



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 January 8, 2024 6:00 PM

Board Members Present:	Bryan White; Paul Foster; Bonnie Tyler; Devin Holmes; Patrick Powers
Board Members Absent:	None
Staff:	Annel Guadalupe (EDC Director); Haden Farr (EDC Coordinator); Sgt. Henry (PD); Charlie Zech (Legal Counsel)
Attendees:	Ramona Ridge

1. Call to Order

There being a quorum, Bryan White called the meeting to order at 5:59 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. Introduction and acknowledgement of newly appointed CDC director, Patrick Powers.**

Annel Guadalupe introduced Patrick Powers to the Board of directors. Patrick provided a brief introduction and expressed his excitement for involvement with the Board.

- 4. Presentation on duties and allowable projects for a Type A sales tax corporation.**

Legal counsel Charlie Zech gave a presentation highlighting the duties and allowable projects for Type A corporations.

5. Update on Harris Street reconstruction .

Haden Farr provided an update on concept renderings for the Harris Street Plaza. Preferences on design elements were solicited from Directors who showed support for the inclusion of the modified city seal in the intersection of 4th Street and Harris Street. Bryan White asked that serious consideration be taken into account regarding power hookups throughout the plaza space for use on market days or other vendor-centric events.

6. 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. November 13th – January 5th Activity Overview:

1. Retail Coach Update

Annel Guadalupe discussed the monthly report provided by the Retail Coach, noting that demand for and interest in Fulshear continues to remain high.

2. TML EDC

Annel Guadalupe reviewed the TML EDC conference, highlighting some of the topics and major takeaways from the event.

3. Economix

Annel Guadalupe informed the Board that she, along with the other Fort Bend EDC directors had the opportunity to travel to Atlanta, GA to meet with large site consultants with ambitions for the development of Fort Bend County.

4. TEDC Sales Tax Course

Annel Guadalupe notified the Board that both members of the EDC staff had recently completed the required Sales Tax course through TEDC.

5. New Business Updates

Annel Guadalupe announced that Icebox Cryotherapy, Spider Smart, and L3 Craft Coffee had recently opened in Fulshear.

6. Bicentennial

Annel Guadalupe notified the Board that all city staff are hard at work finalizing the planning process for the Bicentennial celebration. She asked that the Board share any posts made by the city to better inform the public of the event.

7. Fort Bend EDC

Annel Guadalupe informed the Board that the Fort Bend County Commission recently met to discuss the future role of the Fort Bend EDC. The meeting concluded with no concrete future for the organization and their role in Fort Bend economic development.



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8. Gateway Signs Update

Annel Guadalupe Annel Guadalupe discussed the current status of the gateway signs project, noting that information had been relayed to KGA DeForrest and we are awaiting a final decision on signage approval by the THP Improvement District.

9. Downtown Business Alliance

Annel Guadalupe Annel Guadalupe announced that there had been a meeting with several key stakeholders in the downtown area, regarding the establishment of a Downtown Business Alliance. Currently bylaws drafts are being created, with the hopes of a formal establishment in the coming months.

10. RFP for EDC Property

Annel Guadalupe Annel Guadalupe notified the Board that staff would begin working with the EDC legal team to craft an RFP for the development of EDC-owned property.

7. Consideration and possible action on the adoption of the Fulshear Farmers' Market performance agreement for FY24.

Moved to Item 4.

Annel Guadalupe addressed the changes made to the FY23 Performance agreement that had been adapted to serve in FY24. Changes included: commencement date of March 2, 2024; clause outlining required metrics reporting; clarification on the definition of "marketing materials"; reimbursements to be paid out on a monthly basis.

Motion to adopt the Fulshear Farmers' Market Performance Agreement for FY24.

– Tyler; Second – Holmes

Ayes: 5

Nays: 0

Abstentions: 0

8. Consideration and possible action on Services and Software Agreement for EDC website.

Annel Guadalupe informed the Board on the current state of the EDC website, stating that the originally contracted company, Atlas Integrated, had been acquired by Hueston.

Though the new company stated they would honor the original contract, staff requested that a different selection be made. This new agreement would allow for easier modification and addition to the website, as well as a more secure option than the previous agreement.

Motion to adopt the Services and Software Agreement for the EDC Website in the amount of \$3,355.50 annually, and pending legal review.

– Holmes; Second – Tyler
 Ayes: 5 Nays: 0 Abstentions: 0

9. Consideration and action on financials and payables for the Corporation for the period ending October 31, 2023.

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

– Tyler; Second – Holmes
 Ayes: 5 Nays: 0 Abstentions: 0

10. Consideration and action on financials and payables for the Corporation for the period ending November 30, 2023.

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

– White; Second – Holmes
 Ayes: 5 Nays: 0 Abstentions: 0

11. Consideration and action on minutes of the Corporation for the November 13, 2023, meeting.

Motion to approve the minutes of the Corporation for the November 13, 2023, meeting.

– Holmes; Second – Tyler
 Ayes: 5 Nays: 0 Abstentions: 0

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.

Director, etc.	Suggestion or comment made by director, etc.
Devin Holmes	<ul style="list-style-type: none"> • Report back on legal and FDC approval of the Hueston agreement
Bryan White	<ul style="list-style-type: none"> • Update on City CIP projects and identification of any projects that could use CDC support



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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
Annel Guadalupe	<ul style="list-style-type: none"> • Xfinity will be hosting a grand opening for its new Fulshear location on 1/11/2024 • FDC will meet on 1/22/2024 rather than 1/15/2024 due to the MLK Holiday

14. Adjournment

Motion to adjourn at 7:24 p.m.

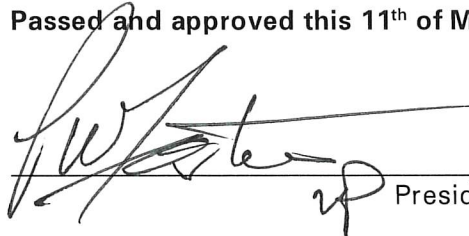
– Tyler; Second – Foster

Ayes: 5

Nays: 0

Abstentions: 0

Passed and approved this 11th of March 2024.



President

ATTEST: 

Secretary