

**NOTICE OF JOINT MEETING
OF THE
TOMBALL ECONOMIC DEVELOPMENT CORPORATION
AND
TOMBALL B&TP PROPERTY OWNERS ASSOCIATION INC.**

TUESDAY, AUGUST 15, 2017

5:30 P.M.

City Hall – Council Chambers, 401 Market Street, Tomball, Texas

Notice is hereby given of a meeting of the Tomball Economic Development Corporation and Tomball B&TP Property Owners Association, Inc., to be held on Tuesday, August 15, 2017 at 5:30 P.M., City Hall, 401 Market Street, Tomball, TX 77375, for the purpose of considering the following agenda items. All agenda items are subject to action. The Tomball Economic Development Corporation and Tomball B&TP Property Owners Association Inc. reserves the right to meet in a closed session for consultation with attorney on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

1. Call to Order

- Invocation
- Pledge of Allegiance
- Roll Call of Tomball EDC Board of Directors and Tomball B&TP POA Directors
- Consideration/Adoption of the Agenda

2. Public Comments and Receipt of Petitions *[At this time, anyone will be allowed to speak on any matter other than personnel matters or matters under litigation, for length of time not to exceed three minutes. No Board discussion or action may take place on a matter until such matter has been placed on an open meeting agenda and posted in accordance with law.]*

3. Reports and Announcements

- Engineer progress update on Tomball Business and Technology Park
- Executive Directors update on Tomball Business and Technology Park – Budget Tracking
- Certified Economic Developer designation from the International Economic Development Council
- Economic Excellence Recognition from the Texas Economic Development Council
- Business Retention and Expansion Survey

4. Approval of Minutes for the following meetings:

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- Special Joint Tomball EDC and B&TP POA Meeting of February 7, 2017
 - Special Joint Tomball EDC and B&TP POA Meeting of April 4, 2017
 - Regular Tomball EDC Meeting of May 16, 2017
5. Election of Officers: President, Vice President, Secretary, Treasurer
 6. Consideration and possible action by Tomball EDC to approve a request by Coastal Power Systems for a one-year extension of time in order to complete the relocation and development of its corporate headquarters at 1030 South Persimmon Street, Tomball, Texas.
 7. Consideration and possible action by Tomball EDC to approve a Professional Services Agreement with Burditt Consultants, LLC for Professional Services related to entryway sign/monument and landscape design for the Tomball Business & Technology Park, and Authorize the Executive Director to execute Phase I of the Agreement for Preliminary Design in an amount not to exceed \$30,000.
 8. Consideration and possible action by the Tomball B&TP POA Directors to approve, the revised architectural plans for the GE Betz facility to be located on approximately 5.502 gross acres of land identified as Lot 2 Block 1 on the Recorded Plat of the Tomball Business and Technology Park Lot 2 Replat.
 9. Consideration and possible action by the Tomball EDC to approve Amendment No. 1 to the Administrative Services Agreement dated December 1, 2009 between the Tomball Economic Development Corporation and the City of Tomball.
 10. Presentation by Glenn Windsor, Finance Director, regarding the Tomball EDC 2016-2017 Fiscal Year financial statements:
 - Standard Balance Sheet
 - Comparison Balance Sheet
 - Profit & Loss Budget to Actual
 - Comparison Profit & Loss
 - Active Project Grants
 - Analysis of Project Grants
 - Quarterly Investment Report
 - Sales Tax Reports
 - Business Improvement Grants Overview
 11. The Tomball EDC will enter into a workshop session to discuss the proposed Fiscal Year 2017-2018 TEDC Budget.

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12. EXECUTIVE SESSION: The Tomball Economic Development Corporation Board will meet in Executive Session as authorized by Title 5, Chapter 551, Texas Government Code, The Texas Open Meetings Act, for the following purpose:
 - Section 551.072 – Personnel Matters – Performance Evaluations and other personnel matters
13. Reconvene into regular session and take action, if necessary, on items discussed in Executive Session.
14. Consideration and Possible action by Tomball EDC to Approve the Tomball Economic Development Corporation Fiscal Year 2017-2018 Budget.
 - Public Hearing
15. Consideration and Possible Action by the Tomball B&TP POA Directors to approve the 2017-2018 Budget.
16. Adjournment

CERTIFICATION

I hereby certify that a copy of the August 15, 2017 agenda of items to be considered by the **Tomball Economic Development Corporation Board of Directors** and the **TOMBALL B&TP PROPERTY OWNERS ASSOCIATION INC. Board of Directors** was posted by 5:30 p.m. at City Hall, City of Tomball, Texas, on, or before, Friday, August 11, 2017.



Kelly Violette
Executive Director
Tomball Economic Development Corporation

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to the meeting. Please contact the City Secretary's office at (281) 351-5484 or FAX (281) 351-6256 for further