

MINUTES

**CITY OF TOMBALL, TEXAS
TOMBALL ECONOMIC DEVELOPMENT CORPORATION**

TUESDAY, MAY 17, 2016

**MUNICIPAL BUILDING (CITY HALL), COUNCIL CHAMBERS
401 MARKET STREET, TOMBALL, TEXAS**

5:30 P.M.

1.0 Call to Order

The meeting was called to order at 5:35 p.m. by Vice President Lori Klein Quinn.

- Invocation was given by Board Member Sumner
- Pledges to the U.S. and Texas flags were led by Executive Director Kelly Violette

Roll Call and Certification of a Quorum

Members Present:

Lori Klein-Quinn
Vince O'Donnell
Bill Sumner
Chad Degges
Richard Bruce

Members Absent:

Gretchen Fagan
Steven Vaughan

Others Present:

Kelly Violette, TEDC Executive Director
Tiffani Wooten, TEDC Coordinator
Glenn Windsor, Finance Director, City of Tomball
Bruce Hillegeist, President, GTACC
Kyle Bertrand, Sr. Project Manager, Gunda Corporation
Tom Condon, Senior Vice President, Colliers International

“Consideration/Adoption of the Agenda”

Motion was made by Board Member Sumner, second by Board Member Bruce, to adopt the agenda as presented. Vice President Klein Quinn called for the vote.

The motion carried unanimously.

2.0 “Public Comments and Receipt of Petitions”

No comments were given.

3.0 “Reports and Announcements”

Kelly Violette provided an update on Medical Complex Drive Segment 3 Expansion project.

Kyle Bertrand, Gunda Corporation, provided an update on the Tomball Business and Technology Park.

Kelly Violette provided an update on the Tomball Business and Technology Park Project Budget

Kelly Violette provided an update on the 8th Annual Economic Outlook Luncheon – June 23, 2016 11:30 A.M.-1:30 P.M.

Kelly Violette presented Board Member Sumner and Board Member O’Donnell Certificates of Appreciation for their service to the TEDC.

4.0 “Approval of the TEDC Minutes”

- Special Joint Tomball EDC and Tomball B&TP POA Meeting of February 9, 2016

Motion was made by Board Member Degges, second by Board Member O’Donnell, to approve the minutes of the Special Joint Tomball EDC and Tomball B&TP POA Meeting of February 9, 2016 as presented. Vice President Klein Quinn called for the vote.

The motion carried unanimously.

5.0 New Business:

5.1 “Consideration and possible action by Tomball EDC to approve a request by Century Hydraulics for a one-year extension of time in order to complete the expansion of its current operations located at 23706 Snook Lane, Tomball, Texas.”

Motion was made by Board Member Sumner, second by Board Member Bruce, to approve the one-year extension of time in order to complete the expansion of its current operations. Vice President Klein Quinn called for the vote.

The motion carried unanimously.

5.2 “Consideration and possible action by the Tomball B&TP POA Directors to approve the architectural plans for the GE Betz facility to be located on approximately 5.502 gross acres of land (Proposed Lot 2 Replat), out of a 31.7194-acre tract of land identified as Lot 2 on the Recorded Plat of the Tomball Business & Technology Park.”

Motion was made by Board Member Degges, second by Board Member Bruce, to approve the architectural plans for the GE Betz facility as presented. Any substantial changes would need/have to come back to the TEDC Board. Vice President Klein Quinn called for the vote.

The motion carried unanimously.

5.3 “Consideration and possible action by the Tomball EDC to approve the preparation of Request for Qualifications for the design of signage, landscaping, irrigation, and lighting for the Tomball Business and Technology Park.”

Motion was made by Board Member Degges, second by Board Member Sumner, to approve the preparation of Request for Qualifications for the design of signage, landscaping, irrigation, and lighting for the Tomball Business and Technology Park. Vice President Klein Quinn called for the vote.

The motion carried unanimously.

5.4 “Consideration and possible action by Tomball EDC to accept the Tomball Economic Development Corporation 2015-2016 Annual Report.”

Motion was made by Board Member Degges, second by Board Member O’Donnell, to accept the Tomball Economic Development Corporation 2015-216 Annual Report. Vice President Klein Quinn called for the vote.

The motion carried unanimously.

5.5 “Consideration and possible action by the Tomball EDC to approve the Tomball Economic Development Corporation 2016-2017 Strategic Work Plan.”

Motion was made by Board Member Bruce, second by Board Member O’Donnell, to approve the Tomball Economic Development Corporation 2016-2017 Strategic Work Plan.” Vice President Klein Quinn called for the vote.

The motion carried unanimously.

5.6 “Presentation by Glenn Windsor, Finance Director, regarding the TEDC 2015-2016 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
- Portfolio Diversification Report
- 2014-2015 General Ledger
- Sales Tax Reports (January 2016- April 2016)
- Business Improvement Grants Overview

Presentation item only; no Board action taken.

5.7 “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 551.087 – Deliberations Regarding Economic Development Negotiations**
- **Section 551.072- Deliberations Regarding Real Property**

Vice President Klein Quinn Convened into Executive Session at 7:14 p.m.

5.8 “Reconvene into regular session and take action, if necessary, on items discussed in Executive Session.”

Reconvened at 8:03 p.m. no Board action taken.

6.0 “Adjournment”

Motion was made by Board Member Sumner, seconded by Board Member O’Donnell, to adjourn. Vice President Klein Quinn called for the vote.

Motion carried unanimously. The meeting was adjourned at 8:04 p.m.

City of Tomball, Texas
Tomball Economic Development Corporation
Regular Meeting of May 17, 2016
Page 5

PASSED AND APPROVED this 16th day August of 2016.

President, Tomball EDC Board

Secretary, Tomball EDC Board