

**The Woodlands Township  
AD HOC ECONOMIC DEVELOPMENT COMMITTEE MEETING  
Thursday February 4, 2016  
MINUTES**

The Ad Hoc Economic Development Committee of The Woodlands Township Board of Directors met in regular session, open to the public, on Thursday February 4, 2016 posted to begin at 8:30 a.m. The Committee meeting was held in a meeting room at the office of The Woodlands Township, 2801 Technology Forest Boulevard; The Woodlands, Texas 77381 within the boundaries of The Woodlands Township.

**DIRECTORS PRESENT:** Committee Chairman Dr. Ed Robb; Committee Member John McMullan and Committee Member Dr. Ann Snyder

**STAFF ADVISORS:** Director of Community Relations Nick Wolda; Township President Don Norrell; Township Attorney Robin Cross; and CVB Administrative Assistant Danielle Gatlin

**Call to order;** 8:30 a.m.

Chairman Ed Robb called the meeting to order at 8:30 a.m. There was a quorum of members present; the Committee proceeded to conduct business regarding the following matters.

**Receive, consider and act upon adoption of the meeting agenda;**

Motion made by Dr. Ann Snyder to adopt the agenda as presented and John McMullan seconded. Motion passed unanimously.

**Receive, consider and act upon approval of the minutes of the January 7, 2016 meeting of the Ad Hoc Economic Development Committee;**

Motion made by Dr. Ann Snyder to adopt the minutes as presented and John McMullan seconded. Motion passed unanimously.

**Receive, consider, and act upon Request for Proposal (RFP) for Cultural Arts Feasibility Study to be sent to The Woodlands Township Board of Directors for consideration;**

The committee discussed letters received from The Woodlands Art Council as letters of support for a Cultural Arts Feasibility Study. All noted that they received them. Dr. Snyder and Mr. Norrell explained that they had met with Dr. Don Stockton with Conroe Independent School district. The district is unable to participate financially in the study. Dr. Ann Snyder and Nick Wolda met with Chancellor Steve Head from Lone Star College System is interested in supporting this project. Lone Star is interested in a large venue. Chancellor Head estimated that Lone Star could contribute \$15,000 to \$20,000 if the Township proceeds with a study. The

Cynthia Woods Mitchell Pavilion has shown interest also. Discussion took place regarding public and private funding. Dr. Robb expressed it is the responsibility of the Committee to perfect the Request for Proposal (RFP) then to take it to the Township Board of Directors to make a decision on whether to release the RFP. If the Board would proceed, it would be from designated funds from the Events Admission Tax, which has specific purposes, according to Township President Don Norrell. Mr. Norrell explained that The Township receives a 5% tax on event ticket sales and it must be used for projects such as this. Dr. Snyder expressed that the Board of Directors has to approve proceeding. The Committee discussed the RFP in length and agreed to amending item #5 , letter c, to “within the Township or adjacent to Township boundaries.” Dr. Robb would like the staff to update to a reasonable timeline. They agree on changes and Dr. Robb asked if everyone agrees on the text in the RFP. Motion to Receive, consider and act upon Request for Proposal (RFP) for Cultural Arts Feasibility Study to be sent to The Woodlands Township Board of Directors for consideration was made by Dr. Ann Snyder and John McMullan seconded. Motion passed unanimously.

**The Committee agreed to forego recessing to Executive session.**

**Consideration of items to be placed on the agenda for the next meeting;**

None.

**Adjournment;**

Motion made by Chairman Robb to adjourn meeting. John McMullan seconded. Motion passed unanimously. Meeting adjourned at 9:34 a.m.