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## Brooks Development Authority

### Board of Directors | Meeting Agenda

Tuesday, November 14, 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 October 10, 2017 Board of Directors Board Minutes
4. Presentation:
  - A. 2017 Year in Review Video – *Connie Gonzalez, Public Relations Director and Christie Trevino, Director of Human Resources*
5. Reports:
  - A. Chairman's Report
    - a. New Board Member Welcome
      - i. Alex Melo, District 6
      - ii. Jim Campbell, District 1
    - b. South San Antonio Chamber's Legend Video
    - c. Moment of Silence – Sutherland Springs Church (11:20am)
  - B. President & CEO Report
6. Consent Items: None
7. Action Items:
  - A. **Resolution No. 111417-962** - Board approval for the President and CEO or his designee to negotiate and execute a Lot Sales Contract with Weekly Homes LLC, for the initial phase of Greenline Village at Brooks. – *Stoney Burke, Contracts Manager*
  - B. **Resolution No. 111417-963** – Board approval for the President & CEO or his designee to negotiate and execute loan documents with Texas Capital Bank for a senior loan to finance the construction of a 350,000 square foot light industrial facility. – *Samantha Carneiro, Chief Financial Officer*

- C. **Resolution No. 111417-964** – Board approval for the President & CEO or his designee to negotiate and execute the Special Warranty Deed from Mission Solar Energy (formerly Nexolon America, LLC) to Brooks Development Authority conveying 85.649 acres of land to BDA and to negotiate and execute the Reinstatement of Lease Agreement dated February 13, 2013, as amended, between Mission Solar Energy and Brooks Development Authority.

8. Discussion Items: None

9. Information Items:

- A. Monthly Marketing Metrics
- a. Earned Media Report
  - b. Brooks Event Calendar
  - c. Earned Media Values
  - d. Social Media Recap
- B. Projected Agenda Items
- C. Brooks Offices closed for Thanksgiving Holiday – Thursday, November 23 and Friday, November 24, 2017
- D. Next Planning & Development Committee Meeting – Tuesday, November 28 – 9:00am
- E. Board Member Reception – Tuesday, November 28 – 5:30pm
- F. Next Finance Committee Meeting – Friday, December 1 – 9:00am
- G. Brooks Offices closed for Christmas/Winter Holidays – Monday, December 25 and Tuesday, December 26, 2017
- H. Next Board Meeting – Tuesday, January 9, 2018 - 11:00 am

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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 in accordance with Section 551.074 (personnel matters) and Section 551.071 (consultation with attorney).

11. Action items out of Executive Session for Board approval:

- A. **Resolution No. 111417-965** - discussion and action regarding incentive pay based on the President & CEO's Performance Evaluation for the period of October 1, 2016 through September 30, 2017, as recommended by the Executive Committee on November 10, 2017.

- Consultation with attorney

12. 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).

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