

MINUTES

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

TUESDAY, MAY 14, 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 5:32 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
Steven Vaughan
Will Benson
Richard Bruce
Tom Crofoot
Chad Degges

Members Absent:

Bill Sumner

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
Tom Condon, Senior Vice President, Colliers International
Mike McMullen, Senior Director of Manufacturing, Packers Plus Energy Services, Inc.
Joel Christensen, President, Century Hydraulics LLC
Bruce Hillegeist, President, Greater Tomball Area Chamber of Commerce

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Gary Gray, Texas Railroading Heritage Museum at Tomball
Bill Capdevielle, President, Texas Railroading Heritage Museum at Tomball

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.

Kelly Violette provided an update on the Persimmon Road/Medical Complex Drive Extension Project.

Kelly Violette provided an update on the Tomball High School Job Fair – May 20, 2019, Business Roundtable Meeting – June 4, 2019, 11th Annual Economic Outlook Luncheon – June 27, 2019, and the South-Central Texas Manufacturing Trade Show & Conference – San Antonio, Texas.

4.0 Approval of the TEDC Minutes

- Special Joint Tomball EDC and Tomball B&TP POA Meeting of February 12, 2019
- Special Tomball EDC Meeting of February 28, 2019
- Special Joint Tomball EDC and Tomball B&TP POA Meeting of March 27, 2019

Motion was made by Board Member Bruce, second by Board Member Benson, to approve the minutes of the Special Joint Tomball EDC and Tomball B&TP POA Meeting of February 12, 2019, Special Joint Tomball EDC Meeting of February 28, 2019, and the Special Joint Tomball EDC and Tomball B&TP POA Meeting of March 27, 2019. President Fagan called for the vote.

The motion carried unanimously.

5.0 New Businesses:

- 5.1 Consideration and possible action by Tomball EDC to approve, as a Project of the Corporation, an agreement with Century Hydraulics LLC, to make direct incentives to, or expenditures for the promotion of new or expanded business enterprises associated with the expansion of an office/warehouse facility located at 23706 Snook Lane, Tomball, Texas. The estimated amount of expenditures for such project is an amount not to exceed \$44,543.00.**

Kelly Violette provided an overview of the Project, and introduced Joel Christensen, President, Century Hydraulics LLC.

- **Public Hearing**

President Fagan opened the public hearing at 5:50 p.m. No public comments were received. The public hearing was closed at 5:51 p.m.

Motion was made by Board Member Crofoot, second by Board Member Degges, to approve an agreement with Century Hydraulics LLC as presented above. President Fagan called for the vote.

The motion carried unanimously.

- 5.2 Consideration and possible action by the Tomball B&TP POA Directors to approve a one-year extension to allow temporary outside storage containers on the Packers Plus Energy Services site identified as Lot 4, Block 1 of the Tomball Business and Technology Park (11415 Spell Road, Tomball, TX 77375).**

Kelly Violette provided an overview and introduced Mike McMullen, Senior Director of Manufacturing, Packers Plus Energy Services.

Motion was made by Board member Degges, seconded by Board Member Bruce, to approve the one-year extension for Packers Plus Energy Services as presented above. President Fagan called for the vote.

The motion carried unanimously.

- 5.3 Consideration and possible action by Tomball EDC to approve, as a Project of the Corporation, an agreement with the Texas Railroading Heritage Museum at Tomball to make direct incentives to, or expenditures for, advertising, promotion and marketing assistance for the Museum to be located at 303 South Elm Street in the City of Tomball, as authorized under Sections 505.152 and 505.158 of the Texas Local Government Code. The estimated amount of expenditures for such project is an amount not to exceed \$10,000.00.**

Kelly Violette provided an overview and introduced Bill Capdevielle, President, Texas Railroading Heritage Museum at Tomball.

- **Public Hearing**

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President Fagan opened the public hearing at 6:05 p.m. No public comments were received. The public hearing was closed at 6:06 p.m.

Motion was made by Board Member Crofoot, seconded by Board Member Bruce, to approve the agreement with Texas Railroading Heritage Museum at Tomball as presented above. President Fagan called for the vote.

The motion carried unanimously.

5.4 Consideration and possible action by Tomball EDC to accept the Tomball Economic Development Corporation 2018-2019 Annual Report.

Kelly Violette provided an overview of the 2018-2019 Annual Report.

Motion was made by Board Member Vaughan, seconded by Board Member Crofoot, to approve the 2018-2019 Annual Report. President Fagan called for the vote.

The motion carried unanimously.

5.5 Consideration and possible action by Tomball EDC to approve the Tomball Economic Development Corporation 2019-2020 Strategic Work Plan.

Kelly Violette provided an overview of the 2019-2020 Strategic Work Plan.

Motion was made by Board Member Bruce, seconded by Board Member Crofoot, to approve the 2019-2020 Strategic Work Plan. President Fagan called for the vote.

The motion carried unanimously.

5.6 Consideration and possible action by Tomball EDC to approve a Professional Services Agreement with Gunda Corporation, LLC for engineering, planning, and market analysis services related to a feasibility investigation of a master planned mixed-use development in an amount not to exceed \$142,225.00.

Kelly Violette provided an overview of the Professional Services Agreement.

Motion was made by Board Member Vaughan, seconded by Board Member Bruce to approve the Professional Service Agreement with Gunda Corporation, LLC as presented above. President Fagan called for the vote.

The motion carried unanimously.

5.7 Presentation by Glenn Windsor, Finance Director, regarding the Tomball EDC 2018-2019 Fiscal Year financial statements.

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- 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.

5.8 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 7:20 p.m.

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

Reconvened into regular session at 8:01 p.m.; no Board action was taken.

6.0 Adjournment

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

The vote carried unanimously. The meeting was adjourned at 8:02p.m.

PASSED AND APPROVED this ____ 8th ____ day August of 2019.



President, Tomball EDC Board



Secretary, Tomball EDC Board