



CITY OF FULSHEAR DEVELOPMENT CORPORATION

A Type "A" Economic Development Sales Tax Corporation

PO Box 279 / 30603 FM 1093

Fulshear, Texas 77441

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Meeting Minutes December 5, 2016 6:30 PM

Board Members Present: Rev. Jackie Gilmore, Randy Katz, Fay Burke, Randy Hutchison
Board Members Absent: Ewelina Forker
Staff: Angela Fritz, CJ Snipes, Byron Brown, Wes Vela, Kristi Brashear
Attendees: Bill Knesek, Don McCoy

Call to Order.

There being a quorum of the Board present, Rev. Jackie Gilmore, Vice President, called the meeting to order at 6:39 P.M.

Citizen Comments.

None.

1. **Consideration of and possible action on minutes of the Corporation for:**
 - a. **August 10, 2016 Special Joint Meeting**
 - b. **August 22, 2016 Regular Meeting)**
 - c. **September 12, 2016 Special Meeting**
 - d. **October 3, 2016 Special Meeting**
 - e. **October 24, 2016 Regular Meeting**

Consideration of the minutes was postponed to a future meeting.

2. **Consideration of and possible action on financials and payables for the Corporation.**

Ms. Brashear presented an overview of the Corporation's finances including total assets of \$659,480 and liabilities of \$1,205 in the form of two payables for legal and the West Fort Bend Buzz.

No action was required for this item.

3. **Consideration of and possible action on Corporation banking arrangements and financial management.**

Ms. Brashear provided an overview of the Corporation's last discussion regarding banking arrangements and outlined a pooled cash/managed funds arrangement with City of Fulshear for board consideration and discussion.

Motion for the Corporation to close its Commercial State Bank accounts and transfer funds into City "claim on cash" accounts for the Corporation under the City of Fulshear's depository agreement with Wells Fargo – Katz; Second – Burke

Ayes: 4 Nays: 0 Abstentions: 0

4. Update on consulting services provided by Southwestern Economics, LLC, and consideration of and possible action on contract for same.

Mr. Knesek provided an overview of his past work with and for the Corporation. The board discussed the existing and proposed contracts, as well as general staff concerns related thereto.

Motion to direct City staff to negotiate a legally-reviewed contract with Southwestern Economics LLC addressing staff concerns – Katz; Second – Hutchison

Ayes: 4 Nays: 0 Abstentions: 0

5. Review and discuss Fiscal Year 2017 Plan of Work.

Staff presented an overview of the FY17 Plan of Work and fielded questions related thereto. The board was amenable to goals and projects outlined for FY17.

No action was required for this item.

6. Discuss potential Corporation board workshops on Economic Development, board duties and responsibilities, and strategic planning and take action as necessary to direct staff.

Staff presented a proposal from Opportunity Strategies for a half-day Economic Development Training Workshop to be held in early 2017. The total amount for the work would be \$1,600, including travel/lodging, to be split between the EDCs.

Motion to approve contract as presented and schedule training with Opportunity Strategies, LLC – Katz; Second – Hutchison

Ayes: 4 Nays: 0 Abstentions: 0

7. Consideration of and possible action on approving upcoming Economic Development advertising expenses.

Staff presented an overview of an upcoming ad placement in the Greater Houston Partnership's Official Economic Development Guide for 2017, requesting approval for total ad and design costs not to exceed \$4,080, of which the Corporation's portion would be a maximum of \$2,040.

Motion to approve expenditures as presented and proceed with ad placement – Katz; Second – Hutchison

Ayes: 4 Nays: 0 Abstentions: 0

8. Hear update on Christmas event. (This items was considered after Item 4)

Chamber staff presented an overview of the upcoming Christmas event including the number of vendors and schedule of entertainment.

No action was required for this item.

9. Overview on Interstate 10 development opportunities.

Staff presented an overview of the different dynamics affecting development and growth on the properties in the City's extraterritorial jurisdiction along Interstate 10.

10. EXECUTIVE SESSION – CLOSED SESSION IN ACCORDANCE WITH THE GOVERNMENT CODE SECTION 551.071. CONSULTATION WITH ATTORNEY; CLOSED MEETING.

Motion to adjourn into executive session under section 551.071 – consultation with attorney – at 8:20 p.m.–
Katz; Second – Hutchison

Ayes: 4 Nays: 0 Abstentions: 0

11. RECONVENE AND TAKE ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION AS DEEMED APPROPRIATE.

Open session reconvened at 8:37 p.m.

No action was required for this item.

12. Discussion regarding the Texas Open Meetings Act, Chapter 551, Texas Government Code.

Legal counsel presented an overview the Texas Open Meeting Act and common pitfalls related thereto.

No action was required for this item.

13. Discussion regarding the Texas Public Information Act, Chapter 552, Texas Government Code.

Legal counsel presented an overview the Texas Public Information Act.

No action was required for this item.

14. Report from Economic Development Director.

Staff presented a monthly report on Economic Development department activities.

No action was required for this item.

15. Requests for future agenda items.

There were none to add to the pending queue of items for board consideration.

No action was required for this item.

16. Announcements.

Rev. Gilmore reminded the board about the December 16 Unity Dinner at Irene Stern.

17. Adjournment.

Motion to adjourn at 9:32 p.m. – Katz; Second – Hutchison

Ayes: 4 Nays: 0 Abstentions: 0

Passed and approved this 6 day of March, 2017.



Fay Burke, Secretary
City of Fulshear Development Corporation



Rev. Jackie Gilmore, Vice-President
City of Fulshear Development Corporation