



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

REGULAR MEETING AGENDA

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

Notice is hereby given of a meeting of the Fulshear Development Corporation (FDC) to be held on Monday, April 15, 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 18th – April 12th Activity Overview:
 1. Retail Coach Update
 2. Fulshear Fast Track
 3. Gateway Signs

4. 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 18, 2024, regular meeting.
11. Presentation by City Council Liaison regarding relevant action taken at previous City Council meeting(s).
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.
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.
14. Adjournment

Approved for posting by:



Angel 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 12, 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 15, 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 and EDC staff 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 B

March 18, 2024





Primrose Park

Project Scope:

The primary focus of Primrose Park Phase II is four youth baseball fields, parking, and necessary detention. Phase III will focus on an amphitheater, additional parking, walking trails, a playground, pavilion, additional detention requirements, and restroom facility. Phase III will also include improvements to Phase II to include a restroom and concession building, sport courts, sport field lighting, score boards, walking trails, a playground, associated appurtenances, and a maintenance building.





Primrose Park

Proposed Project Budget:

Capital Costs	To Date	FY2025	Total
Preliminary Engineering			\$0
Design/Surveying	\$990,088		\$990,088
Construction	\$5,540,612	\$8,970,000	\$14,510,612
Study			\$0
Contingency		\$1,794,000	\$1,794,000
Equipment and Furniture			\$0
Land/Right of Way			\$0
Total	\$6,530,700	\$10,764,000	\$17,294,700

Project Schedule (Phase III):

Design Start: February 2024

Estimated Bid Start: February 2025

Estimated Construction Start: May 2025

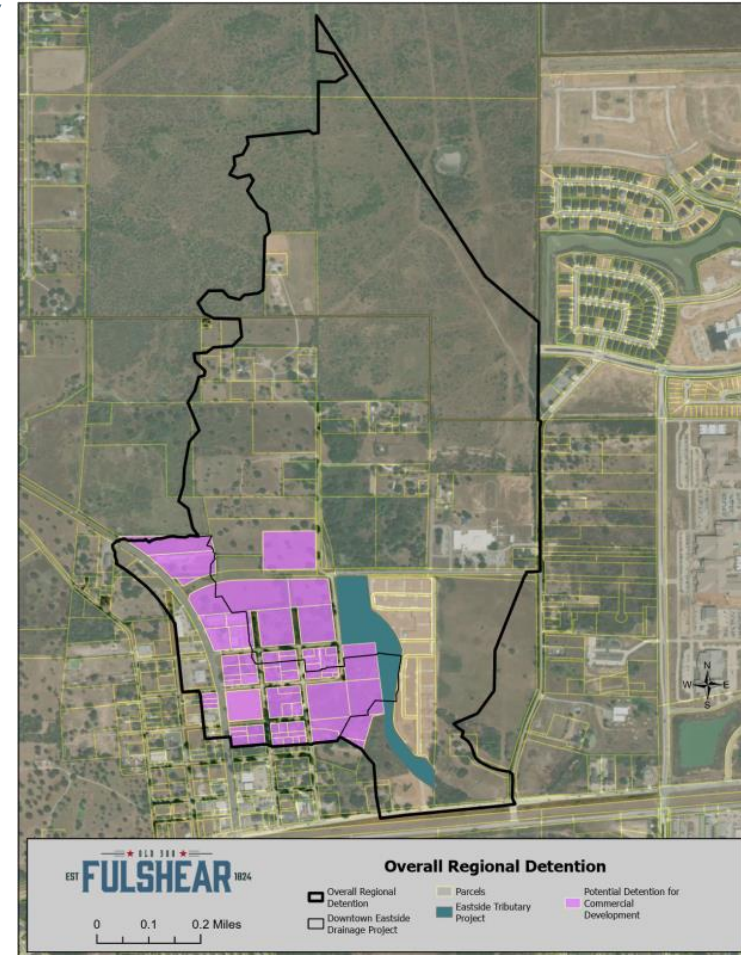
Estimated Construction Completion: May 2026



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

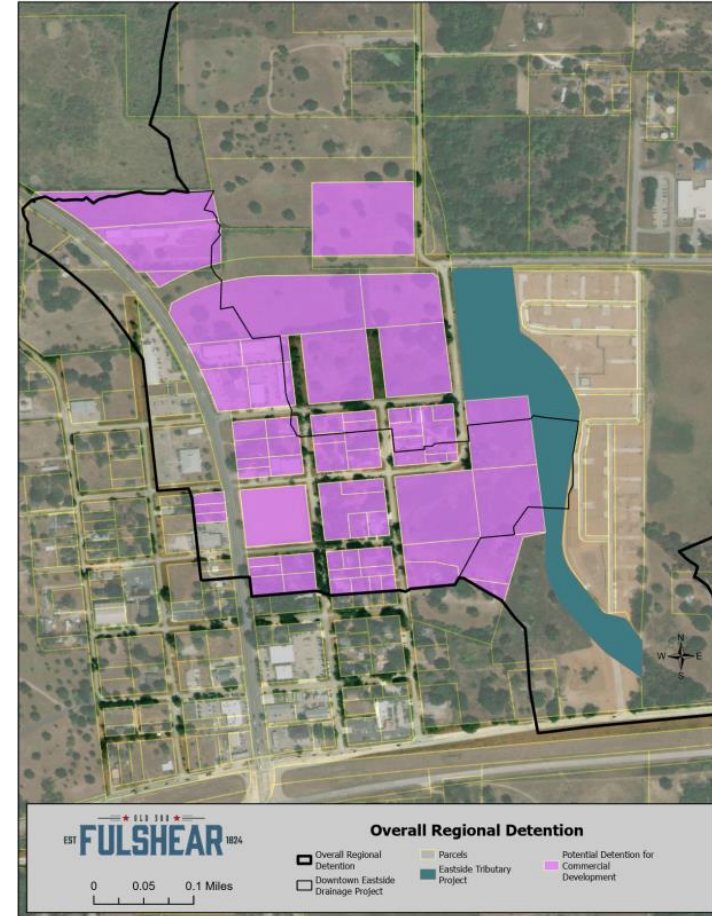
Project budget reflect updates in preparation for the FY25 budget



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 15, 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 15, 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 18th – April 12th 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 - April 2024

- Our team is working full force to be prepared for the ICSC Vegas Conference on May 20 - 22. We will be representing Fulshear at the conference and are working to setup meetings ahead of time for our team and retailers/brokers/developers.

- The initial property we had been working with the developer of the home improvement big box store on has stalled and we are now working with this developer on three other potential properties.

- Our team met with another building supply/home improvement retailer at their headquarters a few weeks back. They are now analyzing the market to determine if they can support a location in Fulshear as well.

- Our team met with the real estate representative for H-E-B last week and were told they still do not have an update on their plans for building the new location in Fulshear and asked us to follow up in three months.



**ECONOMIC DEVELOPMENT
COMMUNICATION FORM**
April 15, 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 15, 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:

Haden Farr
EDC Coordinator

SUPPORTING DOCUMENTS:

EXECUTIVE SUMMARY



**ECONOMIC DEVELOPMENT
COMMUNICATION FORM**
April 15, 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 15, 2024

ITEM	TITLE
9	FDC 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:
\$13,147.56 to be approved for February 2024	700-900-5900-10

SUBMITTED BY:

Haden Farr
EDC Coordinator

SUPPORTING DOCUMENTS:

1. Sales Tax Document
2. FDC Financials – February 2024
3. Fund Balance Report – February 2024
4. Payables – February 2024

EXECUTIVE SUMMARY

Sales Tax

Sales tax revenues received in April 2024 (February 2024 remittances) were up 7% from the same period the previous year. Each Corporation's sales tax revenues total \$127,097.47 or 43.23% of budget for 42% (5/12) of the year (FY24) complete.

Financials

There were \$31,161.32 in FDC Operating Fund (700) expenditures. There were \$1,500.00 of FDC Projects Fund (701) expenditures.

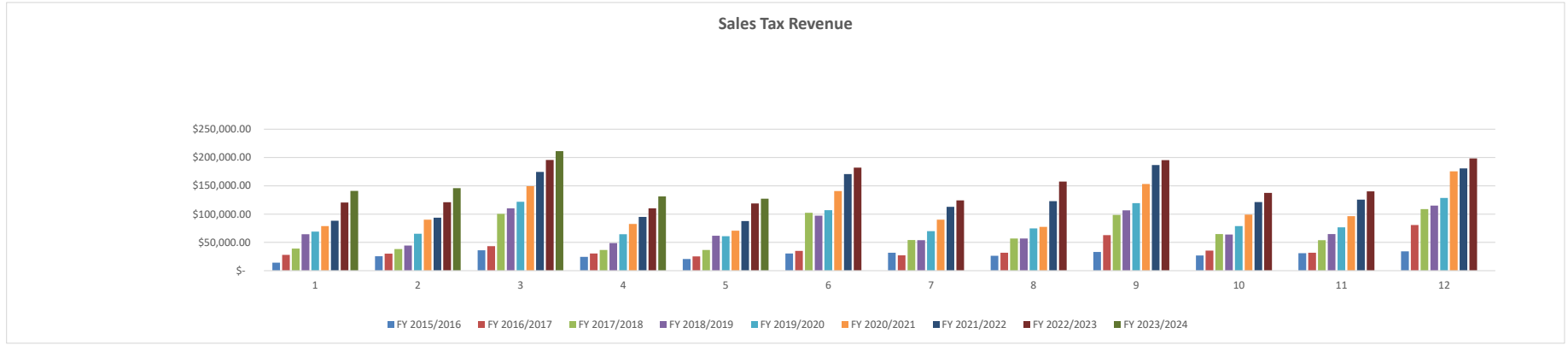
Payables

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 \$13,147.56 for FDC – B.

**ECONOMIC DEVELOPMENT CORPORATION
SALES TAX REVENUE**

SALES TAX MONTH	DEPOSIT MONTH	FY 2015/2016	FY 2016/2017	FY 2017/2018	FY 2018/2019	FY 2019/2020	FY 2020/2021	FY 2021/2022	FY 2022/2023	FY 2023/2024	% VARIANCE OVER Month to Month Prior
OCTOBER	DECEMBER	\$ 14,035.49	\$ 27,844.44	\$ 38,912.05	\$ 64,576.54	\$ 69,062.91	\$ 78,843.94	\$ 88,155.69	\$ 120,317.15	\$ 140,923.38	17%
NOVEMBER	JANUARY	\$ 25,602.04	\$ 30,012.50	\$ 38,166.92	\$ 44,562.54	\$ 65,252.59	\$ 90,181.30	\$ 93,732.84	\$ 121,048.97	\$ 145,847.82	20%
DECEMBER	FEBRUARY	\$ 36,033.99	\$ 43,261.02	\$ 100,448.96	\$ 110,209.12	\$ 121,814.02	\$ 149,488.01	\$ 174,393.09	\$ 195,540.00	\$ 211,342.28	8%
JANUARY	MARCH	\$ 24,407.61	\$ 30,468.96	\$ 36,714.24	\$ 48,826.21	\$ 64,540.33	\$ 82,498.99	\$ 94,996.35	\$ 110,201.77	\$ 131,384.54	19%
FEBRUARY	APRIL	\$ 20,513.66	\$ 25,311.44	\$ 36,506.17	\$ 61,791.72	\$ 61,066.35	\$ 70,656.15	\$ 87,578.32	\$ 118,924.93	\$ 127,097.47	7%
MARCH	MAY	\$ 30,328.03	\$ 34,864.26	\$ 102,248.16	\$ 97,050.30	\$ 106,935.82	\$ 140,792.11	\$ 170,618.79	\$ 182,120.57		-100%
APRIL	JUNE	\$ 31,642.30	\$ 27,239.61	\$ 54,050.26	\$ 53,804.60	\$ 69,844.64	\$ 90,113.40	\$ 112,888.89	\$ 124,330.51		-100%
MAY	JULY	\$ 26,237.82	\$ 31,616.43	\$ 56,915.43	\$ 56,998.88	\$ 74,655.54	\$ 77,458.08	\$ 122,778.90	\$ 157,547.06		-100%
JUNE	AUGUST	\$ 32,983.26	\$ 62,945.44	\$ 98,542.60	\$ 106,620.01	\$ 119,481.71	\$ 153,190.20	\$ 186,699.45	\$ 195,260.00		-100%
JULY	SEPTEMBER	\$ 26,730.12	\$ 35,548.90	\$ 64,614.17	\$ 63,803.64	\$ 78,918.29	\$ 99,097.91	\$ 121,126.44	\$ 137,382.62		-100%
AUGUST	OCTOBER	\$ 30,809.97	\$ 31,687.63	\$ 53,844.78	\$ 64,710.64	\$ 76,734.63	\$ 96,248.50	\$ 125,575.31	\$ 140,097.23		-100%
SEPTEMBER	NOVEMBER	\$ 34,143.15	\$ 80,807.83	\$ 108,868.40	\$ 114,983.23	\$ 128,663.70	\$ 175,673.32	\$ 180,700.34	\$ 198,251.48		-100%
TOTALS		\$333,467.44	\$461,608.45	\$789,832.11	\$887,937.40	\$1,036,970.51	\$1,304,241.89	\$1,559,244.40	\$ 1,801,022.29	\$ 756,595.49	
Variance Year Over		4%	38%	71%	12%	17%	26%	20%	16%	-58%	

Budget FY 23/24	\$ 1,750,000.00
% of Year Complete	42%
FYTD	\$756,595.49
% of Year Collected	43.23%





CITY OF FULSHEAR
Finance Department

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

MEMORANDUM

To: Type B - 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 B 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: 700 - 4/B OPERATING FUND						
Revenue						
Type: 41 - TAX & FRANCHISE FEES						
700-41301	Sales & Use Tax Revenue	1,750,000.00	1,750,000.00	211,162.28	497,933.45	-1,252,066.55 28.45 %
Type: 41 - TAX & FRANCHISE FEES Total:		1,750,000.00	1,750,000.00	211,162.28	497,933.45	-1,252,066.55 28.45 %
Type: 46 - INTEREST REVENUE						
700-46000	Interest Revenue	55,000.00	55,000.00	6,417.01	23,846.00	-31,154.00 43.36 %
Type: 46 - INTEREST REVENUE Total:		55,000.00	55,000.00	6,417.01	23,846.00	-31,154.00 43.36 %
Type: 47 - OTHER REVENUE						
700-47100	Bicentennial Sponsorship	0.00	0.00	6,900.00	16,943.75	16,943.75 0.00 %
700-47101	Bicentennial Sponsorship	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	227,029.29	541,473.20	-1,263,526.80 30.00 %
Expense						
Department: 100 - Administration & Operations						
ExpCategory: 53 - SUPPLIES						
700-100-5311-00	Supplies	500.00	500.00	0.00	0.00	500.00 0.00 %
ExpCategory: 53 - SUPPLIES Total:		500.00	500.00	0.00	0.00	500.00 0.00 %
ExpCategory: 54 - CONTRACTUAL SERVICES						
700-100-5411-00	Admin Prof. Service - Legal	55,000.00	55,000.00	0.00	0.00	55,000.00 0.00 %
700-100-5411-10	Professional Svcs - Consulting	1,500.00	1,500.00	0.00	0.00	1,500.00 0.00 %
700-100-5413-00	Meeting Security	1,000.00	1,000.00	0.00	242.25	757.75 24.23 %
700-100-5414-00	Community Events	50,000.00	50,000.00	0.00	9,663.25	40,336.75 19.33 %
700-100-5414-01	Bicentennial	0.00	0.00	5,485.07	6,610.82	-6,610.82 0.00 %
700-100-5415-00	Fulshear Business Entrepreneurship...	100,000.00	100,000.00	25,050.00	25,050.00	74,950.00 25.05 %
700-100-5421-04	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	41,566.32	166,533.68 19.97 %
ExpCategory: 55 - OTHER CHARGES						
700-100-5526-00	Public Notices	500.00	500.00	0.00	0.00	500.00 0.00 %
700-100-5527-00	Dues & Memberships	1,500.00	1,500.00	0.00	0.00	1,500.00 0.00 %
700-100-5528-00	Travel & Training	8,000.00	8,000.00	0.00	667.30	7,332.70 8.34 %
ExpCategory: 55 - OTHER CHARGES Total:		10,000.00	10,000.00	0.00	667.30	9,332.70 6.67 %
Department: 100 - Administration & Operations Total:		218,600.00	218,600.00	30,535.07	42,233.62	176,366.38 19.32 %
Department: 900 - Transfers						
ExpCategory: 59 - TRANSFERS						
700-900-5900-10	Xfer Out - ASA Reimbursement	197,105.00	197,105.00	0.00	60,482.94	136,622.06 30.69 %
700-900-5900-12	Xfer Out - ASA Shared Space Fee	7,515.00	7,515.00	626.25	3,131.25	4,383.75 41.67 %
700-900-5901-10	Xfer Out - ASA Shared Services	85,000.00	85,000.00	0.00	42,500.00	42,500.00 50.00 %
700-900-5901-71	Xfer Out 4/B Project Fund 701	1,540,000.00	1,540,000.00	0.00	0.00	1,540,000.00 0.00 %
ExpCategory: 59 - TRANSFERS Total:		1,829,620.00	1,829,620.00	626.25	106,114.19	1,723,505.81 5.80 %
Department: 900 - Transfers Total:		1,829,620.00	1,829,620.00	626.25	106,114.19	1,723,505.81 5.80 %
Expense Total:		2,048,220.00	2,048,220.00	31,161.32	148,347.81	1,899,872.19 7.24 %
Fund: 700 - 4/B OPERATING FUND Surplus (Deficit):		-243,220.00	-243,220.00	195,867.97	393,125.39	636,345.39 -161.63 %
Fund: 701 - 4/B PROJECTS FUND						
Revenue						
Type: 46 - INTEREST REVENUE						
701-46000	Interest Revenue	55,000.00	55,000.00	4,892.27	20,033.40	-34,966.60 36.42 %
Type: 46 - INTEREST REVENUE Total:		55,000.00	55,000.00	4,892.27	20,033.40	-34,966.60 36.42 %

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							
701-49560	Xfer In - 4/A EDC Fund 700	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	4,892.27	20,033.40	-1,574,966.60	1.26 %
Expense							
Department: 000 - Non-Departmental							
ExpCategory: 54 - CONTRACTUAL SERVICES							
701-000-5470-01	Targeted Incentives	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00 %
701-000-5470-02	Promotional Expenses	125,000.00	228,200.35	1,500.00	9,966.65	218,233.70	4.37 %
701-000-5470-03	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	338,200.35	1,500.00	9,966.65	328,233.70	2.95 %
	Department: 000 - Non-Departmental Total:	235,000.00	338,200.35	1,500.00	9,966.65	328,233.70	2.95 %
Department: 900 - Transfers							
ExpCategory: 59 - TRANSFERS							
701-900-5905-30	Xfer Out #300 Harris Street - ST22B	1,540,000.00	1,540,000.00	0.00	0.00	1,540,000.00	0.00 %
701-900-5906-40	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	1,959,867.35	1,500.00	9,966.65	1,949,900.70	0.51 %
	Fund: 701 - 4/B PROJECTS FUND Surplus (Deficit):	-261,667.00	-364,867.35	3,392.27	10,066.75	374,934.10	-2.76 %
	Report Surplus (Deficit):	-504,887.00	-608,087.35	199,260.24	403,192.14	1,011,279.49	-66.30 %

Group Summary

ExpCategor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 700 - 4/B OPERATING FUND						
Revenue						
Type: 41 - TAX & FRANCHISE FEES						
	1,750,000.00	1,750,000.00	211,162.28	497,933.45	-1,252,066.55	28.45 %
Type: 41 - TAX & FRANCHISE FEES Total:	1,750,000.00	1,750,000.00	211,162.28	497,933.45	-1,252,066.55	28.45 %
Type: 46 - INTEREST REVENUE						
	55,000.00	55,000.00	6,417.01	23,846.00	-31,154.00	43.36 %
Type: 46 - INTEREST REVENUE Total:	55,000.00	55,000.00	6,417.01	23,846.00	-31,154.00	43.36 %
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	227,029.29	541,473.20	-1,263,526.80	30.00 %
Expense						
Department: 100 - Administration & Operations						
53 - SUPPLIES	500.00	500.00	0.00	0.00	500.00	0.00 %
54 - CONTRACTUAL SERVICES	208,100.00	208,100.00	30,535.07	41,566.32	166,533.68	19.97 %
55 - OTHER CHARGES	10,000.00	10,000.00	0.00	667.30	9,332.70	6.67 %
Department: 100 - Administration & Operations Total:	218,600.00	218,600.00	30,535.07	42,233.62	176,366.38	19.32 %
Department: 900 - Transfers						
59 - TRANSFERS	1,829,620.00	1,829,620.00	626.25	106,114.19	1,723,505.81	5.80 %
Department: 900 - Transfers Total:	1,829,620.00	1,829,620.00	626.25	106,114.19	1,723,505.81	5.80 %
Expense Total:	2,048,220.00	2,048,220.00	31,161.32	148,347.81	1,899,872.19	7.24 %
Fund: 700 - 4/B OPERATING FUND Surplus (Deficit):	-243,220.00	-243,220.00	195,867.97	393,125.39	636,345.39	-161.63 %
Fund: 701 - 4/B PROJECTS FUND						
Revenue						
Type: 46 - INTEREST REVENUE						
	55,000.00	55,000.00	4,892.27	20,033.40	-34,966.60	36.42 %
Type: 46 - INTEREST REVENUE Total:	55,000.00	55,000.00	4,892.27	20,033.40	-34,966.60	36.42 %
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	4,892.27	20,033.40	-1,574,966.60	1.26 %
Expense						
Department: 000 - Non-Departmental						
54 - CONTRACTUAL SERVICES	235,000.00	338,200.35	1,500.00	9,966.65	328,233.70	2.95 %
Department: 000 - Non-Departmental Total:	235,000.00	338,200.35	1,500.00	9,966.65	328,233.70	2.95 %
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	1,959,867.35	1,500.00	9,966.65	1,949,900.70	0.51 %
Fund: 701 - 4/B PROJECTS FUND Surplus (Deficit):	-261,667.00	-364,867.35	3,392.27	10,066.75	374,934.10	-2.76 %
Report Surplus (Deficit):	-504,887.00	-608,087.35	199,260.24	403,192.14	1,011,279.49	-66.30 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
700 - 4/B OPERATING FUND	-243,220.00	-243,220.00	195,867.97	393,125.39	636,345.39
701 - 4/B PROJECTS FUND	-261,667.00	-364,867.35	3,392.27	10,066.75	374,934.10
Report Surplus (Deficit):	-504,887.00	-608,087.35	199,260.24	403,192.14	1,011,279.49



Fulshear, TX

Fund Balance Report

As Of 02/29/2024

Fund	Beginning Balance	Total Revenues	Total Expenses	Ending Balance
700 - 4/B OPERATING FUND	2,766,409.27	541,473.20	148,347.81	3,159,534.66
701 - 4/B PROJECTS FUND	3,229,948.33	20,033.40	9,966.65	3,240,015.08
Report Total:	5,996,357.60	561,506.60	158,314.46	6,399,549.74



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 15, 2024

ITEM	TITLE
10	Minutes
ITEM/MOTION	
Consideration and action on minutes of the Corporation for the March 18, 2024 meeting.	
ESTIMATED EXPENDITURE:	BUDGET ACCOUNT:

SUBMITTED BY:

Haden Farr
EDC Coordinator

SUPPORTING DOCUMENTS:

1. FDC Draft Minutes – March 18

EXECUTIVE SUMMARY

Draft minutes are attached for the Board’s consideration.



FULSHEAR DEVELOPMENT CORPORATION

A Type "B" Economic Development Sales Tax Corporation

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Meeting Minutes

March 18, 2024

6:00 PM

- Board Members Present:** Tommy Kuykendall; James Buccieri; Joel Patterson; Mark DeRouen; Blake Koepke; Jennifer Hagemann
- Board Members Absent:** Lee O'Brien
- Staff:** Annel Guadalupe (EDC Director); Haden Farr (EDC Coordinator); Tiffany Stodder (PW), Sharon Valiante (PW); William Henry (PD)
- Attendees:** Stephen Wilcox (Pape-Dawson)

1. Call to Order

Tommy Kuykendall called the meeting to order at 6:01 p.m. and noted Lee O'Brien's absence.

- 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.**

None

- 3. Presentation and discussion on EDC funding of CIP projects for the 2024-2025 fiscal year.**

Tiffany Stodder presented three CIP projects for Board consideration, these included Eastside Drainage Improvements, Eastside Tributary Improvements, and Primrose Park.

Joel Patterson asked for clarification over the dates listed on the chart. Tiffany Stodder gave clarification that the funding they were asking for would be out of the FY25 section of the cart.

James Buccieri and Jennifer Hagemann asked for clarification on the three phases of Primrose Park. Tiffany Stodder provided a breakdown.

Tommy Kuykendall asked for clarification on what portion of the downtown area would benefit from the east side drainage project. Stephen Wilcox noted that the magenta area would be the benefactor of the improvements.

James Buccieri inquired if the projects had been supported by the EDC corporations in the past. Annel Guadalupe noted that funds had been assigned for eastside drainage in the past, though they were not utilized. Those funds instead were moved to the Harris Street project.

Stephen Wilcox provided clarification on the drainage and tributary projects, noting that it would be a complete drainage revamp in that portion of downtown, and that those projects can be completed independent of one another, though they both work together.

Tommy Kuykendall and James Buccieri asked that an itemized list of potential parks projects be provided so the board may entertain the support of very specific projects that align with EDC goals.

4. Update on Harris Street reconstruction.

Tiffany Stodder advised the Board on the current state of the Harris Street project. Plans have been reviewed and comments have been submitted by staff. The target for bid advertisement will be in April with a 30–45-day advertisement window.

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. February 19th – March 15th Activity Overview:

1. Bicentennial Event

Annel Guadalupe reminded the Board of the upcoming Bicentennial event on March 23rd. She also thanked all city departments, as well as LCISD and other outside agencies for their help in making this event happen.

2. Texas Heritage Festival

Annel Guadalupe shared about the involvement with the FKACC Texas Heritage Festival event and thanked the Board for their contribution, she also noted how beneficial it was for staff to have a presence.

3. Retail Coach Update

Annel Guadalupe shared the Retail Coach memo for March. Joel Patterson had a question regarding the TC4 restaurant group, and if they aligned with the city's need for higher end dining options. Haden Farr shared some examples of their concepts and noted that they would help to fill a gap in the need for dining in Fulshear.

4. New Businesses

Annel Guadalupe noted that Whataburger is slated for a December opening. Joel Patterson also asked for clarification on the location of the new Whataburger and if a



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traffic study had been conducted. Staff noted that they would've like to be required to submit a worksheet for the traffic impact, though they were not certain.

5. Fulshear Fast Track

Annel Guadalupe reminded everyone that the official launch for the Fulshear Fast Track would take place on April 2nd at The Perfect Round. She asked that all Directors attend if they are able, but also to invite someone who they feel could benefit from the program.

6. Gateway Signs Update

Annel Guadalupe informed the Board that staff are still in discussions with KGA DeForest regarding the new gateway sign. KGA is current in talks with the Texas Heritage Parkway representatives to define the next steps in the process.

7. Parking Structure Design

Annel Guadalupe detailed plans for a parking structure downtown utilizing the existing parking area of the old county library along Harris Street. This plan is still very early and is acting as proof of concept before further conversations with the county continue.

8. Hotel Exploratory Group

Annel Guadalupe noted that a hotel exploratory group would be assembled to help strategize the attraction and buildout of a hotel in Fulshear that aligns with the vision of the community.

9. Upcoming Conferences & Training

Annel Guadalupe noted several conferences and certification training events that would take place through the end of the fiscal year. She also noted that as training becomes available for Directors, notifications would be sent out. Likewise, she invited directors to reach out with any events they feel would help facilitate their growth as a Board that staff may not be aware of.

6. 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 go into executive session at 6:45 p.m.

– Patterson; Second – Buccieri

Ayes: 6

Nays: 0

Abstentions: 0

Returned at 7:05 p.m.

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

No action taken.

8. 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 Corporation for the period ending December 31, 2023.

– Buccieri; Second – DeRouen

Ayes: 6

Nays: 0

Abstentions: 0

9. Consideration and action on the minutes of the Corporation for the February 19, 2024, regular meeting.

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

– Patterson; Second – Koepke

Ayes: 6

Nays: 0

Abstentions: 0

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

Joel Patterson provided a brief update on 2 special and 1 regular City Council Meetings.

Highlights included:

February 6th (Joint Boards and Commissions Meeting; Executive Session resulting in City Manager being placed on leave)

February 12th (City Manager is dismissed with cause)

February 20th (various staff changes, promotions, and new hires; Water Plant 2 update; Bicentennial event update; Racial Profiling report presented by Fulshear PD; changes to the paid parental leave policy; water meter upgrades; MOU with Keep Fulshear Beautiful; RFP for City Manager Search Firm Committee)

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.



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Director, etc.	Suggestion or comment made by director, etc.
Annel Guadalupe	<ul style="list-style-type: none"> • Harris Street • Gateway Signs • Fulshear Fast Track Launch
Mark DeRouen	<ul style="list-style-type: none"> • Discussion on a way to help connect the new library to Fulshear High School

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.

Director	Announcement or comment made by director
Annel Guadalupe	<ul style="list-style-type: none"> • Bicentennial is March 23rd

13. Adjournment

Motion to adjourn at 7:26 p.m.

– Hagemann; Second – Buccieri

Ayes: 6

Nays: 0

Abstentions: 0

Passed and approved this 15th of April 2024.

President

ATTEST:

Secretary



**ECONOMIC DEVELOPMENT
COMMUNICATION FORM**
April 15, 2024

ITEM	TITLE
11	City Council Liaison Update
ITEM/MOTION	
Presentation by City Council Liaison regarding relevant action taken at previous City Council meeting(s).	
ESTIMATED EXPENDITURE:	BUDGET ACCOUNT:

SUBMITTED BY:

Haden Farr
EDC Coordinator

SUPPORTING DOCUMENTS:

EXECUTIVE SUMMARY

This is a regular, recurring agenda item allowing City Council liaison: Councilmember Joel Patterson to provide an update on relevant action taken at previous City Council meetings.



**ECONOMIC DEVELOPMENT
COMMUNICATION FORM**

April 15, 2024

ITEM	TITLE
12	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 15, 2024

ITEM	TITLE
13	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.