



# 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 May 18, 2020 5:30 PM (Virtually)

**Board Members Present:** Andrew Van Chau, Tommy Kuykendall (departed at 7:18 p.m.), Jason Maklary, Randy Etheridge, Rev. Jackie Gilmore

**Board Members Absent:** None

**Staff & City Council Liaison:** Angela Fritz, Chandler Marks, Sharon Valiante (departed at 6:57 p.m.), Byron Brown, John Kelly (Council Liaison)

**Attendees:** None

### 1. Call to Order

There being a quorum of the board present, Andrew Van Chau, President, called the meeting to order at 5:34 p.m.

### 2. Citizen's Comments

Mr. Van Chau opened Citizen's Comments at 5:35 p.m.

No comments were presented.

Mr. Van Chau closed Citizen's Comments at 5:36 p.m.

### Joint Corporation Business:

- 3. Public hearing on specific project being proposed by the Corporation for Fiscal Year 2019-2020 being expenditures to fund a small business grant program for the City of Fulshear for businesses negatively affected by COVID-19 found by the Board of Directors to promote new or expanded business development, the amount of which is approximately \$100,000. Comments or discussion by the Board of Directors will only be made at the time the agenda item is taken up for deliberation by the board.**

Mr. Van Chau opened the public hearing at 5:39 p.m.

No comments were presented.

Mr. Van Chaw closed the public hearing at 5:41 p.m.

**4. Review and discuss staff recommendation for small business grant program to support Fulshear businesses negatively impacted by COVID-19**

ED Staff provided an overview of the proposed small business grant program and its implementation. City Attorney spoke about the collaborative efforts required under Section 380 of the State of Texas Local Government Code, and the need for agreements for businesses who are awarded these grants.

**5. Consideration and action on Resolution CDC 2020-03, a Resolution requesting the City of Fulshear create a Chapter 380 economic development program to provide grants to small businesses negatively affected by COVID-19**

**Motion to approve Resolution CDC 2020-03, a Resolution requesting the City of Fulshear create a Chapter 380 economic development program to provide grants to small businesses negatively affected by COVID-19, also with the provision that staff review Item J to soften the language, as discussed – Kuykendall;**

**Second – Maklary**

**Ayes: 5 – Roll call: Etheridge, Gilmore, Kuykendall, Maklary, Van Chau**

**Nays: 0**

**Abstentions: 0**

**6. Consideration and action on Resolution CDC 2020-04, a resolution of the CDC declaring a specific project of the Corporation for Fiscal Year 2019-2020**

ED Staff explained that this is the applicable financial resolution for the project, given that Resolution CDC 2020-03 had just been approved.

**Motion to adopt Resolution CDC 2020-04, a resolution of the CDC declaring a specific project of the Corporation for Fiscal Year 2019-2020 – Kuykendall; Second – Maklary**

**Ayes: 5 – Roll call: Etheridge, Gilmore, Kuykendall, Maklary, Van Chau**

**Nays: 0**

**Abstentions: 0**

**7. Consideration and action on budget allocation to fund a small business grant program for the City of Fulshear for businesses negatively affected by COVID-19**

ED Staff provided that the document in the packet shows where the allocation of funds will come from.

**Motion for budget allocation of \$100,000 to fund a small business grant program for the City of Fulshear for businesses negatively affected by COVID-19 – Maklary; Second: Etheridge**

**Ayes: 5 – Roll call: Etheridge, Gilmore, Kuykendall, Maklary, Van Chau**

**Nays: 0**

**Abstentions: 0**

**8. Review and discuss mid-year FY20 Corporation budgets, FY20 City Capital Improvement Plan (CIP) projects update, and FY21 budget parameters, process, and schedule**

ED Staff provided an overview of FY20 corporation budgets and FY21 budget parameters, process and scheduling, and did not recommend any mid-year adjustments to budget expenditures. City Public Works Director then provided an overview of the FY20 CIP update.

**9. Review and discuss Economic Development Strategic Plan implementation specific to Corporations' priorities for FY21 budgetary purposes**

ED Staff provided that much of the discussion is for continuing to lay the groundwork in order to get to the capital funding and capital improvement stages, and provided an overview of FY21 potential projects and priorities.

Mr. Kuykendall provided that infrastructure, supporting the City's such initiatives, and implementing Livable Center Study items especially along FM 1093, will be important. Mr. Kerlick (FDC – "B") provided that the Innovation Hub Strategy, broadband initiative, and the extent that we need studies or help to begin to make those successful, will be important. Mr. Maklary and Mr. Kelly suggested CRM software, and Mr. Kerlick (FDC – "B") suggested something on an ongoing basis for capital outlay for land.

**10. Consideration and action on minutes of the Corporation for the April 13, 2020 Joint Meeting, and the April 21, 2020 Special Joint Meeting**

**Motion to approve minutes of the Corporation for the April 13, 2020 Joint Meeting, and the April 21, 2020 Special Joint Meeting, as presented – Maklary; Second – Etheridge**

**Ayes: 4 – Roll call: Etheridge, Gilmore, Maklary, Van Chau**

**Nays: 0**

**Abstentions: 0**

**11. Consideration and action on financials and payables for the Corporation for the period ending March 31, 2020**

ED Staff presented the financials and payables.

**Motion to approve financials and payables for the Corporation for the period ending March 31, 2020, including reimbursement to the City in the amount of \$16,921.34 – Maklary; Second - Etheridge**

**Ayes: 4 – Etheridge, Gilmore, Maklary, Van Chau**

**Nays: 0**

**Abstentions: 0**

**12. Hear update from City Council liaison**

Mr. Kelly provided an overview of key agenda items and discussion topics in May's council meetings. It was on the council agenda for the next day (May 19) to discuss and approve new commission and board members and potential financial impact expectations for the City.

ED Staff also said that EDC items related to the stimulus grant program were scheduled to be discussed by council at 5:30pm; council and board appointments, at 7:00pm.

**13. Economic development update including: City and Economic Development projects, certificates of occupancy, conferences and meetings attended, upcoming meetings and events, business contacts and announcements, and economic indicators**

ED Staff provided an overview, and said that the broadband survey will remain open until a sufficient amount of responses have been received.

Mr. Don McCoy (FDC – “B,” ex-officio) said that it was still uncertain whether the Fulshear-Katy Area Chamber of Commerce’s July 4 event would be happening this year.

**14. Future agenda items**

None

**15. Announcements**

Mr. Van Chau announced that the next day (May 19), the Fort Bend County Commissioners Court meeting would be held to discuss the County’s allocation of CARES Act funding.

**16. Adjournment**

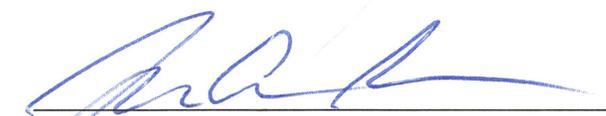
**Motion to adjourn @ 7:50 p.m. – Maklary; Second – Etheridge**

**Ayes: 4 – Etheridge, Gilmore, Maklary, Van Chau**

**Nays: 0**

**Abstentions: 0**

Passed and approved this 22 day of June, 2020.

  
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Prasad Garkhedkar, Secretary  
City of Fulshear Development Corporation

  
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Andrew Van Chau, President  
City of Fulshear Development Corporation

CHANDLER MARKS  
ECONOMIC DEVELOPMENT  
COORDINATOR