

MINUTES

**CITY OF TOMBALL, TEXAS
TOMBALL ECONOMIC DEVELOPMENT CORPORATION
AND
THE TOMBALL B&TP PROPERTY OWNERS ASSOCIATION INC.**

TUESDAY, NOVEMBER 12, 2019

**SPECIAL JOINT BOARD MEETING
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 5:30 p.m. by President Gretchen Fagan.

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

Roll Call and Certification of a Quorum

Members Present:

Gretchen Fagan
Will Benson
Bill Sumner
Richard Bruce
Tom Crofoot
Chad Degges

Members Absent:

Steven Vaughan

Others Present:

Kelly Violette, TEDC Executive Director
Tiffani Wooten, TEDC Assistant Director
Tori Gleason, TEDC Administrative Assistant
Glenn Windsor, Finance Director, City of Tomball
Kyle Bertrand, Sr. Project Manager, Gunda Corporation
Lata Krishnarao, Gunda Corporation
Tom Condon, Senior Vice President, Colliers International
Brenda Crenshaw, CDS Community Development Strategies
Bryan Harrison, KDW

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Consideration/Adoption of the Agenda

Motion was made by Board Member Bruce, seconded by Board Member Crofoot, to adopt the agenda as presented. President Fagan 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 Tomball Business and Technology Park - Budget Tracking.

Kyle Bertrand, Gunda Corporation, provided an update on the Persimmon Road/Medical Complex Drive Extension.

Kelly Violette provided updates on: September Quarterly Business Roundtable, 2nd Quarterly TEDC Newsletter, National Development Council ED101 – Economic Development Finance, IEDC Annual Conference – Indianapolis, Indiana – Silver Award, Food Incubation Summit – Austin, Texas, and the Advanced Economic Development Leadership 3.0 – Kansas City, Missouri.

4.0 Approval of the TEDC Minutes

- Special Joint Tomball EDC and Tomball B&TP POA Meeting of August 8, 2019
- Special Tomball EDC Meeting of September 23, 2019
- Special Joint Tomball City Council and Tomball EDC Meeting of September 23, 2019

Motion was made by Board Member Sumner, seconded by Board Member Bruce, to approve the minutes of the Special Joint Tomball EDC and Tomball B&TP POA Meeting of August 8, 2019, the Special Tomball EDC Meeting of September 23, 2019, and the Special Joint Tomball City Council and Tomball EDC Meeting of September 23, 2019 as presented. President Fagan called for the vote.

The motion carried unanimously.

5.0 New Businesses:

5.1 Presentation by Glenn Windsor, Finance Director, regarding the Tomball EDC 2019-2020 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**

This was a presentation item only; no Board action was required.

5.2 Presentation by CDS Community Development Strategies, regarding the Market Assessment for potential mixed-use development.

Brenda Crenshaw provided an overview of the Market Assessment.

This was a presentation item only; no Board action was required.

5.3 Consideration and possible action by Tomball EDC to approve, Guidelines and Criteria for the Old Town Façade Improvement Grant Program.

Kelly Violette provided an overview of the Guidelines and Criteria.

Motion was made by Board Member Sumner, seconded by Board Member Benson to approve the Guidelines and Criteria for the Old Town Façade Improvement Grant Program as presented above. President Fagan called for the vote.

The motion carried unanimously.

5.4 Consideration and possible action by Tomball EDC 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 2020."

Tiffani Wooten provided an overview of the time and dates for the TEDC 2020 Regular Board Meetings.

Motion was made by Board Member Degges, seconded by Board Member Sumner 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

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CORPORATION IN THE CITY OF TOMBALL, TEXAS FOR THE YEAR 2020.” President Fagan called for the vote.

The motion carried unanimously.

5.5 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.

Kelly Violette provided an overview of the Commercial Real Estate Listing Agreement with Colliers International.

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

The motion carried unanimously.

5.6 TEDC Quarterly update on 2019-2020 Strategic Work Plan.

Kelly Violette provided an update on the 2019-2020 Strategic Work Plan.

This was a presentation item only; no Board action was required.

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 551.072, - Deliberations regarding real property: Deliberate the purchase, exchange, sale, lease, or value of real property.

President Fagan Convened into Executive Session at 6:33 p.m.

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

Reconvened into regular session at 8:17 p.m.; no Board action was taken.

6.0 Adjournment

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

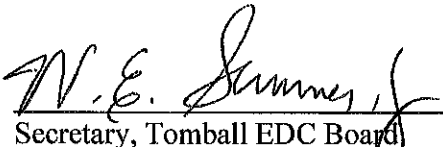
The motion carried unanimously. The meeting was adjourned at 8:17 p.m.

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PASSED AND APPROVED this 11th day February of 2020.



President, Tomball EDC Board



Secretary, Tomball EDC Board