



## Brooks Development Authority

Board of Directors A Session

Special Meeting Agenda

Tuesday, November 16, 2021 - 11:00 AM

Brooks Board Room, 2664 Flight Nurse, San Antonio, Texas 78235

1. Meeting Called to Order

2. Public Comments

3. Presentation:

A. Embassy Suites Hotel Update - *EJ Schanfarber, President & COO, Phoenix Hospitality Group*

4. Minutes:

A. Approval of the October 19, 2021 Board of Directors Meeting Minutes

5. Reports:

A. Chairman's Report

1. Jim Campbell – District 1 Reappointment: October 21, 2021; Board Anniversary: November 2, 2017

B. President & CEO Report

6. Consent Items:

A. **Resolution No. 111621-1169** - Accepting the Quarterly Investment Report. - *Vanessa Alvarado, Senior Accounting Manager*

B. **Resolution No. 111621-1170** - Accepting the Unaudited Financials for the year ended September 30, 2021. - *Vanessa Alvarado, Senior Accounting Manager*

C. **Resolution No. 111621-1171** - Authorizing the President & CEO or his designee to negotiate and execute a contract with RCO Construction, LLC for asbestos abatement services for Buildings 110, 125 and 130 in an amount not to exceed \$1,321,962 which includes \$172,430 of contingency. - *Carlos Salinas, Project Manager*

D. **Resolution No. 111621-1172** - Authorizing the President & CEO or his designee to negotiate and execute Amendment 1 to the Heritage Oaks Lease Agreement with BOZ Investment II, LLC. - *Samantha Burke, Chief Operating Officer*

E. **Resolution No. 111621-1173** - Authorizing the issuance, sale and delivery of up to \$25,000,000 in the aggregate principal amount of Brooks Development Authority Subordinate Lien Revenue Bonds, Series 2021A and Series 2021B (collectively, the "Series 2021 Subordinate Lien Bonds") for the purpose of financing certain street, utility, and other capital improvements within Brooks; approving and authorizing (I) an Amended and Restated Master Trust Indenture, Deed of Trust and Security Agreement (which will

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amend, restate, and replace BDA's Senior Lien Master Trust Indenture, Deed of Trust, and Security Agreement, dated as of July 1, 2015, as previously amended by four Supplemental Indentures thereto), (II) the Eleventh Supplemental Indenture to such Master Trust Indenture to specifically authorize the issuance of the Series 2021 Subordinate Lien Bonds, (III) a Purchase Contract, (IV) a Continuing Disclosure Undertaking, (V) a Limited Offering Memorandum, and (VI) all other related documents, agreements, instruments, and procedures related thereto; and providing for an immediate effective date.  
- *Samantha Burke, Chief Operating Officer*

7. Action Items:

A. **Resolution No. 111621-1174** - Accepting the FY2021 Small Business Economic Development Advocacy (SBEDA) Annual Report. - *Lucynda Massey, Procurement Manager*

B. **Resolution No. 111621-1175** - Election of Officers of the Board, in accordance with Article III; Section 3.8 (Election) of the BDA Rules of Proceeding. - *Frank Garza, General Counsel and David Christian, Chair of the Nominating Committee*

8. Discussion Items: None

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 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. Consultation with attorney.
- B. Discussion regarding deliberations about real property.

10. Information items:

A. Projected Agenda Items

B. Upcoming Meetings:

- 1. Next Board of Directors B Session Meeting - Tuesday, December 7, 2021 - 11:00 a.m.
- 2. Next Executive Committee Meeting – Thursday, December 9, 2021 – 11:00 a.m.
- 3. Next Board of Directors A Session Meeting - Tuesday, December 21, 2021 - 11:00 a.m.

C. Brooks Upcoming Events & Holiday Office Closures:

- 1. Office Closed for Thanksgiving - November 25-26, 2021
- 2. Giving Tuesday - Tuesday, November 30, 2021

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