

**NOTICE OF TOMBALL LEGACY FUND ANNUAL MEETING  
CITY OF TOMBALL, TEXAS**



**Monday, May 15, 2023  
5:30 PM**

Notice is hereby given of a Regular meeting of the Tomball City Council, to be held on Monday, May 15, 2023 at 5:30 PM, City Hall, 401 Market Street, Tomball, Texas 77375, for the purpose of considering the following agenda items. All agenda items are subject to action. The Tomball City Council 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 CITY COUNCIL OF THE CITY OF TOMBALL, TEXAS, WILL CONDUCT THE MEETING SCHEDULED FOR MAY 15, 2023, 5:30 PM, AT 401 MARKET STREET, TOMBALL, TEXAS, 77375. THIS MEETING AGENDA AND THE AGENDA PACKET ARE POSTED ONLINE.**

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

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: 274 4411 2391 Passcode: 068337. 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
- B. 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.]*
- C. Approval of Minutes
  - 1. Approve the Minutes of the May 2, 2022 Regular Tomball Legacy Fund Annual Meeting

D. New Business

1. Elect Officers for the 2023 Tomball Legacy Fund, Inc. Board of Directors as Required under Sec. 4.02, Bylaws
2. Receive and Approve the Financial Report (Unaudited)

E. Adjournment

**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 May 2023 by 5:00 PM, and remained posted for at least 72 continuous hours preceding the scheduled time of said meeting.

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Tracylynn Garcia, TRMC, CMC, CPM  
City Secretary

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).

# Tomball Legacy Fund Meeting Agenda Item Data Sheet

Meeting Date: May 15, 2023

**Topic:**

Approve the Minutes of the May 2, 2022 Regular Tomball Legacy Fund Annual Meeting

**Background:**

**Origination:** City Secretary

**Recommendation:**

Approve

**Party(ies) responsible for placing this item on agenda:** Tracylynn Garcia City Secretary

**FUNDING (IF APPLICABLE)**

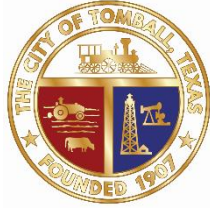
Are funds specifically designated in the current budget for the full amount required for this purpose?

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

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

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

**MINUTES OF TOMBALL LEGACY FUND ANNUAL MEETING  
CITY OF TOMBALL, TEXAS**



**Monday, May 2, 2022  
5:30 PM**

The Tomball Legacy Fund Meeting of the City of Tomball, Texas, conducted the meeting scheduled for May 2, 2022, 5:30 PM, at 401 Market Street, Tomball, Texas 77375, via video/telephone conference.

A. The Tomball Legacy Fund meeting was called to order at 5:30 p.m. by President Fagan.

Members present:

Vice President – John Ford  
Secretary – Derek Townsend  
Director – Lori Klein Quinn  
Director – Mark Stoll

Members absent:

Treasurer – Chad Degges  
Director – Position Vacant

Others present:

City Manager – David Esquivel  
Assistant City Manager – Jessica Rogers  
City Secretary – Doris Speer  
City Attorney – Loren Smith  
Finance Director – Katherine DuBose  
Marketing and Tourism Manager – Sasha Smith  
Fire Chief – Joe Sykora  
Assistant City Secretary – Tracy Garcia  
Assistant to the City Manager/Communications Coordinator – Rebecca Beahan  
Project Coordinator/ACM Admin. Asst. - Meagan Mageo  
CSO Senior Administrative Assistant – Sasha Luna

B. No Public Comments were received.

C. Approval of Minutes

1. Motion made by Secretary Townsend, Sr., Seconded by Director Stoll, to approve the Minutes of the May 3, 2021 Regular Tomball Legacy Fund Meeting.

Voting Yea: President Fagan, Vice President Ford, Secretary Townsend, Sr.,  
Director Stoll, Director Klein Quinn

Motion carried unanimously.

D. New Business

1. Motion made by Director Stoll, Seconded by Secretary Townsend, Sr., to elect the following slate of Officers for the 2022 Tomball Legacy Fund, Inc. Board of Directors as Required under Sec. 4.02, Bylaws:

President – Gretchen Fagan  
Vice President – John Ford  
Treasurer – Chad Degges  
Secretary – Derek Townsend  
Director – Lori Klein Quinn  
Director – Mark Stoll  
Director – Meagan Mageo

Assistant Secretary – Doris Speer  
Assistant Treasurer – Katherine DuBose

Voting Yea: President Fagan, Vice President Ford, Secretary Townsend, Sr.,  
Director Stoll, Director Klein Quinn

Motion carried unanimously.

2. Katherine DuBose presented the Financial Report (Unaudited).

Motion made by Secretary Townsend, Sr., Seconded by Director Stoll, to accept the Financial Report as presented.

Voting Yea: President Fagan, Vice President Ford, Secretary Townsend, Sr.,  
Director Stoll, Director Klein Quinn, Director Mageo

Motion carried unanimously.

E. Adjournment

Motion made by Secretary Townsend, Sr., Seconded by Director Stoll, to adjourn.

Voting Yea: President Fagan, Vice President Ford, Secretary Townsend, Sr., Director Stoll, Director Klein Quinn, Director Mageo

Motion carried unanimously.

Meeting adjourned.

PASSED AND APPROVED this the 15th day of May 2023.

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Tracylynn Garcia, TRMC, CMC, CPM  
City Secretary

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Lori Klein Quinn  
Mayor

# Tomball Legacy Fund Meeting

## Agenda Item

### Data Sheet

Meeting Date: May 15, 2023

**Topic:**

Elect Officers for the 2023 Tomball Legacy Fund, Inc. Board of Directors as Required under Sec. 4.02, Bylaws

**Background:**

On May 2, 2022, the following officers were elected, with a vacancy remaining in a Director position:

President – Gretchen Fagan  
Vice President – John Ford  
Treasurer – Chad Degges  
Secretary – Derek Townsend  
Director – Lori Klein Quinn  
Director – Mark Stoll  
Director – Meagan Mageo

Assistant Secretary – Doris Speer  
Assistant Treasurer – Katherine Tapscott

Council, as the Board of Directors, is asked to elect members for the 2023 TLF Board. Depending on the results of the May 6, 2023 Election, members may be nominated/elected with the designation of “elect”, pending the canvass of the election at the May 15, 2023 Council meeting.

Position 7, currently filled by Meagan Mageo, shall be filled by one (1) member who shall be appointed by City Council. The Director for Position 7 is not required to reside within the City and his/her term of office shall coincide with the term of the Mayor. We have received no applications to serve on the Tomball Legacy Fund Board of Directors.

**Origination:** City Secretary

**Recommendation:**

Elect Officers

**Party(ies) responsible for placing this item on agenda:** Tracylynn Garcia, City Secretary

Signed \_\_\_\_\_  
Staff Member Date

Approved by \_\_\_\_\_  
City Manager Date

# Tomball Legacy Fund Meeting Agenda Item Data Sheet

Meeting Date: May 15, 2023

**Topic:**

Receive and Approve the Financial Report (Unaudited)

**Background:**

Presentation will be made by Katherine Tapscott, serving as TLF Assistant Treasurer.

**Origination:**

**Recommendation:**

Approve

**Party(ies) responsible for placing this item on agenda:** Katherine Tapscott, Finance Director

**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	<u>Katherine Tapscott</u>	<u>5.9.2023</u>	Approved by	_____
	Staff Member	Date		City Manager
				Date



**City of Tomball, Texas**  
**Tomball Legacy Fund**  
**Combining Balance Sheet**  
**March 31, 2023**

**ASSETS**

Cash and Cash Equivalents \$ 165,421

**TOTAL ASSETS** \$ 165,421

**LIABILITIES**

Liabilities \$ -

**TOTAL LIABILITIES** \$ -

**FUND BALANCE**

Restricted for Legacy Fund\* \$ 165,421

**TOTAL FUND BALANCE** \$ 165,421

**TOTAL LIABILITIES AND FUND BALANCE** \$ 165,421

**\* Restricted Detail:**

Louie's Inclusive Playground	\$ 100,000
Baker Hughes, Broussard Park	20,000
Kid's Club	10,879
Paces for Pink	-
Dr. Graham	-
Pat Bailey	597
Matheson Park	30,000
TPD Drone	3,596
Interest	47
Other	301
<b>Total Restricted</b>	<u><b>\$ 165,421</b></u>

**City of Tomball, Texas**  
**Tomball Legacy Fund**  
**Combining Statement of Revenues, Expenditures and Changes in Fund Balance**  
**March 31, 2023**

	<b>REVENUES</b>		
	Revenues	\$	101,144
	<b>TOTAL REVENUES</b>	<b>\$</b>	<b>101,144</b>
	<b>EXPENDITURES</b>		
	Administrative	\$	1,772
	<b>TOTAL EXPENDITURES</b>	<b>\$</b>	<b>1,772</b>
	<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>\$</b>	<b>99,372</b>
	NET CHANGE IN FUND BALANCE	\$	99,372
	FUND BALANCE, MARCH 31, 2022	\$	66,049
	<b>FUND BALANCE, MARCH 31, 2023</b>	<b>\$</b>	<b>165,421</b>