

**NOTICE OF REGULAR TOMBALL ECONOMIC DEVELOPMENT  
CORPORATION MEETING**



**Tuesday, November 15, 2022  
5:30 PM**

Notice is hereby given of a meeting of the Tomball Economic Development Corporation, to be held on Tuesday, November 15, 2022 at 5:30 PM, City Hall, 401 Market Street, Tomball, TX 77375, for the purpose of considering the following agenda items. All agenda items are subject to action. The Tomball Economic Development Corporation reserves the right to meet in a closed session for consultation with attorney on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

**THE TOMBALL ECONOMIC DEVELOPMENT CORPORATION OF THE CITY OF TOMBALL, TEXAS, WILL CONDUCT THE MEETING SCHEDULED FOR NOVEMBER 15, 2022, 5:30 PM, AT 401 MARKET STREET, TOMBALL, TEXAS, 77375. THIS MEETING AGENDA AND THE AGENDA PACKET ARE POSTED ONLINE AT:**

**[HTTPS://TOMBALLTX.GOV/ARCHIVE.ASPX?AMID=38](https://tomballtx.gov/archive.aspx?amid=38)**

**A RECORDING OF THE MEETING WILL BE MADE AND WILL BE AVAILABLE TO THE PUBLIC IN ACCORDANCE WITH THE OPEN MEETINGS ACT UPON WRITTEN REQUEST.**

The public toll-free dial-in numbers to participate in the telephonic meeting are any one of the following (dial by your location): +1 312 626 6799 US (Chicago); +1 646 876 9923 US (New York); +1 301 715 8592 US; +1 346 248 7799 US (Houston); +1 408 638 0968 US (San Jose); +1 669 900 6833 US (San Jose); or +1 253 215 8782 US (Tahoma) - Meeting ID: 852 5585 8941 Passcode: 073571. The public will be permitted to offer public comments telephonically, as provided by the agenda and as permitted by the presiding officer during the meeting.

**A. Call to Order**

President Fagan called the meeting to order at 5:31 p.m.

**PRESENT**

President Gretchen Fagan

Vice-President Steven Vaughan  
Secretary Bill Sumner  
Member Chad Degges  
Member Lisa Covington

ABSENT  
Treasurer Richard Bruce  
Member Clete Jaeger

OTHERS PRESENT

Kelly Violette  
Tiffani Wooten  
Tori Gleason  
McKayley Dannelley  
Kyle Bertrand  
Tom Condon  
Katherine Tapscott  
Ross Winkler  
Mark Stoll  
Cliff Repka  
Mrs. Repka  
Luisa Obando  
Jordyn Calhoun  
Kaela Olson (via Zoom)

B. Invocation

Board Member Degges led the invocation.

C. Pledges

Kelly Violette led the pledge of allegiance to both flags.

D. Public Comments and Receipt of Petitions; *[At this time, anyone will be allowed to speak on any matter other than personnel matters or matters under litigation, for length of time not to exceed three minutes. No Council/Board discussion or action may take place on a matter until such matter has been placed on an agenda and posted in accordance with law - GC, 551.042.]*

No public comments were received.

E. Reports and Announcements

F. Reports by TEDC Staff:

Kelly Violette provided an overview of the following:

1. International Economic Development Council – Economic Excellence Awards
2. Fall 2022 Quarterly Newsletter
3. 2022 Outlook Luncheon held October 4, 2022
4. 2022 Mix & Jingle Event – December 8<sup>th</sup> – 4:00 p.m. – 6:00 p.m. at Paradigm Brewing Company
5. The Retail Coach – Retail Report Update

G. Approval of Minutes

Motion made by Member Degges, Seconded by Secretary Sumner.

Voting Yea: Vice-President Vaughan, Secretary Sumner, Member Degges, Member Covington.

The motion carried unanimously.

6. Regular Tomball EDC Meeting of July 12, 2022
7. Special Tomball EDC Meeting of August 2, 2022
8. Special Joint Tomball EDC and Tomball City Council Meeting of August 15, 2022
9. Special Joint Tomball EDC and Tomball City Council Meeting of September 6, 2022

H. New Business

10. Election of Officers: President, Vice President, Secretary, Treasurer

Motion made by Member Degges, Seconded by Secretary Sumner.

Voting Yea: Vice-President Vaughan, Secretary Sumner, Member Degges, Member Covington.

President: Gretchen Fagan

Vice President: Steven Vaughan

Secretary: Bill Sumner

Treasurer: Richard Bruce

The motion carried unanimously.

11. Presentation by Katherine Tapscott, Finance Director, regarding the Tomball EDC 2021-2022 Fiscal Year End financial statements.

Katherine Tapscott, Finance Director, provided an overview of the financial statements.

Presentation item only; no Board action required.

12. Consideration and possible action by Tomball EDC to amend the performance agreement with Jonah's Movers, LLC, which was approved by the TEDC Board at the Regular Board Meeting held July 13, 2021.

Motion made by Vice-President Vaughan, Seconded by Member Degges.

Voting Yea: Vice-President Vaughan, Secretary Sumner, Member Degges, Member Covington.

The motion carried unanimously.

13. Consideration and possible action by Tomball EDC to approve, as a Project of the Corporation, an agreement with Della Casa Pasta, LLC to make direct incentives to, or expenditures for, the creation or retention of primary jobs associated with the development of a food production facility, located at 1599 Hicks Street, Tomball, Texas 77375. The estimated amount of expenditures for such Project is \$16,077.00.

Public Hearing

President Fagan opened the public hearing at 5:55 p.m. No comments were received. Public hearing was closed at 5:55 p.m.

Motion made by Vice-President Vaughan, Seconded by Secretary Sumner.

Voting Yea: Vice-President Vaughan, Secretary Sumner, Member Degges, Member Covington.

The motion carried unanimously.

14. Consideration and possible action by Tomball EDC to approve, a Resolution of which the caption reads:

“A RESOLUTION OF THE TOMBALL ECONOMIC DEVELOPMENT CORPORATION PROVIDING THE TIME AND PLACE OF THE REGULAR MEETINGS OF THE TOMBALL ECONOMIC DEVELOPMENT CORPORATION IN THE CITY OF TOMBALL, TEXAS FOR THE YEAR 2023.”

Motion made by Secretary Sumner, Seconded by Vice-President Vaughan.

Voting Yea: Vice-President Vaughan, Secretary Sumner, Member Degges, Member Covington.

The motion carried unanimously.

15. Consideration and possible action by Tomball EDC to approve an amendment to the Commercial Real Estate Listing Agreement with Colliers International for the sale of EDC owned property in the Tomball Business and Technology Park.

Motion made by Member Degges, Seconded by Member Covington.

Voting Yea: Vice-President Vaughan, Secretary Sumner, Member Degges, Member Covington.

The motion carried unanimously.

16. Consideration and possible action by Tomball EDC to approve an amendment to Exclusive Representation Agreement with Colliers International for real estate services related to the acquisition of property within the city limits of or ETJ of Tomball.

Motion made by Member Degges, Seconded by Secretary Sumner.

Voting Yea: Vice-President Vaughan, Secretary Sumner, Member Degges, Member Covington.

The motion carried unanimously.

17. EXECUTIVE SESSION: The Tomball Economic Development Corporation Board will meet in Executive Session as authorized by Title 5, Chapter 551,

Texas Government Code, The Texas Open Meetings Act, for the following purpose:

- Section 551.072, - Deliberations regarding real property: Deliberate the purchase, exchange, sale, lease, or value of real property.
- Section 551.087, - Deliberation regarding Economic Development negotiations.
- Section 551.071, - Consultation with the Attorney regarding a matter which the Attorney's duty requires to be discussed in closed session.

The Tomball Economic Development Corporation Board of Directors recessed at 6:01 p.m.

18. Reconvene into regular session and take action, if necessary, on items discussed in Executive Session.

The Tomball Economic Development Corporation Board of Directors reconvened at 8:11 p.m.

19. Consideration and possible action by Tomball EDC to ratify approval of a commercial real estate contract – unimproved property between the Corporation as Seller and Charles G. Nickson and/or assigns and/or assigns as purchaser and authorize the execution of contracts and documentation by the EDC Executive Director relating to approximately 2.6727 acres of land identified as Lot 1 of the Tomball Business and Technology Park Section 2 Plat.

Motion made by Member Degges, Seconded by Secretary Sumner.

Voting Yea: Vice-President Vaughan, Secretary Sumner, Member Degges, Member Covington.

The motion carried unanimously.

20. Consideration and possible action by Tomball EDC to approve that one certain commercial real estate contract– unimproved property between the Corporation as Seller and Walsh Interests, Ltd. and/or assigns as purchaser and authorize the execution of contracts and documentation by the EDC Executive Director relating to approximately 18.2846 gross acres of land identified as Lot 8 of the Tomball Business and Technology Park Lots 4 and 8 Replat.

Motion made by Vice-President Vaughan, Seconded by Member Covington.

Voting Yea: Vice-President Vaughan, Secretary Sumner, Member Degges, Member Covington.

The motion carried unanimously.

21. Consideration and possible action by Tomball EDC to approve that one certain commercial real estate contract – unimproved property between the Corporation as Seller and West Woodland Business Park, LLC as purchaser and authorize the execution of contracts and documentation by the EDC Executive Director relating to approximately 0.6061 acres of land out of Lot 8 of the Tomball Business and Technology Park Lots 4 and 8 Replat.

Motion made by Secretary Sumner, Seconded by Member Covington.

Voting Yea: Vice-President Vaughan, Secretary Sumner, Member Degges, Member Covington.

The motion carried unanimously.

22. TEDC Quarterly update on 2022-2023 Strategic Work Plan.

Tiffani Wooten provided an overview.

Presentation item only; no Board action required.

**I. Adjournment**

Motion made by Member Degges, Seconded by Secretary Sumner.

Voting Yea: Vice-President Vaughan, Secretary Sumner, Member Degges, Member Covington.

The motion carried unanimously. Meeting adjourned at 8:23 p.m.

**C E R T I F I C A T I O N**

I hereby certify that the above notice of meeting was posted on the bulletin board of City Hall, City of Tomball, Texas, a place readily accessible to the general public at all times, on the 11th day of NOVEMBER 2022 by 5:30 PM, and remained posted for at least 72 continuous hours preceding the scheduled time of said meeting.

Kelly Violette  
Executive Director

**Regular Tomball Economic Development Corporation Meeting**

November 15, 2022 | Minutes

Page 8 of 8

---

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's office at (281) 290-1002 or FAX (281) 351-6256 for further information.

AGENDAS MAY BE VIEWED ONLINE AT [www.ci.tomball.tx.us](http://www.ci.tomball.tx.us).

PASSED AND APPROVED this the 10 th day of January 2023.

---

President, Tomball EDC Board

---

Secretary, Tomball EDC Board