

# City Council Meeting

## Agenda Item

### Data Sheet

Meeting Date: March 16, 2026

**Topic:**

Approve amendments to Administrative Policy No. 18, Development Policy for Special Financing Districts.

**Background:**

The City of Tomball’s Development Policy for Special Financing Districts establishes the framework and procedures governing the creation and administration of Public Improvement Districts (PIDs). The policy provides detailed criteria for evaluating PID applications, with an emphasis on projects that provide enhanced public benefits and are consistent with the City’s adopted master plans.

Applicants must satisfy rigorous documentation and financial requirements, including demonstrating relevant development experience, financial capacity, and a clearly defined funding strategy for both PID-financed and privately funded improvements. The policy further provides a structured, multi-step review process that includes petitions, development agreements, and City Council approvals. Approval of a PID is not guaranteed and remains subject to City Council discretion upon fulfillment of all required conditions.

The policy further outlines limitations on assessment rates, bond terms, and eligible improvements to ensure fiscal responsibility and transparency. Developers are responsible for all administrative costs and must provide comprehensive homeowner disclosures regarding PID assessments. The City retains full authority of PID approval, financing, and bond issuance in accordance with the terms established within the Development Agreement.

This agenda item is to approve amendments to the Development Policy for Special Financing Districts including:

- Removal of the assessment cap and term for PIDs
- Removal of the minimum acreage for a debt PID
- Addition of a scoring matrix for PID petitions received after adoption of the revised Administrative Policy amendment

**Origination:** Project Management

**Recommendation:**

N/A

**Party(ies) responsible for placing this item on agenda:** Meagan Mageo, Project Manager

**FUNDING (IF APPLICABLE)**

Are funds specifically designated in the current budget for the full amount required for this purpose?

Yes: \_\_\_\_\_ No: \_\_\_\_\_ If yes, specify Account Number: # \_\_\_\_\_

If no, funds will be transferred from account # \_\_\_\_\_ To account # \_\_\_\_\_

Signed Meagan Mageo Approved by \_\_\_\_\_  
Staff Member Date City Manager Date