

**MEETING MINUTES**  
**SUNNYVALE 4A DEVELOPMENT**  
**CORPORATION**  
**BOARD OF DIRECTORS**  
**REGULAR MEETING**  
**Thursday, April 7th, 2011**  
**7:00 P.M. Board Meeting**

The Sunnyvale 4A Development Corporation Board met at 7:00 P.M. ON THURSDAY APRIL 7<sup>TH</sup>, 2011 IN THE COUNCIL CHAMBERS OF THE SUNNYVALE TOWN HALL; 127 N. COLLINS ROAD, SUNNYVALE, TEXAS under V.T.C.A., Government Code Section .041.

*Attending: President Lawrence Boyd, Vice President Rachel Doyle, Treasurer David Carlile, Director Hari Pillai*

*Absent: Terri Shatter*

1. Call to Order the meeting. *President Lawrence Boyd called the meeting to order the meeting at 7:08 p.m.*
2. Presentation of CoStar Group Real Estate On-Line information tools to analyze commercial/retail development potential for Sunnyvale. Joe Terrell of CoStar Group. *Joe Terrell provided a presentation on the benefits of this service. The Board will take this information under advisement.*
3. Public comment period: Persons may address the Sunnyvale 4A Development Corporation Board on items not on the Agenda. Please observe the time limit of three (3) minutes. The Corporation and its directors cannot comment or deliberate on items of public comment. *There were no public comments.*
4. 4A Economic Development Consultant's report:
  - a. Sunnyvale Day in Austin, 2011, wrap up and benefits *Consultant Pam Mundo summarized the event and its benefits. President Lawrence Boyd requested that the report be sent to the Town Manager and Council members.*
  - b. Approval of Board Minutes:
    - i. Review and approval of minutes of March 3, 2011 meeting. *Through a motion of David Carlile and a second of Hari Pillai, the meeting minutes of March 3, 2011 were approved as written. The vote was unanimous.*
    - ii. Review and approval of minutes of March 9, 2011 meeting. *Through a motion of Rachel Doyle and a second of David Carlile, the meeting minutes of March 9, 2011 were approved as written. The vote was unanimous.*
  - c. Brief update on current strategic plan and plans for update needs. *Consultant Pam Mundo briefly review the past year's strategic plan and reminded the Directors that in the next few months they should be considering recommendations for new strategies for the coming year in preparation for the budget planning season that starts in July. The Board Directors agreed to have recommendations for next month. Some of those recommendations would be to emphasize and take action recognizing the economic impact of the 190 project and the economic impact of the lake presence in Sunnyvale.*

*Also recommended was consideration for creating a new web site with interactive information for developers and others interest in investing in Sunnyvale including possible interactive aerial map.*

d. Review of Sunnyvale 4A recommended and pending projects and consider next step actions:

- i. **Clay Road Street Lighting \$80,000.00** *Through a motion of Hari Pillai and a second of Rachel Doyle, the Board of Directors requested, of the Sunnyvale Town Council, a budget amendment of the Sunnyvale 4A Development Corporation's 2010-2011 budget. The amendment would be for cash expenditure the purposes being for economic development and business retention purposes, to reimburse the Town of Sunnyvale for expenditures not exceeding \$80,000 for the Town to install street lighting within the center median of Clay Road from Scyene Road to Collins Road and for said installation to be completed by December 31, 2011. The vote was unanimous.*
- ii. **Planters Road Repairs \$100,000.00** *Through a motion of Hari Pillai and a second of David Carlile the Board of Directors, amending Resolution 2011-03, request of the Sunnyvale Town Council, a budget amendment of the Sunnyvale 4A Development Corporation's 2010-2011 budget. The amendment would be for a cash expenditure the purpose being for economic development and business retention purposes, to reimburse the Town of Sunnyvale for expenditures not exceeding \$100,000 for the Town to repair Planters Road as depicted in the attached exhibit provided that such repairs take place prior to December 31, 2011 and that the repairs to be made shall be made in the same manner and to the same high standards and specifications as the repairs the Town has made in the past two years on Planters Road. The vote was unanimous. Through a motion of Rachel Doyle and a second of David Carlile the Board of Directors will amend the action removing "amending Resolution 2011-03" and therefore the motion will read...the Board of Directors request of the Sunnyvale Town Council, a budget amendment of the Sunnyvale 4A Development Corporation's 2010-2011 budget. The amendment would be for a cash expenditure the purpose being for economic development and business retention purposes, to reimburse the Town of Sunnyvale for expenditures not exceeding the \$100,000 for the Town to repair Planters Road as depicted in the attached exhibit provided that such repairs take place prior to December 31, 2011 and that the repairs to be made shall be made in the same manner and to the same high standards and specifications as the repairs the Town has made in the past two years on Planters Road. The vote was unanimous.*
- iii. **East Fork Sanitary Sewer Line \$615,082.00** *President Lawrence Boyd recused himself from the consideration of this item. Vice President Rachel Doyle took over the meeting for this agenda item. Through a motion of David Carlile and a second of Hari Pillai the Board of Directors requested of the Sunnyvale Town council, a budget amendment of the Sunnyvale 4A Development Corporation's 2010-2011 budget. The amendment would be for a*

*cash expenditure the purpose being for economic development purposes, to reimburse the Town of Sunnyvale for expenditures not exceeding \$615,082 for the Town to construct a certain sanitary sewer improvement as generally depicted in an attached exhibit to these meeting minutes and to Resolution 2011.03. The vote was 3 ayes, no nays and one abstaining.*

- iv. **Film Friendly Town Designation and Photographing of Sites** *President Lawrence Boyd returned to leading the meeting and announced that he had presented the Film Friendly information to the Town Council at their last meeting. President Lawrence Boyd also noted that Council will consider an ordinance at this coming Town Council meeting adopting the guidelines for being a Film Friendly Town. Following Council's adoption then the next step is to develop photos of probable sites in Sunnyvale for filming use.*
- v. **TIRZ Project Plan and Financial Plan** *Consultant Pam Mundo reported on the work being developed for the TIRZ Project Plan.*
5. **Consider approving and funding SKEDS program to market Sunnyvale businesses.** *Through a motion of Rachel Doyle and a second of Hari Pillai the Board of Directors agreed to proceed with an agreement with Community SKEDs for a Community SKEDs... Buy and Shop our Sunnyvale Business web site program for \$100 per month for 36 months with a first six months being at no cost subject to approval of the Town Council as necessary regarding the SKEDs web site "Buy and Shop Sunnyvale Business" association with the Town web site. The motion was unanimous.*
6. **Consider recommending actions as a result of the recent focus group sessions.** *After discussion the Board agreed to work on recommendations from the focus group sessions to be incorporated into the 2011-2012 Strategic Plan*
7. **The 4A Finance Director's reports:**
  - a. **Review and consideration for approval of the Financial Reports for 4A Corporation for the month of March 2011.** *The financial report for March was presented by David Cranford. Through a motion of David Carlile and a second of Rachel Doyle the report was approved unanimously.*
8. **Executive Session:** Pursuant to Chapter 551 of the Texas Government Code The Sunnyvale 4A Development Corporation will now hold a closed executive session in accordance with the authority contained: *President Lawrence Boyd announced the executive session and the Board entered the executive session at 8:45 p.m.*
  - i. Section 551.071 is called to discuss and deliberate commercial or financial information from a potential business prospect that is seeking to locate or expand in the Town of Sunnyvale. The executive session will be used to deliberate an offer of financial or other incentive to a business prospect for a location in the vicinity of S. Collins and U.S. Highway 80.
  - ii. Pursuant to Section 551.074 is called to discuss personnel issues before the board and to consider the extension of the Mundo and Associates, Inc. agreement for economic development management, research and marketing services.
9. **Reconvene into open session with any discussion and/or action item resulting from the Executive Session.** *The Board of Directors reconvened the meeting at 9:28 p.m. No action was taken.*

10. Our next scheduled meeting will be a Regular Meeting on May 5th 2011 at 7 p.m.

11. ADJOURN *The Board of Directors adjourned at meeting at 9:30 p.m.*

*Approved by the Board of Directors on May \_\_\_\_\_, 2011*

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