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## Brooks Development Authority

### Board of Directors | Meeting Agenda

Tuesday, June 13, 2017 - 11:00 a.m.  
Brooks Board Room, 2664 Flight Nurse  
San Antonio, Texas 78235

1. Meeting called to order
2. Citizens to be Heard
3. Minutes:
  - A. Approval of the May 9, 2017 Board of Directors Board Minutes
4. Reports:
  - A. Chairman's Report
  - B. President & CEO Report
5. Consent Items: None
6. Action Items:
  - A. **Resolution No. 061317-940** - Approval for the President & CEO or his designee to negotiate and execute an agreement with E-Z Bel to perform construction of the Aeromedical Drive in an amount of \$1,455,812.50 and to authorize a contingency in an amount of \$150,000.00, for a total construction budget not to exceed \$1,605,812.50, plus utility, engineering and project management fees totaling \$1,136,000 for a total project budget of \$2,741,812.50, as recommended by Brooks staff. - *Roland Lozano, Interim Director of Projects and Land Development*
  - B. **Resolution No. 061317-941** - Approval for the President & CEO or his designee to negotiate and execute an agreement with Pape-Dawson Engineers to complete the design and engineering work for Aviation Landing extending the roadway to Lyster Road for an amount not to exceed \$235,000.00, as recommended by Brooks staff. - *Roland Lozano, Interim Director of Projects and Land Development*
  - C. Approval for the President & CEO or his designee to negotiate and execute three Funding Agreements with the City of San Antonio, as they relate to the 2017-2022 Bond Program approved by voters on May 6, 2017.

1. **Resolution No. 061317-942** - Approval for the project design & construction of the extension of South New Braunfels Avenue to Lyster Road to Aviation Landing, as recommended by Executive Committee on June 6, 2017. - *Stoney Burke, Contracts Manager*
  2. **Resolution No. 061317-943** – Approval for the project design & construction from the terminus of Research Plaza to S. Presa Street, as recommended by Executive Committee on June 6, 2017. - *Stoney Burke, Contracts Manager*
  3. **Resolution No. 061317-944** - Approval for the project design & construction from the terminus of Inner Circle from Louis Bauer to Research Plaza, as recommended by Executive Committee on June 6, 2017. - *Stoney Burke, Contracts Manager*
- D. **Resolution No. 061317-945** – Approval of the selection of a firm as the Brooks Public Affairs/Marketing Consulting Firm, as recommended by the Executive Committee on June 6, 2017. – *Connie Gonzalez, Director of Public Relations*
- E. **Resolution No. 061317-946** - Authorizing the issuance, sale and delivery of \$32,650,000 in the aggregate principal amount of Brooks Development Authority Special Facilities Hotel Revenue Refunding Bonds, Series 2017 for the purpose of refinancing the senior loan with International Bank of Commerce and the interim loan with Preston Hollow Capital LLC in connection with the construction of the Embassy Suites Hotel; approving and authorizing (i) a Cash Management Agreement, (ii) an Indenture of Trust, (iii) a Deed of Trust (Granting a Mortgage on the Hotel Project), (iv) a Security Agreement, (v) a Deficit Guaranty, (vi) a Debt Service Reserve Fund Guaranty (vii) a Purchase Contract, (viii) a Private Limited Offering Memorandum, (ix) a Continuing Disclosure Undertaking, and (x) all other documents, agreements, instruments and procedures related thereto; authorizing the President and CEO and/or the Chief Financial Officer to negotiate, approve and execute all agreements and documents in final form; and providing for an immediate effective date. – *Samantha Carneiro, Chief Financial Officer*
- F. **Resolution No. 061317-947** - Authorizing the issuance, sale and delivery of \$3,750,000 in the aggregate principal amount of Brooks Development Authority Senior Lien Revenue Refunding Bonds, Series 2017A-1 for the purpose of refinancing the senior loan with International Bank of Commerce and the interim loan with Preston Hollow Capital LLC in connection with the construction of the Embassy Suites Hotel; approving and authorizing (i) Two Supplemental Indentures to the Senior Lien Master Trust Indenture, Deed of Trust, and Security Agreement (one of which amends the Master Trust Indenture in accordance with Section 12.02 thereof requiring consent of the holders of the outstanding bonds), (ii) a Purchase Contract, (iii) a Private Limited Offering Memorandum, (iv) a Continuing Disclosure Undertaking, and (v) all other documents, agreements, instruments and procedures related thereto; Authorizing the President and CEO and/or the Chief Financial Officer to negotiate, approve and execute all agreements and documents in final form; and providing for an immediate effective date. - *Samantha Carneiro, Chief Financial Officer*

G. *Resolution No. 061317-948* - Approval for the President & CEO or his designee to negotiate and execute an amendment to the Real Estate Sales Contract with GFR Development Services, LLC. - *Samantha Carneiro, Chief Financial Officer*

7. Discussion Items: None

8. Information Items:

- A. Monthly Marketing Metrics
  - a. Earned Media Report FY17
  - b. Earned Media Values
  - c. Social Media Recap
- B. SBEDA Midyear Report
- C. Financial Statements for April 2017
- D. Quarterly Investment Report – March 2017
- E. Next Planning & Development Committee meeting - Tuesday, June 27 - 9:00 a.m.
- F. Next Finance Committee meeting - Friday, June 30 - 8:00 a.m.
- G. Next Brooks Board of Director's meeting - Tuesday, July 11 - 11:00 a.m.

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9. Executive Session:

**Announcement:**

The Brooks Development Authority Board reserves the right to adjourn into executive session at any time to discuss any of the matters listed above, as authorized by Texas Government Code Section 551.071 (consultation with attorney), Section 551.072 (deliberations about real property), Section 551.073 (deliberations about gifts and donations) Section 551.074 (personnel matters), Section 551.076 (deliberations about security devices), Section 551.087 (economic development). Deliberate the purchase, exchange, lease or value of real property and discuss related legal issues.

10. Action items out of Executive Session for Board approval, if any.

11. Adjournment.

**Accessibility Statement**

This meeting place is accessible to persons with disabilities. Parking is available. Auxiliary aids and services, including Deaf interpreters, must be requested 48 hours prior to the meeting. For assistance, call Brooks City Base at (210) 678-3300 or 711 (Texas Relay Service for the Deaf).