



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 July 17, 2023 6:00 PM

- Board Members Present:** Tommy Kuykendall; Lee O' Brien; James Buccieri; Blake Koepke; Jennifer Hagemann; Joel Patterson; Mark DeRouen
- Board Members Absent:** None
- Staff:** Annel Guadalupe (EDC Director); Haden Farr (EDC Coordinator); Kevin Zieschang (PD); Dan Santee (Legal Counsel)
- Attendees:** Nick Venghaus, Katy Slade, Don McCoy

1. Call to Order

There being a quorum, Tommy Kuykendall 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.

None.

- 3. Presentation by Mintwood regarding a potential mixed-use development in downtown Fulshear.**

Nick Venghaus and Katy Slade of Mintwood Real Estate presented the Boards with a concept for a mixed-use development situated in downtown Fulshear. In addition to the presentation of the concept, the Mintwood team outlined some potential financial incentives for the Boards to consider.

4. Executive Session

a. Pursuant to Section 551.087 – Deliberation Regarding Economic Development Negotiations (Mintwood Development Incentives)

Motion to enter executive session with the City of Fulshear Development Corporation at 6:40 p.m.

– Patterson; Second – O'Brien

Ayes: 7

Nays: 0

Abstentions: 0

Returned from executive session at 7:35 p.m.

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

No action taken.

6. Consideration and possible action on the adoption of an agreement with the Fulshear Farmers' Market.

Motion to adopt the performance agreement between the Fulshear Development Corporation, City of Fulshear Development Corporation, and Forever Fulshear (FFM)

– O'Brien; Second – Patterson

Ayes: 7

Nays: 0

Abstentions: 0

7. 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. June 12th – July 17th Activity Overview:

- 1. City Hall Grand Opening**
- 2. Photo Contest**

Annel Guadalupe informed the Boards of the successful City Hall Grand opening and photo contest; she thanked the Boards for their support of the contest.

3. Fulshear Freedom Fest

Annel Guadalupe thanked the Boards and Chamber for their support of the Fulshear Freedom Fest, highlighting the success of the event and gratefulness expressed by the community.

4. PASA Study

Annel Guadalupe informed the Boards that the PASA study had been received and is currently under staff review.

5. EDC Website

Annel Guadalupe spoke about the state of the Fulshear EDC website stating that the completion date is in sight with more information to come in the next few weeks.

6. Misc. Updates

Annel Guadalupe provided a brief update on the Harris Street Project; council expectations for EDC expenditures (public art, downtown archways; decorative lamps; Primrose Park Amphitheater)

Haden Farr provided an update on The Retail Coach, including new meetings, leads, and



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anticipated businesses to Fulshear.

8. Consideration and action on financials and payables for the Corporation for the period ending May 31, 2023.

Motion to approve the financials and payables of the Corporation for the period ending May 31, 2023.

– Buccieri ; Second – Patterson

Ayes:7

Nays: 0

Abstentions: 0

9. Consideration and action on minutes of the Corporation for the June 12, 2023, meeting.

Motion to approve the minutes of the corporation for the June 12, 2023 meeting.

– Buccieri ; Second – O'Brien

Ayes:7

Nays: 0

Abstentions: 0

10. Review and discuss draft items pertaining to FY 2023-2024 EDC budget development.

a. Final review pertaining to including:

i. Corporations' budget parameters

ii. Corporations' funding priorities for operations and projects

b. Consideration of and possible action on:

i. FY2023-2024 Corporation Budgets

Motion to approve and adopt the FY24 Budgets (700, 701) for the City of Fulshear Development Corporation.

– Patterson ; Second – O'Brien

Ayes:7

Nays: 0

Abstentions: 0

ii. FY2023-2024 Administrative Services Agreement by and between the Corporation and the City of Fulshear

Motion to approve and adopt the FY24 Administrative Services Agreement for the City of Fulshear Development Corporation.

– DeRouen ; Second – O'Brien

Ayes:7

Nays: 0

Abstentions: 0

iii. Resolution FDC 2023-02, a resolution of the FDC declaring projects of the Corporation for Fiscal Year 2023-2024, directing staff to publish notice of same, and setting a public hearing.

Joel Patterson noted that the amount listed for the THP Development should be revised to show the FY24 amount (\$81,667).

Motion to approve and adopt Resolution FDC 2023-02, a resolution of the FDC declaring projects of the Corporation for Fiscal Year 2023-2024, directing staff to publish notice of same, and setting a public hearing as amended.

– Patterson ; Second – O'Brien
Ayes:7 Nays: 0 Abstentions: 0

c. Overview and schedule of formal budgeting process

Annel Guadalupe gave an overview of the remaining budgeting process.

11. Review and discussion on the Fulshear Entrepreneurship and Business Hub (Cannon) Agreement.

Joel Patterson asked for a review of the project for new Board members.

Tommy Kuykendall and Bryan White gave some background information along with staff.

Annel Guadalupe presented the suggested metrics for program success provided by the Cannon and invited any questions or concerns.

Several board members voiced their concerns over the potential increase in staff workload, as well as uncertainty regarding the viability of the metrics they provided.

It was requested that Jon Lambert from the Cannon attend the next possible Board meeting to answer any questions the Boards may have.

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

Joel Patterson provided an update on the previous City Council meeting.

Highlights included the Council budgeting process, bond issuance for FY24, and various infrastructure projects throughout the city.

13. 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.
Lee O'Brien	<ul style="list-style-type: none"> Update on Harris Street timeline and anticipated cost increases Focus next agenda on items requested during the June meeting
Tommy Kuykendall	

14. 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
None	<ul style="list-style-type: none"> N/A

15. Adjournment

Motion to adjourn at 8:48 p.m.
– Buccieri; Second – O'Brien

Ayes:7

Nays: 0

Abstentions: 0

Passed and approved this 21st of August 2023.



President



ATTEST: Secretary