

**NOTICE OF REGULAR TOMBALL ECONOMIC DEVELOPMENT  
CORPORATION MEETING**



**Tuesday, May 13, 2025  
5:30 PM**

Notice is hereby given of a meeting of the Tomball Economic Development Corporation, to be held on Tuesday, May 13, 2025 at 5:30 PM, 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 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.

**THE TOMBALL ECONOMIC DEVELOPMENT CORPORATION OF THE CITY OF TOMBALL, TEXAS, WILL CONDUCT THE MEETING SCHEDULED FOR MAY 13, 2025, 5:30 PM, AT 401 MARKET STREET, TOMBALL, TEXAS, 77375. THIS MEETING AGENDA AND THE AGENDA PACKET ARE POSTED ONLINE AT:**

**<HTTPS://TOMBALLTX.GOV/ARCHIVE.ASPX?AMID=38>**

**A RECORDING OF THE MEETING WILL BE MADE AND WILL BE AVAILABLE TO THE PUBLIC IN ACCORDANCE WITH THE OPEN MEETINGS ACT UPON WRITTEN REQUEST.**

The public toll-free dial-in numbers to participate in the telephonic meeting are any one of the following (dial by your location): +1 312 626 6799 US (Chicago); +1 646 876 9923 US (New York); +1 301 715 8592 US; +1 346 248 7799 US (Houston); +1 408 638 0968 US (San Jose); +1 669 900 6833 US (San Jose); or +1 253 215 8782 US (Tahoma) - Meeting ID: 884 9304 8849 Passcode: 194780. The public will be permitted to offer public comments telephonically, as provided by the agenda and as permitted by the presiding officer during the meeting.

**A. Call to Order**

President Fagan called the meeting to order at 5:32 p.m.

**PRESENT**

President Gretchen Fagan  
Vice President Lisa Covington  
Secretary Bill Sumner  
Treasurer Jim Engelke

Member Brock Hendrickson  
Member Danny Hudson  
Member Latrell Shannon

OTHERS PRESENT

Kelly Violette  
Tiffani Wooten  
Tori Gleason  
McKayley Dannelley  
Tom Condon  
Bragg Farmer  
Paul Garcia  
Kyle Bertrand  
Ross Winkler  
Pete Ed  
Stacy Emerson  
Ava Simmons  
Russel Blue  
Patrick Rummel  
Jackie Sims  
Michael Ngo  
Monica Baweja  
Christy Bowen  
Kyle Fox  
Clay Graham  
James Pruitt  
John Burton  
Bill Honeck  
Mrs. Honeck  
1-512-695-8863 ( via Zoom)  
Kaela Olson (via Zoom)

B. Invocation

Treasurer Engelke led the invocation.

C. Pledges

Kelly Violette led the pledge of allegiance to both flags.

D. 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 Council/Board discussion or action may take place on a matter until such matter has been placed on an agenda and posted in accordance with law - GC, 551.042.]*

No public comments were received.

E. Reports and Announcements

F. Reports by TEDC Staff:

Tiffani Wooten provided an overview of the following:

1. 2025 Community Career Fair – April 16, 2025.
2. Spring 2025 Quarterly Newsletter.
3. Baker Hughes STEM Graduation – April 30, 2025.
4. Alleyway Project Update.
5. 2025 Economic Development Week – May 11-17, 2025.

G. Approval of Minutes

Motion made by Member Shannon, Seconded by Treasurer Engelke.

Voting Yea: Vice President Covington, Secretary Sumner, Treasurer Engelke, Member Hendrickson, Member Hudson, Member Shannon.

The motion carried unanimously.

6. Regular Tomball EDC Meeting of March 4, 2025.
7. Special Joint Tomball EDC and Tomball City Council Meeting of March 25, 2025.
8. Special Joint Tomball EDC and Tomball City Council Meeting of March 26, 2025.

H. New Business

9. Presentation by Bragg Farmer, Finance Director, regarding the Tomball EDC 2025-2026 Fiscal Year financial statements.

Presentation item only; no Board action required.

10. Consideration and possible action by Tomball EDC to approve, as a Project of the Corporation, an agreement with Roll Out, LLC to make direct incentives to, or expenditures for, rental assistance for new or expanded business enterprise

to be located at 22525 Hufsmith Kohrville Rd., Ste 1A, Tomball, Texas 77375. The estimated amount of expenditures for such Project is \$10,000.00.

Public Hearing

President Fagan opened the public hearing at 5:58 p.m. No comments were received. Public hearing was closed at 5:58 p.m.

Motion made by Treasurer Engelke, Seconded by Secretary Sumner.

Voting Yea: Vice President Covington, Secretary Sumner, Treasurer Engelke, Member Hendrickson, Member Hudson, Member Shannon.

The motion carried unanimously.

11. Consideration and possible action by Tomball EDC to approve, as a Project of the Corporation, an agreement with Coaches Cigar Lounge, LLC to make direct incentives to, or expenditures for, rental assistance for new or expanded business enterprise to be located at 414 E Main Street, Tomball, Texas 77375. The estimated amount of expenditures for such Project is \$10,000.00.

Public Hearing

President Fagan opened the public hearing at 6:01 p.m. No comments were received. Public hearing was closed at 6:01 p.m.

Motion made by Treasurer Engelke, Seconded by Secretary Sumner.

Voting Yea: Vice President Covington, Secretary Sumner, Treasurer Engelke, Member Hendrickson, Member Hudson, Member Shannon.

The motion carried unanimously.

12. Consideration and possible action by Tomball EDC to approve, as a Project of the Corporation, an agreement with Layla's Barkery, LLC to make direct incentives to, or expenditures for, rental assistance for new or expanded business enterprise to be located at 22525 Hufsmith Kohrville Rd., Ste 3-C, Tomball, Texas 77375. The estimated amount of expenditures for such Project is \$9,000.00.

Public Hearing

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

Motion made by Treasurer Engelke, Seconded by Vice President Covington.

Voting Yea: Vice President Covington, Secretary Sumner, Treasurer Engelke, Member Hendrickson, Member Hudson, Member Shannon.

The motion carried unanimously.

13. Consideration and possible action by Tomball EDC to approve, as a Project of the Corporation, an agreement with Pegasus Properties 2, 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 a commercial office/retail development to be located at 28310 TX-249, Tomball, Texas 77375. The estimated amount of expenditures for such Project is \$260,639.00.

Public Hearing

President Fagan opened the public hearing at 6:22 p.m. No comments were received. Public hearing was closed at 6:22 p.m.

Motion made by Vice President Covington, Seconded by Member Shannon.

Voting Yea: Vice President Covington, Secretary Sumner, Treasurer Engelke, Member Hendrickson, Member Hudson, Member Shannon.

The motion carried unanimously.

14. Consideration and possible action to approve the purchase of audio and video equipment from the First Baptist Church of Tomball for an amount not to exceed \$154,100.00.

Motion made by Treasurer Engelke, Seconded by Secretary Sumner to approve the purchase as mentioned above for an amount not to exceed \$154,100.00, contingent upon equipment appraisal from a third party.

Voting Yea: Vice President Covington, Secretary Sumner, Treasurer Engelke, Member Hendrickson, Member Hudson, Member Shannon.

The motion carried unanimously.

15. Consideration and possible action by Tomball EDC to approve changes to the Summer Youth Employment Program.

Motion made by Treasurer Engleke, Seconded by Member Shannon.

Voting Yea: Vice President Covington, Secretary Sumner, Treasurer Engelke, Member Hendrickson, Member Hudson, Member Shannon.

The motion carried unanimously.

**Regular Tomball Economic Development Corporation Meeting**

May 13, 2025 | Minutes

Page 6 of 9

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16. Consideration and possible action by Tomball EDC to accept the Tomball Economic Development Corporation 2024-2025 Annual Report.

Motion made by Vice President Covington, Seconded by Secretary Sumner.

Voting Yea: Vice President Covington, Secretary Sumner, Treasurer Engelke, Member Hendrickson, Member Hudson, Member Shannon.

The motion carried unanimously.

17. Consideration and possible action by Tomball EDC to approve the Tomball Economic Development Corporation 2025-2026 Strategic Work Plan.

Motion made by Vice President Covington, Seconded by Treasurer Engelke.

Voting Yea: Vice President Covington, Secretary Sumner, Treasurer Engelke, Member Hendrickson, Member Hudson, Member Shannon.

The motion carried unanimously.

18. Consideration and possible action regarding changes to the Old Town Façade Improvement Grant Program Guidelines and Criteria.

Motion made by Treasurer Engelke, Seconded by Member Hudson.

Voting Yea: Vice President Covington, Secretary Sumner, Treasurer Engelke, Member Hendrickson, Member Hudson, Member Shannon.

The motion carried unanimously.

19. Consideration and possible action to approve a Professional Services Agreement with Studio Red Architects in the amount of \$2,272,650.00, plus reimbursables, for Design Services for the First Baptist Church Redevelopment Project, approve the expenditures of funds therefor, and authorize the Executive Director to execute any and all documents related to the agreement.

Motion made by Secretary Sumner, Seconded by Vice President Covington to approve a Professional Services Agreement with Studio Red Architects for Phase 1 Schematic Design Services for the First Baptist Church Redevelopment Project, in an amount not to exceed \$394,620.00, and authorize the Executive Director to execute any and all documents related to the agreement.

Voting Yea: Vice President Covington, Secretary Sumner, Treasurer Engelke, Member Hendrickson, Member Hudson, Member Shannon.

The motion carried unanimously.

20. Consideration and possible action to approve a Professional Services Agreement with AIG Technical Services, LLC for professional engineering services related to a comprehensive parking and multimodal mobility and circulation study for Old Town Tomball for an amount not to exceed \$259,900.00.

Motion made by Member Hendrickson, Seconded by Secretary Sumner.

Voting Yea: Vice President Covington, Secretary Sumner, Treasurer Engelke, Member Hendrickson, Member Hudson, Member Shannon.

The motion carried unanimously.

21. Consideration and possible action to approve a Request for Qualifications for Legal Services for the Tomball Economic Development Corporation.

Motion made by Treasurer Engelke, Seconded by Member Hudson.

Voting Yea: Vice President Covington, Secretary Sumner, Treasurer Engelke, Member Hendrickson, Member Hudson, Member Shannon.

The motion carried unanimously.

22. Discussion regarding the TEDC FY 2025-2026 budget process, scheduling, and priorities.

Discussion item only; no Board action required.

23. 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.

- Section 551.087, - Deliberation regarding Economic Development negotiations.

The Tomball Economic Development Corporation Board of Directors recessed at 8:21 p.m.

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

The Tomball Economic Development Corporation Board of Directors reconvened at 8:52 p.m.



25. Consideration and possible action by the Tomball EDC Board of Directors to approve the expenditure of funds and related project costs, and the execution of contracts and documentation by the EDC Executive Director, for the acquisition of approximately 29.5011 acres of vacant land, identified as Lots 1-5, Block 1 of the Martin Marietta 2nd Replat, for the development, retention, or expansion of new business enterprise.

Motion made by Secretary Sumner, Seconded by Treasurer Engelke.

Voting Yea: Vice President Covington, Secretary Sumner, Treasurer Engelke, Member Hendrickson, Member Hudson, Member Shannon.

The motion carried unanimously.

I. Adjournment

Motion made by Secretary Sumner, Seconded by Member Hendrickson.

Voting Yea: Vice President Covington, Secretary Sumner, Treasurer Engelke, Member Hendrickson, Member Hudson, Member Shannon.

The motion carried unanimously. Meeting adjourned at 8:53 p.m.

### CERTIFICATION

I hereby certify that the above notice of meeting was posted on the bulletin board of City Hall, City of Tomball, Texas, a place readily accessible to the general public at all times, on the 9th day of MAY 2025 by 5:30 PM, and remained posted for at least 72 continuous hours preceding the scheduled time of said meeting.

Kelly Violette  
Executive Director

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's office at (281) 290-1019 for further information.

AGENDAS MAY BE VIEWED ONLINE AT [www.ci.tomball.tx.us](http://www.ci.tomball.tx.us).




**Regular Tomball Economic Development Corporation Meeting**

May 13, 2025 | Minutes

Page 9 of 9

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PASSED AND APPROVED this the 8th day of July 2025.

  
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President, Tomball EDC Board

  
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Secretary, Tomball EDC Board