



# FULSHEAR DEVELOPMENT CORPORATION

A Type "B" Economic Development Sales Tax Corporation

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**ANNUAL Meeting Minutes  
June 22, 2020  
5:30 PM (Virtually)**

**Board Members Present:** John Kelly, Ray Kerlick, Tommy Kuykendall, Jason Maklary, Stacy Mangum, Lisa Martin, Kim Stacy, Don McCoy (ex-officio)  
**Board Members Absent:** None  
**Staff & Council Liaison:** Angela Fritz, Chandler Marks, Sharon Valiante, Byron Brown  
**Attendees:** Kaye Kahlich

**1. Call to Order**

There being a quorum of the board present, Stacy Mangum, called the meeting to order at 5:35 p.m.

**2. Citizen's Comments**

Ms. Mangum opened Citizen's Comments at 5:37 p.m.

No comments were presented.

Ms. Mangum closed Citizen's Comments at 5:38 p.m.

**Corporation Business:**

**3. Consideration and possible action to elect a President Pro-Tem**

**Motion to nominate Ms. Mangum as President Pro-Tem – Kuykendall; Second – Kerlick**

**Ayes: 7 – Roll call: Kelly, Kerlick, Kuykendall, Maklary, Mangum, Martin, Stacy**

**Nays: 0**

**Abstentions: 0**

**Joint Corporation Annual Business:**

**4. Welcome and introduction of new board directors**

Directors also introduced themselves to the new director, Ms. Stacy. Ms. Stacy provided an introduction and background about herself.

**5. Consideration of and possible action on election of officers of the Corporation in accordance with the Corporation Bylaws, to include the positions of:**

- a) **President**
- b) **Vice-President**
- c) **Secretary**
- d) **Treasurer**

**Motion to nominate Mr. Kuykendall as President, Ms. Mangum as Vice-President, Mr. Maklary as Secretary, and Mr. Kerlick as Treasurer – Kerlick; Second – Kelly**

**Ayes: 7 – Roll call: Kelly, Kerlick, Kuykendall, Maklary, Mangum, Martin, Stacy**

**Nays: 0**

**Abstentions: 0**

**Joint Corporation Business:**

**6. Review and discuss update on small business grant program to support Fulshear businesses negatively impacted by COVID-19 and parameters for a potential second program**

ED Staff provided that during the original round of the applications for the program, there were 22 applications received by the deadline (June 5). Out of those, a total of eight (8) were approved, totaling \$38,750 in grants to local businesses. On June 16, City Council approved the adoption of an expanded grant program, which would continue the eligibility criteria of the original round and allow for eligibility for businesses which do not remit sales taxes for the City. Therefore, pending the corporations' approval in this meeting without modifications, staff can begin to accept applications again for the second round in the near future.

**7. Consideration and action on Resolution FDC 2020-05, a Resolution approving participation in a second City of Fulshear Chapter 380 economic development program to continue providing grants to small businesses negatively affected by COVID-19**

**Motion to adopt on Resolution FDC 2020-05, a Resolution approving participation in a second City of Fulshear Chapter 380 economic development program to continue providing grants to small businesses negatively affected by COVID-19 – Kerlick; Second – Martin**

**Ayes: 7 – Roll call: Kelly, Kerlick, Kuykendall, Maklary, Mangum, Martin, Stacy**

**Nays: 0**

**Abstentions: 0**

**8. Consideration and action on Resolution CDC 2020-06, a Resolution requesting the City of Fulshear modify the second Chapter 380 economic development program to continue providing grants to small businesses negatively affected by COVID-19**

Staff advised that action was not required, as modifications were not requested by the directors. No action taken.

**9. Consideration and action on financials and payables for the Corporation for the period ending April 30, 2020**

**Motion to approve the payables as presented, with reimbursement to the City under the Administrative Services Agreement in the amount of \$14,579.81 – Kerlick; Second – Mangum**

**Ayes: 7 – Roll call: Kelly, Kerlick, Kuykendall, Maklary, Mangum, Martin, Stacy**

**Nays: 0**

**Abstentions: 0**

**10. Review and discuss items related to Fiscal Year 2020-2021 budget development and take action as necessary to direct staff:**

- a) Draft FY 2021 EDC Budgets – Operational and Projects Funds**
- b) Administrative Services Agreement and associated Economic Development Department budget**
- c) City Capital Improvement Plan (CIP) project funding requests**
- d) Budget schedule**

ED Staff provided an overview of items (a) and (d); Public Works Staff, of item (c).

It was explained to the new board directors that projects funds are basically sub-funds of the EDC, to think of them as savings accounts that can be used for capital improvement projects (CIPs) in the city limits. CIP projects such as the Huggins Drive extension, and storm sewer projects on the west and east sides of the city, are expected to commence relatively soon.

Based on the board’s feedback, the budgets will be finalized and presented for final approval at the July meeting.

An updated final draft of the Administrative Services Agreement between the Corporation and City will be presented in July.

**11. Consideration and action on minutes of the Corporation for the May 18, 2020 Joint Meeting**

**Motion to approve the minutes as presented – Gilmore; Second – Etheridge**

**Ayes: 7 – Roll call: Kelly, Kerlick, Kuykendall, Maklary, Mangum, Martin, Stacy**

**Nays: 0**

**Abstentions: 0**

## **12. Hear update from City Council liaisons**

Mr. Kelly (director, FDC – “B” and liaison, CDC – “A”) and Ms. Martin (director and liaison, FDC – “B”) provided overviews of topics discussed by city council in their recently prior meetings.

## **13. Economic development report: Briefings or updates may be provided regarding City and Economic Development projects and programs, certificates of occupancy, conferences and meetings attended, upcoming meetings and events, business contacts and announcements, and economic indicators**

- a) Update on Broadband Discovery Project**
- b) Update on Innovation Hub Playbook Project**
- c) Update on Transit Feasibility Project**
- d) Update on COVID-19 business support**

ED Staff provided an overview of the status of each of these items, including a general overview of businesses that have been negatively affected in some way by or during COVID-19.

Mr. McCoy said that the Fulshear Freedom Fest will be occurring on July 4 at Fulshear High School, albeit in a much abbreviated format from prior years.

## **14. Review and discuss upcoming regular joint meeting schedule**

ED Staff provided the proposed schedule. The directors did not request any changes. No action taken.

## **15. Future agenda items**

Mr. Kuykendall noted that any agenda item can always be submitted by a director to the board president and the economic development director for consideration.

## **16. Announcements**

None

## **17. Adjournment**

**Motion to adjourn @ 8:45 p.m. – Kuykendall; Second – Mangum**

**Ayes: 7 – Roll call: Kelly, Kerlick, Kuykendall, Maklary, Mangum, Martin, Stacy**

**Nays: 0**

**Abstentions: 0**

Passed and approved this 20<sup>th</sup> day of July, 2020.



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Jason Maklary, Secretary  
Fulshear Development Corporation



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Tommy Kuykendall, President  
Fulshear Development Corporation