



CITY OF FULSHEAR DEVELOPMENT CORPORATION

A Type "A" Economic Development Sales Tax Corporation

PO Box 279 / 30603 FM 1093
Fulshear, Texas 77441
Phone: 281-346-1796 Fax: 281-346-2556
www.fulsheartexas.gov

Annual Meeting Minutes

June 5, 2017

6:30 PM

Board Members Present: Rev. Jackie Gilmore, Fay Burke, Randy Katz, Randy Hutchison
Staff: Angela Fritz, Angela Hahn, C. J. Snipes
Attendees: Mayor Jeff Roberts, Bill Knesek, Jim Fatheree, Trisha Krenek, Don McCoy, Tommy Kuykendall, Rhonda Kuykendall, Randy Stacy, Terry Crockett

Call to Order.

There being a quorum of the Board present, Rev. Gilmore, called the meeting to order at 6:30 P.M.

Public Comments.

None

1. Consideration of and possible action on election of Officers in the Corporation in accordance with the Corporation Bylaws to include the positions of:

- a. President
- b. Vice-President
- c. Secretary
- d. Treasurer

The bylaws required this item to be placed on the agenda but the Board voted to table it until new Board members were appointed.

Motion to Table – Katz; Second – Hutchison

Ayes: 4 Nays: 0 Abstentions: 0 -

2. Consideration of and possible action minutes for the Corporation for the May 8, 2017 Regular Meeting.

Motion to Approve–Katz; Second –Burke

Ayes: 4 Nays: 0 Abstentions: 0

3. Consideration of and possible action on financials and payables for the Corporation (Finance)

Staff presented financial and payables for the Board’s consideration. One payable to Southwestern Economics for \$1,002.78 was approved.

Motion to Approve \$1,002.78 to Southwestern Economics –Katz ; Second –Hutchison

Ayes: 4 Nays: 0 Abstentions: 0

4. Discuss status of FY 2017 plan of work and projects. (This item was considered before item 10)

Ms. Fritz gave an overview of the plan of work for FY 2017, which is based on the City Council’s broad visioning process which identified economic development as one of the five key “vision elements.” Funding has been approved for web-based tools that will provide GIS data, available property listing/search tools, customer relationship management software and a demographic update which is slated to be completed by July. Ms. Fritz also said the EDCs’ had provided funding for three community events. The full FY17 Plan of Work status report is available in the meeting packet.

Not an Action Item

5. Consideration of and possible action on GIS demographics and site availability listings services.

These are the tools included in the work plans that are needed to be in place to receive leads through the State of Texas. Ms. Fritz described them as foundational pieces. The total cost for the A Corporation is \$6,650.

Motion to Approve as presented–Katz; Second –Hutchison

Ayes: 4 Nays: 0 Abstentions: 0

6. Consideration of and possible action on Greater Houston Partnership membership.

Greater Houston Partnership is the marketing arm for the greater Houston area. A membership with them will help leverage Fulshear’s dollars and exposure across the region. The membership is usually \$1,000 annually, but there is a 25% off sale ongoing which means the cost of the membership is now \$750. It will be split between the two corporations.

Motion to Approve \$375 as A Corporation’s share of GHP membership - Katz; Second –Hutchison

Ayes: 4 Nays: 0 Abstentions: 0

7. Discuss retail recruitment service selection process and take action as necessary to direct staff.

After a lengthy discussion, the Board agreed to a joint meeting with the B Corporation and the City Council to hear presentations from two vendors who provide retail recruitment services to determine what direction the City wishes to take.

Not an Action Item

8. Update on City of Fulshear 2017 Independence Day event.

City manager C. J. Snipes told the Board the event was well under way in terms of planning and reminded them it would be held July 2. The Chamber was again on board and working with city staff on the event. He also said the City and Chamber were working on an MOU for future event management as well as planning for the incremental decrease of funding from the EDCs' for community events.

Not an Action Item

9. Discuss changes to funding and governmental model for community events and reconsider budgeted allocation as required.

This item had been placed on the agenda at the request of Board member Randy Katz. He withdrew it after the update provided by Ms. Snipes.

10. Review and discuss draft of Fiscal Year 2018 Administrative Services Agreement and take action as necessary to direct staff.

The Administrative Services Agreement is the document between both EDCs' and the City that forms the basis of the relationship between City staff and services provided to the Corporations. It also delineates funding provided by the EDCs to the City for those services and the administration of the general economic development programs for the City. Ms. Fritz provided an overview of minor proposed changes.

Not an Action Item

11. Review and discuss draft Fiscal Year 2018 budget and take action as necessary to direct staff.

Ms. Fritz presented an overview of the 2018 budget and stated there was a slight increase in the ASA to cover operating costs. Community events were also discussed.

Not an Action Item

12. Review and discuss potential bylaw amendments and take action as necessary to direct staff.

The B Corporation approved a resolution to ask Council to change the appointment date of new members so it didn't interfere with the budget process. Ms. Fritz was making the A Corporation aware of that resolutions to determine if the A Board wished to make the same changes as well. The Board decided to revisit it at another time.

Not an Action Item

13. Consideration of and possible action on recommendations for replacement board members.

The Board has requested clarification on requirements for potential board members and those were discussed at this time.

Not an Action Item

14. Report from Economic Development Director

Ms. Fritz gave an overview of economic updates.

Not an Action Item

15. Report from City Manager

Mr. Snipes provided the Board with updates on infrastructure projects and noted that a draft Capital Improvement Plan (CIP) for FY18 was now available on the City's website.

Not an Action Item

16. Request for Future Agenda Items

None were added.

17. Announcements

There were none.

18. Adjournment

Motion to Adjourn—Katz @ 8:34 p.m. Second –Hutchison

Ayes: 4

Nays: 0

Abstentions: 0

Passed and approved this 10th day of July, 2017.



Ken Knapp, Secretary
City of Fulshear Development Corporation



Rev. Jackie Gilmore, President
City of Fulshear Development Corporation