

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

THURSDAY, AUGUST 8, 2019

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 Thursday, August 8, 2019 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.

1.0 Call to Order

1.1

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

2.0 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.]*

3.0 Reports and Announcements

- Executive Directors update on Tomball Business and Technology Park
- Engineer update on Persimmon Road/Medical Complex Drive Extension Project
- Update on mixed-use Feasibility Study
- Reports by TEDC Staff
 - 1st Annual TEDC & Tomball High School Job Fair
 - 11th Annual Economic Outlook Luncheon
 - 1st Quarterly TEDC Newsletter

**Tomball Economic Development Corporation
and Tomball B&TP Property Owners Association Inc.
Joint Meeting Agenda of August 8, 2019
Page 2**

- Human Resources Training and Development Seminar in partnership with Workforce Solutions and the Greater Tomball Area Chamber of Commerce
- Abatements, Reinvestment Zones and Tax Increment Reinvestment Zones Event in partnership with the Comptrollers Office and Lone Star College

4.0 Approval of Minutes for the following meetings:

- Special Joint Tomball EDC and Tomball B&TP POA Meeting of May 14, 2019
- Special Joint Tomball EDC and Tomball B&TP POA Meeting of June 18, 2019

5.0 New Business:

5.1 Election of Officers: President, Vice President, Secretary, Treasurer

5.2 Presentation by Glenn Windsor, Finance Director, regarding the Tomball EDC 2018-2019 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

5.3 Consideration and possible action by Tomball EDC to approve that one certain commercial real estate contract – unimproved property between the Corporation as Seller and Charles Nickson and/or assigns as purchaser relating to approximately 2.5207 gross acres of land, identified as Lot 9 of the Tomball Business and Technology Park Lot 9 Replat Subdivision.

5.4 Consideration and possible action by Tomball EDC to approve that one certain commercial real estate contract – unimproved property between the Corporation as Seller and Charles Nickson and/or assigns as purchaser relating to approximately 2.7631 gross acres of land, identified as Lot 11 of the Tomball Business and Technology Park Lot 9 Replat Subdivision.

**Tomball Economic Development Corporation
and Tomball B&TP Property Owners Association Inc.
Joint Meeting Agenda of August 8, 2019
Page 3**

- 5.5 Consideration and possible action by the Tomball B&TP POA Directors to approve proposed building signage at 21260 Spell Circle, Tomball, TX 77375 (Lot 14 in the Tomball Business and Technology Park).
- 5.6 Consideration and possible action by the Tomball B&TP POA Directors to approve the architectural plans for a proposed 30,000 square foot office/warehouse facility (Nickson Industrial) to be located at 21235 Spell Circle, Tomball, Texas 77375 (Lot 12, Tomball Business and Technology Park.)
- 5.7 Consideration and possible action by the Tomball EDC to approve, as a Project of the Corporation, an agreement with BJ Services LLC to make direct incentives to, or expenditures for, the creation and retention of primary jobs associated with capital improvements to its corporate headquarters located at 11211 FM 2920 Rd., Tomball, Texas 77375. The estimated amount of expenditures for such Project is \$91,316.00.
- Public Hearing
- 5.8 Consideration and possible action by Tomball EDC to approve, as a Project of the Corporation, an agreement with Aspen Pumps, Inc. to make direct incentives to, or expenditures for, the creation or retention of primary jobs associated with the relocation and development of its corporate headquarters to be located at 14600 Brown Road, Tomball, Texas 77377. The estimated amount of expenditures for such Project is \$5,720.00.
- Public Hearing
- 5.9 Consideration and possible action by Tomball EDC to approve, as a Project of the Corporation, an agreement with Phillips Cleaning Services, LLC to make direct incentives to, or expenditures for assistance with infrastructure costs required or suitable for the promotion of new or expanded business enterprise related to the construction of an office/warehouse facility to be located at 1311 Hicks Street, Tomball, Texas 77375. The estimated amount of expenditures for such Project is \$26,313.00.
- Public Hearing
- 5.10 Consideration and possible action by Tomball EDC to approve an Exclusive Representation Agreement with Colliers International for real estate services related to the acquisition of property within the city limits or ETJ of Tomball.
- 5.11 TEDC Quarterly update on 2019-2020 Strategic Work Plan

**Tomball Economic Development Corporation
and Tomball B&TP Property Owners Association Inc.
Joint Meeting Agenda of August 8, 2019
Page 4**

- 5.12 The Tomball EDC will enter into a workshop session to discuss the proposed Fiscal Year 2019-2020 TEDC Budget.
- 5.13 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 551.074 – To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, to wit: the Executive Director and Assistant Director.
 - Section 551.072 – Deliberation regarding real property: Deliberate the purchase, exchange, lease, or value of real property.
- 5.14 Reconvene into regular session and take action, if necessary, on items discussed in Executive Session.
- 5.15 Consideration and Possible action by Tomball EDC to approve the Tomball Economic Development Corporation Fiscal Year 2019-2020 Budget.
- Public Hearing
- 5.16 Consideration and possible action by Tomball EDC to approve out-of-state travel for FY 2019-2020 for TEDC staff to attend conferences and trainings for professional and business development purposes.
- 5.17 Consideration and Possible Action by the Tomball B&TP POA Directors to approve the 2019-2020 Association Budget.
- 5.18 Presentation of the draft Guidelines and Criteria for the Old Town Façade Improvement Grant Program.
- 6.0 Adjournment

CERTIFICATION

**Tomball Economic Development Corporation
and Tomball B&TP Property Owners Association Inc.
Joint Meeting Agenda of August 8, 2019
Page 5**

I hereby certify that a copy of the August 8, 2019 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, Monday, August 5, 2019.



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 information.