



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 September 18, 2023 6:00 PM

Board Members Present: Tommy Kuykendall; Lee O'Brien; Jennifer Hagemann; Mark DeRouen

Board Members Absent: James Buccieri; Blake Koepke; Joel Patterson

Staff: Annel Guadalupe (EDC Director); Haden Farr (EDC Coordinator); William Henry (PD); Dan Santee (Legal Counsel); Tiffany Stodder (PW); Sharon Valiante (PW)

Attendees: Don McCoy; Kaye Kahlich; Jonathan Bellock; Rebecca Seitz

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, consideration and possible action on the purchase of CoStar and LoopLink software.**

Rebecca Seitz presented information on both CoStar and LoopLink software, and fielded questions from the Board. Staff provided feedback to the Boards on how that software would be integrated into day-to-day work and noted the benefits of the purchase.

Motion to approve the purchase of CoStar and LoopLink software for the amount of \$9,900 (\$4,950 per Board).

– O'Brien; Second – Hagemann
Ayes: 4 Nays: 0 Abstentions: 0

4. Presentation on potential commercial development of EDC-owned property

Jonathan Bellock of First Hartford Realty presented a rough concept for commercial development of property owned by the EDC as well as the surrounding properties.

Tommy Kuykendall made note that the purchase of the property by the Boards was done so in an effort to facilitate a transformative project, not a traditional retail site.

Both Devin Holmes and Jennifer Hagemann noted displeasure with the typical retail development being proposed in proximity to the adjacent neighborhood.

A general consensus of displeasure with the presented project was agreed upon by the Boards, as was the desire to see additional examples of past projects completed by the firm, and additional concepts that would more align with EDC vision.

5. Executive Session

a. Pursuant to Section 551.087 – Deliberation Regarding Economic Development Negotiations (First Hartford Realty-EDC Property)

No Session taken.

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

No session taken.

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. August 21st - September 18th Activity Overview:

1. EDC Website

Annel Guadalupe informed the Boards of the targeted launch date of between October 1st and 15th.

2. TACVB Conference Report

Annel Guadalupe and Haden Farr gave a brief recap of the TACVB conference outlining some of the information that will be helpful as Fulshear continues to evolve.

3. Harris Street Update

Tiffany Stodder (PW) outlined the current state of the Harris Street project and highlighted some of the difficulties currently facing the project. She cited drainage capacity as the main concern and noted that a solution was currently being worked on.



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Lee O'Brien (FDC) expressed concerns over the budget for the project.

4. Retail Coach Update

Haden Farr covered some of the highlights in the memo provided by The Retail Coach, making note of some new additions to the prospect pipeline.

5. Misc. Updates

Annel provided several Misc. updates for the Boards, including the upcoming TEDC conference, a visit by staff to The Cannon, positive reception by the Fulshear Farmers' Market on EDC support, and a reminder of the beginning of separate Board meetings.

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

Motion to approve the financials and payables for the period ending July 31, 2023

– O'Brien; Second – DeRouen

Ayes: 4

Nays: 0

Abstentions: 0

9. Consideration and action on minutes of the Corporation for the August 21, 2023, meeting.

Motion to approve the minutes of the Corporation for the August 21, 2023, meeting.

– O'Brien; Second – DeRouen

Ayes: 4

Nays: 0

Abstentions: 0

10. Discussion on a modified CDC/FDC – Fulshear Katy Area Chamber of Commerce MOU for FY24.

Annel Guadalupe discussed several ideas for the development of a future partnership with the Fulshear Katy Area Chamber of Commerce (FKACC). These included the inclusion of a "Chamber Row" at future events, and gifted memberships for new businesses to Fulshear.

Don McCoy (FKACC) voiced his support for these new initiatives and noted the desire for a continued and strengthened relationship between the organizations.

Annel notified the Boards that an updated MOU would be presented at a future meeting for consideration and adoption.

11. Consideration and action on the adoption of the Software and Hosting Agreement with Atlas Integrated.

Annel provided some background on the agreement stating that it was a necessary part of

the contract for the EDC website that had been overlooked during the initial contract process.

Motion to approve and adopt the Software and Hosting Agreement with Atlas Integrated in the amount of \$2,500 (\$1,250 per Board).

– O’Brien; Second – None
Died for lack of Second.

Mark DeRouen wanted to ensure the Board maintained control over all content applied to the website should the contract ever be voided.

Motion to approve and adopt the Software and Hosting Agreement with Atlas Integrated in the amount of \$2,500 (\$1,250 per Board).

– O’Brien; Second – DeRouen
Ayes: 4 Nays: 0 Abstentions: 0

12. Discussion on Christmas Programming.

Annel Guadalupe informed the Boards that the preparation for Christmas programming was underway, and invited Directors to provide feedback and suggestions to staff regarding any type of activity or event they would like to see during the holiday season.

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

None.

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.
Mark DeRouen	<ul style="list-style-type: none">• Memo discussion new legislation affecting the EDC
Lee O’Brien	<ul style="list-style-type: none">• Continued updates on the state of Harris Street
Tommy Kuykendall	<ul style="list-style-type: none">• Briefing on the Fort Bend County mobility bond, and drafted memo of support



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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
N/A	None

16. Adjournment

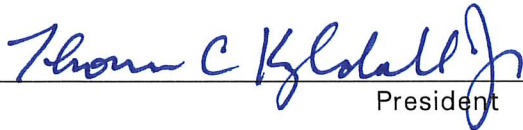
Motion to adjourn at 7:45 p.m.
– O'Brien; Second – Hagemann

Ayes:4


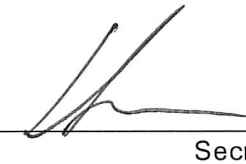
Nays: 0

Abstentions: 0

Passed and approved this 16th of October 2023.



President

ATTEST: Secretary