



CITY OF FULSHEAR DEVELOPMENT CORPORATION

A Type "B" 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 January 23, 2023 6:00 PM

Board Members Present: Tommy Kuykendall, Lee O' Brian, Jonathan Coyne, James Buccieri, Kaye Kahlich, Lisa Kettler Martin, Blake Koepke

Board Members Absent: None

Staff: Charlie Dromgoole (Interim EDC Director), Haden Farr (EDC Coordinator), CPT William Henry (PD), & Shana O'Neal (Legal Counsel)

Attendees: Joel Patterson (Fulshear City Council)

1. Call to Order

There being a quorum, Tommy Kuykendall called the meeting to order at 6:04 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.

None

3. Review, consideration, and possible action on proposed City of Fulshear incentive policy.

Mr. Dromgoole discussed the Incentive Policy, highlighting some of the changes implemented following the December 12th meeting. The Board again provided feedback expressing their questions and concerns regarding the policy so it may be tailored to fit their needs. Primary concerns surrounded, minimum wage, use-case, leasing vs. ownership of property, and better definition of process steps.

No motion or action taken.

4. Consideration and action on the renewal of BD Realty Advisors, L.L.C. Contract for Consulting Services for Commercial and Industrial Properties.

Motion to accept the contract renewal with BD Realty Advisors, L.L.C. – Kahlich; Second – Buccieri

Ayes: 6 Nays: 0 Abstentions: 0

5. Report on the hiring process for the Economic Development Director Position.

Mr. Dromgoole reported that the City had received 27 applications for the position of Economic Development Director. Of those applications, 7 met the minimum qualifications, and 4 of those were selected for initial interviews. The first round of interviews will take place on February 1st and 2nd.

6. Update on the Fulshear Entrepreneurship & Business Hub RFQ.

Mr. Dromgoole updated the Board on the current state of the Fulshear Entrepreneurship & Business Hub. Staff received two responses to the RFQ from Gener8tor, and The Canon. The Board requested for staff to seek out a scope of work, and pricing breakdown for each of the responses to be reviewed at the next meeting.

7. Consideration and possible action on Phase II of the Broadband Project.

Mr. Dromgoole updated the board on information received regarding Phase II of the Broadband Project. At this time, the Boards have a total of \$24,000 left in the initial contract that can be used for this project. The Board expressed their desire to seek out information regarding the feasibility of using the remaining balance to act as a funding source for advisement on potential funding opportunities for both broadband, and cell tower improvements.

No motion or action taken.

8. Executive Session.

- a. Pursuant to Section 551.072 of the Texas Open Meetings Act, discuss the purchase, exchange, lease, or value of real property.**

9. Take action, as necessary, on items discussed in Executive Session

No motion or action taken.

10. Consideration and action on financials and payables for the period ending November 30, 2022.

Motion to approve the payables and financials for the period ending November 30, 2022. – Kahlich; Second – Martin

Ayes: 6 Nays: 0 Abstentions: 0



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11. Consideration and action on minutes of the Corporation for the December 12, 2022 meeting.

Motion to approve the minutes for the December 12, 2022 meeting. – Kahlich; Second – Koepke

Ayes: 6

Nays: 0

Abstentions: 0

12. Presentation by City Council Liaison of last City Council meeting.

Directors Kahlich and Martin presented information from the previous City Council meeting. Highlights were; the City of Fulshear was awarded the APA Community of the Year Award for the Houston Area; several public hearings and annexations occurred; approval of the May 6th election for Position 1 and Districts 1, 4, and 5.

13. 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. Report on ICSC Trip

Mr. Dromgoole gave an overview of the ICSC event attended by himself, and Mr. Farr. The event allowed for multiple meetings and networking opportunities for increased retail presence and commercial development in the city. It was also noted that the assistance of Aaron Farmer with the Retail Coach was an invaluable resource at this event.

b. Review of the 2022 Christmas Decorations

Mr. Dromgoole discussed his overall satisfaction with the Bright Lights Christmas Decoration service utilized in the city this year. He noted their exceptional customer service and availability to adjust and repair the lights and decorations as issues arose. He encouraged the board start consideration on any changes or additions they would like to see for next year.

14. 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.

Director, etc.	Suggestion or comment made by director, etc.
Jonathan Coyne	<ul style="list-style-type: none"> • Preliminary planning for the 2024 Bicentennial
James Buccieri	<ul style="list-style-type: none"> • Preliminary framework for a small business support program
Tommy Kuykendall	<ul style="list-style-type: none"> • Review and confirm meeting calendar for the 2023 fiscal year

15. 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
Kay Kahlich	<ul style="list-style-type: none"> • Town Hall meeting regarding drainage on 1/24/2023 at 6:00 pm
Tommy Kuykendall	<ul style="list-style-type: none"> • Fort Bend County Day will take place on 2/23/2023 in Austin, TX

16. Adjournment

Motion to adjourn at 9:00pm. – Kahlich; Second – Martin
 Ayes: 6 Nays: 0 Abstentions: 0

Passed and approved this 20th of February 2023.


 Tommy Kuykendall, President


 ATTEST: ~~Jonathan Coyne, Secretary~~
 Kaye A. Kahlich