

MINUTES

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

TUESDAY, NOVEMBER 15, 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 5:32 p.m. by President Gretchen Fagan.

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

2.0 Roll Call and Certification of a Quorum

Members Present:

Gretchen Fagan
Steven Vaughan
Lori Klein Quinn
Bill Sumner
Tom Crofoot
Richard Bruce

Members Absent:

Chad Degges

Others Present:

Kelly Violette, TEDC Executive Director
Tiffani Wooten, TEDC Coordinator
Glenn Windsor, Finance Director, City of Tomball
Kyle Bertrand, Sr. Project Manager, Gunda Corporation
Tom Condon, Senior Vice President, Colliers International
James, Austin, and Helen Mohrfeld, Premium Interests
George Shackelford, City Manager, City of Tomball
Lauren Smith, Legal Counsel, Olson & Olson
Chad Brandt, President, Brandt Construction, LLC

3.0 “Consideration/Adoption of the Agenda”

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

The motion carried unanimously.

4.0 Public Comments and Receipt of Petitions

No comments were given.

5.0 Reports and Announcements

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

6.0 Approval of the TEDC Minutes

- Special Joint Tomball EDC and Tomball B&TP POA Meeting of August 16, 2016

Motion was made by Board Member Sumner, second by Board Member Bruce, to approve the minutes of the Special Joint Tomball EDC and Tomball B&TP POA Meeting of August 16, 2016 as presented. President Fagan called for the vote.

The motion carried unanimously.

7.0 New Business:

7.1 Public Hearing: The Corporation will receive public comments regarding the following project. \$28,514.00 for the relocation of its corporate headquarters for Source Point Solutions.

Please call on Kelly to start the discussion

President Fagan opened the public hearing at 5:45 p.m. No public comments were received. The public hearing was closed at 5:45 p.m.

7.2 Consideration and possible action to Adopt Resolution No. 2016-23-TEDC, a Resolution Approving and Agreement Regarding the Construction of Improvements between the City of Tomball, Texas and the Tomball Economic Development Corporation.

Motion was made by Board Member Bruce, second by Board Member Crofoot, to Adopt Resolution No. 2016-23-TEDC. President Fagan called for the vote.

The motion carried unanimously.

7.3 Presentation on the Grand Parkway Town Center and Strategic Partnership Agreement between Harris County Municipal Utility District No. 273 and the City of Tomball.

This was a Presentation item only, no Board action is required

7.4 Consideration and possible action to approve, as a project of the corporation, and agreement with Premium Interests, LLC, to make direct incentives to, or expenditures for, the creation or retention of primary jobs associated with the relocation and development of its operations to be located at 22502 Park Rd., Tomball, Texas. The estimated amount of expenditures for such project is \$19,150.00.

Motion was made by Board Member Vaughan, second by Board Member Sumner, to approve, as a project of the Corporation an agreement with Premium Interests, LLC in the amount not to exceed \$19,150.00. President Fagan called for the vote.

The motion carried unanimously.

7.5 Consideration and possible action to approve, as project of the Corporation, an agreement with Brandt Construction LLC to make direct incentives to, or expenditures for, assistance with infrastructure costs related to the development and construction of a commercial facility to be located at 22110 Huffsmith-Kohrville Road, Tomball, Texas 77375. The estimated amount of expenditures for such project is \$65,694.00.

Motion was made by Board Member Bruce, second by Board Member Crofoot, to approve, as a project of the Corporation an agreement with Brandt Construction, LLC in the amount not to exceed \$65,694.00. President Fagan called for the vote.

The motion carried unanimously.

7.6 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
- Quarterly Investment Report
- Sales Tax Reports
- Business Improvement Grants Overview

Presentation item only; no Board action taken.

7.7 Consideration and possible action to approve, a Resolution of which the caption reads.

A RESOLUTION OF THE TOMBALL ECONOMIC DEVELOPMENT CORPORATION, PROVIDING THE TIME AND PLACE OF THE REGULAR MEETINGS OF THE TOMBALL ECONOMIC DEVELOPMENT CORPORATION IN THE CITY OF TOMBALL, TEXAS FOR THE YEAR 2017.

Please call on Kelly to start the discussion.

Motion was made by Board Member Bruce, second by Board Member Sumner, to approve the Resolution of the Tomball Economic Development Corporation Providing the Time and Place of the Regular Meetings. President Fagan called for the vote.

The motion carried unanimously

7.8 Consideration and possible action by Tomball EDC to approve an amendment to the Commercial Real Estate Listing Agreement with Colliers International for the sale of EDC owned property in the Tomball Business & Technology Park.

Motion was made by Board Member Vaughan, second by Board Member Quinn, to approve an amendment to the Commercial Real Estate Listing Agreement with Colliers International. President Fagan called for the vote.

The motion carried unanimously

8.0 Adjournment

Motion was made by Board Member Bruce, seconded by Board Member Sumner, to adjourn. President Fagan called for the vote.

Motion carried unanimously. The meeting was adjourned at 6:59 p.m.

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Tomball Economic Development Corporation
Regular Meeting of November 15, 2016
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PASSED AND APPROVED this 7th day February of 2017.

President, Tomball EDC Board

Secretary, Tomball EDC Board