

MINUTES

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

TUESDAY, FEBRUARY 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 Bruce.
- 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
Bill Sumner
Richard Bruce
Tom Crofoot
Chad Degges

Members Absent:

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
Josh Love, Vice President, Texas Wall and Landscape
Claudia Walker, Burditt Consultants
Dale Clarke, Burditt Consultants

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Tommy Breaux, Owner, Breaux Machine Works
Rob Croix, General Contractor, Rob Croix, Inc.

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.

Kelly Violette provided an update on the next Business Roundtable Meeting - March 6, 2019, ICSC – Red River States Conference and Deal Making in Fort Worth, and the 2019 TEDC Strategic Planning Retreat – April 2, 2019.

4.0 Approval of the TEDC Minutes

- Special Joint Tomball EDC and Tomball B&TP POA Meeting of November 13, 2018

Motion was made by Board Member Vaughan, second by Board Member Bruce, to approve the minutes of the Special Joint Tomball EDC and Tomball B&TP POA Meeting of November 13, 2018. President Fagan called for the vote.

The motion carried unanimously.

5.0 New Businesses:

5.1 Consideration and possible action by Tomball EDC to award the construction contract for the Tomball Business & Technology Park Signage Wayfinding Project (TEDC Project No. 2018-0801) to Texas Wall & Landscape, LLC in the amount of \$619,831.00.

Kelly Violette provided an overview of the construction contract, and introduced Josh Love, Vice President, Texas Wall & Landscape, LLC.

Motion was made by Board Member Sumner, second by Board Member Crofoot, to award the construction contract for the Tomball Business & Technology Park Signage and Wayfinding Project (TEDC Project No. 2018-0801) to Texas Wall & Landscape, LLC. 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 the architectural plans for the Hoelscher Weatherstrip Manufacturing Co., Inc. corporate headquarters facility to be located on approximately 16.9 acres of land, out of Lot 5 of the Recorded Plat of the Tomball Business and Technology Park.**

Kelly Violette provided an overview of the architectural plans for Hoelscher Weatherstrip Manufacturing Co., Inc.

Motion was made by Board member Vaughan, seconded by Board Member Bruce, to approve the architectural plans for the Hoelscher Weatherstrip Manufacturing Co., Inc. corporate headquarters facility as presented above. President Fagan called for the vote.

The motion carried unanimously.

- 5.3 Consideration and possible action by Tomball B&TP POA Directors to approve the revised architectural plans for the BBU facility (Dkota Investments) to be located on approximately 4 gross acres of land identified as Lot 10 on the Tomball Business and Technology Park Lot 9 Replat.**

Kelly Violette provided an overview of the revised architectural plans for the BBU facility.

Motion was made by Board Member Vaughan, seconded by Board Member Sumner, to approve the revised architectural plans for the BBU facility as presented above. President Fagan called for the vote.

The motion carried unanimously.

- 5.4 Consideration and possible action by Tomball EDC to approve, as a Project of the Corporation, an agreement to make direct incentives to or expenditures for equipment expansion for the creation and retention of primary jobs for Breaux Machine Works located at 28006 High Meadow Rd., Tomball, TX 77377. The estimated amount of expenditures for such Project is an amount not to exceed \$118,908.00.**

Kelly Violette provided an overview of the Project and introduced Tommy Breaux, Owner, Breaux Machine Works.

- **Public Hearing**

President Fagan opened the public hearing at 5:57 p.m. No public comments were received. The public hearing was closed at 5:57 p.m.

Motion was made by Board Member Bruce, seconded by Board Member Crofoot, to approve as a Project of the Corporation, an agreement to make direct incentives to or expenditures for equipment expansion for the creation and retention of primary jobs for Breaux Machine Works.

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The estimated amount of expenditures for such Project is an amount not to exceed \$118,908.00. President Fagan called for the vote.

The motion carried unanimously.

5.5 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**

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

5.6 Quarterly update on 2018-2019 TEDC Strategic Work Plan.

Kelly Violette provided an update on 2018-2019 TEDC 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 6:42 p.m.

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

Reconvened into regular session at 7:47 p.m.; no Board action was taken.

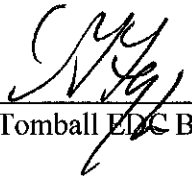
6.0 Adjournment

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

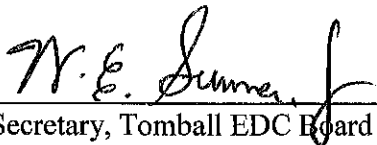
The vote carried unanimously. The meeting was adjourned at 7:49 p.m.

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PASSED AND APPROVED this 14th day May of 2019.



President, Tomball EDC Board



Secretary, Tomball EDC Board