



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

May 13, 2024

6:00 PM

Board Members Present: Bryan White; Patrick Powers; Devin Holmes

Board Members Absent: Paul Foster; Bonnie Tyler

Staff: Annel Guadalupe (EDC Director); Haden Farr (EDC Coordinator); Lt. Henry (PD)

Attendees: Tajana Surlan; Jeff Murphy

1. Call to Order

There being a quorum, Bryan White called the meeting to order at 6:00 p.m.

- 2. Public Comments - Citizens who desire to address the Corporation making either general comments (i.e., matters not on the agenda) or regarding matters on the agenda will be received at this time. Citizens desiring to make comments must register with the Corporation prior to the meeting being called to order. The number of speakers will be limited to the first ten (10) speakers and each speaker is limited to three (3) minutes. Discussion by directors regarding matters on the agenda will only be made at the time the subject is scheduled for consideration.**

In accordance with the Texas Open Meetings Act, the Corporation may respond to a general comment by (1) responding with a statement of specific factual information or (2) recite the Corporation's existing policy on that issue. The Corporation may also direct the person making the general comment to visit with staff about the issue, or the Corporation may offer to place the item on the agenda for discussion at a future meeting.

Tajana Surlan-Presented the Board with an article on the retail landscape, and highlighted coverage of a Fulshear development being worked on by XAG.

3. Discussion on updates to the 2019 EDC Strategic Plan.

Annel Guadalupe covered some of the updates made to the 2019 EDC strategic plan.

Bryan White asked for some clarification on the meaning of some of the roles of the core structure of the strategic plan. Specifically, the role of infrastructure investment in the future, as well as strategic land purchasing by the corporation.

Annel Guadalupe provided some insight into those areas, as well as addressed their future roles as the plan evolves.

Bryan White also noted that in the plan the EDC website is highlighted and would like to see it used not only to attract prospective developers, but also to inform residents on the role of the EDC, and to act as a news source for EDC business.

4. 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) April 8th – May 10th Activity Overview:

1. Retail Coach Update

Annel Guadalupe addressed The Retail Coach Memo, as well as notified the Board of her attendance at the upcoming ICSC Vegas conference alongside Aaron Farmer.

2. New Businesses

Annel Guadalupe highlighted some upcoming and newly announced businesses to Fulshear.

3. Fulshear Fast Track

Annel Guadalupe provided a brief update on current levels of participation in Fulshear Fast Track and informed the Board that Mat Yelvington would be in attendance to provide an update at the June meeting.

4. Gateway Signs

Annel Guadalupe notified the Board that there was still no set meeting for the THP review of the gateway sign, though they would be notified once a date had been settled.

5. Harris Street

Annel Guadalupe notified the Board that Harris Street had been advertised for bid starting on May 9th with the intent to award the bid at the June 18th City Council meeting.

6. Bright Lights

Annel Guadalupe discussed the current state of the Bright Lights agreement for Christmas decorations, as well as presented some proposed changes in the design. She invited Board feedback.

Devin Holmes suggested a change in the light pole decorations.

Bryan White suggested that the FDC Board head up any decisions on the design.

7. Fulshear Internship Program

Annel Guadalupe informed the Board that the EDC would have an intern throughout the summer, and that she would be present at the June meeting for introduction.

5. Review and discuss budget process, schedule, and development.

a) Discussion and presentation pertaining to budget development including:



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- (A) Mid-year (FY 2023-2024) EDC funds budget reports**
- (B) Administrative Services Agreement (FY 2023-2024) review**
- (C) Corporations' budget parameters (FY 2024-2025)**
- (D) Corporations' funding priorities for operations and projects (FY 2024-2025)**

b) Overview and schedule of formal budgeting process for FY 2024-2025

Annel Guadalupe presented the budget schedule as well as the funding parameters and priorities for FY25. In addition, she noted that there were no planned changes to the ASA document for the upcoming FY, though she would present any that may arise.

Bryan White noted that the ASA had been completely revamped in a prior FY and also does not expect significant changes to the document.

Bryan White questioned the lower projection of sales tax collection for the upcoming FY. Annel Guadalupe noted that the projection may change, though staff did present lower projections in an effort to be conservative throughout the budgeting process.

6. Consideration and action on financials and payables for the Corporation for the period ending March 31, 2024.

Motion to approve the minutes of the Corporation for the March 11, 2024, regular meeting.

– Powers; Second – Holmes
 Ayes: 3 Nays: 0 Abstentions: 0

7. Consideration and action on the minutes of the Corporation for the April 8, 2024, regular meeting.

Motion to approve the minutes of the Corporation for the March 11, 2024, regular meeting.

– Powers; Second – Holmes
 Ayes: 3 Nays: 0 Abstentions: 0

8. 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"> • Asked the Board to please let staff know of any future items they may have so a running list can be updated
Bryan White	<ul style="list-style-type: none"> • Update on appointments for CDC • Training opportunities for newly appointed Directors

9. 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"> • Thanked Patrick Powers for his service to the Board and congratulated him on his election to City Council. A certificate was awarded.

10. Adjournment

Motion to adjourn at 6:44 p.m.
 – Powers; Second – Holmes

Ayes: 3


Nays: 0

Abstentions: 0

Passed and approved this 12th of August 2024.



 President



 ATTEST Secretary