NOTICE OF PUBLIC HEARING

4B SANGER TEXAS DEVELOPMENT CORPORATION

Notice is hereby given that a public hearing will be held by the 4B Sanger Texas Development Corporation in the Historic Church Building, 403 N 7th Street, Sanger, Texas at 6:00 p.m. on Tuesday, September 26, 2023, for the purpose of the following:

- Conceptual rendering for a new downtown park not to exceed the cost of \$75,000.

To learn more about this project, please contact the Economic Development Department at (940)458-9096 or via email at sbradshaw@sangertexas.org.



4B DEVELOPMENT CORPORATION COMMUNICATION

DATE: September 26, 2023

FROM: Shani Bradshaw, Director of Economic Development

AGENDA ITEM: Consider and possible action on expenditures for conceptual renderings for a new downtown park in an amount not to exceed \$75,000.

SUMMARY:

- The board has expressed the desire to initiate the design of undeveloped parkland in the Downtown area.
- Notice of Public Hearing was published in the Denton Record-Chronicle on September 9, 2023, and September 16, 2023.
- Notice of Public Hearing was published in the Denton Record-Chronicle on September 9, 2023, and September 16, 2023.

FISCAL INFORMATION:

Budgeted: Yes

Amount: \$75,000

GL Account: NA

RECOMMENDED MOTION OR ACTION:

- Staff recommends approval. (RECOMMENDED MOTION) – I make a motion to approve expenditures for conceptual renderings for a new downtown park in an amount not to exceed \$75,000.

ATTACHMENTS:

- Notice of public hearing



4B DEVELOPMENT CORPORATION COMMUNICATION

DATE: September 26, 2023

FROM: Shani Bradshaw, Director of Economic Development

AGENDA ITEM: Financial Reports.

SUMMARY:

- Financial Reports for the period ending August 31, 2023.
- Revenues and expenditures reflect activity from October 1, 2022, through August 31, 2023.
- Sales Tax Collections for August 31, 2023.

FISCAL INFORMATION:

Budgeted: NA Amount: NA GL Account: NA

RECOMMENDED MOTION OR ACTION:

NA

ATTACHMENTS:

Monthly Financial Report – August 2023
Revenue Expense Report – August 2023
Sales Tax Report – August 2023

Sanger Texas Development Corporation
Fund 4B
August 31, 2023

	Budget	Actual	Percent of Budget
Revenue			
Sales Tax	800,000	692,502	87%
Interest Income	30,000	58,685	196%
Grants		15,040	
Total Revenue	<u>830,000</u>	<u>766,227</u>	<u>92%</u>
Expenditures			
Salaries and Benefits	60,500	54,502	90%
Transfer to Debt Service Fund	227,500	227,500	100%
Supplies and Materials	38,750	30,062	78%
Maintenance and Operation	800	723	90%
Contract Services	15,000	11,168	74%
Grant Expenses	50,000	10,000	20%
Capital Outlay	<u>479,000</u>	<u>276,910</u>	<u>58%</u>
Total Expenditures	<u>871,550</u>	<u>610,865</u>	<u>70%</u>
Revenues Over Expenditures	<u>(41,550)</u>	<u>155,362</u>	
Cash in Bank - Checking			204,279
Certificate of Deposit			286,971
Claim on Cash			<u>1,981,782</u>
Total Cash			2,473,032

CITY OF SANGER
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2023

Item 4.

42 -4B CORPORATION
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 91.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
TAXES	800,000	62,806.69	692,502.00	0.00	107,498.00	86.56
INTEREST	<u>30,000</u>	<u>4,285.48</u>	<u>34,285.06</u>	<u>0.00</u>	<u>(4,285.06)</u>	<u>114.28</u>
TOTAL REVENUES	830,000	67,092.17	726,787.06	0.00	103,212.94	87.56
<u>EXPENDITURE SUMMARY</u>						
74-TRANSFERS	227,500	0.00	227,500.00	0.00	0.00	100.00
76-4B FUND	644,050	8,699.63	373,365.10	78,413.21	192,271.69	70.15
TOTAL EXPENDITURES	871,550	8,699.63	600,865.10	78,413.21	192,271.69	77.94
REVENUE OVER/ (UNDER) EXPENDITURES	(41,550)	58,392.54	125,921.96	(78,413.21)	(89,058.75)	114.34-

CITY OF SANGER
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2023

Item 4.

42 -4B CORPORATION
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 91.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REVENUES						
<hr/>						
TAXES						
00-4325 STATE SALES TAX	800,000	62,806.69	692,502.00	0.00	107,498.00	86.56
TOTAL TAXES	800,000	62,806.69	692,502.00	0.00	107,498.00	86.56
<hr/>						
INTEREST						
00-4800 INTEREST INCOME	30,000	4,285.48	34,285.06	0.00 (4,285.06)	114.28
TOTAL INTEREST	30,000	4,285.48	34,285.06	0.00 (4,285.06)	114.28
<hr/>						
TOTAL REVENUE	830,000	67,092.17	726,787.06	0.00	103,212.94	87.56
	=====	=====	=====	=====	=====	=====

CITY OF SANGER
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2023

Item 4.

42 -4B CORPORATION
74-TRANSFERS

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<hr/>						
74-TRANSFERS						
74-7403 TRANSFER TO DSF	212,500	0.00	212,500.00	0.00	0.00	100.00
74-7499 TRANSFER TO ISF	15,000	0.00	15,000.00	0.00	0.00	100.00
TOTAL 74-TRANSFERS	<u>227,500</u>	<u>0.00</u>	<u>227,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>
<hr/>						
TOTAL 74-TRANSFERS	227,500	0.00	227,500.00	0.00	0.00	100.00

CITY OF SANGER
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2023

Item 4.

42 -4B CORPORATION

76-4B FUND

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>51-SALARIES AND BENEFITS</u>						
76-5110 REGULAR SALARIES	43,050	3,246.66	38,959.92	0.00	4,090.08	90.50
76-5125 LONGEVITY PAY	350	0.00	306.00	0.00	44.00	87.43
76-5128 AUTO ALLOWANCE	3,000	250.00	2,750.00	0.00	250.00	91.67
76-5129 CELL PHONE ALLOWANCE	300	25.00	275.00	0.00	25.00	91.67
76-5130 FICA	3,600	265.75	3,195.47	0.00	404.53	88.76
76-5140 RETIREMENT	5,600	460.01	4,973.44	0.00	626.56	88.81
76-5150 HEALTH INSURANCE	4,200	353.72	3,892.51	0.00	307.49	92.68
76-5160 WORKER'S COMPENSATION	250	0.00	123.41	0.00	126.59	49.36
76-5170 T W C	150	0.00	25.75	0.00	124.25	17.17
TOTAL 51-SALARIES AND BENEFITS	60,500	4,601.14	54,501.50	0.00	5,998.50	90.09
<u>52-SUPPLIES AND MATERIALS</u>						
76-5210 OFFICE SUPPLIES	500	38.99	287.65	0.00	212.35	57.53
76-5213 COMPUTER HARDWARE	1,500	225.00	989.85	609.81 (99.66)	106.64
76-5214 COMPUTER SOFTWARE	3,500	0.00	2,000.00 (2,000.00)	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	6.30	0.00	43.70	12.60
76-5226 MARKETING & PROMOTION	20,000	1,990.00	16,554.81 (1,078.11)	4,523.30	77.38
76-5235 DUES & SUBSCRIPTIONS	8,000	1,782.50	8,173.18	0.00 (173.18)	102.16
76-5240 CONFERENCES & TRAINING	5,000	0.00	2,050.01	0.00	2,949.99	41.00
TOTAL 52-SUPPLIES AND MATERIALS	38,750	4,036.49	30,061.80 (2,468.30)	11,156.50	71.21
<u>53-MAINTENANCE AND OPERAT</u>						
76-5332 OFFICE MACHINE LEASE	800	62.00	723.26	0.00	76.74	90.41
TOTAL 53-MAINTENANCE AND OPERAT	800	62.00	723.26	0.00	76.74	90.41
<u>54-CONTRACT SERVICES</u>						
76-5425 LEGAL SERVICES	1,000	0.00	0.00	0.00	1,000.00	0.00
76-5430 PROFESSIONAL SERVICES	13,000	0.00	5,088.33 (3,350.00)	11,261.67	13.37
76-5450 TECHNICAL SUPPORT	1,000	0.00	0.00	0.00	1,000.00	0.00
76-5452 WEBSITE	0	0.00	6,080.00 (5,972.37) (107.63)	0.00
TOTAL 54-CONTRACT SERVICES	15,000	0.00	11,168.33 (9,322.37)	13,154.04	12.31
<u>56-GRANT EXPENSES</u>						
76-5603 PROPERTY ENHANCEMENTS IN	50,000	0.00	0.00	10,000.00	40,000.00	20.00
TOTAL 56-GRANT EXPENSES	50,000	0.00	0.00	10,000.00	40,000.00	20.00
<u>61-CAPITAL OUTLAY</u>						
76-6116 PORTER PARK UPDATES	349,000	0.00	276,910.21	80,203.88 (8,114.09)	102.32
76-6117 NEW DOWNTOWN PARK	65,000	0.00	0.00	0.00	65,000.00	0.00
76-6118 MIRACLE FIELD AT PORTER	65,000	0.00	0.00	0.00	65,000.00	0.00
TOTAL 61-CAPITAL OUTLAY	479,000	0.00	276,910.21	80,203.88	121,885.91	74.55

CITY OF SANGER
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2023

Item 4.

42 -4B CORPORATION
76-4B FUND

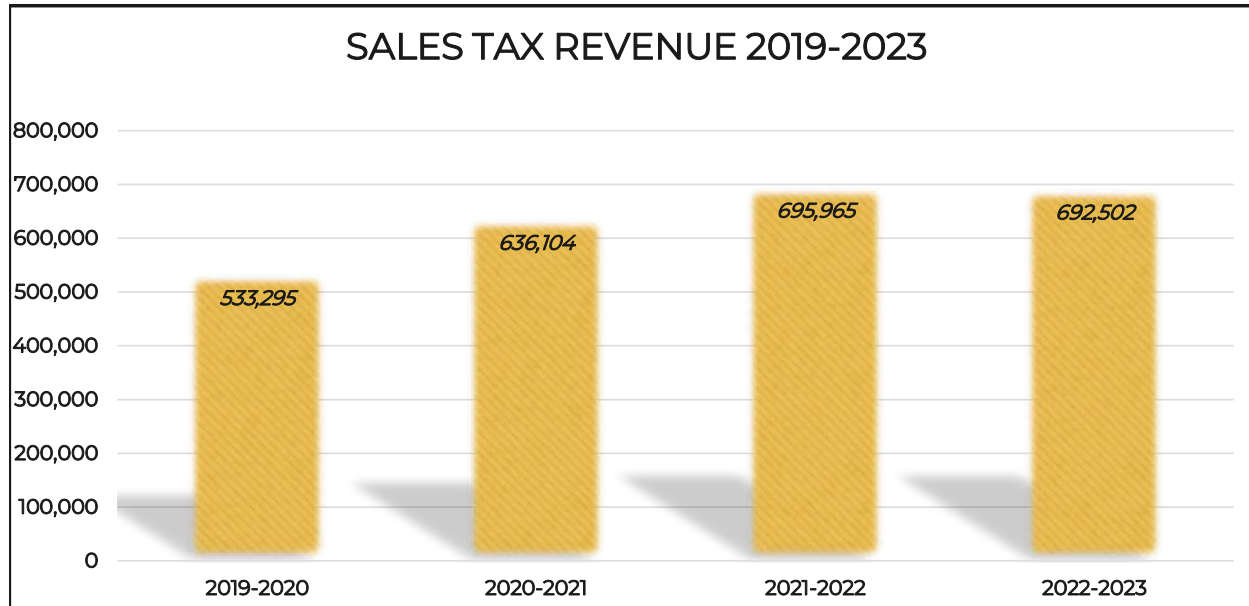
% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<hr/>						
<u>74-TRANSFERS</u>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<hr/>						
TOTAL 76-4B FUND	644,050	8,699.63	373,365.10	78,413.21	192,271.69	70.15
TOTAL EXPENDITURES	871,550	8,699.63	600,865.10	78,413.21	192,271.69	77.94
	=====	=====	=====	=====	=====	=====
REVENUE OVER/ (UNDER) EXPENDITURES	(41,550)	58,392.54	125,921.96	(78,413.21)	(89,058.75)	114.34-

Economic Development Sales Tax Report

Month	2019-2020	Total	2020-2021	Total	2021-2022	Total	2022-2023	Total
OCT	41,961	41,961	52,602	52,602	50,303	55,222	65,621	65,621
NOV	42,075	84,036	50,054	102,656	55,222	105,525	61,751	127,372
DEC	44,092	128,128	52,405	155,061	48,145	153,670	72,220	199,591
JAN	27,585	155,713	44,941	200,002	56,155	209,825	61,974	261,565
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		
TOTAL	533,295	533,295	636,104	636,104	695,965	695,965	692,502	
BUDGE	385,000	148,295	462,500	173,604	600,000	95,965	800,000	(800,000)

August			Year To Date		
Actual	Actual	%	Actual	Actual	%
2022	2023	Change	2022	2023	Change
\$ 68,209	\$ 62,807	7.92%	\$ 644,054	\$ 692,502	7.52%





4B DEVELOPMENT CORPORATION COMMUNICATION

DATE: September 26, 2023

FROM: Shani Bradshaw, Director of Economic Development

AGENDA ITEM: Director's Report.

SUMMARY:

- Business Growth Updates
- Marketing / Networking
- Property Enhancement Grant Program Update
- Downtown Park Project
- Miracle League / Porter Park Project
- Other Updates
- Important Dates

FISCAL INFORMATION:

Budgeted: NA Amount: NA GL Account: NA

RECOMMENDED MOTION OR ACTION:

NA

ATTACHMENTS:

Director's Report



DIRECTOR'S REPORT SEPTEMBER 2023

• **Business Growth and Development Updates:**

- Uptown Creamery coming soon in Downtown
- QuikTrip opened
- Starbucks opened
- Property at Church Street and Stemmons Service Road
 - Medical Office
 - Platting Process
- Property north of the Trail Dust Steakhouse
 - 1 Developer Meeting
 - Future Retail Site

• **Marketing/Networking:**

- Quarterly Economic Development Newsletter will be distributed in October.
- Business Spotlight Video
 - Gypsy Cowgirl
 - Gibson Insurance
 - Silver Lining
 - McDonald's

• **Property Enhancement Grant Program:**

- 6 Applications Received
- Total Grants \$47,485
- Total Project Investment: \$325,674

• **Downtown Park Project:**

- Notice was posted seeking proposals for downtown conceptual plans
- Responses were opened on September 19, 2023
- Only 1 proposal was received

• **Miracle League/Porter Park 2 Project:**

- Membership fee and application were submitted
- Staff has received the Miracle League Packet and it is being reviewed
- Staff and board member Fuller attended Miracle League kick-off in Denton on Saturday, September 16, 2023
- Responses were opened on September 19, 2023
- Only 1 proposal was received

• **Other Updates:**

Attended

- Coffee with the City Manager and Coffee with a Cop
- City Showcase was held on Thursday, September 14th
- Attended the IEDC Annual Conference in Dallas
- Attended the DFW N. Central TX Industrial Conference
- Sanger Education Foundation – Lunch with the City.
 - a. Economic Development Sponsored event



DIRECTOR'S REPORT SEPTEMBER 2023

- b. Invited 24 Guest, including commercial real estate brokers and developers

2023 Important Dates

- October 1, 2023 – City Council Meeting
- October 3, 2023 – 4A Board Meeting
- October 11, 2023 – Business over breakfast
- October 11-13 – TEDC Annual Conference in Houston
- October 16, 2023 – City Council Meeting
- October 25, 2023 – Chamber Business Luncheon
- October 28, 2023 – Sanger Sellabration