



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

REGULAR MEETING AGENDA

THE STATE OF TEXAS · CITY OF FULSHEAR · COUNTY OF FORT BEND

Notice is hereby given of a meeting of the City of Fulshear Development Corporation (CDC) to be held on Monday, April 8, 2024, at 6:00 p.m., at the City of Fulshear Municipal Complex, 6611 West Cross Creek Bend Lane, Fulshear, Texas, to consider the below stated items.

Incidental Meeting Notice: A quorum of the City of Fulshear City Council, Planning & Zoning Commission, City of Fulshear Development Corporation (Type A), Fulshear Development Corporation (Type B), Parks & Recreation Commission, Historic Preservation & Museum Commission, Zoning Board of Adjustment, or any or all of these, may be in attendance at the meeting specified in the foregoing notice, which attendance may constitute a meeting of such governmental body or bodies as defined by the Texas Open Meetings Act, Chapter 551, Texas Government Code. Therefore, in addition to the foregoing notice, notice is hereby given of a meeting of each of the above-named governmental bodies, the date, hour, place, and subject of which is the same as specified in the foregoing notice.

The Board of Directors of the Corporation reserves the right to meet in closed/executive session for any of the below listed items should the need arise, and if authorized under the provisions of Title 5, Chapter 551, of the Texas Government Code including, but not limited to, Sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), and 551.087 (economic development negotiations).

1. Call to Order
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. 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.
3. Discussion and possible action on support of CIP projects for the FY24-25 budget year.
4. Update on Harris Street reconstruction.
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) March 11th – April 5th Activity Overview:
 1. Retail Coach Update
 2. New Businesses
 3. Fulshear Fast Track

4. Gateway Signs
5. EDC Website
6. Strategic Plan Update

6. Discussion on the City of Fulshear Bicentennial Celebration.

7. Executive Session

- a) Pursuant to Section 551.072 of the Texas Open Meetings Act, discuss the purchase, exchange, lease, or value of real property. (RFP for EDC-Owned Property: 30603 FM 1093 & 30619 FM 1093, Fulshear, TX 77441)

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

9. Consideration and action on financials and payables for the Corporation for the period ending February 29, 2024.

10. Consideration and action on the minutes of the Corporation for the March 11, 2024, regular meeting.

11. 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.

12. 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.

13. Adjournment

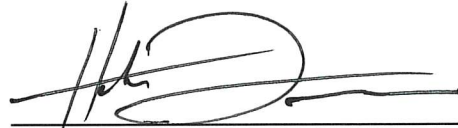
Approved for posting by:



Annel Guadalupe
Economic Development Director
City of Fulshear

Note: In compliance with the American Disabilities Act, and to the extent applicable, this facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodation or interpretive service must be made at least 48 business hours prior to this meeting. Please contact the City Secretary's office at 281-346-1796 for further information.

I do hereby certify that the above Notice of Meeting and Agenda was posted on, or before **Friday, April 5, 2024, before 5 p.m.**, in a place convenient and readily accessible at all times to the general public, in compliance with Chapter 551, TEXAS GOVERNMENT CODE:

A handwritten signature in black ink, appearing to read 'Haden Farr', written over a horizontal line.

Haden Farr
Economic Development Coordinator
City of Fulshear



**ECONOMIC DEVELOPMENT
COMMUNICATION FORM**

April 8, 2024

ITEM	TITLE
3	Discussion and Possible Action on support of CIP projects for the FY24-25 Fiscal Year
ITEM/MOTION	
Discussion and Possible Action on support of CIP projects for the FY24-25 Fiscal Year.	
ESTIMATED EXPENDITURE:	BUDGET ACCOUNT:

SUBMITTED BY:

Tiffany Stodder
Assistant Director-PW

SUPPORTING DOCUMENTS:

CIP Presentation

EXECUTIVE SUMMARY

In preparation for the FY25 budget process, Public Works staff and EDC Directors have requested that initial conversations begin regarding potential funding from the EDC Boards for CIP projects. The hope is to provide clear direction to staff on both the projects they intend to support, and level of financial support the Board would provide.

Capital Improvement Projects EDC Board A

March 11, 2024

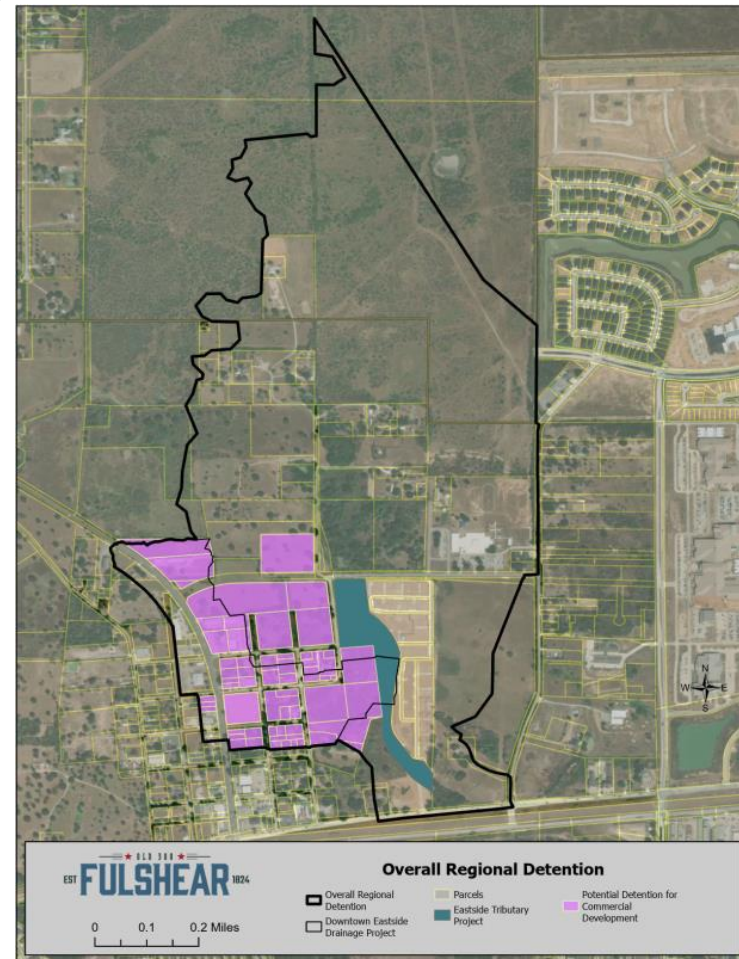




Downtown Eastside Drainage

Project Scope:

The Downtown Eastside Drainage (4th Street) project was identified in the FY2019 Downtown Drainage Study. This project will establish a new storm sewer system in the east portion of the downtown area to provide for proper drainage flows to the existing drainage way. This also allows for the City to abandon storm sewer lines currently running underneath existing structures on private property. The extensive drainage system will run along 4th Street. 4th Street will be reconstructed and incorporate the council approved street cross-sections for the downtown area in a 60' ROW.





Downtown Eastside Drainage

Proposed Project Budget:

Capital Costs	To Date	FY2025	Total
Preliminary Engineering	\$106,806		\$106,806
Land/Right of Way	\$80,000		\$80,000
Design/Surveying	\$272,760		\$272,760
Construction		\$3,020,000	\$3,020,000
Study			\$0
Contingency		\$453,000	\$453,000
Total	\$459,566	\$3,473,000	\$3,932,566

Project Schedule:

Design Start: October 2020

Design Completion: September 2023

Estimated Bid Start: October 2024

Estimated Construction Start: January 2025

Estimated Construction Completion: January 2026

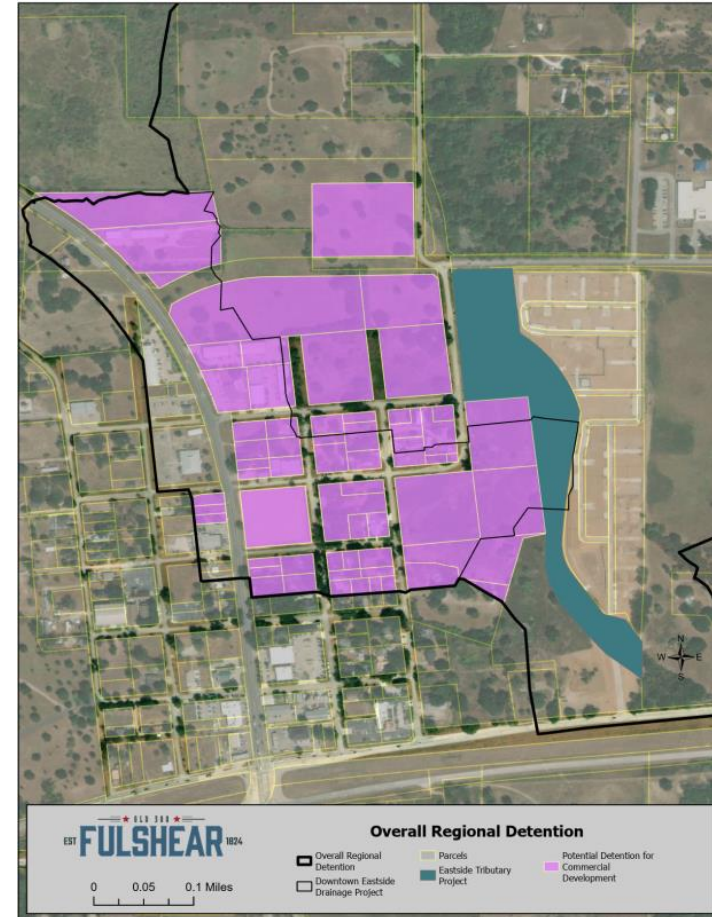
Project budget reflect updates in preparation for the FY25 budget



Eastside Tributary Drainage Improvements

Project Scope:

The Eastside Tributary Drainage Improvement project was identified in the FY2019 Downtown Drainage Study. This project will provide improvements to the existing Fulshear Lake Tributary. The proposed channel will be improved to convey the 100-year storm design between Huggins Road and FM 1093. The Downtown Eastside Drainage (Fourth Street) project will also drain to this tributary, adding additional capacity to the east side of Downtown Fulshear. Additionally, this project will provide for the construction of a linear park that will include a trail system.





Eastside Tributary Drainage Improvements

Proposed Project Budget:

Capital Costs	To Date	FY2025	Total
Preliminary Engineering			\$0
Land/Right of Way	\$400,000		\$400,000
Design/Surveying	\$325,000		\$325,000
Construction		\$1,980,000	\$1,980,000
Study			\$0
Contingency		\$396,000	\$396,000
Total	\$725,000	\$2,376,000	\$3,101,000

Project Schedule:

Design Start: October 2023

Estimated Bid Start: November 2024

Estimated Construction Start: February 2025

Estimated Construction Completion: November 2025

Project budget reflect updates in preparation for the FY25 budget



**ECONOMIC DEVELOPMENT
COMMUNICATION FORM**
April 8, 2024

ITEM	TITLE
4	Update on Harris Street Reconstruction
ITEM/MOTION	
Update on Harris Street Reconstruction	
ESTIMATED EXPENDITURE:	BUDGET ACCOUNT:

SUBMITTED BY:

Tiffany Stodder
Assistant Director-PW

SUPPORTING DOCUMENTS:

EXECUTIVE SUMMARY

City of Fulshear staff will provide an update on the current status of the Harris Street Project.



**ECONOMIC DEVELOPMENT
COMMUNICATION FORM**

April 8, 2024

ITEM	TITLE
5	Economic Development Report
ITEM/MOTION	
<p>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.</p> <p>March 11th – April 5th Activity Overview</p> <ol style="list-style-type: none">1. Retail Coach Update2. New Business Updates3. Fulshear Fast Track4. Gateway Signs5. EDC Website6. Strategic Plan Update	
ESTIMATED EXPENDITURE:	BUDGET ACCOUNT:

SUBMITTED BY:

Annel Guadalupe
EDC Director

SUPPORTING DOCUMENTS:

a. Retail Coach Memo

EXECUTIVE SUMMARY

Staff and Legal Counsel will provide a general overview during the meeting.



Project Update

Fulshear, TX - March 2024

- Our team will be attending and representing Fulshear at the ICSC Vegas Conference in May. Our team is fully focused on preparing for the conference and doing initial outreach to prospects.
- We continue to work with the developer of the home improvement big box store on complementary retailers to be included in the development.
- We met with TC4 Restaurant Group on Fulshear's behalf last week and are currently working with them on finding locations for a couple of their concepts.
- Whataburger let us know that they are moving forward with their site at 29639 FM 1093 Rd and plan to start construction in June.



**ECONOMIC DEVELOPMENT
COMMUNICATION FORM**
April 8, 2024

ITEM	TITLE
6	Discussion on the City of Fulshear Bicentennial Celebration
ITEM/MOTION	
Discussion on the City of Fulshear Bicentennial Celebration.	
ESTIMATED EXPENDITURE:	BUDGET ACCOUNT:

SUBMITTED BY:

Haden Farr
EDC Coordinator

SUPPORTING DOCUMENTS:

EXECUTIVE SUMMARY

Directors are encouraged to provide any feedback regarding the Bicentennial event.



**ECONOMIC DEVELOPMENT
COMMUNICATION FORM**
April 8, 2024

ITEM	TITLE
7	Executive Session
ITEM/MOTION	
Pursuant to Section 551.072 of the Texas Open Meetings Act, discuss the purchase, exchange, lease, or value of real property. (RFP for EDC-Owned Property: 30603 FM 1093 & 30619 FM 1093, Fulshear, TX 77441)	
ESTIMATED EXPENDITURE:	BUDGET ACCOUNT:

SUBMITTED BY:

SUPPORTING DOCUMENTS:

Haden Farr
EDC Coordinator

EXECUTIVE SUMMARY



**ECONOMIC DEVELOPMENT
COMMUNICATION FORM**
April 8, 2024

ITEM	TITLE
8	Action on Executive Session Items
ITEM/MOTION	
Take action, as necessary, on items discussed in Executive Session.	
ESTIMATED EXPENDITURE:	BUDGET ACCOUNT:

SUBMITTED BY:

Haden Farr
EDC Coordinator

SUPPORTING DOCUMENTS:

EXECUTIVE SUMMARY

Pursuant to Section 551.072 of the Texas Open Meetings Act, discuss the purchase, exchange, lease, or value of real property. (RFP for EDC-Owned Property: 30603 FM 1093 & 30619 FM 1093, Fulshear, TX 77441)



**ECONOMIC DEVELOPMENT
COMMUNICATION FORM**

April 8, 2024

ITEM	TITLE
9	CDC Financials and Payables
ITEM/MOTION	
Consideration and action on financials and payables for the Corporation, for the period ending February 29, 2024.	
PAYABLES:	BUDGET ACCOUNTS:
\$13,147.57 to be approved for February 2024	600-900-5900-10

SUBMITTED BY:

Haden Farr
EDC Coordinator

SUPPORTING DOCUMENTS:

1. CDC Financials – February 2024
2. Fund Balance Report – February 2024
3. Payables – February 2024

EXECUTIVE SUMMARY

Sales Tax

Because the YTD sales tax is not reported until later in the month, this month's collections are not included in this report.

Financials

There were \$31,161.32 in CDC Operating Fund (600) expenditures. There were \$0.00 of CDC Projects Fund (601) expenditures.

Payables

The reimbursement register for the Boards' consideration includes funds to be paid to the City for expenditures (100) pursuant to the Administrative Services Agreement amounting to \$13,147.57 for CDC – A.



CITY OF FULSHEAR

Finance Department

PO Box 279 / 6611 W Cross Creek Bend Lane
Fulshear, Texas 77441
www.fulsheartexas.gov

MEMORANDUM

To: Type A - Development Corporation
From: Erin Tureau, Director of Finance, City of Fulshear
Date: April 3, 2024
Subject: Monthly Financial Reports

Attached you will find the Type A City of Fulshear Development Corp. Financial Reports for the period February 2024 for both the operating fund and capital projects fund. This period represents **42%** of the operating period. Also, sales tax revenue is reported two months in arrears.

If you have any questions, please don't hesitate to call me at 281.346.1796.



Fulshear, TX

Budget Report Account Summary

For Fiscal: 2023-2024 Period Ending: 02/29/2024

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 600 - 4/A OPERATING FUND						
Revenue						
Type: 41 - TAX & FRANCHISE FEES						
600-41301 Sales & Use Tax Revenue	1,750,000.00	1,750,000.00	211,342.28	498,113.48	-1,251,886.52	28.46 %
Type: 41 - TAX & FRANCHISE FEES Total:	1,750,000.00	1,750,000.00	211,342.28	498,113.48	-1,251,886.52	28.46 %
Type: 46 - INTEREST REVENUE						
600-46000 Interest Revenue	55,000.00	55,000.00	6,042.72	22,313.32	-32,686.68	40.57 %
Type: 46 - INTEREST REVENUE Total:	55,000.00	55,000.00	6,042.72	22,313.32	-32,686.68	40.57 %
Type: 47 - OTHER REVENUE						
600-47100 Bicentennial Sponsorship	0.00	0.00	6,900.00	16,943.75	16,943.75	0.00 %
600-47101 Bicentennial Vendors	0.00	0.00	2,550.00	2,750.00	2,750.00	0.00 %
Type: 47 - OTHER REVENUE Total:	0.00	0.00	9,450.00	19,693.75	19,693.75	0.00 %
Revenue Total:	1,805,000.00	1,805,000.00	226,835.00	540,120.55	-1,264,879.45	29.92 %
Expense						
Department: 100 - Administration & Operations						
ExpCategory: 53 - SUPPLIES						
600-100-5311-00 Supplies	500.00	500.00	0.00	11.88	488.12	2.38 %
ExpCategory: 53 - SUPPLIES Total:	500.00	500.00	0.00	11.88	488.12	2.38 %
ExpCategory: 54 - CONTRACTUAL SERVICES						
600-100-5411-00 Admin Prof. Serv. - Legal	55,000.00	55,000.00	0.00	0.00	55,000.00	0.00 %
600-100-5411-10 Professional Svcs - Consulting	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
600-100-5413-00 Meeting Security	1,000.00	1,000.00	0.00	190.22	809.78	19.02 %
600-100-5414-00 Community Events	50,000.00	50,000.00	0.00	9,663.27	40,336.73	19.33 %
600-100-5414-01 BiCentennial	0.00	0.00	5,485.07	6,610.82	-6,610.82	0.00 %
600-100-5415-00 Fulshear Business Entrepreneurship...	100,000.00	100,000.00	25,050.00	25,050.00	74,950.00	25.05 %
600-100-5421-04 Admin - Indemnity Insurance	600.00	600.00	0.00	0.00	600.00	0.00 %
ExpCategory: 54 - CONTRACTUAL SERVICES Total:	208,100.00	208,100.00	30,535.07	41,514.31	166,585.69	19.95 %
ExpCategory: 55 - OTHER CHARGES						
600-100-5526-00 Admin - Public Notices	500.00	500.00	0.00	0.00	500.00	0.00 %
600-100-5527-00 Dues & Memberships	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
600-100-5528-00 Travel & Training	8,000.00	8,000.00	0.00	518.73	7,481.27	6.48 %
ExpCategory: 55 - OTHER CHARGES Total:	10,000.00	10,000.00	0.00	518.73	9,481.27	5.19 %
Department: 100 - Administration & Operations Total:	218,600.00	218,600.00	30,535.07	42,044.92	176,555.08	19.23 %
Department: 900 - Transfers						
ExpCategory: 59 - TRANSFERS						
600-900-5900-10 Xfer Out - ASA Reimbursement	197,105.00	197,105.00	0.00	60,482.95	136,622.05	30.69 %
600-900-5900-12 Xfer Out - ASA Shared Space Fee	7,515.00	7,515.00	626.25	3,131.25	4,383.75	41.67 %
600-900-5900-61 Xfer Out - 4/A Project Fund 601	1,540,000.00	1,540,000.00	0.00	0.00	1,540,000.00	0.00 %
600-900-5901-10 Xfer Out - ASA Shared Service	85,000.00	85,000.00	0.00	42,500.00	42,500.00	50.00 %
ExpCategory: 59 - TRANSFERS Total:	1,829,620.00	1,829,620.00	626.25	106,114.20	1,723,505.80	5.80 %
Department: 900 - Transfers Total:	1,829,620.00	1,829,620.00	626.25	106,114.20	1,723,505.80	5.80 %
Expense Total:	2,048,220.00	2,048,220.00	31,161.32	148,159.12	1,900,060.88	7.23 %
Fund: 600 - 4/A OPERATING FUND Surplus (Deficit):	-243,220.00	-243,220.00	195,673.68	391,961.43	635,181.43	-161.16 %
Fund: 601 - 4/A - PROJECTS FUND						
Revenue						
Type: 46 - INTEREST REVENUE						
601-46000 Interest Revenue	55,000.00	55,000.00	5,074.36	20,778.33	-34,221.67	37.78 %
Type: 46 - INTEREST REVENUE Total:	55,000.00	55,000.00	5,074.36	20,778.33	-34,221.67	37.78 %

Budget Report

For Fiscal: 2023-2024 Period Ending: 02/29/2024

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Type: 49 - TRANSFERS						
601-49560 Xfer In - 4/A EDC Fund 600	1,540,000.00	1,540,000.00	0.00	0.00	-1,540,000.00	0.00 %
Type: 49 - TRANSFERS Total:	1,540,000.00	1,540,000.00	0.00	0.00	-1,540,000.00	0.00 %
Revenue Total:	1,595,000.00	1,595,000.00	5,074.36	20,778.33	-1,574,221.67	1.30 %
Expense						
Department: 000 - Non-Departmental						
ExpCategory: 54 - CONTRACTUAL SERVICES						
601-000-5470-01 Targeted Incentives	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00 %
601-000-5470-02 Promotional Expenses	125,000.00	228,200.32	0.00	8,517.65	219,682.67	3.73 %
601-000-5470-03 Studies Expense	60,000.00	60,000.00	0.00	0.00	60,000.00	0.00 %
ExpCategory: 54 - CONTRACTUAL SERVICES Total:	235,000.00	338,200.32	0.00	8,517.65	329,682.67	2.52 %
Department: 000 - Non-Departmental Total:	235,000.00	338,200.32	0.00	8,517.65	329,682.67	2.52 %
Department: 900 - Transfers						
ExpCategory: 59 - TRANSFERS						
601-900-5905-30 Xfer Out - #300 ST22B Harris Street	1,540,000.00	1,540,000.00	0.00	0.00	1,540,000.00	0.00 %
601-900-5906-40 Xfer Out - #400 Texas Heritage Par...	81,667.00	81,667.00	0.00	0.00	81,667.00	0.00 %
ExpCategory: 59 - TRANSFERS Total:	1,621,667.00	1,621,667.00	0.00	0.00	1,621,667.00	0.00 %
Department: 900 - Transfers Total:	1,621,667.00	1,621,667.00	0.00	0.00	1,621,667.00	0.00 %
Expense Total:	1,856,667.00	1,959,867.32	0.00	8,517.65	1,951,349.67	0.43 %
Fund: 601 - 4/A - PROJECTS FUND Surplus (Deficit):	-261,667.00	-364,867.32	5,074.36	12,260.68	377,128.00	-3.36 %
Report Surplus (Deficit):	-504,887.00	-608,087.32	200,748.04	404,222.11	1,012,309.43	-66.47 %

Group Summary

ExpCategor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 600 - 4/A OPERATING FUND						
Revenue						
Type: 41 - TAX & FRANCHISE FEES						
	1,750,000.00	1,750,000.00	211,342.28	498,113.48	-1,251,886.52	28.46 %
Type: 41 - TAX & FRANCHISE FEES Total:	1,750,000.00	1,750,000.00	211,342.28	498,113.48	-1,251,886.52	28.46 %
Type: 46 - INTEREST REVENUE						
	55,000.00	55,000.00	6,042.72	22,313.32	-32,686.68	40.57 %
Type: 46 - INTEREST REVENUE Total:	55,000.00	55,000.00	6,042.72	22,313.32	-32,686.68	40.57 %
Type: 47 - OTHER REVENUE						
	0.00	0.00	9,450.00	19,693.75	19,693.75	0.00 %
Type: 47 - OTHER REVENUE Total:	0.00	0.00	9,450.00	19,693.75	19,693.75	0.00 %
Revenue Total:	1,805,000.00	1,805,000.00	226,835.00	540,120.55	-1,264,879.45	29.92 %
Expense						
Department: 100 - Administration & Operations						
53 - SUPPLIES	500.00	500.00	0.00	11.88	488.12	2.38 %
54 - CONTRACTUAL SERVICES	208,100.00	208,100.00	30,535.07	41,514.31	166,585.69	19.95 %
55 - OTHER CHARGES	10,000.00	10,000.00	0.00	518.73	9,481.27	5.19 %
Department: 100 - Administration & Operations Total:	218,600.00	218,600.00	30,535.07	42,044.92	176,555.08	19.23 %
Department: 900 - Transfers						
59 - TRANSFERS	1,829,620.00	1,829,620.00	626.25	106,114.20	1,723,505.80	5.80 %
Department: 900 - Transfers Total:	1,829,620.00	1,829,620.00	626.25	106,114.20	1,723,505.80	5.80 %
Expense Total:	2,048,220.00	2,048,220.00	31,161.32	148,159.12	1,900,060.88	7.23 %
Fund: 600 - 4/A OPERATING FUND Surplus (Deficit):	-243,220.00	-243,220.00	195,673.68	391,961.43	635,181.43	-161.16 %
Fund: 601 - 4/A - PROJECTS FUND						
Revenue						
Type: 46 - INTEREST REVENUE						
	55,000.00	55,000.00	5,074.36	20,778.33	-34,221.67	37.78 %
Type: 46 - INTEREST REVENUE Total:	55,000.00	55,000.00	5,074.36	20,778.33	-34,221.67	37.78 %
Type: 49 - TRANSFERS						
	1,540,000.00	1,540,000.00	0.00	0.00	-1,540,000.00	0.00 %
Type: 49 - TRANSFERS Total:	1,540,000.00	1,540,000.00	0.00	0.00	-1,540,000.00	0.00 %
Revenue Total:	1,595,000.00	1,595,000.00	5,074.36	20,778.33	-1,574,221.67	1.30 %
Expense						
Department: 000 - Non-Departmental						
54 - CONTRACTUAL SERVICES	235,000.00	338,200.32	0.00	8,517.65	329,682.67	2.52 %
Department: 000 - Non-Departmental Total:	235,000.00	338,200.32	0.00	8,517.65	329,682.67	2.52 %
Department: 900 - Transfers						
59 - TRANSFERS	1,621,667.00	1,621,667.00	0.00	0.00	1,621,667.00	0.00 %
Department: 900 - Transfers Total:	1,621,667.00	1,621,667.00	0.00	0.00	1,621,667.00	0.00 %
Expense Total:	1,856,667.00	1,959,867.32	0.00	8,517.65	1,951,349.67	0.43 %
Fund: 601 - 4/A - PROJECTS FUND Surplus (Deficit):	-261,667.00	-364,867.32	5,074.36	12,260.68	377,128.00	-3.36 %
Report Surplus (Deficit):	-504,887.00	-608,087.32	200,748.04	404,222.11	1,012,309.43	-66.47 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
600 - 4/A OPERATING FUND	-243,220.00	-243,220.00	195,673.68	391,961.43	635,181.43
601 - 4/A - PROJECTS FUND	-261,667.00	-364,867.32	5,074.36	12,260.68	377,128.00
Report Surplus (Deficit):	-504,887.00	-608,087.32	200,748.04	404,222.11	1,012,309.43



Fulshear, TX

Fund Balance Report

As Of 02/29/2024

Fund	Beginning Balance	Total Revenues	Total Expenses	Ending Balance
600 - 4/A OPERATING FUND	2,578,504.86	540,120.55	148,159.12	2,970,466.29
601 - 4/A - PROJECTS FUND	3,320,260.23	20,778.33	8,517.65	3,332,520.91
Report Total:	5,898,765.09	560,898.88	156,676.77	6,302,987.20



Fulshear, TX

Budget Report Account Summary

For Fiscal: 2023-2024 Period Ending: 02/29/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 100 - GENERAL FUND							
Expense							
Department: 180 - Economic Development							
ExpCategory: 52 - PERSONNEL COSTS							
100-180-5210-00	Salaries & Wages	190,838.00	190,838.00	14,680.00	69,658.00	121,180.00	36.50 %
100-180-5230-00	Payroll Tax Expense	14,599.00	14,599.00	1,080.46	5,451.30	9,147.70	37.34 %
100-180-5235-00	Employee Health Benefits	21,305.00	21,305.00	1,724.77	9,707.96	11,597.04	45.57 %
100-180-5238-00	Retirement Contribution	15,267.00	15,267.00	1,174.40	5,860.48	9,406.52	38.39 %
ExpCategory: 52 - PERSONNEL COSTS Total:		242,009.00	242,009.00	18,659.63	90,677.74	151,331.26	37.47 %
ExpCategory: 53 - SUPPLIES							
100-180-5311-00	Supplies	1,250.00	1,250.00	0.00	24.99	1,225.01	2.00 %
100-180-5314-00	Publications/Ref Material	600.00	600.00	0.00	0.00	600.00	0.00 %
100-180-5316-00	Minor Tools & Equipment	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
100-180-5326-00	Uniforms/Shirts	300.00	300.00	0.00	0.00	300.00	0.00 %
100-180-5381-00	Meeting Expenses	2,500.00	2,500.00	335.50	613.35	1,886.65	24.53 %
ExpCategory: 53 - SUPPLIES Total:		6,150.00	6,150.00	335.50	638.34	5,511.66	10.38 %
ExpCategory: 54 - CONTRACTUAL SERVICES							
100-180-5411-10	Prof. Services - Consulting	50,000.00	50,000.00	0.00	11,088.22	38,911.78	22.18 %
100-180-5434-00	Telecommunications	3,000.00	3,000.00	0.00	204.51	2,795.49	6.82 %
100-180-5440-00	Marketing	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00 %
100-180-5472-00	Business Devlpmnt & Retention	7,500.00	7,500.00	0.00	0.00	7,500.00	0.00 %
ExpCategory: 54 - CONTRACTUAL SERVICES Total:		85,500.00	85,500.00	0.00	11,292.73	74,207.27	13.21 %
ExpCategory: 55 - OTHER CHARGES							
100-180-5520-00	Printing	500.00	500.00	0.00	0.00	500.00	0.00 %
100-180-5527-00	Dues & Memberships	3,500.00	3,500.00	550.00	675.00	2,825.00	19.29 %
100-180-5527-01	Dues & Memberships - Org.	17,250.00	17,250.00	0.00	0.00	17,250.00	0.00 %
100-180-5528-00	Travel & Training	13,500.00	13,500.00	0.00	3,248.28	10,251.72	24.06 %
100-180-5530-00	Technology Maintenance	21,000.00	21,000.00	6,750.00	9,734.23	11,265.77	46.35 %
100-180-5531-00	Mileage	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
ExpCategory: 55 - OTHER CHARGES Total:		57,250.00	57,250.00	7,300.00	13,657.51	43,592.49	23.86 %
Department: 180 - Economic Development Total:		390,909.00	390,909.00	26,295.13	116,266.32	274,642.68	29.74 %
Expense Total:		390,909.00	390,909.00	26,295.13	116,266.32	274,642.68	29.74 %
Fund: 100 - GENERAL FUND Total:		390,909.00	390,909.00	26,295.13	116,266.32	274,642.68	29.74 %
Report Total:		390,909.00	390,909.00	26,295.13	116,266.32	274,642.68	29.74 %

Group Summary

ExpCategor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 100 - GENERAL FUND						
Expense						
Department: 180 - Economic Development						
52 - PERSONNEL COSTS	242,009.00	242,009.00	18,659.63	90,677.74	151,331.26	37.47 %
53 - SUPPLIES	6,150.00	6,150.00	335.50	638.34	5,511.66	10.38 %
54 - CONTRACTUAL SERVICES	85,500.00	85,500.00	0.00	11,292.73	74,207.27	13.21 %
55 - OTHER CHARGES	57,250.00	57,250.00	7,300.00	13,657.51	43,592.49	23.86 %
Department: 180 - Economic Development Total:	390,909.00	390,909.00	26,295.13	116,266.32	274,642.68	29.74 %
Expense Total:	390,909.00	390,909.00	26,295.13	116,266.32	274,642.68	29.74 %
Fund: 100 - GENERAL FUND Total:	390,909.00	390,909.00	26,295.13	116,266.32	274,642.68	29.74 %
Report Total:	390,909.00	390,909.00	26,295.13	116,266.32	274,642.68	29.74 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
100 - GENERAL FUND	390,909.00	390,909.00	26,295.13	116,266.32	274,642.68	29.74 %
Report Total:	390,909.00	390,909.00	26,295.13	116,266.32	274,642.68	29.74 %

Reimbursable to the City:

CDC - "A" 600-900-5900-10 \$13,147.57

Approved: _____ Date: _____

FDC - "B" 700-900-5900-10 \$13,147.56

Approved: _____ Date: _____



**ECONOMIC DEVELOPMENT
COMMUNICATION FORM**
April 8, 2024

ITEM	TITLE
10	Minutes
ITEM/MOTION	
Consideration and action on minutes of the Corporation for the March 11, 2024 meeting.	
ESTIMATED EXPENDITURE:	BUDGET ACCOUNT:

SUBMITTED BY:

Haden Farr
EDC Coordinator

SUPPORTING DOCUMENTS:

1. CDC Draft Minutes – March 11

EXECUTIVE SUMMARY

Draft minutes are attached for the Board's consideration.



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 March 11, 2024 6:00 PM

Board Members Present:	Paul Foster (6:06 p.m.); Bonnie Tyler; Devin Holmes; Patrick Powers
Board Members Absent:	Bryan White
Staff:	Annel Guadalupe (EDC Director); Haden Farr (EDC Coordinator); Sharon Valiante (PW); Tiffany Stodder (PW; Sgt. Zieschang (PD); Charlie Zech (Legal Counsel)
Attendees:	Stephen Wilcox (Pape-Dawson)

1. Call to Order

There being a quorum, Bonnie Tyler called the meeting to order at 6:05 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 and discussion on EDC funding of CIP projects for the 2024-2025 fiscal year.

Annel Guadalupe introduced Assistant Director of Public Works, Tiffany Stodder.

Tiffany Stodder presented the Board with two CIP projects (East Side Drainage Improvement & East Side Tributary Improvement) for consideration of support for the FY 24-25 budget year.

Paul Foster asked if the projects had been approved by council for the FY24 portions of the budget. Tiffany Stodder confirmed that they had. Paul Foster thanked PW staff for the advance notice of these projects and asked to get feedback from the FDC Board.

Devin Holmes inquired about the drainage path for these projects. PW consultant Stephen Wilcox (Pape-Dawson) responded, saying the drainage route travels along FM1093 and eventually into Bessie's Creek.

Bonnie Tyler asked if the project would allow for downtown properties to forego detention requirements, and if there would be any negative impact to Bessie's Creek. Stephen Wilcox responded that the goal of the project is to largely eliminate on-site detention needs for much of the East Side of downtown, also noting that there should be no negative impact to the creek.

Tiffany Stodder stated that the goal is to return to the April Board meeting and get an indication on the level of support from the Board.

4. Update on Harris Street reconstruction.

Tiffany Stodder informed the Board that city staff have reviewed the final plans and submitted comments to the engineers. The goal is to advertise for bid in April and award in the May to June timeframe.

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. January 8th – March 11th Activity Overview:

1. Retail Coach Update

Annel Guadalupe discussed the memo document provided by The Retail Coach, and informed the Board that they would be marketing for Fulshear at the ICSC Las Vegas event.

2. New Businesses

Annel Guadalupe highlighted several new businesses including Lavella Nails and Spa, Echelon Wellness & Beauty Spa, and Baskin Robbins.

3. Fulshear Fast Track/ The Cannon Visit

Annel Guadalupe reminded the Board that Mat Yelvington is working out of city hall on Mondays and Tuesdays, and the grand opening of FFT is set for April 2nd.

4. Parking Structure Design

Annel Guadalupe informed the Board that preliminary discussions had taken place with the county regarding a possible parking structure on the old library lot in downtown Fulshear. A rough concept design has been assembled and will need to be refined before any further talks take place.

5. Texas Heritage Festival



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Annel Guadalupe shared that the EDC presence at the Texas Heritage Festival was a great success and complimented the Chamber on a successful event.

6. Bicentennial

Annel Guadalupe reminded the Board that the Bicentennial event will take place on Saturday, March 23rd at Fulshear High School.

6. Discussion on 2023 Christmas Decorations and plans for 2024.

Annel Guadalupe discussed some of the problems encountered with Christmas decorations throughout the holiday season. In addition, she covered some suggestions for future changes to the arrangements.

7. Executive Session

- a. Pursuant to Section 551.072 of the Texas Open Meetings Act, discuss the purchase, exchange, lease, or value of real property. (RFP for EDC-Owned Property: 30603 FM 1093 & 30619 FM 1093, Fulshear, TX 77441)

Motion to enter into executive session at 6:40 p.m.

– Tyler; Second – Holmes

Ayes: 4

Nays: 0

Abstentions: 0

Returned from executive session at 7:09 p.m.

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

No action taken.

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

Haden Farr informed the Board that the previously adopted financials for the period ending October 31, 2023 reflected an incorrect figure. Corrected documents are being presented for approval.

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

– Tyler; Second – Holmes

Ayes: 4

Nays: 0

Abstentions: 0

10. Consideration and action on financials and payables for the Corporation for the period

ending December 31, 2023.

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

Ayes: 4 – Holmes; Second – Tyler
Nays: 0 Abstentions: 0

11. Consideration and action on financials and payables for the Corporation for the period ending January 31, 2024.

Motion to approve the financials and payables for the period ending January 31, 2024

Ayes: 4 – Tyler; Second – Holmes
Nays: 0 Abstentions: 0

12. Consideration and action on minutes of the Corporation for the January 8, 2023, meeting.

Motion to approve the minutes of the Corporation for the January 8, 2024, meeting.

Ayes: 4 – Tyler; Second – Powers
Nays: 0 Abstentions: 0

13. Consideration and action on the minutes of the Corporation for the February 6, 2024, special-called joint meeting.

Motion to approve the minutes of the Corporation for the February 6, 2024, special-called joint meeting.

Ayes: 4 – Tyler; Second – Powers
Nays: 0 Abstentions: 0

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.
Annel Guadalupe	<ul style="list-style-type: none">• Harris Street Update• Website Update• Gateway Sign Update



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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
Annel Guadalupe	<ul style="list-style-type: none"> <li data-bbox="651 1010 1273 1041">• Bicentennial Event on Saturday, March 23rd

16. Adjournment

Motion to adjourn at 7:24 p.m.
– Holmes; Second – Tyler

Ayes: 4

Nays: 0

Abstentions: 0

Passed and approved this 8th of April 2024.

President

ATTEST:

Secretary



**ECONOMIC DEVELOPMENT
COMMUNICATION FORM**

April 8, 2024

ITEM	TITLE
11	Future Agenda Items
ITEM/MOTION	
<p>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.</p>	
ESTIMATED EXPENDITURE:	BUDGET ACCOUNT:

SUBMITTED BY:

Haden Farr
EDC Coordinator

SUPPORTING DOCUMENTS:

EXECUTIVE SUMMARY

This is a recurring item for discussion of future agenda items.



**ECONOMIC DEVELOPMENT
COMMUNICATION FORM**

April 8, 2024

ITEM	TITLE
12	Announcements
ITEM/MOTION	
<p>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.</p>	
ESTIMATED EXPENDITURE:	BUDGET ACCOUNT:

SUBMITTED BY:

Haden Farr
EDC Coordinator

SUPPORTING DOCUMENTS:

EXECUTIVE SUMMARY

This is a recurring item for discussion of relevant announcements.