



CITY OF FULSHEAR DEVELOPMENT CORPORATION

A Type "A" Economic Development Sales Tax Corporation

PO Box 279 · 6611 West Cross Creek Bend Lane · Fulshear, Texas 77441 · (281) 346-1796 · www.fulsheartexas.gov

Meeting Minutes August 21, 2023 6:00 PM

Board Members Present: Bryan White; Paul Foster; Bonnie Tyler; Rev. Jackie Gilmore

Board Members Absent: Devin Holmes

Staff: Annel Guadalupe (EDC Director); Haden Farr (EDC Coordinator); William Henry (PD); Dan Santee (Legal Counsel); Jesus Escobar (IT); Mariah Gallegos (PIO)

Attendees: Don McCoy; Rachel Durham; Barry Boswell; Jon Lambert; Kaye Kahlich; Andrew Van Chau

1. Call to Order

There being a quorum, Bryan White called the meeting to order at 6:00 p.m.

2. **Public Comments - Citizens who desire to address the Corporation making either general comments (i.e., matters not on the agenda) or regarding matters on the agenda will be received at this time. Citizens desiring to make comments must register with the Corporation prior to the meeting being called to order. The number of speakers will be limited to the first ten (10) speakers and each speaker is limited to three (3) minutes. Discussion by directors regarding matters on the agenda will only be made at the time the subject is scheduled for consideration.**

In accordance with the Texas Open Meetings Act, the Corporation may respond to a general comment by (1) responding with a statement of specific factual information or (2) recite the Corporation's existing policy on that issue. The Corporation may also direct the person making the general comment to visit with staff about the issue, or the Corporation may offer to place the item on the agenda for discussion at a future meeting.

Barry Boswell (Fulbrook on Fulshear Creek) Expressed concerns over the strain on the water system throughout the city and the possibility of furthering issues due to new development, he asked that the Boards to be an advocate for the citizens.

3. **Public Hearing on a general type of projects being proposed by the Corporation for Fiscal Year 2023-2024 being land, buildings, equipment, facilities, expenditures, targeted infrastructure, and improvements found by the Board of Directors to promote new or expanded business development; specifically: Harris Street Improvement (\$1,540,000); Texas Heritage Parkway Development (\$81,667); Community Events (\$50,000); Gateway**

Signs (\$75,000); Fulshear Entrepreneurship and Business Hub (\$100,000).

Bryan White opened the hearing at 6:05 p.m.

Kaye Kahlich-Expressed her strong support of the FEBH and the use of the hub for increasing primary jobs in the city.

Bryan White closed the hearing at 6:08 p.m.

4. Presentation by Jon Lambert on the Fulshear Entrepreneurship and Business Hub.

Mr. Lambert gave some background on The Cannon and responded to questions and concerns from the boards.

Concerns raised by the Boards included: the sustainability of a program like this in Fulshear; communication between the Cannon, EDC Staff, and the Boards; how to prevent bleed-out of those utilizing city resources but starting their business elsewhere; long term vision for the program.

5. Economic Development Report – Briefings or updates may be provided regarding City and Economic Development projects and programs, certificates of occupancy, conferences and meetings attended, upcoming meetings and events, business contacts and announcements, economic indicators, and administrative items.

a. July 17th – August 21st Activity Overview:

1. EDC Website

Annel Guadalupe outlined the timeline for website launch and informed the Boards of a Software and hosting agreement that would need approval prior to the launch of the site.

2. Mintwood and Hotel

Annel Guadalupe provided the Boards with an update from Mintwood who had presented a development concept at the previous meeting. Though the development they had presented does not look financially viable, staff have been in discussions with the group regarding other projects including a hotel.

3. EDC Property Design

Annel Guadalupe informed the Boards that Staff has begun preliminary conversations with surrounding landowners to try and develop a plan for the highest and best use for the EDC-owned property. In addition, staff have approached TXDOT in an effort to reclaim ROW that may help to grow the property and bring any future development closer to FM 1093.

4. TML EDC Conference

Annel Guadalupe and Haden Farr informed the Boards that the TML EDC conference would take place November 16-17 in Bastrop.

5. Farmers Market Support

Annel Guadalupe provided an update on the EDC support of the Fulshear Farmers' Market, noting that all paperwork had been filed and monetary support should arrive to the organization shortly.



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6. Harris Street Update

Haden Farr provided an update on the Harris Street Project; informing the Boards of some hurdles regarding drainage, though design is still set to be completed by the end of September with an estimated start date in January.

7. Misc. Updates

Annel Guadalupe informed the Boards of the Retail Coach update memo included in their packets. Additionally, she informed the Boards that staff is currently working through a potential façade improvement grant (FAME) for presentation, and she was asked to sit on the Wharton County Jr. College Advisory Committee.

6. Consideration and action on financials and payables for the Corporation for the period ending June 30, 2023.

Motion to approve the financials and payables for the period ending June 30, 2023

– Foster; Second – Tyler

Ayes: 4

Nays: 0

Abstentions: 0

7. Consideration and action on minutes of the Corporation for the July 17, 2023, meeting.

Motion to approve the minutes of the Corporation for the July 17, 2023, meeting.

– Tyler; Second – Foster

Ayes: 4

Nays: 0

Abstentions: 0

8. Consideration and possible action on the termination of the CDC – Fulshear Katy Area Chamber of Commerce MOU for Community Events and discussion on the future of CDC/FDC – FKACC Community Event MOUs.

Annel Guadalupe provided background on an error found in the CDC – Fulshear Katy Area Chamber of Commerce MOU which set the contract's term at 3 years. This did not reflect the motion of the Board during the adoption and should be corrected to align with the FDC – Chamber MOU which terminates at the end of the fiscal year.

In addition, Annel Guadalupe expressed the desire of City staff to begin the planning and execution of events without direct involvement from the chamber. Staff believe this will help to streamline the event process and allow for more control in the planning of events.

Both staff and Directors acknowledged the immense support of the chamber and expressed the desire to continue adapting the relationship to better fit the needs of the community, as well as acknowledging the potential hurdles staff may face.

The Boards expressed desire to discuss a revised MOU outlining the new role of the Chamber in events.

Motion to terminate the CDC – Fulshear Katy Area Chamber of Commerce MOU for Community Events with the termination date of September 30, 2023.

– Tyler; Second – Foster

Ayes: 4 Nays: 0 Abstentions: 0

9. Consideration and action on the selection of long-term legal counsel.

Staff provided the Boards with background on the RFQ posted for long-term legal counsel and discussed the two submissions received by staff.

Joel Patterson (FDC) asked for clarification on grading scale and budgeting for legal counsel.

Dan Santee provided background on fees and previous representation.

Motion to select Denton Navarro Rocha Bernal & Zech as long-term legal counsel.

– Tyler; Second – Gilmore

Ayes: 4 Nays: 0 Abstentions: 0

10. Consideration and action on contract extension with The Retail Coach.

Motion to approve the extension of the contract with the Retail Coach as outlined in the First Amendment to the Agreement.

– Foster; Second – Tyler

Ayes: 4 Nays: 0 Abstentions: 0

11. Presentation by City Council Liaison regarding relevant action taken at the previous City Council meeting(s).

Joel Patterson (FDC) provided an update on the two previous City Council meeting.

Highlights included: CDO & Zoning Changes; Parks and Rec. Art in the Parking Lot Event; Emergency Command Center Purchased by the City; \$3 Million allocated to the Development of Primrose Park; Interviews for Empty Council Seat; Annexations; THP Payment Plan Adoption; Establishment of the Voter-Approved Tax Rate

12. Future agenda items

The Board of Directors of the Corporation will have the opportunity to inquire about subjects for which notice has not been given but which individual members of the Board of Directors of the Corporation wish to place on the agenda for a subsequent meeting. At this time, only statements of specific factual information and a recitation of existing policy may be made in response to the inquiry. In accordance with Section 551.042 of the Texas Open Meetings Act, the only deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.



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Director, etc.	Suggestion or comment made by director, etc.
Mark DeRouen (FDC)	<ul style="list-style-type: none"> • Continued discussion on a new Chamber MOU for Events • More details on how staff plans to substitute current resources provided by the Chamber • Christmas Events
Joel Patterson (FDC)	
Bryan White	

13. Announcements

The Board of Directors of the Corporation will have the opportunity to address items of community interest, which – as aligned with Section 551.0415 of the Texas Open Meetings Act – specifically includes (1) expressions of thanks, congratulations, or

condolence; (2) information regarding holiday schedules; (3) an honorary or salutary recognition of a public official, public employee, or other citizen; (4) a reminder about an upcoming event organized or sponsored by the Corporation; (5) information regarding an event organized or sponsored by an entity other than the Corporation that was attended or is scheduled to be attended by a member of the Board of Directors of the Corporation; and, (6) announcements involving an imminent threat to the public health and safety of people in the City of Fulshear that has arisen after the posting of the agenda.

Director	Announcement or comment made by director
N/A	None

14. Adjournment

Motion to adjourn at 8:03 p.m.

– Tyler; Second – Foster

Ayes:4

Nays: 0

Abstentions: 0

Passed and approved this 18th of September 2023.

9/18/23

President

ATTEST: _____
Secretary

