



Brooks Development Authority

Board of Directors | Meeting Agenda

Tuesday, March 13, 2018 - 11:00 AM
Brooks Board Room, 2664 Flight Nurse, San Antonio, Texas 78235

1. Meeting called to Order
2. Citizens to be Heard
3. Presentation: SBEDA Annual & Quarterly Report - *Lucynda Massey, Procurement Manager*
4. Minutes
 - A. Approval of the February 13, 2018 Board of Directors Minutes
5. Reports:
 - A. Chairman's Report
 1. MPO Update
 2. Hangar 9 Event Update
 - B. President's Report
 1. Land use Planning RFQ
 2. Brooks Community Foundation Meeting Update
6. Consent Items:
 - A. **Resolution No. 031318-974** - Board approval for the President & CEO or his designee to execute a change order to the EZ Bel contract for the construction of Aviation Landing in an approximate amount of \$110K, as recommended by the Planning & Development Committee on February 27, 2018. - *Marques Mitchell, Director of Planning & Development*
 - B. **Resolution No. 031318-975** - Board approval for the President & CEO or his designee to execute a change order to the EZ Bel contract for the construction of Aeromedical Drive in an approximate amount of \$250K, as recommended by the Planning & Development Committee on February 27, 2018. - *Marques Mitchell, Director of Planning & Development*
7. Action Items:
 - A. **Resolution No. 031318-976** - Board approval for acceptance of the Brooks Development Authority Fiscal Year 2017 Comprehensive Annual Financial Report and accepting the Report on Conduct of Audit for Fiscal Year 2017, as prepared by the Independent Auditing firm of Garza/Gonzalez & Associates, as recommended by the Finance Committee on March 2, 2018. - *Eric Greer, Controller and Garza/Gonzalez & Associates*
 - B. **Resolution No. 031318-977** - Board approval for the use of a portion of the proceeds to be received from the long-term lease of the Kennedy Apartments to redeem certain outstanding Senior Lien Revenue Bonds and authorizing the President & CEO or his designee to negotiate and execute an Agreement with the bond holder (Preston Hollow Capital) and the Trustee (UMB Bank, N.A.) and all other related documents to accomplish the redemption of such Senior Lien Revenue Bonds, as recommended by the Finance Committee on March 2, 2018. - *Stoney Burke,*

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Contracts Manager

- C. **Resolution No. 031318-978** - A resolution appointing an officer to fill a vacancy in the position of secretary of the Brooks Development Authority Board to serve until July 2019.
8. Discussion Items: None
9. Information Items:
- A. Monthly Financials
 - B. Quarterly Investment Report
 - C. Monthly Marketing Metrics
 - 1. Earned Media Report
 - 2. Social Media Recap
 - D. Next Planning & Development Committee Meeting - Tuesday, March 27, 2018 - 9:00am
 - E. **Next Finance Committee Meeting - Thursday, March 29, 2018 - 3:00pm (Due to Good Friday Holiday)**
 - F. Next Board of Directors Meeting - Tuesday, April 10, 2018 - 11:00am
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.

- A. Landfill 007 (Consultation with attorney)
11. Action Item out of Executive Session
- A. **Resolution No. 031318-979** - Board approval for the President & CEO or his designee to negotiate and execute an amendment to a development agreement as recommended by the Planning & Development Committee on February 27, 2018. - *Samantha Carneiro, Chief Financial Officer*
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 the Brooks Main Office at (210) 678-3300 or 711 (Texas Relay Service for the Deaf).

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