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Brooks Development Authority

Board of Directors | Meeting Agenda

Tuesday, October 10, 2017 - 11:00 a.m.
Brooks Main Office, 3201 Sidney Brooks
San Antonio, Texas 78235

1. Meeting called to order
2. Citizens to be Heard
3. Minutes:
 - A. Approval of the September 12, 2017 Board of Directors Board Minutes
4. Presentation:
 - A. Brooks Maintenance & Landscape Update – *Mark Cook, Landscape Manager*
5. Reports:
 - A. Chairman’s Report
 - B. President & CEO Report
6. Consent Items:
 - A. **Resolution No. 101017-961** - Approval of a resolution to endorse the submission of the South New Braunfels extension to Loop 410 project to the Metropolitan Planning Organization (MPO) FY 2019-2022 Transportation Improvement Program—Surface Transportation Program-Metro Mobility (STP-MM) Project funding. – *Marques Mitchell, Planning & Development Director*
 - B. **Resolution No. 101017-962** - Approval for the President & CEO or his designee to delegate on-going appointments comprised of three members to the Architectural Control Committee. – *Marques Mitchell, Director of Planning & Development*
7. Action Items:
 - A. **Resolution No. 101017-963** - Approval for the President & CEO or his designee to negotiate and execute a Lease Agreement with Urbanika Group, LLC for Building 821, the former golf club house commonly referred to as “Boar’s Head.” – *Stoney Burke, Contracts Manager*
 - B. **Resolution No. 101017-964** - Approval for the President & CEO or his designee to negotiate and execute a Lease Agreement with La Gloria Brooks, LLC for approximately two acres of land located on Kennedy Hill Drive for the construction of a La Gloria Mexican restaurant, patio and parking area. – *Stoney Burke, Contracts Manager*

C. **Resolution No. 101017-965** - Approval for the President & CEO or his designee to negotiate and execute a Real Estate Sales Contract with IGX Rio Nueces, LLC for the sale of approximately 15.6 acres of land located adjacent to DPT and along S. New Braunfels. – *Stoney Burke, Contracts Manager*

8. Discussion Items:

A. Continuing Disclosure Update – *Samantha Carneiro, Chief Financial Officer*

9. Information Items:

- A. FY2017/Monthly Marketing Metrics
 - a. Earned Media Report
 - b. Earned Media Values
 - c. Social Media Recap
- B. Monthly Financial Statement
- C. Auditor’s Performance Plan
- D. Projected Agenda Items
- E. Board Member Quarterly Attendance Report
- F. Next Planning & Development Committee Meeting – Tuesday, October 24 – 9:00am
- G. Next Finance Committee Meeting – Friday, October 27 – 8:00am
- H. Next Board Meeting – Tuesday, November 14 - 11:00am

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10. 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 well as the items listed below, 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.
- Discussion regarding the President & CEO’s Performance Evaluation and incentive pay for the period of October 1, 2016 through September 30, 2017 as recommended by the Executive Committee in accordance with Section 551.074 (personnel matters and Section 551.071 (consultation with attorney).

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 Main Office at (210) 678-3300 or 711 (Texas Relay Service for the Deaf).