

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

TUESDAY, AUGUST 14, 2018

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 Tuesday, August 14, 2018 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. Call to Order

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

2. 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. Reports and Announcements

- Presentation of Certificate of Appreciation to Lori Klein Quinn
- Engineer progress update on Tomball Business and Technology Park
- Executive Directors update on Tomball Business and Technology Park – Budget Tracking
- Economic Excellence Recognition from the Texas Economic Development Council

4. Approval of Minutes for the following meetings:

- Special Joint Tomball EDC and Tomball B&TP POA Meeting of May 15, 2018
- Special Tomball EDC Meeting of June 4, 2018

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- Special Tomball EDC Meeting of July 10, 2018
5. Election of Officers: President, Vice President, Secretary, Treasurer
 6. Consideration and possible action by Tomball EDC to approve a request by Coastal Power Systems for a one-year extension of time in order to complete the relocation and development of its corporate headquarters at 1030 South Persimmon Street, Tomball, Texas.
 7. Consideration and possible action by Tomball EDC to approve, as a Project of the Corporation, an agreement with Houston PFG Inc. to make direct incentives to, or expenditures for, assistance with infrastructure costs related to the development and construction of a commercial facility to be located at 14600 Brown Road, Tomball, TX 77375. The estimated amount of expenditures for such Project is \$39,097.00
 - Public Hearing
 8. Consideration and possible action by the Tomball B&TP POA Directors to approve the architectural plans for the Nickson Tomball Industrial Spell Circle Business Park to be located at 21250 and 21260 Spell Circle, Tomball, TX 77375.
 9. Consideration and possible action by the Tomball B&TP POA Directors to approve the architectural plans for the BBU facility to be located on approximately 4 gross acres of land identified as Lot 10 on the Tomball Business and Technology Park Lot 9 Replat.
 10. Consideration and possible action by the Tomball B&TP POA Directors to approve Resolution No. 2018-24-TEDC a Certificate of Compliance at the request of the Tomball Economic Development Corporation (Owner) for Lot 10 pursuant to Article VIII of the Declaration of Covenants, Restrictions and Conditions for the Tomball Business & Technology Park.
 11. Consideration and possible action by the Tomball EDC to approve the Tomball Economic Development Corporation 2018-2019 Strategic Work Plan.
 12. Consideration and possible action by Tomball EDC to approve an amendment to the lease agreement between the Greater Tomball Area Chamber of Commerce and the Tomball Economic Development Corporation to extend the term for an additional 60 months and add on additional lease space.
 13. 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.

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14. Consideration and possible action by Tomball EDC to approve Resolution No. 2018-23-TEDC creating an Administrative Assistant position.
15. Presentation by Glenn Windsor, Finance Director, regarding the Tomball EDC 2017-2018 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
16. The Tomball EDC will enter into a workshop session to discuss the proposed Fiscal Year 2018-2019 TEDC Budget.
17. 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.
18. Reconvene into regular session and take action, if necessary, on items discussed in Executive Session.
19. Consideration and Possible action by Tomball EDC to approve the Tomball Economic Development Corporation Fiscal Year 2018-2019 Budget.
 - Public Hearing
20. Consideration and possible action by Tomball EDC to approve Resolution No. 2018-22-TEDC granting the Executive Director Purchasing Authority.

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21. Consideration and possible action by Tomball EDC to approve out-of-state travel for FY 2018-2019 for TEDC staff to attend conferences and trainings for professional and business development purposes.
22. Consideration and Possible Action by the Tomball B&TP POA Directors to approve the 2018-2019 Association Budget.
23. Adjournment

CERTIFICATION

I hereby certify that a copy of the August 14, 2018 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, Friday, August 10, 2018.



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