



CITY OF FULSHEAR  
DEVELOPMENT CORPORATION  
A Type "A" Economic Development Sales Tax Corporation

PO Box 279 / 30603 FM 1093 · Fulshear, Texas 77441  
281-346-1796  
www.fulsheartexas.gov

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**JOINT MEETING AGENDA**

THE STATE OF TEXAS · CITY OF FULSHEAR · COUNTY OF FORT BEND

Notice is hereby given of a meeting of the City of Fulshear Development Corporation (CDC) to be **held by videoconference** on Monday, May 18, 2020 at 5:30 p.m. to consider the below stated items. **Audio, and to the extent feasible, video of the meeting, will be available to the public via the following free-of-charge videoconference link:**

<https://global.gotomeeting.com/join/998326125>

*The above videoconference link allows for two-way communication with members of the public; however, to avoid disruption of the meeting by channel noise, audio feedback loops, or excessive background noise, members of the public may be muted by the presiding officer or the officer's designee except during the citizen's comments and public hearing portions of the agenda, if applicable. A recording of the meeting will be made available to the public.*

The Board of Directors of the City of Fulshear Development Corporation reserves the right to meet in closed/executive session for any of the below listed items should the need arise, and if authorized under the provisions of Title 5, Chapter 551, of the Texas Government Code including, but not limited to, Sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), and 551.087 (economic development negotiations).

Incidental Meeting Notice: A quorum of the City of Fulshear City Council, Planning & Zoning Commission, City of Fulshear Development Corporation (Type A), Fulshear Development Corporation (Type B), Parks & Recreation Commission, Historic Preservation & Museum Commission, Zoning Board of Adjustment, or any or all of these, may be in attendance at the meeting specified in the foregoing notice, which attendance may constitute a meeting of such governmental body or bodies as defined by the Texas Open Meetings Act, Chapter 551, Texas Government Code. Therefore, in addition to the foregoing notice, notice is hereby given of a meeting of each of the above-named governmental bodies, the date, hour, place, and subject of which is the same as specified in the foregoing notice.

1. Call to Order
2. Citizen's Comments – Citizens who desire to address the Corporation regarding matters on the agenda will be received at this time. The number of speakers will be limited to the first ten (10) speakers and each speaker is limited to three (3) minutes. Comments or discussion by directors will only be made at the time the subject is scheduled for consideration.

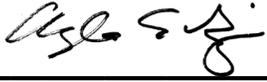
### **Joint Corporation Business:**

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.
4. Review and discuss staff recommendation for small business grant program to support Fulshear businesses negatively impacted by COVID-19
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
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
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
8. Review and discuss mid-year FY20 Corporation budgets, FY20 City Capital Improvement Plan (CIP) projects update, and FY21 budget parameters, process, and schedule
9. Review and discuss Economic Development Strategic Plan implementation specific to Corporations' priorities for FY21 budgetary purposes
10. Consideration and action on minutes of the Corporation for the April 13, 2020 Joint Meeting, and the April 21, 2020 Special Joint Meeting
11. Consideration and action on financials and payables for the Corporation for the period ending March 31, 2020
12. Hear update from City Council liaison
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
14. Future agenda items
15. Announcements
16. Adjournment

Note: In compliance with the American Disabilities Act, and to the extent applicable, this facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive service must be made at least 48 business hours prior to this meeting. Please contact the City Secretary's office at 281-346-1796 for further information.

I, Angela Fritz, Economic Development Director, do hereby certify that the above Notice of Meeting and Agenda for the City of Fulshear Development Corporation of the City of Fulshear, Texas was posted on **Friday, May 15, 2020 before 5:00 PM**, in a place convenient and readily accessible at all times to the general public, in compliance with Chapter 551, TEXAS GOVERNMENT CODE.

Approved for posting by:



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Angela Fritz, Economic Development Director



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Jack Harper, City Manager



# FULSHEAR DEVELOPMENT CORPORATION

A Type "B" Economic Development Sales Tax Corporation

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281-346-1796  
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## JOINT MEETING AGENDA

THE STATE OF TEXAS · CITY OF FULSHEAR · COUNTY OF FORT BEND

Notice is hereby given of a meeting of the Fulshear Development Corporation (FDC) to be **held by videoconference** on Monday, May 18, 2020 at 5:30 p.m. to consider the below stated items. **Audio, and to the extent feasible, video of the meeting, will be available to the public via the following free-of-charge videoconference link:**

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1. Call to Order
2. Citizen's Comments – Citizens who desire to address the Corporation regarding matters on the agenda will be received at this time. The number of speakers will be limited to the first ten (10) speakers and each speaker is limited to three (3) minutes. Comments or discussion by directors will only be made at the time the subject is scheduled for consideration.

### Corporation Business:

3. Consideration and possible action to elect a President Pro-Tem
4. Consideration of and possible action on election of officers of the Corporation in accordance with the Corporation Bylaws, to include the positions of: President, Vice-President, Secretary, and Treasurer

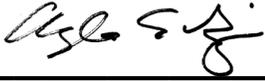
## **Joint Corporation Business:**

5. 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.
6. Review and discuss staff recommendation for small business grant program to support Fulshear businesses negatively impacted by COVID-19
7. Consideration and action on Resolution FDC 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
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I, Angela Fritz, Economic Development Director, do hereby certify that the above Notice of Meeting and Agenda for the Fulshear Development Corporation of the City of Fulshear, Texas was posted on **Friday, May 15, 2020 before 5:00 PM**, in a place convenient and readily accessible at all times to the general public, in compliance with Chapter 551, TEXAS GOVERNMENT CODE.

Approved for posting by:



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Angela Fritz, Economic Development Director



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Jack Harper, City Manager



**ECONOMIC DEVELOPMENT  
COMMUNICATION FORM  
May 18, 2020**

ITEM	TITLE
	<b>Elect President Pro-Tem</b>
<b>ITEM/MOTION</b>	
FDC: Consideration and possible action to elect a President Pro-Tem	
<b>ESTIMATED EXPENDITURE:</b>	<b>BUDGET ACCOUNT:</b>

**SUBMITTED BY:**

**SUPPORTING DOCUMENTS:**

Angela E. Fritz  
Economic Development Director

**EXECUTIVE SUMMARY**

There is currently a vacancy in all Corporation officer positions. In this instance, the Bylaws require the election of a President Pro-Tem to run each meeting, with the election of same limited to the duration of that meeting, until officers can be elected.





**ECONOMIC DEVELOPMENT  
COMMUNICATION FORM  
May 18, 2020**

ITEM	TITLE
	Election of Officers
<b>ITEM/MOTION</b>	
Consideration of and possible action on election of officers of the Corporation in accordance with the Corporation Bylaws, to include the positions of: President, Vice President, Secretary, and Treasurer	
<b>ESTIMATED EXPENDITURE:</b>	<b>BUDGET ACCOUNT:</b>

**SUBMITTED BY:**

Angela E. Fritz  
Economic Development Director

**SUPPORTING DOCUMENTS:**

1. Corporation Bylaws Excerpt
2. Meeting Minutes Excerpt – June 17, 2019
3. City of Fulshear Resolution 2020-456 – February 18, 2020

**EXECUTIVE SUMMARY**

The board needs to hold an officer election to fill vacancies left by recent board resignations. Staff has included the item for the board's consideration in accordance with the Corporation Bylaws.

**CORPORATE BYLAWS  
OF THE  
FULSHEAR DEVELOPMENT CORPORATION**

These Bylaws shall govern the affairs of the FULSHEAR DEVELOPMENT CORPORATION (the Corporation), a public instrumentality and a non-profit corporation created under Section 4B of the Development Corporation Act of 1979, as amended (the Act).

**ARTICLE I  
PURPOSE**

**Sect. 1:** The Corporation acts on behalf of the City of Fulshear, Texas in the furtherance of the public purpose of aiding, promoting, and furthering the economic development of the City of Fulshear, Texas, (City) and may engage in any activities authorized by the Act.

**ARTICLE II  
POWERS**

**Sect. 1:** The Corporation shall have all the powers, both express and implied, granted to corporations governed by Sect. 4B of the Act.

**ARTICLE III  
OFFICE AND AGENT**

**Sect. 1: Principal Office** - The principal office of the Corporation is City Hall, currently located at 30603 FM 1093, Fulshear, Texas. The Corporation may provide for additional offices, or change the location of any office, principal or otherwise, with the approval of the City Council of Fulshear, Texas (the Council).

**Sect. 2: Registered Office and Agent** - The Corporation shall have and continuously maintain in the State of Texas a registered office and a registered agent whose office is identical with such registered office, as required by the Act. The Board of Directors may from time to time change the registered office and/or agent with the approval of Council, and provided that proper notification of such change(s) is given to the Office of the Secretary of State of the State of Texas.

**ARTICLE IV  
BOARD OF DIRECTORS**

**Sect. 1: Management** - The property and affairs of the Corporation shall be managed and controlled by a Board of Directors (the Board) subject to the restrictions imposed by law, by the Articles of Incorporation, these bylaws, and by the Council.

**Sect. 2: Number** - The Board shall consist of seven (7) directors who shall be appointed by the Council, and shall at all times serve at the will of Council, irrespective of terms. No more than four (4) of the directors shall be Council members, officers of the City, or employees of the City.

**Sect. 3: Term** - The directors shall be appointed for a term not to exceed two (2) years. The initial term of three (3) of the directors shall terminate June 1, 2008. The initial term of four (4) of the directors shall terminate June 1, 2009. The term of any Council member(s) serving as director(s) shall terminate at such time that they cease to be a member of the Council.

**Sect. 4: Qualifications** - Directors shall be at least eighteen (18) years of age and residents of Fulshear, Texas and/or Fort Bend County, Texas. The Council shall consider an individual's experience, profession, accomplishments, and education in appointing directors. Such considerations shall serve the purpose of providing the Board with a varied representation that would best enable it to accomplish its goals and missions. The Board may make recommendations to the Council of individuals for appointment to the Board.

**Sect. 5: Compensation** - Directors shall not receive a salary or any other compensation for their service as directors. However, directors may be reimbursed for their actual and reasonable expenses incurred in the performance of their duties.

**Sect. 6: Duties** - Directors shall exercise ordinary business judgment in managing the affairs of the Corporation. In acting in their official capacity as directors of the Corporation, directors shall act in good faith, and take actions they reasonably believe to be in the best interest of the Corporation, and the City, and which are not unlawful, or unethical. The Board shall be accountable to the Council for all activities undertaken by them, or on their behalf, whether discharged directly by the Board, or by a person, firm, corporation, agency, association, or other entity acting on behalf to the Board.

A. The directors acting as a Board shall be responsible for, but not limited to, the following:

1. Developing and implementing strategies to bolster the business climate throughout the City
2. Developing and implementing strategies which fully utilize their assets for the economic development of the City
3. Utilizing public, private, and academic resources to develop and enhance economic opportunities for the City's citizens and its businesses
4. At all times being prepared to provide an accounting of all monies expended by the Corporation
5. Providing to Council such reports on the activities of the Corporation as the Council may from time to time request

**Sect. 7: Ex-Officio Directors** – Council may from time to time appoint ex-officio directors to the Board. The term of office of any appointed ex-officio directors shall expire two years from the date of appointment. Ex-officio directors shall be accorded all the rights and privileges accorded directors with the exception of a voting privilege.

**Sect. 8: Attendance** – Directors should make every effort to attend all regular or special called meetings of the Board. The Council may remove directors absent from meetings on a regular basis.

**Sect. 9: Vacancies** – The Council shall fill any vacancy occurring on the Board. Any such appointment shall be for the unexpired term of the vacated position.

**Sect. 10: Conflicts of Interest** – The directors are local public officials within the meaning of the Texas Government Code. If a director has a substantial interest in a business entity or real property that is the subject of deliberation by the Board, the director shall file an affidavit with the secretary of the Corporation stating the nature and extent of the interest. Such affidavits shall be filed prior to any vote or decision upon the matter by the Board, and the interested director shall abstain from any vote or decision upon the matter, and may be asked to refrain from participation in discussions of the matter before the Board for consideration.

**Sect. 11: Removal** – The Board of Directors and each member thereof serves at the pleasure of the Council which may remove any director at any time, either with or without cause, and irrespective of terms.

## **ARTICLE V OFFICERS**

**Sect. 1: Offices** – The officers of the Corporation shall be a president, a vice president, a secretary, and a treasurer, all of whom shall be members of the Board. The Board may create additional officer positions, define the authorities and duties of such additional positions, and appoint persons to fill such positions. No person may hold more than one office in the Corporation.

**Sect. 2: Election and Term** – The officers of the Corporation shall be elected by the Board at the Corporation's organizational meeting, and thereafter annually at the regular annual meeting. Each officer shall hold office until a successor is duly elected, or the officer vacates his position on the Board for whatever reason. An officer may be elected to succeed himself or herself in the same office.

**Sect. 3: Vacancies** – A vacancy in any office will be filled by the Board for the unexpired portion of the officer's term.

**Sect. 4: Removal** – Any officer may be removed by the Board at any time, with or without cause. The removal of an officer does not constitute removal of such person as a director of the Corporation.

**Sect. 5: President** – The president shall be the chief executive officer of the Corporation. He shall preside at all Board meetings and generally supervise and control the business affairs of the Corporation. The president shall execute all documents and agreements affecting the Corporation, except where such power is expressly delegated to another officer of the Corporation. The president shall appoint the members of all committees previously approved by the Council, and all committee chairs. The president shall perform other duties that may from time to time be prescribed by the Board, and all duties incident to the office of president.

**Sect. 6: Vice President** – When the president is absent, is unable to act, or refuses to act, the vice president shall perform the duties of the president. When acting in place of the president, the vice president shall have all the powers, privileges, and duties of president, and be subject to all of the limitations and restrictions placed upon the president.

**Sect. 7: Secretary** – The secretary shall be the custodian of the corporate records. The secretary shall record and keep all the votes and minutes of the meetings of the Board. The secretary shall give notice of all meetings of the Board and its committees. The Board may delegate to another party the duties of recording of votes and minutes, and the posting of meeting notices. The secretary shall authenticate corporate documents and affix the seal of the Corporation as may be required. The secretary shall also perform all duties incident to the office of secretary, and other duties as may from

time to time be assigned by the Board. In the absence of the president and vice president, the secretary shall call a meeting to order and preside until the election of a president pro tem.

**Sect. 8: Treasurer** – The treasurer shall, if required by the Board or the Council, provide bond for the faithful discharge of his/her duties in such a form and amount as the Board or Council may require. The cost of such bond shall be paid by the Corporation, or the City. In the absence of the president, vice president, and secretary, the treasurer shall call a meeting to order, and presided until the election of a president pro-tem.

Additionally, the treasurer shall:

1. Have charge and custody of, and be responsible for all funds and securities of the Corporation
2. Receive and give receipts for monies due and payable to the Corporation from any source
3. Deposit all monies in the name of the Corporation in banks, trust companies, or other depositories
4. Maintain the financial books and records of the Corporation
5. Prepare financial reports at least annually, or on a schedule prescribed by the Board or Council
6. Perform other duties as assigned by the Board
7. Perform all duties incident to the office of treasurer

The Board may from time to time delegate to another party those duties of the treasurer it deems appropriate for delegation.

**Sect. 9: Personnel** – The Corporation may establish full-time and/or part-time personnel positions. The Council shall first approve personnel positions so created, as well as the salary and other forms of compensation for any such positions.

**Sect. 10: Executive Director** – The Board may employ an Executive Director to serve as General Manager and Chief Administrative Officer of the Corporation. The Executive Director shall be subject to the supervision of the Board of Directors and shall perform duties specifically delegated to him by the Board. The Executive Director shall serve as an ex-officio member of the Board and any other committees created by the Board. The Council shall first approve the employment of an Executive Director, as well as the salary, other forms of compensation and terms of employment of an Executive Director.

## **ARTICLE VI MEETINGS**

**Sect. 1: Notice** – The Board shall be considered a “governmental body” within the meaning of Texas Government Code, Sect. 551.001, and all meetings, notices of meetings, and deliberations shall be called, convened, held, conducted, and given in accordance with the provisions of Texas Government Code, Chapter 551 (The Texas Open Meetings Act). In addition to the posting of a meeting notice in accordance with these bylaws and the Texas Open Meetings Act, a copy of each regular or annual meeting notice shall be delivered to each Director not less than seventy-two (72) hours before the time of the meeting. A meeting notice may be delivered in person or by mail. A notice by mail shall be deemed delivered when deposited in the United States mail addressed to the director at his/her address as it appears on the records of the Corporation. A director may waive such notice in writing at

any time before the time of a meeting. Notices for special meetings will likewise be required and may be issued to directors by mail or in person in accordance with the above given provisions at least seventy-two (72) hours before the date of the meeting, and shall include who called the meeting and the purpose of the meeting. The City shall be notified of any meetings either by way of email, phone, fax, or mail.

**Sect. 2: Regular Meetings** – The Board shall provide for at least four (4) regular meetings annually. The regular meetings shall be convened and adjourned within the City of Fulshear, Texas at the principal office of the Corporation, or at such other locations as the Board may designate so long as such meetings are likewise convened and adjourned within the City of Fulshear, Texas.

**Sect. 3: Special Meetings** – Special meetings of the Board may be called at the request of the president or any three (3) directors. A person or persons calling the meeting shall fix the time, date, and location of the meeting. Special meetings shall be convened and adjourned within the City. The person or persons calling the meeting shall notify the secretary of the Corporation of the information required to be included in the notice of the meeting.

**Sect. 4: Annual Meeting** – The annual meeting of the Corporation shall be held during the month of June of each year. The Board shall designate the time and location of the annual meeting.

**Sect. 5: Quorum** – Four (4) directors shall constitute a quorum for the transaction of business at any meeting of the Board. The presence of a director may not be established by proxy. No business shall be conducted, nor shall any action be taken by the Board, in the absence of a quorum.

**Sect. 6: Proxy Voting** – A director may not vote by proxy.

**Sect. 7: Actions of the Board** – The vote of a majority of directors present at a duly convened meeting at which a quorum is present shall be sufficient to constitute an act of the Board.

## **ARTICLE VII COMMITTEES**

**Sect. 1: Authorization** – Upon approval of the Council, the president may appoint persons to serve on standing or ad hoc committees. The Council shall likewise approve a committee's membership. Further, a committee's membership shall contain no less than one (1), or more than three (3) directors, and may also include members who are not directors of the Corporation. Committees may be charged with specific duties and/or authority, but shall in no case take any action, or assume any authority, not specifically granted to them by the Board. The Board or City may terminate any committee, or remove any member at any time, either with or without cause.

**Sect. 2: Term** – Members of standing committees shall serve until successors are appointed, the committee is terminated, or a member is removed or resigns. Vacancies will be filled in the same manner as the original appointment

### **Sect. 3: Rules**

- A. Each committee may adopt rules for its own operation consistent with the bylaws and any rules adopted by the Board.

- B. In such cases as a committee serves only as an advisory body, it shall not be subject to the Open Meetings Act or Open Records Act. Should the committee be empowered with decision making authority, or its advice and/or recommendations be deemed tantamount to Board action, it shall then become subject to the Texas Open Meetings Act and the Texas Open Records Act.
- C. Each committee shall keep regular minutes of its meetings and report the same to the Board and the Council.

## **ARTICLE VIII FISCAL YEAR**

**Sect. 1:** The fiscal year of the Corporation shall begin on the first day in October, and end on the last day in September.

## **ARTICLE IX FINANCIAL ADMINISTRATION**

### **Sect. 1: Investments**

- A. Corporate funds shall be deposited and maintained in a manner compliant with the provisions of Chapter 2256, Public Funds Investment Act, of the Texas Government Code.
- B. The Corporation shall adopt an investment policy in compliance with the provisions of Chapter 2256, Public Funds Investment Act, of the Texas Government Code. Such policy shall be approved by the Council. Likewise, any amendments to the policy shall require approval of the Council.

**Sect. 2: Checks and Drafts** – All checks, drafts, or orders for the payment of money, notes, or other evidences of indebtedness issued in the name of the Corporation shall be signed by two (2) original signatures. Authorized signatories shall be the directors of the Corporation, and additionally, authorized signatories for checks may include, in addition to the directors, an individual(s) approved by the Board as an authorized signatory(ies) for Corporate checks.

**Sect. 3: Budget** – By August 1<sup>st</sup> of each year the Corporation shall adopt a proposed annual budget of anticipated revenues and proposed expenditures for the coming fiscal year. The budget shall contain such classifications, and be in such a form, as may from time to time be prescribed by Council. The Corporation's budget shall be approved by the Council prior to the expenditure of any budgetary funds.

**Sect 4: Records and Reports** – The Corporation shall at all times maintain financial records of its revenues and expenditures, including receipts of all expenditures made. The Corporation shall provide the Council with monthly reports of revenues and expenditures, along with monthly check register documentation. Additionally, the Corporation shall, within ninety (90) days after the end of its fiscal year, provide the Council with an Annual Statement of Revenues and Expenditures, along with a summary of all its assets.

**Sect. 5: Limitation on Expenditures** – Council approval will not be required for singular un-budgeted expenditures so long as such singular expenditures do not exceed two percent (2%) of the Corporation’s budgeted revenues for the fiscal year during which such expenditures are made. No purchase of goods or services on behalf of the Corporation shall be made unless previously approved by the Board, or authority has been expressly granted by the Board to make purchase on behalf of the Corporation.

Additionally, singular expenditures in excess of ten thousand dollars (\$10,000.00) shall first be approved by the Council, and such Council approval may only be given after two separate readings of an authorizing resolution by Council.

**Sect. 6: Bonds** – Any bonds issued by the Corporation shall be in accordance with the Act, and shall not be issued without prior approval of the Council. Likewise, the Corporation shall seek and take into consideration the advice of the City’s bond counsel, and or, financial advisor(s).

**Sect. 7: Gifts** – The Board may accept on behalf of the Corporation any gift or bequest. Special funds shall be established for any funds from government contracts, grants, or gifts that were designated by the donor for a specific purpose. All other funds shall be general funds.

**Sect. 8: Audits** – The Corporation shall cause its books, records, accounts, and financial statements, and all other financial activities to be audited annually. Such audit shall be conducted by an outside independent certified public accounting firm. Further, any such audit shall be performed in accordance with generally accepted auditing procedures (GAAP), and shall include a written management letter that details any suggested management controls and operation efficiencies.

**Sect. 9: Conflicts of Interest** – No Board member, officer, or employee of the Corporation or City, or member of Council may lend money to, or borrow money from, the Corporation.

## **ARTICLE X TRANSACTIONS**

### **Sect. 1: Contracts**

- A. The Board may, by official action, authorize any officer or agent of the Corporation to enter into a contract, or execute and deliver any instrument in the name of, or on behalf of the Corporation. This authority may be limited to a specific contract or instrument, or it may extend to any number and type of possible contracts and instruments.
- B. The Corporation may contract with the City, or other entities, or persons for financial, administrative, legal, and other services.

## **ARTICLE XI BOOKS AND RECORDS**

**Sect. 1: Required** – The Corporation shall keep and properly maintain correct and complete books and records of account. Such books and records shall be kept at City Hall. The Corporation’s books and records shall include, but not be limited to, the following:

- A. A file-endorsed copy of all documents filed with the Texas Secretary of State's office along with originals of all documents received from the Texas Secretary of State's office
- B. A copy of the Corporation's bylaws, and any amended versions
- C. Minutes of the proceedings of the Board
- D. Corporate agendas and postings
- E. Books, records, accounts, and financial statements pertaining to corporate funds
- F. Rulings, letters, and other documents relating to the Corporation's federal, state, and local tax status
- G. Any and all contracts or agreements entered into by the Corporation
- H. A current list of names and addresses of the directors, ex-officio directors, and officers of the Corporation

**Sect. 2: Inspection** – The Corporation shall be considered a “governmental body” within the meaning of the Texas Government Code, and all records of the Corporation shall be made available to the public for inspection or reproduction in accordance with the requirements of the Texas Government Code (Open Records Act).

## **ARTICLE XII INDEMNIFICATION**

**Sect. 1: Corporation to Indemnify** – The Corporation shall indemnify any current or former director, officer, employee, or agent of the Corporation for expenses and costs, including attorney's fees, actually and necessarily incurred by the director, officer, employee, or agent in connection with any claim asserted against the director, officer, employee, or agent by action in court, or otherwise, by reason of the person being, or having been, a director, officer, employee, or agent of the Corporation, except in relation to matters as to which the person shall have been guilty of negligence or misconduct in respect of the matter in which indemnity is sought.

**Sect. 2: Insurance** – The Corporation may purchase and maintain insurance on behalf of any person who is, or was, a director, officer, employee, or agent of the Corporation to insure such person against any liability asserted against the person by reason of the person being, or having been, a director, officer, employee, or agent of the Corporation. The premiums for such insurance shall be paid by the Corporation.

## **ARTICLE XIII MISCELLANEOUS PROVISIONS**

**Sect. 1: Seal** – The Corporation may provide for a corporate seal.

**Sect. 2: Parliamentary Authority** – Robert's Rules of Order, the latest version, shall be the parliamentary authority for all matters of procedure not specifically covered by the bylaws, or any specific rules of procedure that may from time to time be adopted by the Board.

**Sect. 3: Legal Authority** – The bylaws shall be construed in accordance with the laws of the State of Texas. All references in the bylaws to statutes, regulations, or other sources of legal authority shall refer to the authorities cited, or their successors, as they may be amended from time to time. It is expressly provided that the provisions of the Development Corporation Act of 1979 applicable to corporations governed under Sec. 4B of that Act are incorporated within these bylaws by inference. In the event of any conflict between the applicable provisions of such Act, State statute, or regulation and these bylaws, the applicable provisions of such Act, State statute, or regulation shall control.

**Sect. 4: Legal Construction** – If any provision is held to be invalid, illegal, or unenforceable in any respect, the invalidity, illegality, or unenforceability shall not affect other provisions of the bylaws. The bylaws shall be construed as if the invalid, illegal, or unenforceable provision had not been included in the bylaws.

**Sect. 5: Headings** – The headings used in the bylaws are used for convenience and shall not be considered in construing the terms of the bylaws.

**Sect. 6: Amendment** – The bylaws may be amended, altered, or repealed by the Council. Additionally, the bylaws may be amended, altered, or repealed by the Board, with the approval of the Council.

**Sect. 7: Parties Bound** – The bylaws shall be binding upon and inure to the benefit of the directors, officers, employees, and agents of the Corporation and their respective heirs, executors, administrators, legal representatives, successors, and assigns except as otherwise provided in the bylaws.

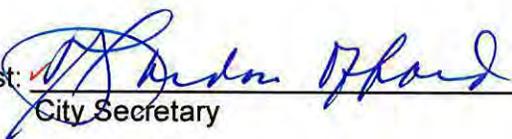
**Sect. 8: Dissolution** – Upon dissolution for any reason, all of the Corporation's assets shall be conveyed to the City after satisfaction of all outstanding obligations of the Corporation.

**Sect. 9: Effective Date** – These bylaws, and any subsequent amendments hereto, shall be effective on and from the date upon which approval has been given by both the Board and the Council.

**CERTIFICATION**

This is to certify that the foregoing is a true and correct copy of the bylaws of the Development Corporation of Fulshear, and that such bylaws were duly approved by the City Council of the City of Fulshear, Texas on the date set forth below.

Approved by the City Council of the City of Fulshear, Texas on this 16 day of OCTOBER, 2007.

Attest:  \_\_\_\_\_  
City Secretary

This is to certify that the foregoing is a true and correct copy of the bylaws of the Development Corporation of Fulshear, and that such bylaws were duly adopted by the Board of Directors of the Development Corporation of Fulshear on the date set forth below.

Adopted by the Board of Directors of the Fulshear Development Corporation on this 31<sup>st</sup> day of JANUARY, 2008.

Attest:  \_\_\_\_\_  
Secretary of the Corporation

**4. 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**

Board directors submitted nominations for the positions. Mr. Wauson was nominated for President. Mr. Hopfe was nominated for Vice-President. Ms. Riggs was nominated for Secretary. Mr. Kudlacek was nominated for Treasurer.

**Motion to approve the nomination for President, Vice-President, Secretary and Treasurer as presented; the board then voted for election of new officers – Mangum; Second – Kudlacek**  
**Ayes: 5            Nays: 0            Abstentions: 0**

**5. Consideration of and possible action on minutes of the Corporation for the May 20, 2019 Regular Meeting**

**Motion to approve the minutes as presented – Mangum; Second – Riggs**  
**Ayes: 5            Nays: 0            Abstentions: 0**

**6. Consideration of and possible action on financials and payables for the Corporation for the period ending April 30, 2019**

Ms. Fritz provided a summary of the EDC Sales Tax report, financials and payables.

**Motion to approve the payables as presented for the reimbursement under the Administrative Services Agreement in the amount of \$13,747.27 – Mangum; Second – Hopfe**  
**Ayes: 5            Nays: 0            Abstentions: 0**

**7. Economic Development update including:**

- a) City and Economic Development Projects**
- b) Certificates of Occupancy**
- c) Conferences and Meetings Attended**
- d) Upcoming Meetings and Events**
- e) Business Contacts and Announcements**
- f) Legislative Updates**
- g) Economic Indicators**

Ms. Fritz provided a brief overview of economic development projects underway, as well as mentioned a new state law regarding regulation of building materials to be effective September 1 and announced the City's upcoming Freedom Fest to be held on July 4.

Mr. Marks provided brief overview of the business program.

**RESOLUTION No. 2020-456**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FULSHEAR, TEXAS APPOINTING DIRECTORS TO THE BOARD OF THE FULSHEAR DEVELOPMENT CORPORATION, A TYPE "B" ECONOMIC DEVELOPMENT SALES TAX CORPORATION**

**WHEREAS**, the City appreciates the volunteer service and dedication of board members past and present; and

**WHEREAS**, certain directors have submitted their resignation from the board or effectively communicated the same to the Mayor; and

**WHEREAS**, City Council of the City of Fulshear, Texas wishes to make appointments to the Fulshear Development Corporation to fill these vacancies; and

**WHEREAS**, the City Council of the City of Fulshear, Texas has considered the merits of such appointments and finds the persons listed below as competent and eligible for service;

**NOW, THEREFORE BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF FULSHEAR, TEXAS** that appointments for the Fulshear Development Corporation are as follows, that directors no longer listed below are removed from the board, and that those named to serve as directors for the terms designated are expected to duly execute the responsibilities of said positions:

***Directors with terms expiring in 2020***

John Kelly  
Lisa Martin  
Stacy Mangum  
Ray Kerlick

Term expires: June 1, 2020  
Term expires: June 1, 2020  
Term expires: June 1, 2020  
Term expires: June 1, 2020

***Directors with terms expiring in 2021***

Jason Maklary  
Carol Riggs  
Ryan Kudlacek  
Don McCoy (Ex Officio)

Term expires: June 1, 2021  
Term expires: June 1, 2021  
Term expires: June 1, 2021  
Term expires: June 1, 2021

This resolution duly passed this 18<sup>th</sup> day of February, 2020.

ATTEST:

Kimberly Kopecky  
Kimberly Kopecky, City Secretary  
City of Fulshear, Texas



Aaron Groff  
Aaron Groff, Mayor  
City of Fulshear, Texas





**ECONOMIC DEVELOPMENT  
COMMUNICATION FORM  
May 18, 2020**

ITEM	TITLE
	<b>Public Hearing – Small Business COVID-19 Grant Program</b>

**ITEM/MOTION**

**CDC: 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.

**FDC: 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.

**ESTIMATED EXPENDITURE:**

**BUDGET ACCOUNT:**

**SUBMITTED BY:**

**SUPPORTING DOCUMENTS:**

Angela E. Fritz  
Economic Development Director

**EXECUTIVE SUMMARY**

A public hearing is required by statute for Type B projects to provide members of the public an opportunity to comment on the boards' proposed projects.

This is not a discussion item for the boards. It is a formal means by which to receive comments from the public related to the proposed expenditures. The Board Presidents will each open the public hearing, call for any comments from individuals present, and then close the public hearing.





**ECONOMIC DEVELOPMENT  
COMMUNICATION FORM  
May 18, 2020**

ITEM	TITLE
	<b>Small Business COVID-19 Grant Program Parameters</b>
<b>ITEM/MOTION</b>	
<p><b>CDC:</b> Review and discuss staff recommendation for small business grant program to support Fulshear businesses negatively impacted by COVID-19</p> <p><b>FDC:</b> Review and discuss staff recommendation for small business grant program to support Fulshear businesses negatively impacted by COVID-19</p>	
<b>ESTIMATED EXPENDITURE:</b>	<b>BUDGET ACCOUNT:</b>

**SUBMITTED BY:**

Angela E. Fritz  
Economic Development Director

**SUPPORTING DOCUMENTS:**

1. DRAFT City of Fulshear Resolution 2020-470

**EXECUTIVE SUMMARY**

This will be the first time we have run an economic development project in this manner between the City and EDCs, and staff will provide a thorough explanation and overview of the recommended process as well as the proposed grant program parameters, as part of the introduction to this item.

Staff will present and explain the recommendations related to creating a Fulshear grant program for small businesses negatively impacted by COVID-19 which are contained generally in the DRAFT City Resolution attached. The EDCs will consider all of the necessary items related to determining parameters to recommend for same, declaring a project related to same, allocating funds for said project, and making a request to City Council to establish a 380 program to administer the program under the recommended parameters.

City Council will consider establishing the program at their meeting 5/19. The preliminary staff-recommended grant program parameters for initial discussion at the EDC level are contained in the DRAFT City Resolution attached. A formal agenda item follows this discussion item, which allows the EDCs to adopt resolutions of your own, requesting Council establish the 380 program to be funded by the EDCs under certain specific parameters.

Staff's recommendation, generally, is to initiate the program in as expedited a manner as possible, to begin to provide additional relief to our local businesses. To that end, a draft proposed schedule follows on the next page (barring any changes made by EDCs or City Council that modify program in a significant manner), outlining the application deadlines and administrative portions of the program.

**DRAFT TIMELINE:**

5/18: EDCs consider necessary items & make formal City Council request

5/19: City Council considers request and creation of program

If program is adopted 5/19 w/out substantial changes from EDC 5/18 request with recommended parameters, then:

5/20-5/26: staff finalizes application, news release/email, and program webpage

5/27: news release/all business email to announce & provide application/program information link

5/27 at 8 a.m. – 6/5 at 5 p.m. (10 days): Applications accepted

6/8-6/11: staff review and recommend to City Manager for final awards based on established parameters

6/12: submit necessary paperwork to Finance for payment processing

6/19: Finance cut checks for grant recipients\*

Staff will do our best to expedite this, however, we are cognizant of the fact we want to be sure we allow ample time to create and test the necessary tools to administer the program, which we have not ever done before. We also have to allow ample time for internal capacity to thoroughly review application documents and process the potential additional load of “accounts payable.”

*\*This may be able to be expedited if grant recipients opt for an electronic funds transfer in lieu of a paper check*

RESOLUTION NO. 2020-470

A RESOLUTION OF THE CITY OF FULSHEAR, TEXAS, ESTABLISHING AND PROVIDING FOR THE ADMINISTRATION OF AN ECONOMIC DEVELOPMENT PROGRAM TO PROMOTE STATE OR LOCAL ECONOMIC DEVELOPMENT AND TO STIMULATE BUSINESS AND COMMERCIAL ACTIVITY IN THE CITY BY PROVIDING GRANTS TO CERTAIN LOCAL BUSINESSES AFFECTED BY COVID-19.

\* \* \* \* \*

**WHEREAS**, pursuant to Chapter 380 of the Texas Local Government Code, the City of Fulshear, Texas (the "City") may establish and provide for the administration of one or more programs, including programs for making loans and grants of public money and providing personnel and services of the municipality, to promote state or local economic development and to stimulate business and commercial activity in the City; and

**WHEREAS**, the City may administer a program by the use of City personnel; may contract for the administration of a program, and may accept contributions, gifts, or other resources to develop and administer a program; and

**WHEREAS**, the City recognizes that certain local businesses have been affected by the COVID-19 pandemic to the extent that they have contemplated closing, whether permanently or temporarily, laying off or furloughing employees, or any combination thereof; and

**WHEREAS**, the City finds that, under the circumstances currently existing as a result of COVID-19, the making of grants of public money to certain eligible businesses as set forth herein promotes state or local economic development and stimulates business and commercial activity in the City; and

**WHEREAS**, the City desires to establish and provide for the administration of an economic development program for making grants of public money and for accepting contributions, gifts, or other resources to develop and administer the program;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FULSHEAR, TEXAS:

Section 1. That the facts set out in the preamble are true and correct and are incorporated herein for all purposes.

Section 2. That pursuant to Chapter 380 of the Texas Local Government Code, the City Council hereby establishes as an economic development program the making of grants of public money to certain eligible businesses as set forth herein.

Section 3. Grant Program. The City shall make one grant in the applicable amount set forth herein to each eligible business that timely submits a complete

application as provided for herein, provided that the aggregate amount of such grants does not exceed \$200,000 (the Maximum Aggregate Grant Amount).

**Section 4. Source of Grant Funds.** The City shall make payment of grant funds using either current revenues available to the City or from contributions, gifts, or other resources which may hereafter be accepted by the City for the purpose of funding such grants.

**Section 5. Individual Grant Amounts.** Subject to the Maximum Aggregate Grant Amount, the individual grant amount awarded to each eligible business that timely submits a complete application shall be determined according to the following table, based on the average monthly sales tax remitted to the comptroller for City of Fulshear sales taxes (2%) under Subchapter I, Chapter 151, Tax Code, for monthly reporting periods between February 1, 2019, and January 31, 2020:

Monthly Average Range Minimum	Monthly Average Range Maximum	Grant Amount
\$0	\$100	\$1,000
\$101	\$125	\$1,333
\$126	\$150	\$1,666
\$151	\$175	\$2,000
\$176	\$200	\$2,333
\$201	\$225	\$2,667
\$226	\$250	\$3,000
\$251	\$275	\$3,333
\$276	\$300	\$3,667
\$301	\$325	\$4,000
\$326	\$350	\$4,250
\$351	\$375	\$4,500
\$376	\$400	\$4,750
\$401	>\$401	\$5,000

**Section 6. Eligibility Criteria.** To be eligible for a grant as provided herein, a business must:

- (a) have an effective Texas Secretary of State registration date of on or before March 19, 2020;
- (b) be operated for-profit;
- (c) have a valid sales tax permit issued by the Texas Comptroller under Subchapter F, Chapter 151, Tax Code, that is not cancelled, suspended, or revoked;

- (d) attest to experiencing a negative financial impact as a direct result of the COVID-19 state of disaster in Texas declared by the governor on March 13, 2020;
- (e) be open for business or, if closed, intend to reopen for business;
- (f) have a physical location within the City of Fulshear where business activity is conducted; provided, however, home-based businesses are not eligible;
- (g) have a Federal Employer Identification Number (FEIN);
- (h) have an active right to transact business in Texas as indicated by the franchise tax account status reported by the Texas Comptroller online using the FEIN;
- (i) have a total of no less than 2 and no more than 25 employees;
- (j) have applied for other state, federal, or lending-institution based financial resources on or after March 13, 2020;
- (k) have a valid Certificate of Occupancy;
- (l) have all applicable permits of the City of Fulshear and of the State of Texas required to operate the business;
- (m) have submitted a complete application as provided for herein;
- (n) have executed an unsworn statement, under penalty of perjury, declaring that the eligibility information reported on the application is true and correct; and
- (o) have submitted a Form W-9 and any other required vendor documentation as indicated on the application as being necessary for administration of grant funds.

**Section 7. Application.** Within 7 days of the effective date of this Resolution, staff members of the City of Fulshear shall develop an application form which includes the information required for a business to be eligible for a grant as provided for herein. Businesses wishing to submit an application may obtain a copy of the application form from the City's website. A copy of the application form and program guidelines shall be available on the City's website. All applications and backup documentation shall be submitted in the manner prescribed by the application form. Incomplete applications and applications submitted in a manner other than as provided for herein shall be invalid. Applications must be submitted on or before [REDACTED] and may not be supplemented, modified, or amended after submission

**Commented [AF1]:** Staff will provide a proposed schedule, including submission time frame, initially as part of the item consideration at the EDC level 5/18.

**Section 8. Determination of Eligibility.** The program shall be administered by the following City personnel who shall review each timely submitted application strictly for completeness and eligibility as provided for herein, and who shall make a final recommendation to the City Manager for disbursements:

- (a) Economic Development Director; and
- (b) Chief Financial Officer.

Section 9. Disbursement of Grant Funds. Upon determination of the eligibility of a business and the individual grant amount as provided for herein, the City shall promptly tender payment of the applicable grant amount in the name of the eligible business.

Section 10. Severability Clause. If any word, section, article, phrase, paragraph, sentence, clause, or portion of this Resolution or application thereof to any person or circumstance is held to be invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portion of this Resolution; and the City Council hereby declares it would have passed such remaining portions of this Resolution despite such invalidity which remaining portions shall remain in full force and effect.

Section 11. Effective Date. This resolution shall take effect immediately after its passage and approval.

PASSED, APPROVED, and ADOPTED on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Aaron Groff, Mayor

**ATTEST:**

\_\_\_\_\_  
Kimberly Kopecky, City Secretary





**ECONOMIC DEVELOPMENT  
COMMUNICATION FORM  
May 18, 2020**

ITEM	TITLE
	<b>Project Declarations – Funding City Small Business COVID-19 Grant Program</b>
<b>ITEM/MOTION</b>	
<p>Consideration and action on <b>Resolution CDC 2020-04</b>, a resolution of the CDC declaring a specific project of the Corporation for Fiscal Year 2019-2020</p> <p>Consideration and action on <b>Resolution FDC 2020-04</b>, a resolution of the FDC declaring a specific project of the Corporation for Fiscal Year 2019-2020</p>	
<b>ESTIMATED EXPENDITURE:</b>	<b>BUDGET ACCOUNT:</b>

**SUBMITTED BY:**

Angela E. Fritz  
Economic Development Director

**SUPPORTING DOCUMENTS:**

1. Resolution CDC 2020-04 w/Res. CDC 19-01 as backup
2. Resolution FDC 2020-04 w/Res. FDC 19-01 as backup

**EXECUTIVE SUMMARY**

This item allows the Corporations to consider designating a specific project for Fiscal Year 2019-2020.

Following each Corporation's actions on their respective Resolutions, the project declarations will be presented to City Council for consideration at their upcoming meeting (5/18). Once City Council approves a Resolution on two separate readings authorizing the project, funds related to the specific projects may be expended by the Corporations.

**RESOLUTION NO. CDC 2020-04**

A RESOLUTION OF THE CITY OF FULSHEAR DEVELOPMENT CORPORATION (CDC), A "TYPE A" ECONOMIC DEVELOPMENT SALES TAX CORPORATION, DECLARING A SPECIFIC PROJECT TO BE UNDERTAKEN BY THE CORPORATION FOR FISCAL YEAR 2019-2020

WHEREAS, the CITY OF FULSHEAR DEVELOPMENT CORPORATION (the "Corporation") was created by the City of FULSHEAR, Texas (the "City") pursuant to Chapter 504 of the Development Corporation Act, Texas local Government Code, as amended (the "Act");

WHEREAS, the City of Fulshear adopted Ordinance No. 2011-1046 on October 1, 2011, in accordance with Section 504.171 of the Texas Local Government Code approving the participation of the Corporation in projects previously authorized only for "Type B" development corporations;

WHEREAS, the Corporation adopted a general type of project for Fiscal Year 2019-2020 on July 8, 2019, being land, buildings, equipment, facilities, expenditures, targeted infrastructure, and improvements found by the Board of Directors to promote new or expanded business development in an estimated total amount of \$825,612 and

WHEREAS, the Corporation wishes to participate in a specific project during 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;

WHEREAS, the estimated total amount of expenditures for such projects in fiscal year 2019-2020 is \$100,000;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CORPORATION THAT:

Section 1. The Board hereby proposes to undertake a specific project during 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.

Section 2. The Board hereby finds that the funds expended will be used for eligible "costs" of "projects" as defined in the Act.

PASSED AND APPROVED this 18<sup>TH</sup> DAY OF **MAY, 2020**.

ATTEST:

\_\_\_\_\_  
Andrew Van Chau, President  
City of Fulshear Development Corporation

\_\_\_\_\_  
Jason Maklary, Secretary  
City of Fulshear Development Corporation

## RESOLUTION NO. CDC 19-01

A RESOLUTION OF THE CITY OF FULSHEAR DEVELOPMENT CORPORATION (CDC), A "TYPE A" ECONOMIC DEVELOPMENT SALES TAX CORPORATION, DECLARING THE PROJECTS TO BE UNDERTAKEN BY THE CORPORATION FOR FISCAL YEAR 2019-2020, DIRECTING STAFF TO PUBLISH NOTICE OF SAME, AND SETTING A PUBLIC HEARING.

WHEREAS, the CITY OF FULSHEAR DEVELOPMENT CORPORATION (the "Corporation") was created by the City of FULSHEAR, Texas (the "City") pursuant to Chapter 504 of the Development Corporation Act, Texas local Government Code, as amended (the "Act");

WHEREAS, the City of Fulshear adopted Ordinance No. 2011-1046 on October 1, 2011, in accordance with Section 504.171 of the Texas Local Government Code approving the participation of the Corporation in projects previously authorized only for "Type B" development corporations;

WHEREAS, the Corporation wishes to participate in a general type of projects during Fiscal Year 2019-2020, being land, buildings, equipment, facilities, expenditures, targeted infrastructure, and improvements found by the Board of Directors to promote new or expanded business development;

WHEREAS, the estimated total amount of expenditures for such types of general projects in fiscal year 2019-2020 is \$825,612; and

WHEREAS, the Corporation wishes to participate in specific projects during Fiscal Year 2019-2020, being expenditures for capital projects found by the Board of Directors to promote new or expanded business development;

WHEREAS, the estimated expenditures for such projects in fiscal year 2019-2020 are:

- \$37,500 for Community Events
- \$25,000 for City of Fulshear CIP Project W18K: Water Master Plan Project 2
- \$28,750 for City of Fulshear CIP Project ST20X2: Katy-Fulshear & Huggins Road Improvements
- \$100,000 for City of Fulshear CIP Project D20X1: Downtown Drainage Improvements (East)

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CORPORATION THAT:

Section 1. The Board hereby proposes to undertake a general type of project during Fiscal Year 2019-2020, being land, buildings, equipment, facilities, expenditures, targeted infrastructure, and improvements found by the Board of Directors to promote new or expanded business development.

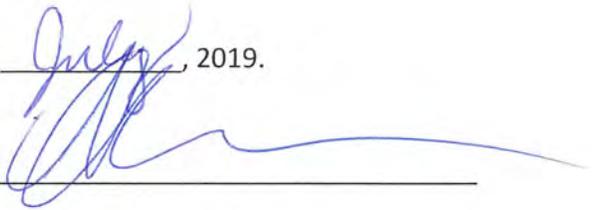
Section 2. The Board hereby proposes to undertake specific projects during Fiscal Year 2019-2020 being expenditures for capital projects found by the Board of Directors to promote new or expanded business development.

Section 3. The Board hereby finds that the funds expended will be used for eligible "costs" of "projects" as defined in the Act.

Section 4. The Board hereby directs staff to publish public notice as required by the Act.

Section 5. The Board hereby sets a public hearing for one or more of such projects on Monday, August 12, 2019, at 6:00 p.m. at Fulshear City Hall, 39603 FM 1093, Fulshear, Texas 77441.

PASSED AND APPROVED this 8<sup>th</sup> DAY OF July, 2019.



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Andrew Van Chau, President  
City of Fulshear Development Corporation

ATTEST:



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Jason Maklary, Secretary  
City of Fulshear Development Corporation



**RESOLUTION NO. FDC 2020-04**

A RESOLUTION OF THE FULSHEAR DEVELOPMENT CORPORATION (FDC), A "TYPE B" ECONOMIC DEVELOPMENT SALES TAX CORPORATION, DECLARING THE A SPECIFIC PROJECT TO BE UNDERTAKEN BY THE CORPORATION FOR FISCAL YEAR 2019-2020

WHEREAS, the FULSHEAR DEVELOPMENT CORPORATION (the "Corporation") was created by the City of FULSHEAR, Texas (the "City") pursuant to Chapter 505 of the Development Corporation Act, Texas local Government Code, as amended (the "Act");

WHEREAS, the Corporation adopted a general type of project for Fiscal Year 2019-2020 on July 15, 2019, being land, buildings, equipment, facilities, expenditures, targeted infrastructure, and improvements found by the Board of Directors to promote new or expanded business development in an estimated total amount of \$808,644; and

WHEREAS, the Corporation wishes to participate in a specific project during 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;

WHEREAS, the estimated total amount of expenditures for such projects in fiscal year 2019-2020 is \$100,000;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CORPORATION THAT:

Section 1. The Board hereby proposes to undertake a specific project during 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.

Section 2. The Board hereby finds that the funds expended will be used for eligible "costs" of "projects" as defined in the Act.

PASSED AND APPROVED this 18<sup>TH</sup> DAY OF **MAY, 2020**.

\_\_\_\_\_  
, President Pro Tem  
Fulshear Development Corporation

ATTEST:

\_\_\_\_\_  
Chandler Marks  
Economic Development Coordinator

## RESOLUTION NO. FDC 19-01

A RESOLUTION OF THE FULSHEAR DEVELOPMENT CORPORATION (FDC), A "TYPE B" ECONOMIC DEVELOPMENT SALES TAX CORPORATION, DECLARING THE PROJECTS TO BE UNDERTAKEN BY THE CORPORATION FOR FISCAL YEAR 2019-2020, DIRECTING STAFF TO PUBLISH NOTICE OF SAME, AND SETTING A PUBLIC HEARING.

WHEREAS, the FULSHEAR DEVELOPMENT CORPORATION (the "Corporation") was created by the City of FULSHEAR, Texas (the "City") pursuant to Chapter 505 of the Development Corporation Act, Texas local Government Code, as amended (the "Act");

WHEREAS, the Corporation wishes to participate in a general type of projects during Fiscal Year 2019-2020, being land, buildings, equipment, facilities, expenditures, targeted infrastructure, and improvements found by the Board of Directors to promote new or expanded business development;

WHEREAS, the estimated total amount of expenditures for such types of general projects in fiscal year 2019-2020 is \$808,644; and

WHEREAS, the Corporation wishes to participate in specific projects during Fiscal Year 2019-2020, being expenditures for capital projects found by the Board of Directors to promote new or expanded business development;

WHEREAS, the estimated expenditures for such projects in fiscal year 2019-2020 are:

- \$14,693 for Holiday Decorating Services
- \$37,500 for Community Events
- \$25,000 for City of Fulshear CIP Project W18K: Water Master Plan Project 2
- \$28,750 for City of Fulshear CIP Project ST20X2: Katy-Fulshear & Huggins Road Improvements
- \$100,000 for City of Fulshear CIP Project D20X1: Downtown Drainage Improvements (East)

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CORPORATION THAT:

Section 1. The Board hereby proposes to undertake a general type of project during Fiscal Year 2019-2020, being land, buildings, equipment, facilities, expenditures, targeted infrastructure, and improvements found by the Board of Directors to promote new or expanded business development.

Section 2. The Board hereby proposes to undertake specific projects during Fiscal Year 2019-2020 being expenditures for holiday decorating services, community events, and capital projects found by the Board of Directors to promote new or expanded business development.

Section 3. The Board hereby finds that the funds expended will be used for eligible "costs" of "projects" as defined in the Act.

Section 4. The Board hereby directs staff to publish public notice as required by the Act.

Section 5. The Board hereby sets a public hearing for one or more of such projects on Monday, August 19, 2019, at 6:30 p.m. at Fulshear City Hall, 39603 FM 1093, Fulshear, Texas 77441.

PASSED AND APPROVED this 15<sup>th</sup> DAY OF July, 2019.

J. W. Wauson, President

J. W. Wauson, President  
Fulshear Development Corporation

ATTEST:

Carol Riggs

Carol Riggs, Secretary  
Fulshear Development Corporation



**ECONOMIC DEVELOPMENT  
COMMUNICATION FORM  
May 18, 2020**

<b>ITEM</b>	<b>TITLE</b>
	<b>Budget Allocation – Small Business COVID-19 Grant Program</b>
<b>ITEM/MOTION</b>	
<p><b>CDC:</b> 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</p> <p><b>FDC:</b> 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</p>	
<b>ESTIMATED EXPENDITURE:</b>	<b>BUDGET ACCOUNT:</b>

**SUBMITTED BY:**

**SUPPORTING DOCUMENTS:**

Angela E. Fritz  
Economic Development Director

<b>EXECUTIVE SUMMARY</b>			
<p>There is adequate funding budgeted in each Corporation’s projects funds under the “Targeted Incentives” line item. This agenda item is included to allow for the specific allocation of \$100,000 per EDC from same to fund a small business grant program for the City of Fulshear for businesses negatively affected by COVID-19 to be undertaken in FY20.</p>			
<b>Projects Fund Line Item</b>	<b>Requested Allocation</b>	<b>Total FY20 Budget</b>	<b>Remaining FY20 Budget</b>
601-5-000-5470-01 (Targeted Incentives)	\$100,000	\$219,210	\$119,210
701-5-000-5470-01 (Targeted Incentives)	\$100,000	\$219,210	\$119,210





**ECONOMIC DEVELOPMENT  
COMMUNICATION FORM  
May 18, 2020**

ITEM	TITLE
	<b>Mid-Year FY20 Budget Update</b>
<b>ITEM/MOTION</b>	
Review and discuss mid-year FY20 Corporation Budgets, FY20 City Capital Improvement Plan (CIP) projects update, and FY21 budget parameters, process, and schedule	
<b>ESTIMATED EXPENDITURE:</b>	<b>BUDGET ACCOUNT:</b>

**SUBMITTED BY:**

Angela E. Fritz  
Economic Development Director

**SUPPORTING DOCUMENTS:**

1. FY20 Mid-year Budget Reports
2. Valiante Memo – FY20 CIP Project Status

**EXECUTIVE SUMMARY**

Mid-year budget reports

Summary reports for all funds, including the departmental fund, are attached for your review. Revenues and expenditures are tracking as budgeted through March. There are no mid-year adjustments to request at this time. Staff will provide information regarding budget forecasting/planning through FY20, and into FY21, given the current economic situation.

FY21 Budgets

We will work with Finance to conservatively project sales tax revenues for the remainder of the year and into next year. FY21 budgets will be drafted with a mind toward conservation, given the uncertain nature of the regional, state, and national economy, and their longer-term effects on Fulshear. We do not anticipate any large changes in operational expenditures at this time, the largest impact on the fund balance will be “one-time” requests/transfers to the Projects Fund budget for prioritized economic development projects and initiatives as outlined in the Economic Development Strategy, and City CIP project participation requests. Detailed preliminary draft budgets will be presented to the board in June, along with the accompanying preliminary draft Administrative Service Agreements (ASAs). EDC priorities will be discussed as part of the following agenda item.

FY20 CIP project update

Sharon Valiante, Public Works Director, has provided a memo updating each of the projects partially funded by the EDCs in the FY20 City Capital Improvement Plan. She will join the meeting to discuss further, and to provide an overview of potential FY21 CIP EDC requests. City Council will be discussing the CIP again at their meeting 5/19.

**CONTINUED ON NEXT PAGE**

A key factor in moving forward with future EDC budgetary considerations to provide funding for City CIP project requests will be to first determine which existing requests are for multiple year commitments (THP, others?). Following that, it will be important to know what the City's plans for bonding may be since typically capital improvements are financed over the life of the improvement (versus being paid for in cash) so as not to significantly draw down fund balances in the short term and thereby restrict participation in other opportunities that may arise.

CITY OF FULSHEAR  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2020

600-4/A Operating Fund  
 FINANCIAL SUMMARY

50.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
TAX & FRANCHISE FEES	832,624.00	64,540.33	320,669.84	38.51	511,954.16
INTEREST EARNED	32,000.00	1,332.84	16,368.57	51.15	15,631.43
OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TRANSFERS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL REVENUES	864,624.00	65,873.17	337,038.41	38.98	527,585.59
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
Administrative	22,125.00	0.00	1,009.08	4.56	21,115.92
Transfers Out	<u>994,738.00</u>	<u>0.00</u>	<u>848,338.85</u>	<u>85.28</u>	<u>146,399.15</u>
TOTAL EXPENDITURES	1,016,863.00	0.00	849,347.93	83.53	167,515.07
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	( 152,239.00)	65,873.17	( 512,309.52)		360,070.52

CITY OF FULSHEAR  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2020

600-4/A Operating Fund

50.00% OF YEAR COMP.

Administrative

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>SUPPLIES</u>					
600-5-100-5311-00 Supplies	250.00	0.00	0.00	0.00	250.00
600-5-100-5326-00 Uniforms/Shirts	0.00	0.00	0.00	0.00	0.00
600-5-100-5381-00 Board Meeting Expenses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL SUPPLIES	250.00	0.00	0.00	0.00	250.00
<u>CONTRACTUAL SERVICES</u>					
600-5-100-5411-00 Admin Prof. Serv. - Legal	10,000.00	0.00	195.00	1.95	9,805.00
600-5-100-5411-04 Professional Svcs - Admin	0.00	0.00	0.00	0.00	0.00
600-5-100-5411-09 Professional Svcs-Acctig/Audit	0.00	0.00	0.00	0.00	0.00
600-5-100-5411-10 Professional Svcs - Consulting	2,900.00	0.00	0.00	0.00	2,900.00
600-5-100-5413-00 Meeting Security	3,000.00	0.00	280.33	9.34	2,719.67
600-5-100-5421-04 Admin - Indemnity Insurance	475.00	0.00	0.00	0.00	475.00
600-5-100-5469-01 Admin - Administrative Fee	0.00	0.00	0.00	0.00	0.00
600-5-100-5475-00 Admin - Bank Charges	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CONTRACTUAL SERVICES	16,375.00	0.00	475.33	2.90	15,899.67
<u>OTHER CHARGES</u>					
600-5-100-5526-00 Admin - Public Notices	500.00	0.00	0.00	0.00	500.00
600-5-100-5527-00 Dues & Memberships	0.00	0.00	0.00	0.00	0.00
600-5-100-5528-00 Travel & Training	0.00	0.00	544.12	0.00	( 544.12)
600-5-100-5528-05 Continuing Education	<u>5,000.00</u>	<u>0.00</u>	<u>( 10.37)</u>	<u>0.21</u>	<u>5,010.37</u>
TOTAL OTHER CHARGES	5,500.00	0.00	533.75	9.70	4,966.25
TOTAL Administrative	22,125.00	0.00	1,009.08	4.56	21,115.92

CITY OF FULSHEAR  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2020

600-4/A Operating Fund

50.00% OF YEAR COMP.

Transfers Out

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<hr/>					
<b>TRANSFERS</b>					
600-5-900-5900-10 XFER OUT - Gen Fund 100	176,963.00	0.00	48,063.85	27.16	128,899.15
600-5-900-5900-11 XFER OUT - Community Events	37,500.00	0.00	37,500.00	100.00	0.00
600-5-900-5900-61 XFER OUT 4/A Project Fund 601	745,275.00	0.00	745,275.00	100.00	0.00
600-5-900-5901-10 Xfer Out GF 100-shared service	<u>35,000.00</u>	<u>0.00</u>	<u>17,500.00</u>	<u>50.00</u>	<u>17,500.00</u>
TOTAL TRANSFERS	994,738.00	0.00	848,338.85	85.28	146,399.15
<hr/>					
TOTAL Transfers Out	994,738.00	0.00	848,338.85	85.28	146,399.15
<hr/>					
TOTAL EXPENDITURES	1,016,863.00	0.00	849,347.93	83.53	167,515.07
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	( 152,239.00)	65,873.17	( 512,309.52)		360,070.52

\*\*\* END OF REPORT \*\*\*

CITY OF FULSHEAR  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2020

601-4/A - Projects Fund

FINANCIAL SUMMARY

50.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
INTEREST EARNED	8,000.00	1,627.26	9,208.68	115.11 (	1,208.68)
OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TRANSFERS	<u>745,275.00</u>	<u>0.00</u>	<u>745,275.00</u>	<u>100.00</u>	<u>0.00</u>
TOTAL REVENUES	753,275.00	1,627.26	754,483.68	100.16 (	1,208.68)
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
Non-Departmental	1,068,580.00	720.01	720.01	0.07	1,067,859.99
Transfers Out	<u>412,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>412,500.00</u>
TOTAL EXPENDITURES	1,481,080.00	720.01	720.01	0.05	1,480,359.99
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	( 727,805.00)	907.25	753,763.67		( 1,481,568.67)

CITY OF FULSHEAR  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2020

601-4/A - Projects Fund

50.00% OF YEAR COMP.

Non-Departmental

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>CONTRACTUAL SERVICES</u>					
601-5-000-5470-01 Targeted Incentives	219,210.00	0.00	0.00	0.00	219,210.00
601-5-000-5470-02 Promotional Expenses	185,065.00	0.00	0.00	0.00	185,065.00
601-5-000-5470-03 Studies expense	173,180.00	720.01	720.01	0.42	172,459.99
601-5-000-5470-04 Community Events	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CONTRACTUAL SERVICES	577,455.00	720.01	720.01	0.12	576,734.99
<u>CAPITAL OUTLAY</u>					
601-5-000-5600-08 Capital Outlay - Land	0.00	0.00	0.00	0.00	0.00
601-5-000-5600-09 Katy-Fulshear/Huggins Rd-ST20B	100,000.00	0.00	0.00	0.00	100,000.00
601-5-000-5600-10 Texas Heritage Pkwy Proj-ST20C	91,125.00	0.00	0.00	0.00	91,125.00
601-5-000-5600-11 Livable Center Implement (EDC)	125,000.00	0.00	0.00	0.00	125,000.00
601-5-000-5600-12 Ec Dev Strat Plan Implem (EDC)	125,000.00	0.00	0.00	0.00	125,000.00
601-5-000-5600-13 Gateway, Corridor and Placemak	<u>50,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>50,000.00</u>
TOTAL CAPITAL OUTLAY	491,125.00	0.00	0.00	0.00	491,125.00
<u>TRANSFERS</u>					
601-5-000-5951-05 Xfer Out - #300 ST19D FM 1093	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TRANSFERS	0.00	0.00	0.00	0.00	0.00
TOTAL Non-Departmental	1,068,580.00	720.01	720.01	0.07	1,067,859.99

CITY OF FULSHEAR  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2020

601-4/A - Projects Fund

50.00% OF YEAR COMP.

Transfers Out

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>TRANSFERS</u>					
601-5-900-5900-30 XFER OUT -#300 ST20D FM1093	87,500.00	0.00	0.00	0.00	87,500.00
601-5-900-5900-51 XFER Out - #501 WMP-W18K	50,000.00	0.00	0.00	0.00	50,000.00
601-5-900-5901-30 XFER OUT - #300 FPT19A Parks	50,000.00	0.00	0.00	0.00	50,000.00
601-5-900-5901-51 XFER OUT-#5010D20B-Dntown Drng	100,000.00	0.00	0.00	0.00	100,000.00
601-5-900-5902-30 XFER OUT - #300 FPT19B Livab	50,000.00	0.00	0.00	0.00	50,000.00
601-5-900-5902-51 XFER OUT - #501 WMP-WW18E	<u>75,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>75,000.00</u>
TOTAL TRANSFERS	412,500.00	0.00	0.00	0.00	412,500.00
<hr/>					
TOTAL Transfers Out	412,500.00	0.00	0.00	0.00	412,500.00
<hr/>					
TOTAL EXPENDITURES	1,481,080.00	720.01	720.01	0.05	1,480,359.99
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	( 727,805.00)	907.25	753,763.67		( 1,481,568.67)

\*\*\* END OF REPORT \*\*\*



CITY OF FULSHEAR  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2020

700-4/B Operating Fund  
 FINANCIAL SUMMARY

50.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
TAX & FRANCHISE FEES	832,624.00	64,540.33	320,669.80	38.51	511,954.20
INTEREST EARNED	35,500.00	2,306.09	19,680.11	55.44	15,819.89
OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TRANSFERS	<u>0.00</u>	<u>0.00</u>	<u>745,275.00</u>	<u>0.00</u>	<u>( 745,275.00)</u>
TOTAL REVENUES	868,124.00	66,846.42	1,085,624.91	125.05	( 217,500.91)
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
Administrative	19,850.00	0.00	3,121.32	15.72	16,728.68
Community Development	10,000.00	0.00	0.00	0.00	10,000.00
Business Development	0.00	0.00	0.00	0.00	0.00
Transfers Out	<u>994,738.00</u>	<u>0.00</u>	<u>864,976.69</u>	<u>86.96</u>	<u>129,761.31</u>
TOTAL EXPENDITURES	1,024,588.00	0.00	868,098.01	84.73	156,489.99
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	( 156,464.00)	66,846.42	217,526.90		( 373,990.90)

CITY OF FULSHEAR  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2020

700-4/B Operating Fund

50.00% OF YEAR COMP.

Administrative

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>SUPPLIES</u>					
700-5-100-5311-00 Supplies	250.00	0.00	0.00	0.00	250.00
700-5-100-5326-00 Uniforms/Shirts	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL SUPPLIES	250.00	0.00	0.00	0.00	250.00
<u>CONTRACTUAL SERVICES</u>					
700-5-100-5411-00 Admin Prof. Service - Legal	7,500.00	0.00	195.00	2.60	7,305.00
700-5-100-5413-00 Meeting Security	3,000.00	0.00	192.19	6.41	2,807.81
700-5-100-5421-04 Admin - Indemnity Insurance	600.00	0.00	0.00	0.00	600.00
700-5-100-5469-01 Admin - Administrative Fee	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CONTRACTUAL SERVICES	11,100.00	0.00	387.19	3.49	10,712.81
<u>OTHER CHARGES</u>					
700-5-100-5526-00 Public Notices	500.00	0.00	0.00	0.00	500.00
700-5-100-5528-00 Travel & Training	8,000.00	0.00	2,734.13	34.18	5,265.87
700-5-100-5528-01 Travel Expenses	0.00	0.00	0.00	0.00	0.00
700-5-100-5528-05 Continuing Education	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL OTHER CHARGES	8,500.00	0.00	2,734.13	32.17	5,765.87
TOTAL Administrative	19,850.00	0.00	3,121.32	15.72	16,728.68

CITY OF FULSHEAR  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2020

700-4/B Operating Fund

50.00% OF YEAR COMP.

Community Development

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>CONTRACTUAL SERVICES</u>					
700-5-400-5471-00 Community Grants	<u>10,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10,000.00</u>
TOTAL CONTRACTUAL SERVICES	10,000.00	0.00	0.00	0.00	10,000.00
<hr/>					
TOTAL Community Development	10,000.00	0.00	0.00	0.00	10,000.00

CITY OF FULSHEAR  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2020

700-4/B Operating Fund

50.00% OF YEAR COMP.

Transfers Out

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>TRANSFERS</u>					
700-5-900-5900-10 Xfer Out - Gen Fund 100	176,963.00	0.00	64,701.69	36.56	112,261.31
700-5-900-5900-11 Community Events	37,500.00	0.00	37,500.00	100.00	0.00
700-5-900-5900-71 Xfer Out - Project und #700	0.00	0.00	0.00	0.00	0.00
700-5-900-5901-10 XFER Out GF 100 shared service	35,000.00	0.00	17,500.00	50.00	17,500.00
700-5-900-5901-71 Xfer Out 4/B Project Fund 701	<u>745,275.00</u>	<u>0.00</u>	<u>745,275.00</u>	<u>100.00</u>	<u>0.00</u>
TOTAL TRANSFERS	994,738.00	0.00	864,976.69	86.96	129,761.31
<hr/>					
TOTAL Transfers Out	994,738.00	0.00	864,976.69	86.96	129,761.31
<hr/>					
TOTAL EXPENDITURES	1,024,588.00	0.00	868,098.01	84.73	156,489.99
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	( 156,464.00)	66,846.42	217,526.90		( 373,990.90)

\*\*\* END OF REPORT \*\*\*

CITY OF FULSHEAR  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2020

701-4/B Projects Fund  
 FINANCIAL SUMMARY

50.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
INTEREST EARNED	6,650.00	732.78	6,791.24	102.12	( 141.24)
TRANSFERS	<u>745,275.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>745,275.00</u>
TOTAL REVENUES	751,925.00	732.78	6,791.24	0.90	745,133.76
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
Non-Departmental	1,170,935.00	720.01	15,413.01	1.32	1,155,521.99
Transfers Out	<u>412,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>412,500.00</u>
TOTAL EXPENDITURES	1,583,435.00	720.01	15,413.01	0.97	1,568,021.99
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	( 831,510.00)	12.77	( 8,621.77)		( 822,888.23)

701-4/B Projects Fund

50.00% OF YEAR COMP.

Non-Departmental

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>CONTRACTUAL SERVICES</u>					
701-5-000-5470-01 Targeted Incentives	219,210.00	0.00	0.00	0.00	219,210.00
701-5-000-5470-02 Promotional Expenses	121,046.00	0.00	14,693.00	12.14	106,353.00
701-5-000-5470-03 Studies expense	173,179.00	720.01	720.01	0.42	172,458.99
701-5-000-5470-04 Community Events	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CONTRACTUAL SERVICES	513,435.00	720.01	15,413.01	3.00	498,021.99
<u>CAPITAL OUTLAY</u>					
701-5-000-5600-08 Capital Outlay - Land	0.00	0.00	0.00	0.00	0.00
701-5-000-5600-09 Katy-Fulshear/Huggins Rd-ST20B	57,500.00	0.00	0.00	0.00	57,500.00
701-5-000-5600-10 Texas Heritage Pky Proj-ST20C	0.00	0.00	0.00	0.00	0.00
701-5-000-5600-11 Livable Center Implement (EDC)	250,000.00	0.00	0.00	0.00	250,000.00
701-5-000-5600-12 Ec Dev Strat Plan Implemt(EDC)	250,000.00	0.00	0.00	0.00	250,000.00
701-5-000-5600-13 Gateway, Corridor, Placemaking	100,000.00	0.00	0.00	0.00	100,000.00
701-5-000-5650-00 LAND AQUISITION	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CAPITAL OUTLAY	657,500.00	0.00	0.00	0.00	657,500.00
<u>TRANSFERS</u>					
701-5-000-5900-61 Xfer Out Project Fund #701	0.00	0.00	0.00	0.00	0.00
701-5-000-5930-07 Xfer Out - #300 FPT19B Livab C	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TRANSFERS	0.00	0.00	0.00	0.00	0.00
TOTAL Non-Departmental	1,170,935.00	720.01	15,413.01	1.32	1,155,521.99

CITY OF FULSHEAR  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2020

701-4/B Projects Fund

50.00% OF YEAR COMP.

Transfers Out

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>TRANSFERS</u>					
701-5-900-5900-30 Xfer Out #300 ST19D FM1093	87,500.00	0.00	0.00	0.00	87,500.00
701-5-900-5900-51 Xfer Out #501 WMP-W18K	50,000.00	0.00	0.00	0.00	50,000.00
701-5-900-5901-30 Xfer Out #300 FPT19A Parks	50,000.00	0.00	0.00	0.00	50,000.00
701-5-900-5901-51 Xfer Out - #501 WMP-WW18E	75,000.00	0.00	0.00	0.00	75,000.00
701-5-900-5902-30 Xfer Out-#300 FPT19B Livab	50,000.00	0.00	0.00	0.00	50,000.00
701-5-900-5902-51 Xfer Out #501 D20B Dntwn Drain	<u>100,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100,000.00</u>
TOTAL TRANSFERS	412,500.00	0.00	0.00	0.00	412,500.00
<hr/>					
TOTAL Transfers Out	412,500.00	0.00	0.00	0.00	412,500.00
<hr/>					
TOTAL EXPENDITURES	1,583,435.00	720.01	15,413.01	0.97	1,568,021.99
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	( 831,510.00)	12.77	( 8,621.77)		( 822,888.23)

\*\*\* END OF REPORT \*\*\*



100-General Fund

50.00% OF YEAR COMP.

Economic Development

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>PERSONNEL COSTS</u>					
100-5-180-5210-00 Salaries	167,199.00	19,292.11	83,599.12	50.00	83,599.88
100-5-180-5210-01 Wages	0.00	0.00	0.00	0.00	0.00
100-5-180-5210-02 Overtime	0.00	0.00	0.00	0.00	0.00
100-5-180-5210-03 Auto Allowance	4,800.00	553.86	2,400.06	50.00	2,399.94
100-5-180-5230-00 Payroll Tax Expense	12,791.00	1,518.21	7,066.07	55.24	5,724.93
100-5-180-5235-00 Employee Health Benefits	17,714.00	1,551.43	10,724.09	60.54	6,989.91
100-5-180-5238-00 Retirement Contribution	12,298.00	1,553.94	7,338.32	59.67	4,959.68
100-5-180-5239-00 Workers Compensation	403.00	0.00	403.00	100.00	0.00
100-5-180-5240-00 Unemployment	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL PERSONNEL COSTS	215,205.00	24,469.55	111,530.66	51.83	103,674.34
<u>SUPPLIES</u>					
100-5-180-5311-00 Supplies	2,500.00	61.63	295.02	11.80	2,204.98
100-5-180-5314-00 Publications/Ref Material	730.00	20.00	225.00	30.82	505.00
100-5-180-5316-00 Minor Tools & Equipment	2,000.00	0.00	0.00	0.00	2,000.00
100-5-180-5326-00 Uniforms/Shirts	0.00	0.00	0.00	0.00	0.00
100-5-180-5363-00 Fuel/Oil Expense	0.00	0.00	0.00	0.00	0.00
100-5-180-5363-01 Auto Repair/Maintenance	0.00	0.00	0.00	0.00	0.00
100-5-180-5380-00 Public Relations	0.00	0.00	0.00	0.00	0.00
100-5-180-5381-00 Meeting Expenses	<u>2,000.00</u>	<u>5.87</u>	<u>5.87</u>	<u>0.29</u>	<u>1,994.13</u>
TOTAL SUPPLIES	7,230.00	87.50	525.89	7.27	6,704.11
<u>CONTRACTUAL SERVICES</u>					
100-5-180-5411-10 Prof. Services - Consulting	25,000.00	4,533.40	4,533.40	18.13	20,466.60
100-5-180-5411-13 Prof. Services - I.T.	0.00	0.00	0.00	0.00	0.00
100-5-180-5411-14 Prof. Service Legal & Engineer	10,000.00	3,139.50	5,470.10	54.70	4,529.90
100-5-180-5434-00 Telecommunications	2,200.00	275.08	755.52	34.34	1,444.48
100-5-180-5440-00 Marketing	32,500.00	0.00	1,825.52	5.62	30,674.48
100-5-180-5472-00 Business Devlpmnt & Retention	<u>7,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>7,500.00</u>
TOTAL CONTRACTUAL SERVICES	77,200.00	7,947.98	12,584.54	16.30	64,615.46
<u>OTHER CHARGES</u>					
100-5-180-5515-00 Advertising	0.00	0.00	0.00	0.00	0.00
100-5-180-5520-00 Printing	2,500.00	0.00	0.00	0.00	2,500.00
100-5-180-5527-00 Dues & Memberships	2,325.00	0.00	1,338.41	57.57	986.59
100-5-180-5527-01 Dues & Memberships - Org.	17,250.00	1,250.00	7,300.00	42.32	9,950.00
100-5-180-5528-00 Travel & Training	14,500.00	0.00	4,873.73	33.61	9,626.27
100-5-180-5529-00 Miscellaneous Expense	0.00	0.00	0.00	0.00	0.00
100-5-180-5530-00 Technology Maintenance	51,000.00	0.00	0.00	0.00	51,000.00
100-5-180-5531-00 Mileage	<u>1,500.00</u>	<u>87.65</u>	<u>244.73</u>	<u>16.32</u>	<u>1,255.27</u>
TOTAL OTHER CHARGES	89,075.00	1,337.65	13,756.87	15.44	75,318.13
TOTAL Economic Development	388,710.00	33,842.68	138,397.96	35.60	250,312.04



<b>AGENDA OF:</b>	May 18, 2020	<b>AGENDA ITEM:</b>	
<b>DATE SUBMITTED:</b>	May 4, 2020	<b>DEPARTMENT:</b>	Administration
<b>PREPARED BY:</b>	Sharon Valiante, Public Works Director	<b>PRESENTER:</b>	Sharon Valiante Public Works Director
<b>SUBJECT:</b>	Update regarding City of Fulshear Fiscal Year 2020 Capital Improvement Plan funding partnerships with the CDC & FDC		
<b>ATTACHMENTS:</b>	<b>Update of CIP Projects involving CDC &amp; FDC participation</b>		

### EXECUTIVE SUMMARY

As previously approved, the City received participation commitments from the City of Fulshear Development Corporation (CDC) and the Fulshear Development Corporation (FDC) for certain capital projects identified in the FY20 City of Fulshear Budget as a part of the City's Capital Improvement Program.

The following is a summary of those projects and funding requests:

Project Code & Name	Total Project Budget thru FY20	Portion of Budget for EDC A&B (All FY's)	% of Total Project Budget Request	Xfer Out Budgeted FY 18- FY 20	Portion of allocation Xfer to CIP
1. W18K - Water Master Plan (Years 1-5) Project 2	\$800,000	\$100,000	\$0	\$100,000	\$0
2. WW18E - Wastewater Master Plan (Years 1-5) Project 3	\$1,400,000	\$150,000	\$0	\$150,000	\$0
3. D20B – Downtown Drainage Improvements Eastside	\$1,000,000	\$200,000	\$0	\$100,000	\$0
4. ST20C Texas Heritage Parkway Road Participation Project	\$365,000	\$182,250	\$0	\$182,250	\$0
5. ST20D - FM 1093 Widening Cost Participation	\$400,000	\$175,000	\$0	\$175,000	\$0
6. ST20B Katy-Fulshear/Huggins Road Improvements Cost Participation (ROW Acquisition)	\$810,000	\$200,000	\$0	\$200,000	\$0
7. FPT19A - Parks & Pathways Master Plan Implementation*	\$900,000	\$100,000	\$0	\$100,000	\$0
8. FPT19B - Livable Centers Study Implementation*	\$400,000	\$100,000	\$0	\$100,000	\$0
	\$6,075,000	\$1,207,250	\$0	\$1,107,250	\$0
Allocated Per Individual EDC Type		\$603,625			

Project Code & Name	Total Project Budget thru FY20	Portion of Budget for EDC A&B (All FY's)	% of Total Project Budget Requested	Xfer Out Budgeted FY 18- FY 20	Portion of allocation Xfer to CIP	Portion of allocation Spent
W18K - Water Master Plan (Years 1-5) Project 2	\$800,000	\$100,000	\$0	\$100,000	\$0	\$0
WW18E - Wastewater Master Plan (Years 1-5) Project 3	\$1,400,000	\$150,000	\$0	\$150,000	\$0	\$0
D20B – Downtown Drainage Improvements Eastside	\$1,000,000	\$200,000	\$0	\$100,000	\$0	\$0
ST20C Texas Heritage Parkway Road Participation Project	\$365,000	\$182,250	\$0	\$182,250	\$0	\$0
ST20D - FM 1093 Widening Cost Participation	\$400,000	\$175,000	\$0	\$175,000	\$0	\$0
ST20B Katy-Fulshear/Huggins Road Improvements Cost Participation (ROW Acquisition)	\$810,000	\$200,000	\$0	\$200,000	\$0	\$0
FPT19A - Parks & Pathways Master Plan Implementation*	\$900,000	\$100,000	\$0	\$100,000	\$0	\$0
FPT19B - Livable Centers Study Implementation*	\$400,000	\$100,000	\$0	\$100,000	\$0	\$0
	\$6,075,000	\$1,207,250	\$0	\$1,107,250	\$0	\$0
Allocated Per Individual EDC Type -		\$603,625				

Two of those projects (noted with an \*) involve the City bringing back plans for specific uses prior to proceeding with the use of EDC funds. An update on these projects is being provided in the sheets that follow. If either board has any questions that cannot be answered at the meeting, we can provide written responses to those questions as needed.

No formal City Staff recommendation is proposed for these updates.

### Projects 1 & 2

Project Code & Name	Funding Source	Description
W18K - Water Master Plan (Years 1-5) Project 2	Fund 250-CAD/ EDC Requests	12/16-inch FM 359/North Fulshear Transmission Line - Phase 1 <i>(Estimated FY19 cost split will be \$50k-Fund 250-CAD &amp; \$50k-EDC Requests)</i>
WW18E - Wastewater Master Plan (Years 1-5) Project 3	Fund 250-CAD/ EDC Requests	24/27/30/36-inch FM 359 Interceptor - Phase I <i>(Estimated FY19 cost split will be \$150k-Fund 250-CAD &amp; \$150k-EDC Requests)</i>

May 2020 – These projects are currently under construction. The City selected Freese Nichols to design the project. Since awarding design, the project has been competitively bid and awarded by City Council. The project is about 75% complete. The City has also received requests and inquiries regarding adding capacity to this project. The project scope has increased to include expansion of the facilities to north of

Rogers Rd. for two tracts; a commercial based tract and a light industrial tract (this tract annexed recently)

### Project 3

Project Code & Name	Funding Source	Description
D20B – Downtown Drainage Improvements Eastside	Oper Funds/CIP Fund Gal/ EDC Requests	Per Project B in the FY19 Downtown Drainage Study findings, this work will establish a new storm sewer system in the East portion of the downtown area to provide for proper drainage flows to the existing drainage way. This also allows for the City to abandon storm sewer lines currently run underneath existing structures on private property. This effort will also include portions of Project D as noted in the FY19 Downtown Drainage Study findings. This includes working with area landowners and developers to widen and improve the Fulshear Lake tributary. Phase 1 is expected to begin in FY20, with future phases to follow as needed. (Estimated FY20 EDC Request - \$200k)

May 2020 – This project is slated to begin in FY 20, with an RFQ due to advertise in July 2020. Expected to bid and construct late FY 20/early FY 21.

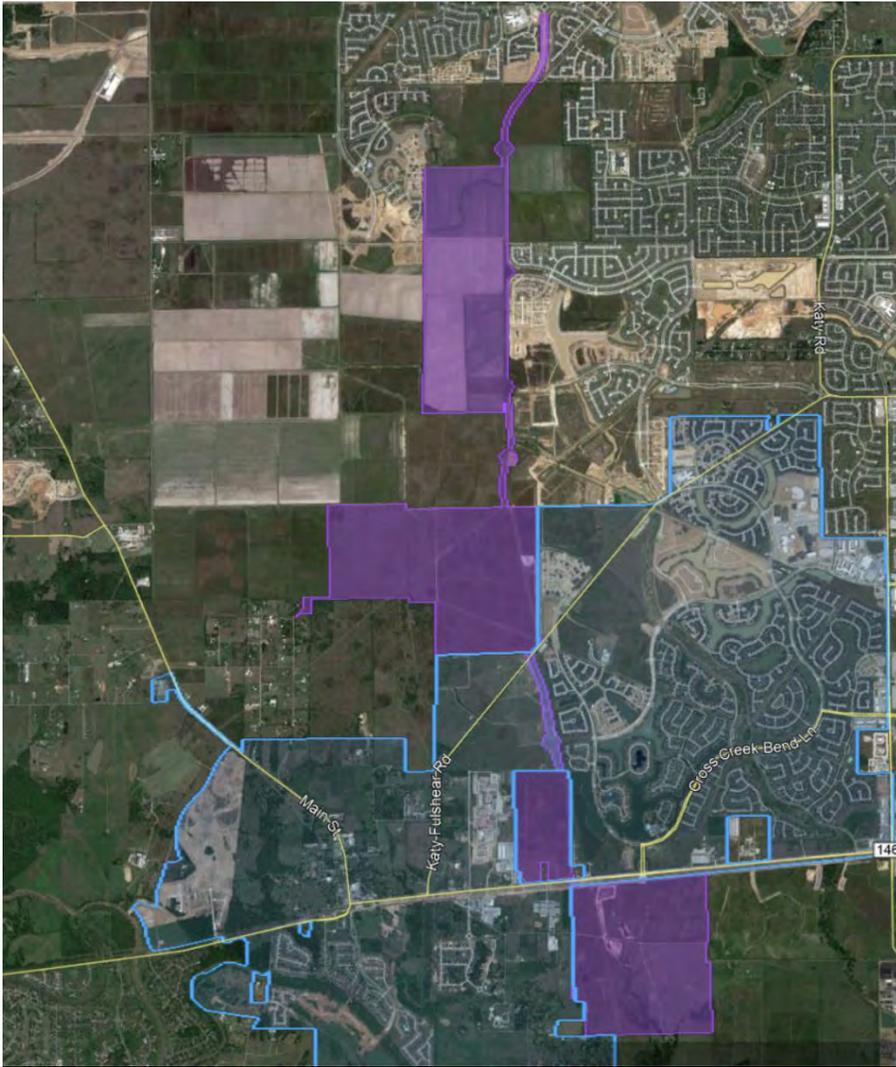
### Project 4

Project Code & Name	Funding Source	Description
ST20C - Texas Heritage Parkway Participation Project	Oper. Funds/ CIP Fund Bal./ EDC Requests	For the Texas Heritage Parkway project, this item will track payments made to the County for the City's portion of the costs. For FY20, the initial payment is estimated to be \$365,000. Of that amount, \$182,250 is estimated to be funding requests made to the EDC boards.

May 2020- This project is now at construction phase – bid award May 2020. The project will be constructed in three segments. It is anticipated the Project (all 3 segments) will be constructed within 1 year of startup. Segment 1 of the 3 segments is the portion within the City limits of Fulshear; a portion just south of FM 1093 north to the City limits in the direction of I10. The City Council approved the amended and restated Interlocal Agreement to amend the existing: went from Fulshear Parkway Improvement District (FPID) to Texas Heritage Parkway Improvement District (THPID), revised scope in segment 3 to include a traffic signalized intersection in place of a round-a-bout, established a more up-to-date cost estimate; city’s section = \$6,800,000; 25 year, 2.75% Interest Level Pmt Schedule (see below)

**Historical Notes:** (CJ requested EDC contributions to help offset City’s obligations, and to help City Council feel more comfortable with the amount (at that time it was a much larger proportion of our sales tax revenue). At that time there was only an estimated project cost, which was what the ‘ask’ was based on. The EDCs agreed to year one (25% of City’s obligation for each EDC, so 50% total) based on that estimate. At the time, that amount was a little over \$90,000 per EDC and was noticed and allocated in the EDCs’ FY18 Projects Funds budgets. CJ also proposed the idea of ongoing participation at a similar proportion (25% for each EDC) until the obligation was paid off, or until the City was able to bond and cover the payments itself; an agreement between the City and EDCs to secure the EDCs’ ongoing obligation toward the project was not completed at that time.

It is prudent now to consider as part of this year's budget process, since the City now has somewhat of a finite payment obligation amount and since the City can better calculate its ability to pay/cover costs and to propose a reasonable 'ask' of EDCs for ongoing support).



**Fort Bend County**  
**Heritage Parkway Debt Service - Fulshear**  
25 Year, 2.75% Interest, Level Pmt

Fiscal Year	Principal	Interest	Total Pmt	Total Int	Balance
					\$ 6,800,000
9/30/2020	\$ 192,712	\$ 187,000	\$ 379,712	\$ 187,000	6,607,288
9/30/2021	198,012	181,700	379,712	368,700	6,409,276
9/30/2022	203,457	176,255	379,712	544,955	6,205,819
9/30/2023	209,052	170,660	379,712	715,615	5,996,767
9/30/2024	214,801	164,911	379,712	880,526	5,781,966
9/30/2025	220,708	159,004	379,712	1,039,530	5,561,258
9/30/2026	226,777	152,935	379,712	1,192,465	5,334,481
9/30/2027	233,014	146,698	379,712	1,339,163	5,101,467
9/30/2028	239,422	140,290	379,712	1,479,453	4,862,045
9/30/2029	246,006	133,706	379,712	1,613,159	4,616,039
9/30/2030	252,771	126,941	379,712	1,740,100	4,363,268
9/30/2031	259,722	119,990	379,712	1,860,090	4,103,546
9/30/2032	266,864	112,848	379,712	1,972,938	3,836,682
9/30/2033	274,203	105,509	379,712	2,078,447	3,562,479
9/30/2034	281,744	97,968	379,712	2,176,415	3,280,735
9/30/2035	289,492	90,220	379,712	2,266,635	2,991,243
9/30/2036	297,453	82,259	379,712	2,348,894	2,693,790
9/30/2037	305,633	74,079	379,712	2,422,973	2,388,157
9/30/2038	314,038	65,674	379,712	2,488,647	2,074,119
9/30/2039	322,674	57,038	379,712	2,545,685	1,751,445
9/30/2039	331,547	48,165	379,712	2,593,850	1,419,898
9/30/2039	340,665	39,047	379,712	2,632,897	1,079,233
9/30/2039	350,033	29,679	379,712	2,662,576	729,200
9/30/2039	359,659	20,053	379,712	2,682,629	369,541
9/30/2039	369,541	10,162	379,703	2,692,791	-
<b>Totals</b>	<b>\$ 6,800,000</b>	<b>\$ 2,545,685</b>	<b>\$ 7,594,240</b>		

## Project 5

Project Code & Name	Funding Source	Description
ST19D - FM 1093 Widening Cost Participation	Fund 250-CAD/ EDC Requests	Cost sharing for FM 1093 Widening Project - Utility Relocations This assumes financing by Ft. Bend County over three years. Other funding options will continue to be explored. <i>(Estimated FY19 cost split will be \$175k-Fund 250 &amp; \$175k-EDC Requests)</i>

May 2020 – The City entered into an Interlocal Agreement with Fort Bend County to provide for a loan to the City of Fulshear for repayment of costs incurred to relocate Utilities and to expand the current Water and Wastewater facilities to accommodate future growth in alignment with the City’s adopted Water and Wastewater Master Plan. The ILA provides for a 7-year pay back (schedule below) based on an estimated cost \$856,736. The project is substantially complete. To date, the City has not received any requests for payment for this project, but the indication from Fort Bend County is that a payment could occur in September of 2020. Subsequent year payments would be due every September until 2027. Once a request is received, the City will process accordingly based on approved funding sources.

## Fort Bend County

### FM1093 Widening Debt Service - Fulshear

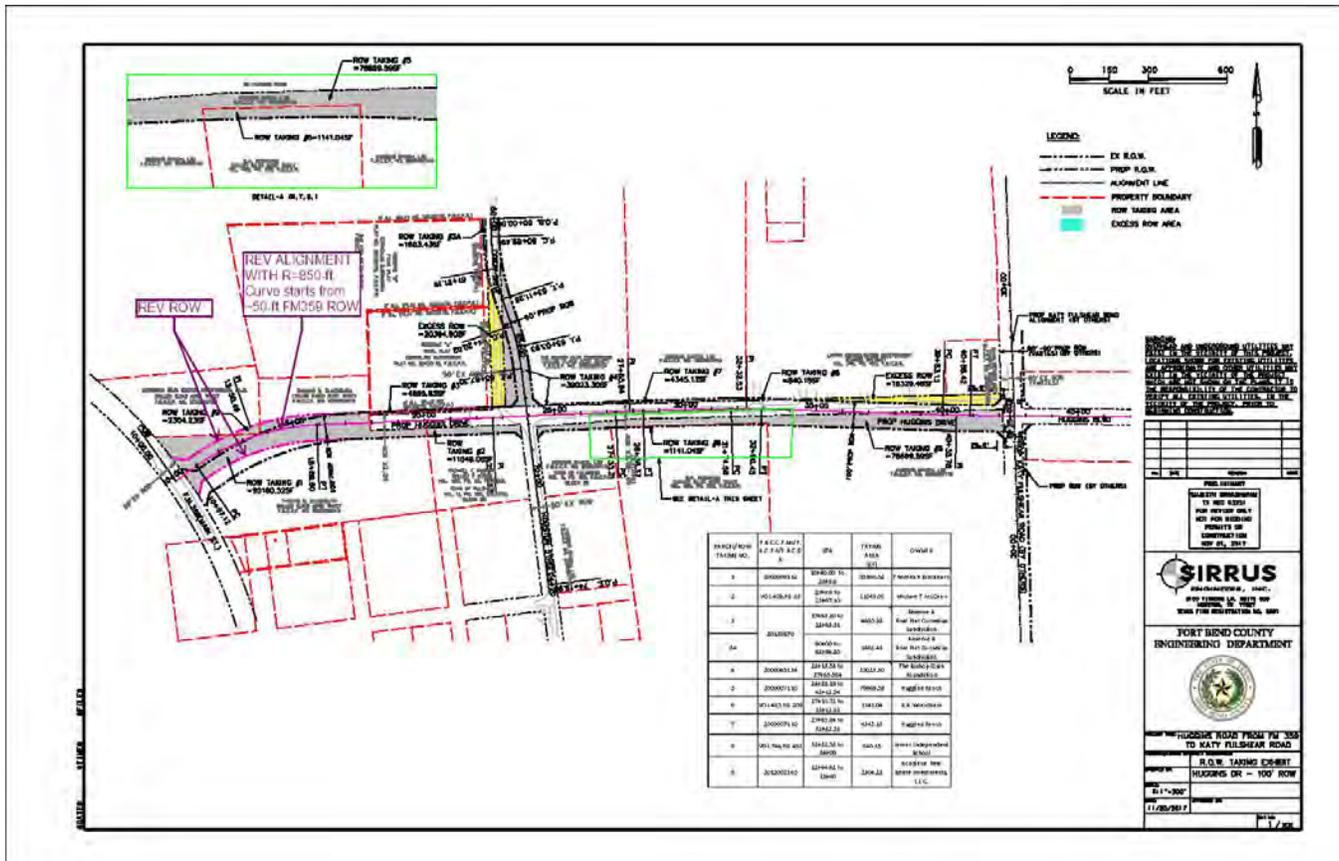
7 Year, 3.51% Interest, Level Pmt

Fiscal Year	Principal	Interest	Total Pmt	Total Int	Balance
					\$ 856,736
9/30/2021	\$ 110,096	\$ 30,071	\$ 140,167	\$ 30,071	746,640
9/30/2022	113,960	26,207	140,167	56,278	632,680
9/30/2023	117,960	22,207	140,167	78,485	514,720
9/30/2024	122,100	18,067	140,167	96,552	392,620
9/30/2025	126,386	13,781	140,167	110,333	266,234
9/30/2026	130,822	9,345	140,167	119,678	135,412
9/30/2027	135,412	4,753	140,165	124,431	-
<b>Totals</b>	<b>\$ 856,736</b>	<b>\$ 124,431</b>	<b>\$ 981,167</b>		

## Project 6

Project Code & Name	Funding Source	Description
ST20B Katy-Fulshear/Huggins Road Improvements Cost Participation	Oper. Funds/ CIP Fund Bal./ CAD Fund/ EDC Requests	This project will track the City's participation in these regional road projects with Fort Bend County. The ROW acquisitions for Katy-Fulshear and Huggins Rd. improvements will be funded by this project. The estimated ROW acquisition costs are approximately \$765k for Katy-Fulshear and \$1.4m for Huggins. (CURRENT CONSTRUCTION ESTIMATE \$3.29M for 7 years at 3.51% interest) The budget for FY20 assumes \$200k in EDC requests and \$325k in funds from Gen Oper, CIP, & CAD funds

**May 2020:** This project is in right of way acquisition stage with roadway alignment and preliminary engineering running concurrently. The project focus has been revised to focus on the extension and widening of Huggins Road from Charger Way to Wallis St., with the emphasis on completing an east-west corridor from Charger Way to FM 359. The project right of way acquisition is ongoing, with the right of way between FM 359 and Houston/Dixon Street already either acquired or in the final stages of acquisition. The majority of the right of way in this section was acquired from Mr. Thomas Blackburn via 380 agreement. The right of way between Houston and Katy Fulshear is in the negotiation phase with the Huggins Ranch property owner(s), and the Bishop Quinn Foundation. This right of way will most likely require acquisition by purchase. Within the section between Charger Way and Katy Fulshear the right of way has been dedicated via Plat. Dedication of right of way by separate instrument without compensation has been received from property owned by the McCann's and the Living Word Church (formerly owned by the Cornelius family)



## Project 7

Project Code & Name	Funding Source	Description
FPT19A - Parks & Pathways Master Plan Implementation	Parks Fund and EDC Requests	This ongoing effort will support the design and implementation of projects as identified by and/or in line with the goals of the Parks and Pathways Master Plan. FY20 work will include continued implementation of the Primrose Park concept plan as well as additional items to improve existing infrastructure necessary to implement the plan. (Estimated FY20 cost split will be \$800,000-Park Funds and \$100,000-EDC Requests)

### Primrose Park – Concept



### Phase I



**May 2020:** This project will implement the Master Plan recommendations as the Master Plan is updated to align with the City Council’s directions. Parks Board advisory recommendations are considered as part of the implementation program.

Phase 1 of the initial loop improvements at Primrose Park are now substantially complete. City staff did not require or request any portion of the FY19 commitments be utilized for the design and construction of Phase 1.

The next phase or Phase II is to design and construct the ballfields and parking lots relative to Phase I and could include the remaining trail network, amphitheater and parking lot area on the south (not included in this concept but will be incorporated with update) The City acquired about a 1.499 acre parcel thru the Blackburn property as part of the 380 agreement that was reached for the right of way acquisition for the Huggins Rd. Expansion/Extension Project) The update is expected to be completed in FY 20. Therefore, the improvements will most likely happen in FY 21.

## Project 8

Project Code & Name	Funding Source	Description
FPT19B - Livable Centers Study Implementation*	Oper. Funds/ CIP Fund Bal./ EDC Requests	This ongoing effort will support the design and implementation of projects as identified by and/or in line with the goals of the HGAC Livable Centers Study. FY20 work will include implementation of branding and streetscape items as well as additional items to improve existing infrastructure necessary to implement the plan. (Estimated cost split will be \$200,000-Oper/CIP Funds and \$100,000-EDC Requests)

**May 2020 –** This project is underway with the first phase of the "Livable Centers Implementation" work with Clark-Condon. This work includes such things as signage, branding, public art, street cross sections and really overall "placemaking" in Downtown Fulshear. To date several "sneak peaks" have come our way with much follow up to be done.



## Fulshear Livable Center Study

**What is a Livable Center?**

The intent of Houston-Galveston Area Council's (H-GAC) Livable Centers Program is to encourage walkable, mixed-use development, provide opportunities for multi-modal transportation options, create a greater sense of place, improve environmental quality, and promote economic development.

**Initial Implementation Projects**

- » Create development standards and design code for the downtown district
  - Approximate Cost: \$160K to \$200K
- » Branding and Signage Plan and Implementation
  - Approximate Cost: \$50K to \$100K
- » Downtown Streetscape Design Master Plan and Implementation
  - Approximate Cost: \$150K to \$200K
- » Right-of-Way acquisition costs as-needed for improvements along TBD streets

**Draft Conceptual Plan**

The study will provide transportation, land use, and economic development recommendations in Downtown Fulshear.







**ECONOMIC DEVELOPMENT  
COMMUNICATION FORM  
May 18, 2020**

ITEM	TITLE
	Minutes

**ITEM/MOTION**

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

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

**ESTIMATED EXPENDITURE:**

**BUDGET ACCOUNT:**

**SUBMITTED BY:**

**SUPPORTING DOCUMENTS:**

Chandler Marks  
Economic Development Coordinator

1. CDC Draft Minutes – April 13, 2020 Joint Meeting
2. CDC Draft Minutes – April 21, 2020 Special Joint Meeting
3. FDC Draft Minutes – April 13, 2020 Joint Meeting
4. FDC Draft Minutes – April 21, 2020 Special Joint Meeting

**EXECUTIVE SUMMARY**

Draft minutes are attached for the boards' consideration.



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

**Meeting Minutes**  
**April 13, 2020**  
**5:30 PM (Virtual)**

**Board Members Present:** Andrew Van Chau, Tommy Kuykendall, Jason Maklary, Randy Etheridge (departed at 7:31 p.m.), Rev. Jackie Gilmore  
**Board Members Absent:** None  
**Staff & City Council Liaison:** John Kelly (Council Liaison) Angela Fritz, Chandler Marks, Byron Brown  
**Attendees:** Kaye Kahlich, Kent Pool, Lawson Gow (The Cannon)

**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 5:36 p.m.

Mr. Van Chau closed Citizen's Comments at 5:38 p.m.

**Joint Corporation Business:**

**3. Public hearing on specific project being proposed by the Corporation for Fiscal Year 2019-2020 being expenditures for creation of an innovation hub strategy for the City of Fulshear found by the Board of Directors to promote new or expanded business development, the amount of which is approximately \$6,000. 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 5:45 p.m.

Ms. Kahlich (City Council) spoke on attending the tour of The Cannon in March, by the Fulshear-Katy Area Chamber of Commerce. She also spoke on attending the Fort Bend Economic Development Council's meeting in February, at which it was presented that the Houston region needed more innovation to keep the regional economy growing. As such, she supports the development of an innovation hub strategy.

Mr. Pool (City Council) also voiced his support for the innovation hub strategy.

Mr. Van Chau closed the public hearing at 5:49 p.m.

**4. Consideration and action on Agreement with The Cannon regarding creation of an Innovation Hub Strategy for the City of Fulshear**

Ms. Fritz provided a brief overview of the process of finalizing the agreement; the final agreement, and an accompanying budget expenditure item, are presented for motion and decision this evening. If approved, City Council will be able to review, and make a motion and decision, on Tuesday, April, 21.

Mr. Gow (The Cannon) spoke as to the goals of the strategy, citing the entrepreneurial spirit which exists in Fulshear.

The cost of the project will be NTE \$12,000, *which is \$6,000 for each corporation*. Mr. Kerlick (FDC – “B”) said that in Section 4.1 of the agreement, the cost of the project needed to be changed from \$15,000 to \$12,000.

**Motion to approve agreement with The Cannon regarding creation of an Innovation Hub Strategy for the City of Fulshear, with the correction made in Section 4.1 (as noted) – Kuykendall; Second – Maklary**  
**Ayes: 5 – Roll call: Etheridge, Gilmore, Kuykendall, Maklary, Van Chau      Nays: 0      Abstentions: 0**

**5. Consideration and action on budget allocation for creation of an Innovation Hub Strategy for the City of Fulshear**

Ms. Fritz provided that the item would be allocated from each respective line item for each corporation.

**Motion to approve the budget allocation for creation of an Innovation Hub Strategy for the City of Fulshear, in the amount of \$6,000 – Maklary; Second – Gilmore**  
**Ayes: 5 – Roll call: Etheridge, Gilmore, Kuykendall, Maklary, Van Chau      Nays: 0      Abstentions: 0**

**6. Consideration and action on Resolution FDC 2020-01, a resolution of the FDC declaring a specific project of the Corporation for Fiscal Year 2019-2020**

**Motion to adopt Resolution CDC 2020-01, a resolution 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. Review and discuss Economic Development Strategic Plan implementation specific to Corporations’ priorities and next steps**

Ms. Fritz asked the chair (Mr. Van Chau) how the Corporation would like to proceed with implementation. The Corporation’s effective consensus was that even with COVID-19, short term priorities can still be moved forward, if even working remotely.

**8. Discuss impacts on Fulshear businesses related COVID-19, and economic development programs related thereto, and take action as necessary to direct staff**

Ms. Fritz provided an overview of how many businesses are known to normally operate in Fulshear, and how many are known to be temporarily impacted because of COVID-19. The Corporation discussed the possibility of a stimulus or grant program for businesses in Fulshear.

**Motion to direct staff to provide recommendation for business assistance program in Fulshear – Kuykendall; Second – Maklary**

**Ayes: 4 – Roll call: Gilmore, Kuykendall, Maklary, Van Chau                      Nays: 0                      Abstentions: 0**

**9. Consideration and action on Resolution CDC 2020-02, a resolution of the CDC requesting Governor Abbott temporarily waive and/or suspend certain rules that limit Economic Development Corporations (EDCs) from utilizing EDC sales tax revenues as a form of financial disaster relief to support local businesses impacted by COVID-19**

Ms. Fritz provided a quick overview of the resolution.

Mr. Van Chau and Mr. Kuykendall said they may also be able to make a request of Governor Abbott from the point of view of the local business community and chamber of commerce.

**Motion to approve Resolution CDC 2020-02, a resolution of the CDC requesting Governor Abbott temporarily waive and/or suspend certain rules that limit Economic Development Corporations (EDCs) from utilizing EDC sales tax revenues as a form of financial disaster relief to support local businesses impacted by COVID-19 – Kuykendall; Second – Etheridge**

**Ayes: 4 – Roll call: Gilmore, Kuykendall, Maklary, Van Chau                      Nays: 0                      Abstentions: 0**

**10. Consideration and action on board member recommendation to purchase advertising space in the Explore Fulshear publication**

Mr. Kuykendall explained the concept and its premise.

Rev. Gilmore and Mr. Kerlick (FDC – B) suggested tabling this item for a future meeting.

**Motion to table this item indefinitely – Gilmore; Second – Maklary**

**Ayes: 4 – Roll call: Gilmore, Kuykendall, Maklary, Van Chau                      Nays: 0                      Abstentions: 0**

**11. Consideration and action on budget allocation for advertising in the Explore Fulshear publication**

Mr. Brown said that taking no action is acceptable. Thus, no action was taken.

**12. Consideration and action on minutes of the Corporation for the February 17, 2020 Special Joint Meeting**

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

**Ayes: 4 – Roll call: Gilmore, Kuykendall, Maklary, Van Chau                      Nays: 0                      Abstentions: 0**

**13. Consideration and action on financials and payables for the Corporation for the period ending January 31 and February 29, 2020**

Ms. Fritz provided an overview of financials and payables.

**Motion to approve the financials and payables as presented, in the amounts of \$10,476.90 for January and \$13,183.69 for February – Kuykendall; Second – Maklary**

**Ayes: 4 – Roll call: Gilmore, Kuykendall, Maklary, Van Chau                      Nays: 0                      Abstentions: 0**

**14. Consideration and action on Corporation Budget Amendment No. 1 for Fiscal Year 2019-2020 (FY20)**

Ms. Fritz provided an overview of the amendment. If corporation approves, then City Council would have the chance to review and approve on May 21.

**Motion to approve and authorize Corporation Budget Amendment No. 1 for Fiscal Year 2019-2020 (FY20) as presented – Kuykendall; Second – Maklary**

**Ayes: 4 – Roll call: Gilmore, Kuykendall, Maklary, Van Chau                      Nays: 0                      Abstentions: 0**

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

Mr. Kelly and Ms. Martin (simultaneously, director and council liaison, FDC – B) presented their updates. The primary topic of the update was the Texas Heritage Parkway project slated to be under construction soon.

**16. 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**

Ms. Fritz provided the update. She mentioned that the Transit Feasibility Study with Fort Bend Transit has been put on hold, and that the deadline for the completion of the broadband strategy by HRGreen has been pushed back indefinitely.

**17. Future agenda items**

Mr. Kuykendall suggested further discussion of the Texas Heritage Parkway project. Mr. Van Chau wants to make sure that the corporations line up key economic indicators in order to track the progress of implementing the Economic Development Strategic Plan.

**18. Announcements**

Mr. Van Chau announced that on the following day, Tuesday, April 14, the Greater Houston Partnership would be hosting a webinar on the region's economic indicators and numbers.

**19. Adjournment**

**Motion to adjourn – Gilmore @ 8:29 p.m.; Second – Maklary  
Ayes: 4 – Roll call: Gilmore, Kuykendall, Maklary, Van Chau**

**Nays: 0**

**Abstentions: 0**

**Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2020.**

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Jason Maklary, Secretary  
City of Fulshear Development Corporation

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Andrew Van Chau, President  
City of Fulshear Development Corporation

DRAFT



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

**Meeting Minutes**  
**April 21, 2020**  
**5:30 PM (Virtually)**

Board Members Present: Andrew Van Chau, Tommy Kuykendall, Jason Maklary, Rev. Jackie Gilmore (arrived at 5:44 p.m.)  
Board Members Absent: Randy Etheridge  
Staff & City Council Liaison: John Kelly (Council Liaison), Jack Harper, Angela Fritz, Chandler Marks, Zach Goodlander, Kimberly Kopecky, Kenny Seymour, Sharon Valiante (arrived at 5:37 p.m.), Wes Vela, Kayla Villagomez (arrived at 6:20 p.m.), Byron Brown  
Attendees: Aaron Groff, Kaye Kahlich, Debra Cates, Lisa Martin, Kent Pool, Kevin White, Jeff Martin, Bryan Thomas, Justin Silhavy (PASA)

**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.

**Roll call: Van Chau, Kuykendall, Maklary, Gilmore**

**2. Citizen's Comments**

Mr. Van Chau opened at 5:38 p.m.

No comments given.

**Joint Workshop with the City Council:**

**3. Presentation and discussion on 2020 Fulshear Demographic Mini Update from Population and Survey Analysts (PASA)**

Ms. Fritz briefly introduced Mr. Justin Silhavy (PASA) and the yearly update.

Mr. Silhavy provided the update to the City Council and economic development corporations.

**4. Adjournment**

**Motion to adjourn – Kuykendall @ 6:25 p.m.; Second – Maklary**

**Ayes: 4 – Van Chau, Kuykendall, Maklary, Gilmore      Nays: 0**

**Abstentions: 0**

**Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2020.**

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Jason Maklary, Secretary  
City of Fulshear Development Corporation

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Andrew Van Chau, President  
City of Fulshear Development Corporation

DRAFT





# FULSHEAR DEVELOPMENT CORPORATION

A Type "B" 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

## Meeting Minutes

April 13, 2020

5:30 PM (Virtual)

**Board Members Present:** John Kelly, Ray Kerlick, Jason Maklary, Stacy Mangum, Lisa Martin  
**Board Members Absent:** Ryan Kudlacek, Carol Riggs, Don McCoy (ex-officio)  
**Staff & Council Liaison:** Angela Fritz, Chandler Marks, Byron Brown  
**Attendees:** Kaye Kahlich, Kent Pool, Lawson Gow (The Cannon)

### 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.

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

### Corporation Business:

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

Mr. Kerlick suggested Ms. Mangum for nomination.

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

**Ayes: 5 – Roll call: Kelly, Kerlick, Maklary, Mangum, Martin      Nays: 0      Abstentions: 0**

### 4. Consideration and possible action on election of officers of the Corporation in accordance with the Corporation Bylaws, to include the positions of: President, Vice-President, Secretary, and Treasurer

Mr. Maklary suggested that the corporation have a President Pro-Tem for each upcoming meeting in the interim, since the nomination of new officers will be happening in June.

Mr. Brown advised that a motion be made to suspend the item indefinitely.

**Motion to suspend this item and election of officers indefinitely – Kerlick; Second – Kelly**  
**Ayes: 5 – Roll call: Kelly, Kerlick, Maklary, Mangum, Martin      Nays: 0      Abstentions: 0**

**Joint Corporation Business:**

- 5. Public hearing on specific project being proposed by the Corporation for Fiscal Year 2019-2020 being expenditures for creation of an innovation hub strategy for the City of Fulshear found by the Board of Directors to promote new or expanded business development, the amount of which is approximately \$6,000. 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.**

Ms. Mangum opened the public hearing at 5:45 p.m.

Ms. Kahlich (City Council) spoke on attending the tour of The Cannon in March, by the Fulshear-Katy Area Chamber of Commerce. She also spoke on attending the Fort Bend Economic Development Council's meeting in February, at which it was presented that the Houston region needed more innovation to keep the regional economy growing. As such, she supports the development of an innovation hub strategy.

Mr. Pool (City Council) also voiced his support for the innovation hub strategy.

Ms. Mangum closed the public hearing at 5:49 p.m.

- 6. Consideration and action on Agreement with The Cannon regarding creation of an Innovation Hub Strategy for the City of Fulshear**

Ms. Fritz provided a brief overview of the process of finalizing the agreement; the final agreement, and an accompanying budget expenditure item, are presented for motion and decision this evening. If approved, City Council will be able to review, and a make a motion and decision, on Tuesday, April, 21.

Mr. Gow (The Cannon) spoke as to the goals of the strategy, citing the entrepreneurial spirit which exists in Fulshear.

The cost of the project will be NTE \$12,000, *which is \$6,000 for each corporation*. Mr. Kerlick said that in Section 4.1 of the agreement, the cost of the project needed to be changed from \$15,000 to \$12,000.

**Motion to approve agreement with The Cannon regarding creation of an Innovation Hub Strategy, with the final statement of work attached to the agenda item and revision in Section 4.1 from \$15,000 to \$12,000 – Kerlick; Second – Martin**  
**Ayes: 5 – Roll call: Kelly, Kerlick, Maklary, Mangum, Martin      Nays: 0      Abstentions: 0**

**7. Consideration and action on budget allocation for creation of an Innovation Hub Strategy for the City of Fulshear**

Ms. Fritz provided that the item would be allocated from each respective line item for each corporation.

**Motion to approve the budget allocation for creation of an Innovation Hub Strategy for the City of Fulshear, in the amount of \$6,000 – Maklary; Second – Kerlick**

**Ayes: 5 – Roll call: Kelly, Kerlick, Maklary, Mangum, Martin      Nays: 0      Abstentions: 0**

**8. Consideration and action on Resolution FDC 2020-01, a resolution of the FDC declaring a specific project of the Corporation for Fiscal Year 2019-2020**

**Motion to adopt Resolution CDC 2020-01, a resolution declaring a specific project of the Corporation for Fiscal Year 2019-2020 – Kuykendall; Second – Maklary**

**Ayes: 5 – Roll call: Kelly, Kerlick, Maklary, Mangum, Martin      Nays: 0      Abstentions: 0**

**9. Review and discuss Economic Development Strategic Plan implementation specific to Corporations' priorities and next steps**

Ms. Fritz asked the chair (Ms. Mangum) how the Corporation would like to proceed with implementation. The Corporation's effective consensus was that even with COVID-19, short term priorities can still be moved forward, if even working remotely.

**10. Discuss impacts on Fulshear businesses related COVID-19, and economic development programs related thereto, and take action as necessary to direct staff**

Ms. Fritz provided an overview of how many businesses are known to normally operate in Fulshear, and how many are known to be temporarily impacted because of COVID-19. The Corporation discussed the possibility of a stimulus or grant program for businesses in Fulshear.

**Motion to have economic development staff provide, on an expedited basis, recommendations for short- to mid-term grant program for businesses in the City of Fulshear – Kerlick; Second – Kelly**

**Ayes: 5 – Roll call: Kelly, Kerlick, Maklary, Mangum, Martin      Nays: 0      Abstentions: 0**

**11. Consideration and action on Resolution CDC 2020-02, a resolution of the CDC requesting Governor Abbott temporarily waive and/or suspend certain rules that limit Economic Development Corporations (EDCs) from utilizing EDC sales tax revenues as a form of financial disaster relief to support local businesses impacted by COVID-19**

Ms. Fritz provided a quick overview of the resolution.

Mr. Van Chau and Mr. Kuykendall said they may also be able to make a request of Governor Abbott from the point of view of the local business community and chamber of commerce.

**Motion to approve Resolution CDC 2020-02, a resolution of the CDC requesting Governor Abbott temporarily waive and/or suspend certain rules that limit Economic Development Corporations (EDCs) from utilizing EDC sales tax revenues as a form of financial disaster relief to support local businesses impacted by COVID-19 – Maklary; Second – Kerlick**

**Ayes: 5 – Roll call: Kelly, Kerlick, Maklary, Mangum, Martin      Nays: 0      Abstentions: 0**

**12. Consideration and action on board member recommendation to purchase advertising space in the Explore Fulshear publication**

Mr. Kuykendall (CDC – A) explained the concept and its premise.

Rev. Gilmore and Mr. Kerlick suggested tabling this item for a future meeting.

**Motion to table this item until a future meeting – Kerlick; Second – Martin**

**Ayes: 5 – Roll call: Kelly, Kerlick, Maklary, Mangum, Martin      Nays: 0      Abstentions: 0**

**13. Consideration and action on budget allocation for advertising in the Explore Fulshear publication**

Mr. Brown said that taking no action is acceptable. Thus, no action was taken.

**14. Consideration and action on minutes of the Corporation for the February 17, 2020 Special Joint Meeting**

**Motion to approve the minutes as presented – Kerlick; Second – Kelly**

**Ayes: 5 – Roll call: Kelly, Kerlick, Maklary, Mangum, Martin      Nays: 0      Abstentions: 0**

**15. Consideration and action on financials and payables for the Corporation for the period ending January 31 and February 29, 2020**

Ms. Fritz provided an overview of financials and payables.

**Motion to approve the financials and payables as presented, in the amounts of \$10,476.90 for January and \$13,183.69 for February – Kerlick; Second – Maklary**

**Ayes: 5 – Roll call: Kelly, Kerlick, Maklary, Mangum, Martin      Nays: 0      Abstentions: 0**

**16. Consideration and action on Corporation Budget Amendment No. 1 for Fiscal Year 2019-2020 (FY20)**

Ms. Fritz provided an overview of the amendment. If corporation approves, then City Council would have the chance to review and approve on May 21.

**Motion to approve and authorize Corporation Budget Amendment No. 1 for Fiscal Year 2019-2020 (FY20) as presented – Kuykendall; Second – Maklary**

**Ayes: 5 – Roll call: Kelly, Kerlick, Maklary, Mangum, Martin      Nays: 0      Abstentions: 0**

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

Mr. Kelly (simultaneously, council liaison, CDC – A and director, FDC – B) and Ms. Martin (simultaneously, director and council liaison, FDC – B) presented their updates. The primary topic of the update was the Texas Heritage Parkway project slated to be under construction soon.

**18. 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**

Ms. Fritz provided the update. She mentioned that the Transit Feasibility Study with Fort Bend Transit has been put on hold, and that the deadline for the completion of the broadband strategy by HRGreen has been pushed back indefinitely.

**19. Future agenda items**

Mr. Kuykendall (CDC – A) suggested further discussion of the Texas Heritage Parkway project. Mr. Van Chau (CDC – A) wants to make sure that the corporations line up key economic indicators in order to track the progress of implementing the Economic Development Strategic Plan.

**20. Announcements**

Mr. Van Chau (CDC – A) announced that on the following day, Tuesday, April 14, the Greater Houston Partnership would be hosting a webinar on the region’s economic indicators and numbers.

**21. Adjournment**

**Motion to adjourn – Maklary @ 8:30 p.m.; Second – Kerlick  
Ayes: 5 – Roll call: Kelly, Kerlick, Maklary, Mangum, Martin      Nays: 0      Abstentions: 0**

Passed and approved this \_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Chandler Marks  
Economic Development Coordinator

\_\_\_\_\_  
Stacy Mangum, President Pro Tem  
Fulshear Development Corporation



# FULSHEAR DEVELOPMENT CORPORATION

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## Meeting Minutes

**April 21, 2020**

**5:30 PM (Virtual)**

**Board Members Present:** John Kelly, Ray Kerlick (joined at 5:48 p.m.), Jason Maklary (departed at 6:25 p.m.), Stacy Mangum, Lisa Martin, Don McCoy (ex-officio)

**Board Members Absent:** Carol Riggs, Ryan Kudlacek

**Staff & Council Liaison:** Jack Harper, Angela Fritz, Chandler Marks, Zach Goodlander, Kimberly Kopecky, Kenny Seymour, Sharon Valiante (arrived at 5:37 p.m.), Wes Vela, Kayla Villagomez (arrived at 6:20 p.m.), Byron Brown

**Attendees:** Aaron Groff, Kaye Kahlich, Debra Cates, Lisa Martin, Kent Pool, Kevin White, Jeff Martin, Bryan Thomas, Justin Silhavy (PASA)

### 1. Call to Order.

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

**Roll call: Kelly, Maklary, Mangum, Martin**

*Nomination of Ms. Mangum to be President Pro-Tem – Maklary; Second – Martin*

*Ayes: 4 – Kelly, Maklary, Mangum, Martin*

*Nays: 0*

*Abstentions: 0*

### 2. Citizen's Comments.

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

No comments given.

**Joint Workshop with the City Council:**

**3. Presentation and discussion on 2020 Fulshear Demographic Mini Update from Population and Survey Analysts (PASA)**

Ms. Fritz briefly introduced Mr. Justin Silhavy (PASA) and the yearly update.

Mr. Silhavy provided the update to the City Council and economic development corporations.

**4. Adjournment**

**Motion to adjourn – Kerlick @ 6:26 p.m.; Second – Martin**

**Ayes: 4 – Kelly, Kerlick, Mangum, Martin**

**Nays: 0**

**Abstentions: 0**

**Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2020.**

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Chandler Marks  
Economic Development Corporation

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Stacy Mangum, President Pro-Tem  
Fulshear Development Corporation



**ECONOMIC DEVELOPMENT  
COMMUNICATION FORM  
May 18, 2020**

ITEM	TITLE
	<b>CDC &amp; FDC Financials and Payables</b>
<b>ITEM/MOTION</b>	
<p><b>CDC:</b> Consideration and action on financials and payables for the Corporation for the period ending March 31, 2020</p>	
<p><b>FDC:</b> Consideration and action on financials and payables for the Corporation for the period ending March 31, 2020</p>	
<p><b>EXPENDITURE:</b> \$16,921.34 <b>EXPENDITURE:</b> \$16,921.34</p>	<p><b>BUDGET ACCOUNT/S:</b> 600-5-900-5900-10 <b>BUDGET ACCOUNT/S:</b> 700-5-900-5900-10</p>

**SUBMITTED BY:**

Angela E. Fritz  
Economic Development Director

**SUPPORTING DOCUMENTS:**

- **EDC Sales Tax Revenue Report & Detail - May 14, 2020**
- **Financials as of March 31, 2020**
  - CDC: Vela Memo, Operating Fund, & Projects Fund
  - FDC: Vela Memo, Operating Fund, & Projects Fund
- **Payables**
  - CDC: City Reimbursement – March 2020 - \$16,921.34
  - FDC: City Reimbursement – March 2020 - \$16,921.34

**EXECUTIVE SUMMARY**

**Sales Tax**

Sales tax revenues received in May (**March** remittances) were **up 10%** from the same period the previous year. Overall, the Corporation's **sales tax revenues total \$488,672.01** for FY20 or **59% of budget with 50% of periods reported**.

**Financials**

**There were no CDC Operating Fund (600) expenditures** reported in March. **CDC Projects Fund (601) expenditures of \$720.01** were reported for an invoice to HRGreen for the Broadband Discovery Project.

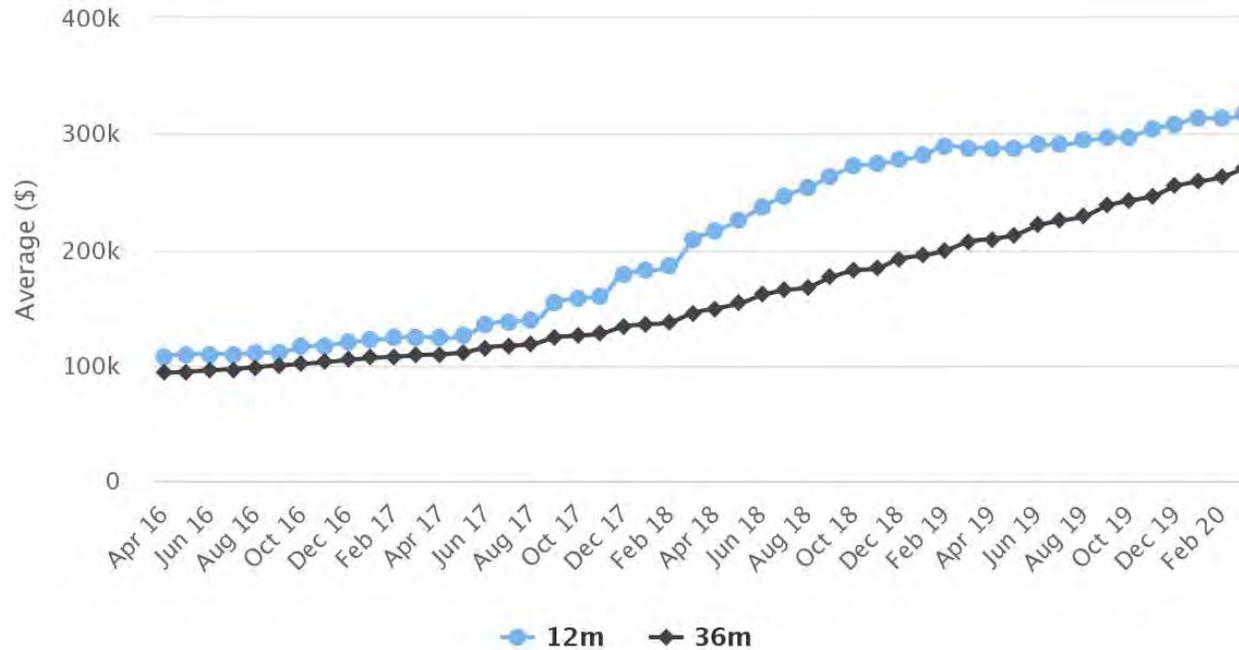
**There were no FDC Operating Fund (700) expenditures** reported in March. **FDC Projects Fund (701) expenditures of \$720.01** were reported for an invoice to HRGreen for the Broadband Discovery Project.

**Payables**

The **reimbursement** register for **March** for the Boards' consideration includes funds to be paid to the City for expenditures (100) pursuant to the Administrative Services Agreement amounting to **\$16,921.34 per Corporation**. This reimbursement includes one-time expenditures for Opportunity Strategies' February workshops with City Council and the EDCs related to Strategic Plan Implementation amounting to \$4,533.40.



**12m over 36m Moving Averages – March 2020 | ZacTax**



**12 month moving average: March: \$316,531**

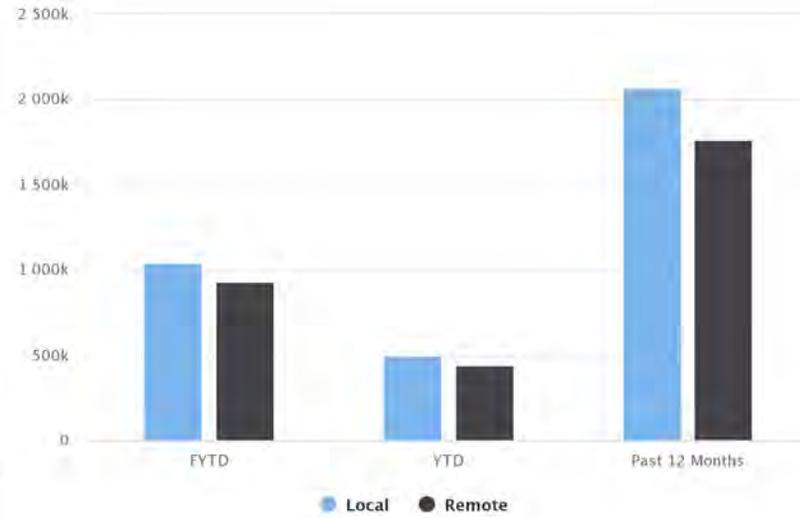
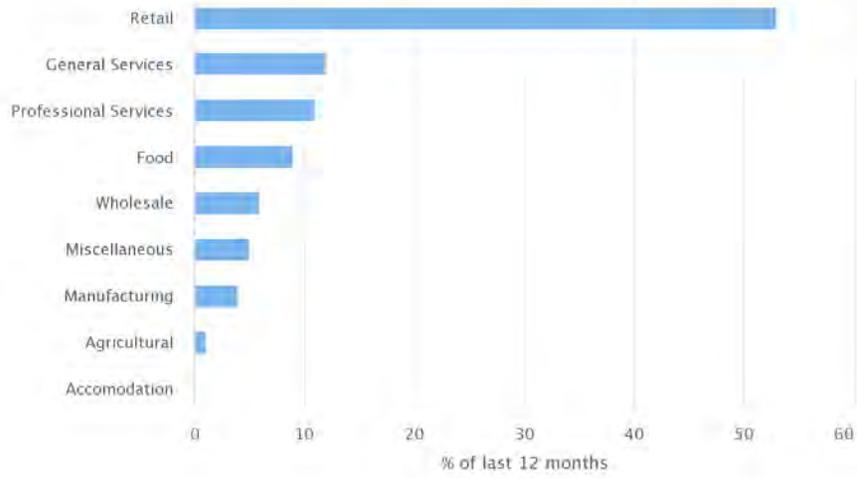
(February: \$313,235; **January 2020**: \$313,477; December: \$308,239.57; November: \$304,371.27; October: \$295,979.13; September: \$295,979.13; August: \$293,940.86; July: \$290,318.90; June: \$290,589.08; May: \$287,896.61; April: \$287,868.79; March: \$287,950.68; February: \$289,683.30; **January 2019**: \$281,257.48; December: \$277,217.46; **November: \$273,964.07**; October: \$271,832; September: \$263,277; August: \$253,923)

**36 month moving average: March: \$270,698**

(February: \$262,690; **January 2020**: \$258,717; December: \$254,932; November: \$246,204.06; October: \$237,708.66; September: \$237,708.66; August: \$228,726.43; July: \$224,959.69; June: \$220,840.41; May: \$212,658.55; April: \$209,240.66; March: \$206,778.18; February: \$199,364.59; **January 2019**: \$194,778.14; December: \$192,064.97; **November: \$183,823.28**; October: \$181,716; September: \$176,100; August: \$167,625)

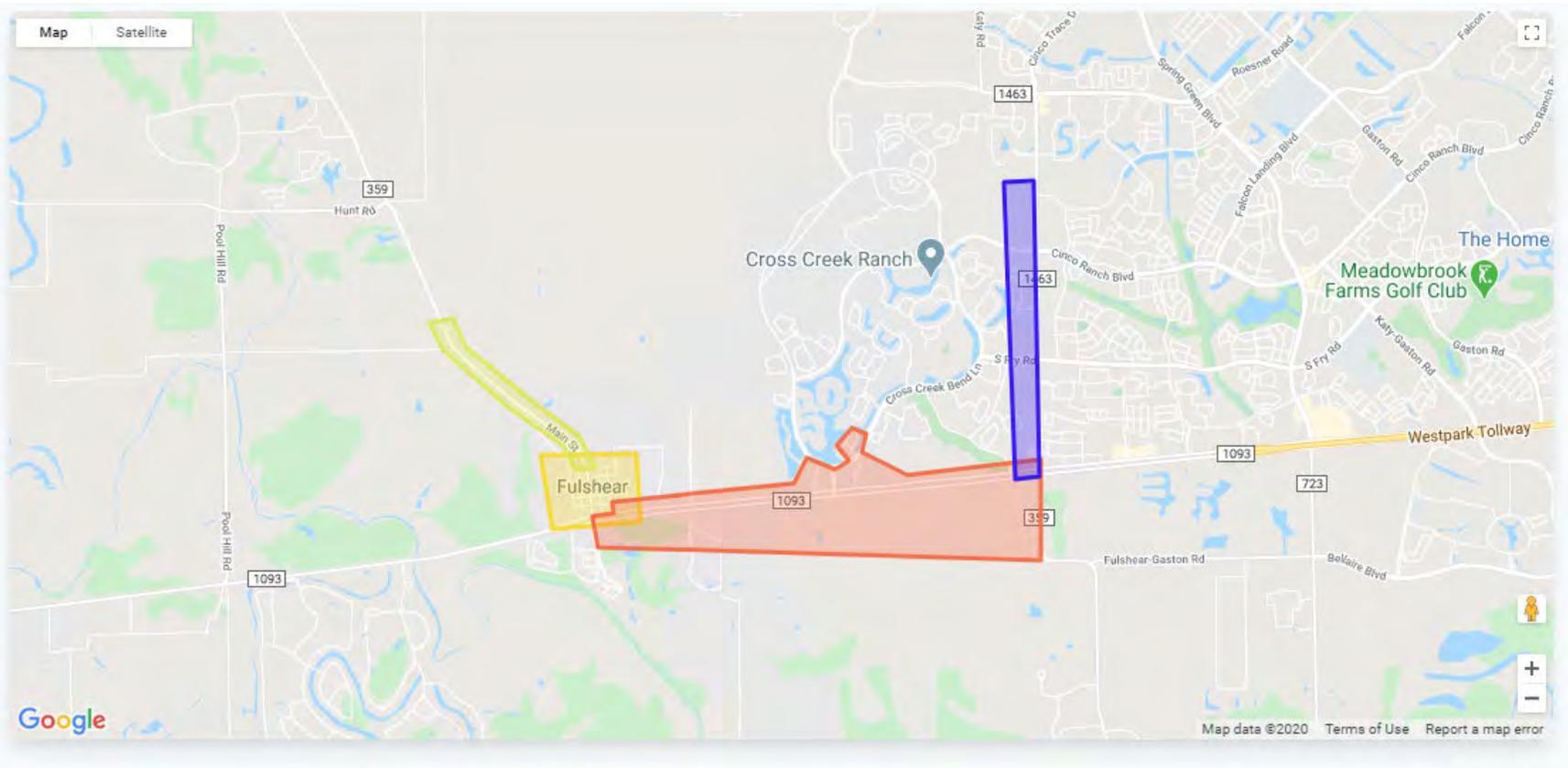
## Industry Percentages & Local vs. Remote – March

### Industry Percentages



**Tracked Regions with >5 Taxpayers – March**

Region	Acreage	# Outlets	Annual \$/Acre	YTD	% Change	FYTD	% Change
Downtown	220.38	28	\$1,396.77	\$73,282.39	23.35%	\$145,060.76	11.68%
FM 1093 & CCR 1093 Mixed Use Areas	1153.76	11	\$53.85	\$19,811.89	60.70%	\$39,739.57	-13.62%
FM 1463	272.06	52	\$3,255.54	\$214,366.45	14.83%	\$450,775.89	16.90%







# CITY OF FULSHEAR

## Finance Department

PO Box 279 / 29378 McKinnon, Suite A  
Fulshear, Texas 77441  
[www.fulsheartexas.gov](http://www.fulsheartexas.gov)

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### MEMORANDUM

To: Type A Corp - Development Corporation  
From: Wes Vela, Chief Financial Officer, City of Fulshear  
Date: May 5, 2020  
Subject: Monthly Financial Reports

Attached you will find the Type A Corp Development Corp. Financial Reports for the period **October 1, 2019 through March 31, 2020** for both the operating fund and capital projects fund. This period represents **50%** of the operating period.

If you have any questions, please don't hesitate to call me at 281.346.8805.

CITY OF FULSHEAR  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2020

600-4/A Operating Fund  
 FINANCIAL SUMMARY

50.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
TAX & FRANCHISE FEES	832,624.00	64,540.33	320,669.84	38.51	511,954.16
INTEREST EARNED	<u>32,000.00</u>	<u>1,332.84</u>	<u>16,368.57</u>	<u>51.15</u>	<u>15,631.43</u>
TOTAL REVENUES	864,624.00	65,873.17	337,038.41	38.98	527,585.59
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
Administrative	22,125.00	0.00	1,009.08	4.56	21,115.92
Transfers Out	<u>994,738.00</u>	<u>0.00</u>	<u>848,338.85</u>	<u>85.28</u>	<u>146,399.15</u>
TOTAL EXPENDITURES	1,016,863.00	0.00	849,347.93	83.53	167,515.07
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	( 152,239.00)	65,873.17	( 512,309.52)		360,070.52

CITY OF FULSHEAR  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2020

600-4/A Operating Fund

50.00% OF YEAR COMP.

Administrative

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>SUPPLIES</u>					
600-5-100-5311-00 Supplies	250.00	0.00	0.00	0.00	250.00
TOTAL SUPPLIES	250.00	0.00	0.00	0.00	250.00
<u>CONTRACTUAL SERVICES</u>					
600-5-100-5411-00 Admin Prof. Serv. - Legal	10,000.00	0.00	195.00	1.95	9,805.00
600-5-100-5411-10 Professional Svcs - Consulting	2,900.00	0.00	0.00	0.00	2,900.00
600-5-100-5413-00 Meeting Security	3,000.00	0.00	280.33	9.34	2,719.67
600-5-100-5421-04 Admin - Indemnity Insurance	475.00	0.00	0.00	0.00	475.00
TOTAL CONTRACTUAL SERVICES	16,375.00	0.00	475.33	2.90	15,899.67
<u>OTHER CHARGES</u>					
600-5-100-5526-00 Admin - Public Notices	500.00	0.00	0.00	0.00	500.00
600-5-100-5528-00 Travel & Training	0.00	0.00	544.12	0.00	(544.12)
600-5-100-5528-05 Continuing Education	5,000.00	0.00	(10.37)	0.21	5,010.37
TOTAL OTHER CHARGES	5,500.00	0.00	533.75	9.70	4,966.25
TOTAL Administrative	22,125.00	0.00	1,009.08	4.56	21,115.92

CITY OF FULSHEAR  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2020

600-4/A Operating Fund

50.00% OF YEAR COMP.

Transfers Out

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>TRANSFERS</u>					
600-5-900-5900-10 XFER OUT - Gen Fund 100	176,963.00	0.00	48,063.85	27.16	128,899.15
600-5-900-5900-11 XFER OUT - Community Events	37,500.00	0.00	37,500.00	100.00	0.00
600-5-900-5900-61 XFER OUT 4/A Project Fund 601	745,275.00	0.00	745,275.00	100.00	0.00
600-5-900-5901-10 Xfer Out GF 100-shared service	<u>35,000.00</u>	<u>0.00</u>	<u>17,500.00</u>	<u>50.00</u>	<u>17,500.00</u>
TOTAL TRANSFERS	994,738.00	0.00	848,338.85	85.28	146,399.15
<hr/>					
TOTAL Transfers Out	994,738.00	0.00	848,338.85	85.28	146,399.15
<hr/>					
TOTAL EXPENDITURES	1,016,863.00	0.00	849,347.93	83.53	167,515.07
=====					
REVENUES OVER/(UNDER) EXPENDITURES	( 152,239.00)	65,873.17	( 512,309.52)		360,070.52

\*\*\* END OF REPORT \*\*\*

CITY OF FULSHEAR  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2020

601-4/A - Projects Fund

FINANCIAL SUMMARY

50.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
INTEREST EARNED	8,000.00	1,627.26	9,208.68	115.11 (	1,208.68)
TRANSFERS	<u>745,275.00</u>	<u>0.00</u>	<u>745,275.00</u>	<u>100.00</u>	<u>0.00</u>
TOTAL REVENUES	753,275.00	1,627.26	754,483.68	100.16 (	1,208.68)
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
Non-Departmental	1,068,580.00	720.01	720.01	0.07	1,067,859.99
Transfers Out	<u>412,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>412,500.00</u>
TOTAL EXPENDITURES	1,481,080.00	720.01	720.01	0.05	1,480,359.99
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	( 727,805.00)	907.25	753,763.67		( 1,481,568.67)

CITY OF FULSHEAR  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2020

601-4/A - Projects Fund

50.00% OF YEAR COMP.

Non-Departmental

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>CONTRACTUAL SERVICES</u>					
601-5-000-5470-01 Targeted Incentives	219,210.00	0.00	0.00	0.00	219,210.00
601-5-000-5470-02 Promotional Expenses	185,065.00	0.00	0.00	0.00	185,065.00
601-5-000-5470-03 Studies expense	<u>173,180.00</u>	<u>720.01</u>	<u>720.01</u>	<u>0.42</u>	<u>172,459.99</u>
TOTAL CONTRACTUAL SERVICES	577,455.00	720.01	720.01	0.12	576,734.99
<u>CAPITAL OUTLAY</u>					
601-5-000-5600-09 Katy-Fulshear/Huggins Rd-ST20B	100,000.00	0.00	0.00	0.00	100,000.00
601-5-000-5600-10 Texas Heritage Pkwy Proj-ST20C	91,125.00	0.00	0.00	0.00	91,125.00
601-5-000-5600-11 Livable Center Implement (EDC)	125,000.00	0.00	0.00	0.00	125,000.00
601-5-000-5600-12 Ec Dev Strat Plan Implem (EDC)	125,000.00	0.00	0.00	0.00	125,000.00
601-5-000-5600-13 Gateway, Corridor and Placemak	<u>50,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>50,000.00</u>
TOTAL CAPITAL OUTLAY	491,125.00	0.00	0.00	0.00	491,125.00
<u>TRANSFERS</u>					
TOTAL Non-Departmental	1,068,580.00	720.01	720.01	0.07	1,067,859.99

CITY OF FULSHEAR  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2020

601-4/A - Projects Fund

50.00% OF YEAR COMP.

Transfers Out

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>TRANSFERS</u>					
601-5-900-5900-30 XFER OUT -#300 ST20D FM1093	87,500.00	0.00	0.00	0.00	87,500.00
601-5-900-5900-51 XFER Out - #501 WMP-W18K	50,000.00	0.00	0.00	0.00	50,000.00
601-5-900-5901-30 XFER OUT - #300 FPT19A Parks	50,000.00	0.00	0.00	0.00	50,000.00
601-5-900-5901-51 XFER OUT-#5010D20B-Dntown Drng	100,000.00	0.00	0.00	0.00	100,000.00
601-5-900-5902-30 XFER OUT - #300 FPT19B Livab	50,000.00	0.00	0.00	0.00	50,000.00
601-5-900-5902-51 XFER OUT - #501 WMP-WW18E	<u>75,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>75,000.00</u>
TOTAL TRANSFERS	412,500.00	0.00	0.00	0.00	412,500.00
<hr/>					
TOTAL Transfers Out	412,500.00	0.00	0.00	0.00	412,500.00
<hr/>					
TOTAL EXPENDITURES	1,481,080.00	720.01	720.01	0.05	1,480,359.99
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	( 727,805.00)	907.25	753,763.67		( 1,481,568.67)

\*\*\* END OF REPORT \*\*\*





# CITY OF FULSHEAR

## Finance Department

PO Box 279 / 29378 McKinnon, Suite A  
Fulshear, Texas 77441  
[www.fulsheartexas.gov](http://www.fulsheartexas.gov)

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### MEMORANDUM

To: Type B Corp - Development Corporation  
From: Wes Vela, Chief Financial Officer, City of Fulshear  
Date: May 5, 2020  
Subject: Monthly Financial Reports

Attached you will find the Type B- Development Corp. Financial Reports for the period **October 1, 2019 through March 31, 2020** for both the operating fund and capital projects fund. This period represents **50%** of the operating period.

If you have any questions, please don't hesitate to call me at 281.346.8805.

CITY OF FULSHEAR  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2020

700-4/B Operating Fund  
 FINANCIAL SUMMARY

50.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
TAX & FRANCHISE FEES	832,624.00	64,540.33	320,669.80	38.51	511,954.20
INTEREST EARNED	35,500.00	2,306.09	19,680.11	55.44	15,819.89
TRANSFERS	<u>0.00</u>	<u>0.00</u>	<u>745,275.00</u>	<u>0.00</u>	<u>( 745,275.00)</u>
TOTAL REVENUES	868,124.00	66,846.42	1,085,624.91	125.05	( 217,500.91)
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
Administrative	19,850.00	0.00	3,121.32	15.72	16,728.68
Community Development	10,000.00	0.00	0.00	0.00	10,000.00
Transfers Out	<u>994,738.00</u>	<u>0.00</u>	<u>864,976.69</u>	<u>86.96</u>	<u>129,761.31</u>
TOTAL EXPENDITURES	1,024,588.00	0.00	868,098.01	84.73	156,489.99
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	( 156,464.00)	66,846.42	217,526.90		( 373,990.90)

CITY OF FULSHEAR  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2020

700-4/B Operating Fund

50.00% OF YEAR COMP.

Administrative

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>SUPPLIES</u>					
700-5-100-5311-00 Supplies	250.00	0.00	0.00	0.00	250.00
TOTAL SUPPLIES	250.00	0.00	0.00	0.00	250.00
<u>CONTRACTUAL SERVICES</u>					
700-5-100-5411-00 Admin Prof. Service - Legal	7,500.00	0.00	195.00	2.60	7,305.00
700-5-100-5413-00 Meeting Security	3,000.00	0.00	192.19	6.41	2,807.81
700-5-100-5421-04 Admin - Indemnity Insurance	600.00	0.00	0.00	0.00	600.00
TOTAL CONTRACTUAL SERVICES	11,100.00	0.00	387.19	3.49	10,712.81
<u>OTHER CHARGES</u>					
700-5-100-5526-00 Public Notices	500.00	0.00	0.00	0.00	500.00
700-5-100-5528-00 Travel & Training	8,000.00	0.00	2,734.13	34.18	5,265.87
TOTAL OTHER CHARGES	8,500.00	0.00	2,734.13	32.17	5,765.87
<hr/>					
TOTAL Administrative	19,850.00	0.00	3,121.32	15.72	16,728.68

CITY OF FULSHEAR  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2020

700-4/B Operating Fund

50.00% OF YEAR COMP.

Community Development

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>CONTRACTUAL SERVICES</u>					
700-5-400-5471-00 Community Grants	<u>10,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10,000.00</u>
TOTAL CONTRACTUAL SERVICES	10,000.00	0.00	0.00	0.00	10,000.00
<hr/>					
TOTAL Community Development	10,000.00	0.00	0.00	0.00	10,000.00

CITY OF FULSHEAR  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2020

700-4/B Operating Fund

50.00% OF YEAR COMP.

Transfers Out

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>TRANSFERS</u>					
700-5-900-5900-10 Xfer Out - Gen Fund 100	176,963.00	0.00	64,701.69	36.56	112,261.31
700-5-900-5900-11 Community Events	37,500.00	0.00	37,500.00	100.00	0.00
700-5-900-5901-10 XFER Out GF 100 shared service	35,000.00	0.00	17,500.00	50.00	17,500.00
700-5-900-5901-71 Xfer Out 4/B Project Fund 701	<u>745,275.00</u>	<u>0.00</u>	<u>745,275.00</u>	<u>100.00</u>	<u>0.00</u>
TOTAL TRANSFERS	994,738.00	0.00	864,976.69	86.96	129,761.31
<hr/>					
TOTAL Transfers Out	994,738.00	0.00	864,976.69	86.96	129,761.31
<hr/>					
TOTAL EXPENDITURES	1,024,588.00	0.00	868,098.01	84.73	156,489.99
=====					
REVENUES OVER/(UNDER) EXPENDITURES	( 156,464.00)	66,846.42	217,526.90		( 373,990.90)

\*\*\* END OF REPORT \*\*\*

CITY OF FULSHEAR  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2020

701-4/B Projects Fund  
 FINANCIAL SUMMARY

50.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
INTEREST EARNED	6,650.00	732.78	6,791.24	102.12	( 141.24)
TRANSFERS	<u>745,275.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>745,275.00</u>
TOTAL REVENUES	751,925.00	732.78	6,791.24	0.90	745,133.76
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
Non-Departmental	1,170,935.00	720.01	15,413.01	1.32	1,155,521.99
Transfers Out	<u>412,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>412,500.00</u>
TOTAL EXPENDITURES	1,583,435.00	720.01	15,413.01	0.97	1,568,021.99
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	( 831,510.00)	12.77	( 8,621.77)		( 822,888.23)

CITY OF FULSHEAR  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2020

701-4/B Projects Fund

50.00% OF YEAR COMP.

Non-Departmental

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>CONTRACTUAL SERVICES</u>					
701-5-000-5470-01 Targeted Incentives	219,210.00	0.00	0.00	0.00	219,210.00
701-5-000-5470-02 Promotional Expenses	121,046.00	0.00	14,693.00	12.14	106,353.00
701-5-000-5470-03 Studies expense	<u>173,179.00</u>	<u>720.01</u>	<u>720.01</u>	<u>0.42</u>	<u>172,458.99</u>
TOTAL CONTRACTUAL SERVICES	513,435.00	720.01	15,413.01	3.00	498,021.99
<u>CAPITAL OUTLAY</u>					
701-5-000-5600-09 Katy-Fulshear/Huggins Rd-ST20B	57,500.00	0.00	0.00	0.00	57,500.00
701-5-000-5600-11 Livable Center Implement (EDC)	250,000.00	0.00	0.00	0.00	250,000.00
701-5-000-5600-12 Ec Dev Strat Plan Implemt (EDC)	250,000.00	0.00	0.00	0.00	250,000.00
701-5-000-5600-13 Gateway, Corridor, Placemaking	<u>100,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100,000.00</u>
TOTAL CAPITAL OUTLAY	657,500.00	0.00	0.00	0.00	657,500.00
<u>TRANSFERS</u>					
TOTAL Non-Departmental	1,170,935.00	720.01	15,413.01	1.32	1,155,521.99

CITY OF FULSHEAR  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2020

701-4/B Projects Fund

50.00% OF YEAR COMP.

Transfers Out

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>TRANSFERS</b>					
701-5-900-5900-30 Xfer Out #300 ST19D FM1093	87,500.00	0.00	0.00	0.00	87,500.00
701-5-900-5900-51 Xfer Out #501 WMP-W18K	50,000.00	0.00	0.00	0.00	50,000.00
701-5-900-5901-30 Xfer Out #300 FPT19A Parks	50,000.00	0.00	0.00	0.00	50,000.00
701-5-900-5901-51 Xfer Out - #501 WMP-WW18E	75,000.00	0.00	0.00	0.00	75,000.00
701-5-900-5902-30 Xfer Out-#300 FPT19B Livab	50,000.00	0.00	0.00	0.00	50,000.00
701-5-900-5902-51 Xfer Out #501 D20B Dntwn Drain	<u>100,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100,000.00</u>
TOTAL TRANSFERS	412,500.00	0.00	0.00	0.00	412,500.00
<hr/>					
TOTAL Transfers Out	412,500.00	0.00	0.00	0.00	412,500.00
<hr/>					
TOTAL EXPENDITURES	<u>1,583,435.00</u>	<u>720.01</u>	<u>15,413.01</u>	<u>0.97</u>	<u>1,568,021.99</u>
<hr/>					
REVENUES OVER/(UNDER) EXPENDITURES	( 831,510.00)	12.77	( 8,621.77)		( 822,888.23)

\*\*\* END OF REPORT \*\*\*



CITY OF FULSHEAR  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: MARCH 31ST, 2020

100-General Fund

50.00% OF YEAR COMP.

Economic Development

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<b>PERSONNEL COSTS</b>					
100-5-180-5210-00 Salaries	167,199.00	19,292.11	83,599.12	50.00	83,599.88
100-5-180-5210-03 Auto Allowance	4,800.00	553.86	2,400.06	50.00	2,399.94
100-5-180-5230-00 Payroll Tax Expense	12,791.00	1,518.21	7,066.07	55.24	5,724.93
100-5-180-5235-00 Employee Health Benefits	17,714.00	1,551.43	10,724.09	60.54	6,989.91
100-5-180-5238-00 Retirement Contribution	12,298.00	1,553.94	7,338.32	59.67	4,959.68
100-5-180-5239-00 Workers Compensation	<u>403.00</u>	<u>0.00</u>	<u>403.00</u>	<u>100.00</u>	<u>0.00</u>
TOTAL PERSONNEL COSTS	215,205.00	24,469.55	111,530.66	51.83	103,674.34
<b>SUPPLIES</b>					
100-5-180-5311-00 Supplies	2,500.00	61.63	295.02	11.80	2,204.98
100-5-180-5314-00 Publications/Ref Material	730.00	20.00	225.00	30.82	505.00
100-5-180-5316-00 Minor Tools & Equipment	2,000.00	0.00	0.00	0.00	2,000.00
100-5-180-5381-00 Meeting Expenses	<u>2,000.00</u>	<u>5.87</u>	<u>5.87</u>	<u>0.29</u>	<u>1,994.13</u>
TOTAL SUPPLIES	7,230.00	87.50	525.89	7.27	6,704.11
<b>CONTRACTUAL SERVICES</b>					
100-5-180-5411-10 Prof. Services - Consulting	25,000.00	4,533.40	4,533.40	18.13	20,466.60
100-5-180-5411-14 Prof. Service Legal & Engineer	10,000.00	3,139.50	5,470.10	54.70	4,529.90
100-5-180-5434-00 Telecommunications	2,200.00	275.08	755.52	34.34	1,444.48
100-5-180-5440-00 Marketing	32,500.00	0.00	1,825.52	5.62	30,674.48
100-5-180-5472-00 Business Devlpmnt & Retention	<u>7,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>7,500.00</u>
TOTAL CONTRACTUAL SERVICES	77,200.00	7,947.98	12,584.54	16.30	64,615.46
<b>OTHER CHARGES</b>					
100-5-180-5520-00 Printing	2,500.00	0.00	0.00	0.00	2,500.00
100-5-180-5527-00 Dues & Memberships	2,325.00	0.00	1,338.41	57.57	986.59
100-5-180-5527-01 Dues & Memberships - Org.	17,250.00	1,250.00	7,300.00	42.32	9,950.00
100-5-180-5528-00 Travel & Training	14,500.00	0.00	4,873.73	33.61	9,626.27
100-5-180-5530-00 Technology Maintenance	51,000.00	0.00	0.00	0.00	51,000.00
100-5-180-5531-00 Mileage	<u>1,500.00</u>	<u>87.65</u>	<u>244.73</u>	<u>16.32</u>	<u>1,255.27</u>
TOTAL OTHER CHARGES	89,075.00	1,337.65	13,756.87	15.44	75,318.13
TOTAL Economic Development	388,710.00	33,842.68	138,397.96	35.60	250,312.04

CDC: 600-5-900-5900-10 \$16,921.34

Approved:  
 Date:

FDC: 700-5-900-5900-10 \$16,921.34

Approved:  
 Date:





**ECONOMIC DEVELOPMENT  
COMMUNICATION FORM  
May 18, 2020**

ITEM	TITLE
	City Council Liaison Update
<b>ITEM/MOTION</b>	
Hear update from City Council liaisons	
<b>ESTIMATED EXPENDITURE:</b>	<b>BUDGET ACCOUNT:</b>

**SUBMITTED BY:**

Angela E. Fritz  
Economic Development Director

**SUPPORTING DOCUMENTS:**

**EXECUTIVE SUMMARY**

This will be a regular, recurring agenda item to allow for City Council liaisons (Councilmember Kelly – “A”; Councilmember Martin – “B”) to provide an update on relevant topics.





**ECONOMIC DEVELOPMENT  
COMMUNICATION FORM  
May 18, 2020**

ITEM	TITLE
	<b>Economic Development Update</b>
<b>ITEM/MOTION</b>	
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	
<b>ESTIMATED EXPENDITURE:</b>	<b>BUDGET ACCOUNT:</b>

**SUBMITTED BY:**

Chandler Marks  
Economic Development Coordinator

**SUPPORTING DOCUMENTS:**

1. Economic Development Update – May 15, 2020

<b>EXECUTIVE SUMMARY</b>
Staff will provide a general overview during the meeting.



# CITY OF FULSHEAR

## Economic Development Update

May 15, 2020

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### 1. Fulshear Commercial Development (Permits):

- **Certificates of Occupancy (CO)** issued since February: Price Gordon Services (Downtown); Whitt Logistics (Flewellen); Smile Bright (1463); Shipley's (1463); Main Squeeze (1463); Stretch Lab (1463)
- **Business Openings:** Price Gordon Services, Whitt Logistics
- **Currently Under Construction:** Marcel Town Center; Market at Cross Creek; Rapid Car Wash; Leo's Kitchen; Molina's Mexican Kitchen (Shoppes at Cross Creek); Texana; Local Table; Ivy Kids Cross Creek; Rogers Road Business Park; Monarch Title; F45 Training

### 2. City Council actions concerning development and/or Economic Development Corporations:

*More info. on any of the items considered by City Council may be found in the City Council meeting packets available here: [http://www.fulsheartexas.gov/government/city\\_council2.php](http://www.fulsheartexas.gov/government/city_council2.php). **City Council Meeting Video is also available now!***

#### City Council meetings:

- City Council liaisons from each board will provide an update as a separate agenda item.
  - April 21
  - May 19

### 3. Economic Development-Related Projects & Initiatives:

- **Business Visits and Outreach** - We've been in regular contact with our local businesses regarding COVID-19 resources, assistance, and business status.
  - ***We estimate there are 223 businesses that operate in Fulshear. As of the morning of Friday, May 15, to the best of our knowledge, we estimate that out of these 223, at least 9 are temporarily closed, and at least another 34 are operating on very limited bases, as a result of COVID-19.***
- **Business Development** – we continue to field calls and initial inquiries in Economic Development from people interested in opening businesses in Fulshear, or developing properties.
- **Fulshear First Mother's Day Giveaway:** Staff worked to procure gift cards from local businesses and ran a #FulshearFirst promotion on Facebook encouraging people to share a picture of themselves enjoying a something from a Fulshear business. Although there weren't a ton of responses, those who participated seemed to enjoy the contest and the amounts of the gift cards awarded (\$25 each in various combined packages) was intended to encourage further spending at locations. We plan to do at least one more giveaway promotion of this nature. Staff will provide additional information on a similar idea that we would like to potentially pursue in the future to encourage folks to think #FulshearFirst.
- **Broadband Discovery Study** – Underway. A draft Market Assessment has been provided and is under staff review currently. We are currently working to flesh out the responses to the Survey. There was an issue identified regarding completion rate throughout the early portion of the release, which HRGreen believes they have now rectified. We have pushed directly to our Fulshear business contacts with a request to complete at their physical business location, and will continue to share on Facebook for at least another week or two to see if we are able to get the necessary responses.

- **Innovation Hub Playbook** – Agreement with The Cannon approved by EDCs in May. Final documents are being executed, and staff/consultant discussion is planned for next week regarding project start.
- [Fort Bend Public Transportation Fulshear Transit Feasibility Study](#) – The Fort Bend County Transit Department’s Fulshear Feasibility Study is currently on hold at the County’s request due to COVID-19.

4. Regional Partner Meetings & Events Attended:

- FKACC Meetings, HREDA Meetings, FBEDC meetings, GHP Economy Updates , SBA Webinars, etc.

5. Upcoming Meeting/Event Dates:

	May 2020	June 2020	July 2020
<b>HOLIDAY</b>	May 25 (Memorial Day)	N/A	July 3 (City offices closed for Independence Day)
<a href="#">Fulshear Freedom Fest</a>	----	----	July 4
<a href="#">FKACC Membership Meeting</a>	May 13	June 10	July 8
Joint Meeting <a href="#">CDC (A), FDC (B)</a>	May 18	June 15	July 20
<a href="#">City Council Regular Meeting</a>	May 19	June 16	July 21
<a href="#">City Council Special Meeting</a>	May 19	N/A	N/A
<a href="#">KAEDC General Assembly Meeting</a>	May 19 (virtually)	June 16	July 21
<a href="#">FBEDC Membership Meeting</a>	May 21	June 18	July 23

6. Economy Overview:

- [Greater Houston Partnership – Houston Economy at a Glance](#)
- [Federal Reserve Bank of Dallas – Houston Economic Indicators](#)
- [Federal Reserve Bank of Dallas – Texas Economy Update](#)
- [Federal Reserve Bank of Dallas – Texas Economic Indicators](#)
- [Outlook for the Texas Economy](#) - Texas A&M Real Estate Center
- [Key Economic Indicators](#) – Texas Comptroller’s Office

7. Quick Statistics:

<a href="#">Estimated Population (PASA)</a>	<b><i>Fulshear – Oct. 2019</i></b> <b><i>Fulshear – October 2020</i></b>	<b><i>13,969</i></b> <b><i>16,083</i></b>
<a href="#">Unemployment</a> March 2020	Fort Bend Houston-Woodlands -Sugar Land MSA Texas United States	4.6% 5.1% 4.7% 4.5%
<a href="#">Sales Tax</a> March 2020 (Jan. 2020 sales)	<b><i>Fulshear – Period / YTD</i></b> All Texas cities – Period / YTD	10.18% / 15.77% -5.06% / 2.60%

<a href="#">Crude Oil Price – West Texas Intermediate</a>	May 14, 2020	\$27.62
	April 21, 2020	\$11.26
	April 7, 2020	\$23.63
	March 9, 2020	\$32.12
	February 7, 2020	\$50.32
	January 3, 2020	\$63.05
	December 2, 2019	\$55.96
	November 11, 2019	\$56.86
	October 4, 2019	\$52.81
	August 30, 2019	\$55.10
	August 9, 2019	\$54.50
	July 5, 2019	\$57.51
	April 5, 2019	\$63.08

8. General Demographic Resources - Fulshear:

- Population and Survey Analysts Fulshear Update:  
[http://www.fulsheartexas.gov/community/demographic\\_reports.php](http://www.fulsheartexas.gov/community/demographic_reports.php)
- US Census Bureau Quick Facts:  
<https://www.census.gov/quickfacts/fact/table/fulshearcitytexas/PST120216>
- ESRI via FBEDC:  
[https://www.fortbendcounty.com/wp-content/uploads/2018/07/Fulshear-7\\_2018.pdf](https://www.fortbendcounty.com/wp-content/uploads/2018/07/Fulshear-7_2018.pdf)
- Zoom Prospector:  
<https://www.zoomprospector.com/communities/tx/city/fulshear/4827876>





**ECONOMIC DEVELOPMENT  
COMMUNICATION FORM  
May 18, 2020**

ITEM	TITLE
	<b>Future Agenda Items</b>
<b>ITEM/MOTION</b>	
Future agenda items	
<b>ESTIMATED EXPENDITURE:</b>	<b>BUDGET ACCOUNT:</b>

**SUBMITTED BY:**

**SUPPORTING DOCUMENTS:**

Chandler Marks  
Economic Development Coordinator

<b>EXECUTIVE SUMMARY</b>
<p>This item allows the boards to request items for future discussion. Discussion regarding the particular items requested is not allowed at this time, as the items must be properly noticed for discussion at a future public meeting.</p>

