

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



**Tuesday, March 08, 2022  
5:30 PM**

Notice is hereby given of a meeting of the Tomball Economic Development Corporation, to be held on Tuesday, March 08, 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 MARCH 8, 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>**

**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: 850 2242 3618 Passcode: 608878. 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. Invocation
- C. Pledges
- 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.]*

E. Reports and Announcements

F. Reports by TEDC Staff:

- [1.](#) Lovett Industrial – Interchange 249 Groundbreaking Ceremony
- [2.](#) 2022 Strategic Work Plan Board Retreat – April 6, 2022
- [3.](#) Texas Economic Development Council – Economic Excellence Award

G. Approval of Minutes

- [4.](#) Regular Tomball EDC Meeting of January 11, 2022

H. New Business

- [5.](#) Presentation by Katherine DuBose, Finance Director, regarding the Tomball EDC 2021-2022 Fiscal Year financial statements.
- [6.](#) Consideration and possible action by Tomball EDC to approve a request by Century Hydraulics, LLC for a one-year extension of time in order to complete the construction of a 7,500 square-foot office/warehouse facility and make other capital improvements located at 23706 Snook Lane, Tomball, Texas 77375.
- [7.](#) Consideration and possible action by Tomball EDC to approve a request by JDR Cable Systems, Inc. for a one-year extension of time due to workforce shortages to fully staff the completed 76,915 square-foot office/warehouse facility located at 2012 S. Persimmon, Tomball, Texas 77375.
- [8.](#) TEDC Quarterly update on 2021-2022 Strategic Work Plan.
- [9.](#) 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.

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

I. Adjournment

**CERTIFICATION**

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 4th day of MARCH 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

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).

# Regular Tomball EDC Agenda Item Data Sheet

Meeting Date: March 8, 2022

**Topic:**

Lovett Industrial – Interchange 249 Groundbreaking Ceremony

**Background:**

March 9, 2022 – 9:30 a.m.

19201 Hamish Rd

Tomball, Texas 77377

**Origination:**

**Recommendation:**

Party(ies) responsible for placing this item on agenda:

Kelly Violette

**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 \_\_\_\_\_

Staff Member-TEDC

Date \_\_\_\_\_

Approved by \_\_\_\_\_

Executive Director-TEDC

Date \_\_\_\_\_

# Regular Tomball EDC Agenda Item Data Sheet

**Meeting Date:** March 8, 2022

**Topic:**

2022 Strategic Work Plan Board Retreat – April 6, 2022

**Background:**

**Origination:**

**Recommendation:**

**Party(ies) responsible for placing this item on agenda:**

Kelly Violette

**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 \_\_\_\_\_

Staff Member-TEDC

Date

Approved by \_\_\_\_\_

Executive Director-TEDC

Date

# Regular Tomball EDC Agenda Item Data Sheet

**Meeting Date:** March 8, 2022

**Topic:**

Texas Economic Development Council – Economic Excellence Award

**Background:**

**Origination:**

**Recommendation:**

**Party(ies) responsible for placing this item on agenda:** Kelly Violette

**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 \_\_\_\_\_

Staff Member-TEDC

Date

Approved by \_\_\_\_\_

Executive Director-TEDC

Date



## **News Release**

### **Texas Economic Development Council**

#### **For more information contact:**

Mr. Carlton Schwab

President/CEO

Texas Economic Development Council

(512) 480-8432

[carlton@texasedc.org](mailto:carlton@texasedc.org)

For Immediate Release

February 18, 2022

### **TEDC Recognizes 2021 Economic Excellence Recognition Recipients at 2022 Winter Conference**

The Texas Economic Development Council (TEDC) announced the recipients of its annual Economic Excellence Recognition program for 2021. The awards were presented on Friday, February 18th, during the TEDC's 2022 Winter Conference held in Sugar Land, Texas.

The Economic Excellence Recognition program provides recognition to economic development organizations that meet a desired threshold of professionalism. Recipients qualify for recognition based on training taken by their governing board/council as well as the economic development director and professional staff. Certifications, professional memberships and activities, and organizational effectiveness of the economic development staff also contribute to the standards for qualification.

These fifty-seven (57) economic development organizations received the TEDC's 2021 Economic Excellence Recognition:

Development Corporation of Abilene  
 Balch Springs Economic Development Corporation  
 Bastrop Economic Development Corporation  
 Boerne/Kendall County Economic Development Corporation  
 Bowie Economic Development Corporation  
 Brazos Valley Economic Development Corporation  
 Brenham Economic Development Corporation  
 Brookshire Economic Development Corporation  
 Cedar Hill Economic Development Corporation  
 Cedar Park Economic Development Corporation  
 City of Azle  
 City of Justin  
 City of Keller  
 City of Lancaster

City of Mesquite  
City of Sachse  
Conroe Economic Development Council  
Cuero Economic Development Corporation  
Decatur Economic Development Corporation  
Del Rio Economic Development Corporation  
Development Corporation of Snyder  
East Aldine Management District  
Flower Mound Economic Development Corporation  
Galveston County  
Greater San Marcos Partnership  
Harlingen Economic Development Corporation  
Ingleside Economic Development Corporation  
Jacksboro Economic Development Corporation  
Kilgore Economic Development Corporation  
Lake Houston Partnership  
LaMarque Economic Development Corporation  
Lamesa Economic Development Corporation  
Lavon Economic Development Corporation  
League City Economic Development Corporation  
Liberty Hill Economic Development Corporation  
Lindale Economic Development Corporation  
Little Elm Economic Development Corporation  
Lockhart Economic Development Corporation  
Lubbock Economic Development Alliance  
Marble Falls Economic Development Corporation  
McKinney Economic Development Corporation  
Mexia Economic Development Corporation  
New Braunfels Economic Development Corporation  
North Richland Hills  
Pasadena Economic Development Corporation  
Pflugerville Community Development Corporation  
Saginaw Economic Development Corporation  
Sherman Economic Development Corporation  
Spring Branch Management District  
Sugar Land Type A Economic Development Corporation  
Sugar Land Type B Economic Development Corporation  
Sulphur Springs Economic Development Corporation  
Temple Economic Development Corporation  
The Colony Economic Development Corporation  
Tomball Economic Development Corporation  
Waxahachie Economic Development Corporation  
Wylie Economic Development Corporation



“The TEDC’s Economic Excellence Recognition program is one of the ways in which our organization honors the outstanding commitment to excellence of our communities and regions, their leaders, and their economic development professionals have toward the professionalization of their economic development efforts,” noted Carlton Schwab, President/CEO of the TEDC.”

The Texas Economic Development Council, established in 1961, is an Austin-based, statewide, non-profit professional association, dedicated to the development of economic and employment opportunities in Texas. The TEDC provides information, educational and legislative services to more than 875 members. The organization’s objective is to support the economic growth of Texas and develop strategies that promote a positive business climate in the state.

# Regular Tomball EDC Agenda Item Data Sheet

**Meeting Date:** March 8, 2022

**Topic:**

Regular Tomball EDC Meeting of January 11, 2022

**Background:**

**Origination:** Kelly Violette, Executive Director

**Recommendation:**

Approval of the Minutes for the Meeting of January 11, 2022

**Party(ies) responsible for placing this item on agenda:** Kelly Violette

**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-TEDC		Executive Director-TEDC
	Date		Date

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



**Tuesday, January 11, 2022  
5:30 PM**

Notice is hereby given of a meeting of the Tomball Economic Development Corporation, to be held on Tuesday, January 11, 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 JANUARY 11, 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. Call to Order**

President Fagan called the meeting to order at 5:30 p.m.

**PRESENT**

President Gretchen Fagan  
Vice-President Steven Vaughan  
Secretary Bill Sumner  
Treasurer Richard Bruce  
Member Clete Jaeger  
Member Randy Parr

**ABSENT**

Member Chad Degges (via Zoom)

**OTHERS PRESENT**

Kelly Violette

Tiffani Wooten  
Tori Gleason  
Jessica Irwin  
Bruce Hillegeist  
Kaela Olson (via Zoom)  
Ken Hudspeth (via Zoom)  
Rodney Eads (via Zoom)  
Matthew Nickson (via Zoom)

B. Invocation

Board Member Vaughan 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.]*

President Fagan opened public comments at 5:35 p.m. No comments were received. Public comments were closed at 5:35 p.m.

E. Reports and Announcements

F. Reports by TEDC Staff:

Tiffani Wooten provided an overview of the following:

1. Quarterly Newsletter – December 2021.
2. Tori Gleason, EDC Coordinator earns PCED certification.

G. Approval of Minutes

Motion made by Secretary Sumner, Seconded by Member Parr to approve the minutes as mentioned below.

Voting Yea: President Fagan, Vice-President Vaughan, Secretary Sumner, Treasurer Bruce, Member Jaeger, Member Parr.

The motion carried unanimously by the Tomball EDC Board of Directors.

3. Special Joint Tomball EDC and Tomball B&TP Property Owners Association Meeting of November 9, 2021.

H. New Business

4. Consideration and possible action by Tomball EDC to approve, as a Project of the Corporation, an agreement with Decatur Professional Development, LLC, to make direct incentives to, or expenditures for, rental assistance for new or expanded business enterprise to be located at 1431 Graham Drive, Suites 262-265, Tomball, Texas 77375. The estimated amount of expenditures for such Project is \$6,600.00.

- Public Hearing

President Fagan opened the public hearing at 5:37 p.m. No comments were received. Public hearing was closed at 5:37 p.m.

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

Voting Yea: President Fagan, Vice-President Vaughan, Secretary Sumner, Treasurer Bruce, Member Jaeger, Member Parr.

The motion carried unanimously.

5. 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 as purchaser and authorize the execution of contracts and documentation by the EDC Executive Director relating to approximately 3.92 gross acres of land identified as Lot 15 of the Tomball Business and Technology Park Lot 9 Replat Subdivision.

Motion made by Treasurer Bruce, Seconded by Secretary Sumner.

Voting Yea: President Fagan, Vice-President Vaughan, Secretary Sumner, Treasurer Bruce, Member Jaeger, Member Parr.

The motion carried unanimously.

6. 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. – Project Hanks

The Tomball Economic Development Corporation Board recessed at 5:40 p.m.

The Tomball Economic Development Corporation Board reconvened at 6:19 p.m.

7. Consideration and possible action by Tomball EDC to approve, as a Project of the Corporation, an agreement with Project Hanks to make direct incentives to, or expenditures for, the creation or retention of primary jobs associated with the development of a 900,000 square foot distribution facility to be located at 14000 Boudreaux Rd, Tomball, Texas 77377. The estimated amount of expenditures for such Project is \$580,864.00.

- Public Hearing

President Fagan opened the public hearing at 6:19 p.m. No comments were received. Public hearing was closed at 6:19 p.m.

Motion made by Member Parr, Seconded by Treasurer Bruce.

Voting Yea: President Fagan, Vice-President Vaughan, Secretary Sumner, Treasurer Bruce, Member Jaeger, Member Parr.

The motion carried unanimously.

#### I. Adjournment

Motion made by Treasurer Bruce, Seconded by Secretary Sumner to adjourn the meeting at 6:20 p.m.

Voting Yea: President Fagan, Vice-President Vaughan, Secretary Sumner, Treasurer Bruce, Member Jaeger, Member Parr.

The motion carried unanimously.

### CERTIFICATION

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 7th day

of JANUARY 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

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 8<sup>th</sup> day of March 2022.

\_\_\_\_\_  
President, Tomball EDC Board

\_\_\_\_\_  
Secretary, Tomball EDC Board

# Regular Tomball EDC

## Agenda Item

### Data Sheet

**Meeting Date:** March 8, 2022

**Topic:**

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

**Background:**

- Standard Balance Sheet
- Comparison Balance Sheet
- Profit & Loss to Actual
- Comparison Profit & Loss
- Active Project Grants
- Analysis of Project Grants
- Quarterly Investment Report
- Business Improvement Grants Overview

**Origination:** Katherine DuBose, Finance Director

**Recommendation:** Presentation item only.

**Party(ies) responsible for placing this item on agenda:** Kelly Violette

**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 \_\_\_\_\_

Staff Member-TEDC

Date

Approved by \_\_\_\_\_

Executive Director-TEDC

Date



# TOMBALL ECONOMIC DEVELOPMENT CORPORATION MEMORANDUM

Item 5.

**TO:** TEDC Board of Directors

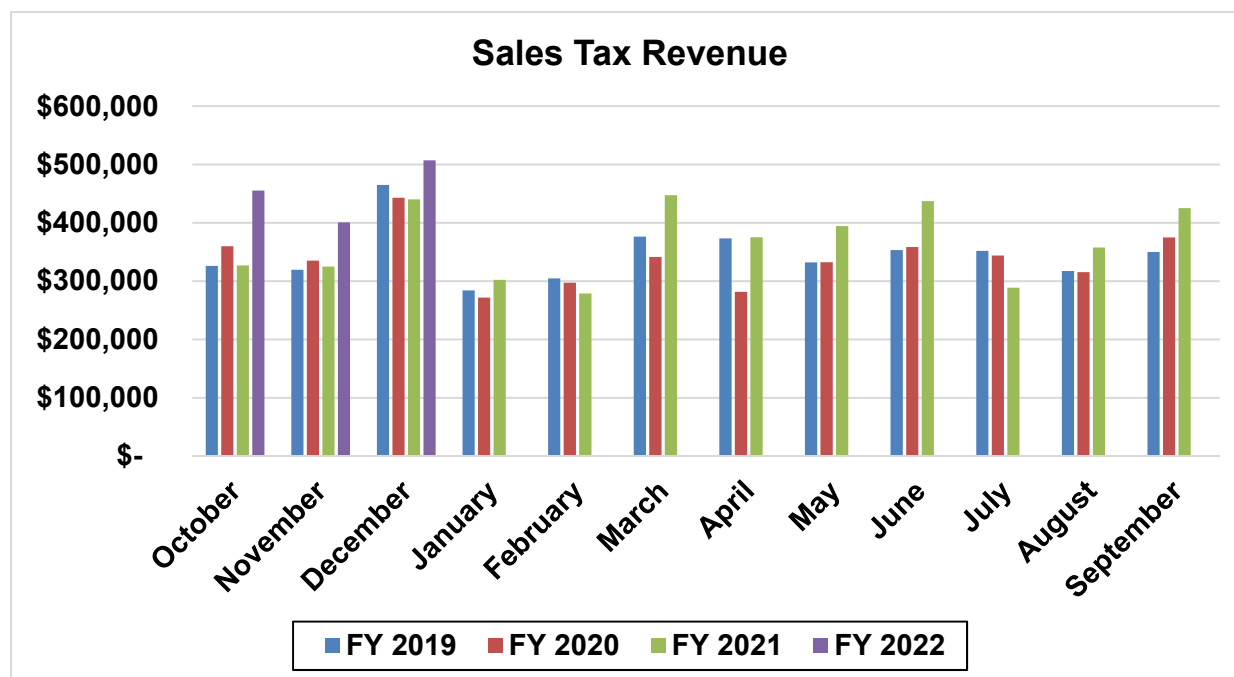
**FROM:** Katherine DuBose, Finance Director

**SUBJECT:** Financial Information for Quarter Ending December 31, 2021

**DATE:** March 8, 2022

Attached is the financial information for the quarter ending December 31, 2021 for the Tomball Economic Development Corporation.

Total revenues for the quarter were \$1,827,412, which was \$712,912 greater than the budgeted amount of \$1,114,500. Sales tax revenues for the quarter were \$1,362,826, which was \$337,826 greater than the budgeted amount of \$1,025,000. For fiscal year to date, sales tax revenues are up 33.8% over the previous year on an accrual basis. Investment income was \$80,334, which was \$7,166 less than expected for the quarter.



Total administrative expenses for the quarter were \$131,927, which was \$34,056 less than the budgeted amount of \$165,983. Indirect Economic Development costs for the quarter were \$140,045, which was \$32,446 less than the budgeted amount of \$172,491.

Included in the financial information is a schedule of active project grants, which assists with tracking of TEDC grant commitments. This schedule is updated as project grants are added and prior commitments are paid. As of December 31, 2021, the TEDC had outstanding commitments for Board Approved Grants of \$2,019,949.

The Quarterly Investment Report is also included, which lists the details of the TEDC's investment portfolio. As of December 31, 2021, TEDC's cash and cash equivalents totaled over \$12.2 million. Additionally, TEDC held securities with a total market value at December 31, 2021 of \$7,813,860.

**Tomball Economic Development Corporation**  
**Profit & Loss Budget vs. Actual**  
 October through December 2021

	Oct - Dec 21	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Sales of Business Park Property	384,253.05		
Grants	0.00	8,000.00	-8,000.00
Sales Tax	1,362,825.57	4,100,000.00	-2,737,174.43
Interest	80,333.69	350,000.00	-269,666.31
<b>Total Income</b>	<b>1,827,412.31</b>	<b>4,458,000.00</b>	<b>-2,630,587.69</b>
<b>Gross Profit</b>	<b>1,827,412.31</b>	<b>4,458,000.00</b>	<b>-2,630,587.69</b>
<b>Expense</b>			
<b>Administrative Expenditures</b>			
<b>Salaries and Benefits</b>			
Benefits-Full time	0.00	18,529.00	-18,529.00
Benefits-Coordinator	4,957.69	22,077.00	-17,119.31
Salary-Coordinator	13,072.86	58,789.00	-45,716.14
Wages- Full-Time	0.00	38,000.00	-38,000.00
Overtime	0.00	3,000.00	-3,000.00
Benefits-Admin. Asst.	5,003.68		
Wages-Admin. Asst.	3,580.93		
Salary-Executive Director	30,241.13	134,533.00	-104,291.87
Salary- Assistant Director	20,378.99	89,892.00	-69,513.01
Benefits-Executive Director	10,670.25	47,340.00	-36,669.75
Benefits- Assistant Director	10,903.25	45,972.00	-35,068.75
<b>Total Salaries and Benefits</b>	<b>98,808.78</b>	<b>458,132.00</b>	<b>-359,323.22</b>
<b>Other Personnel Expenditures</b>			
Auto Allowances	0.00	16,800.00	-16,800.00
Auto Allowance-Assistant Dir	1,500.00		
Phone Allowance- Assistant Dir	225.00	900.00	-675.00
Phone Allow.-Exec. Dir.	225.00	900.00	-675.00
Auto Allowance-Exec.Director	2,700.00		
Dues and Subscriptions	2,298.76	10,000.00	-7,701.24
Seminar/Conference Registration	0.00	18,000.00	-18,000.00
Travel and Training	6,765.58	30,000.00	-23,234.42
Local Travel Expense	0.00	500.00	-500.00
<b>Total Other Personnel Expenditures</b>	<b>13,714.34</b>	<b>77,100.00</b>	<b>-63,385.66</b>
<b>Service and Supply Expenditures</b>			
Insurance	285.61	15,000.00	-14,714.39
Contract Administrative Service	6,250.00	25,000.00	-18,750.00
Bank Charges & Postage	800.83	3,500.00	-2,699.17
Computer Equip. and Maint.	691.00	5,000.00	-4,309.00
Communications Services	688.00	5,200.00	-4,512.00
Legal Fees	3,485.00	40,000.00	-36,515.00
Lease Expense-GTACC	6,168.00	25,000.00	-18,832.00
Office Supplies	1,035.10	10,000.00	-8,964.90
<b>Total Service and Supply Expenditures</b>	<b>19,403.54</b>	<b>128,700.00</b>	<b>-109,296.46</b>
<b>Total Administrative Expenditures</b>	<b>131,926.66</b>	<b>663,932.00</b>	<b>-532,005.34</b>

1:22 PM

02/18/22

Accrual Basis

**Tomball Economic Development Corporation**  
**Profit & Loss Budget vs. Actual**  
**October through December 2021**

Item 5.

	Oct - Dec 21	Budget	\$ Over Budget
<b>Indirect Economic Development</b>			
Economic Impact Model License	4,561.00	4,565.00	-4.00
Promotional Items	1,766.97	6,500.00	-4,733.03
Printing	276.50	6,500.00	-6,223.50
Event Sponsorships	1,500.00	29,000.00	-27,500.00
Chamber Guide	0.00	8,400.00	-8,400.00
Marketing	55,255.00	100,000.00	-44,745.00
Website and GIS	8,100.00	20,000.00	-11,900.00
Professional Services	68,247.00	500,000.00	-431,753.00
Miscellaneous	338.19	15,000.00	-14,661.81
<b>Total Indirect Economic Development</b>	<b>140,044.66</b>	<b>689,965.00</b>	<b>-549,920.34</b>
<b>City Debt Service</b>			
Medical Complex/Persimmon	0.00	222,222.00	-222,222.00
Business Park Infrastructure	0.00	537,663.00	-537,663.00
Southside Sewer Plant (2/15/19)	0.00	0.00	0.00
Southside Utility Ext.(2/15/22)	0.00	370,000.00	-370,000.00
<b>Total City Debt Service</b>	<b>0.00</b>	<b>1,129,885.00</b>	<b>-1,129,885.00</b>
<b>Grants, Loans &amp; Other Exp.</b>			
South Live Oak Redevelopment	0.00	4,000,000.00	-4,000,000.00
Old Town Facade Grants- Prior Y	38,357.85	200,000.00	-161,642.15
Old Town Facade Grants- Current	0.00	250,000.00	-250,000.00
Businesss Park Expenses	48,881.84	300,000.00	-251,118.16
Sales Tax Reimb.Grants (380)	0.00	55,000.00	-55,000.00
Business Imp. Grants- Prior Yr.	18,624.19	255,850.00	-237,225.81
Business Imp. Grants- Curr. Yr.	0.00	350,000.00	-350,000.00
Project Grants	0.00	2,500,000.00	-2,500,000.00
Property Acquisition	0.00	2,500,000.00	-2,500,000.00
Grants, Loans & Other Exp. - Other	491.80		
<b>Total Grants, Loans &amp; Other Exp.</b>	<b>106,355.68</b>	<b>10,410,850.00</b>	<b>-10,304,494.32</b>
<b>Total Expense</b>	<b>378,327.00</b>	<b>12,894,632.00</b>	<b>-12,516,305.00</b>
<b>Net Ordinary Income</b>	<b>1,449,085.31</b>	<b>-8,436,632.00</b>	<b>9,885,717.31</b>
<b>Net Income</b>	<b>1,449,085.31</b>	<b>-8,436,632.00</b>	<b>9,885,717.31</b>

**Tomball Economic Development Corporation**  
**Profit & Loss Prev Year Comparison**  
**October through December 2021**

	Oct - Dec 21	Oct - Dec 20	\$ Change
<b>Ordinary Income/Expense</b>			
Income			
Sales of Business Park Property	384,253.05	0.00	384,253.05
Grants	0.00	8,000.00	-8,000.00
Sales Tax	1,362,825.57	1,018,233.94	344,591.63
Interest	80,333.69	92,081.36	-11,747.67
<b>Total Income</b>	<b>1,827,412.31</b>	<b>1,118,315.30</b>	<b>709,097.01</b>
<b>Gross Profit</b>	<b>1,827,412.31</b>	<b>1,118,315.30</b>	<b>709,097.01</b>
Expense			
Administrative Expenditures			
Salaries and Benefits			
Benefits-Coordinator	4,957.69	0.00	4,957.69
Salary-Coordinator	13,072.86	0.00	13,072.86
Benefits-Admin. Asst.	5,003.68	4,420.70	582.98
Wages-Admin. Asst.	3,580.93	9,114.49	-5,533.56
Salary-Executive Director	30,241.13	28,428.06	1,813.07
Salary- Assistant Director	20,378.99	19,150.39	1,228.60
Benefits-Executive Director	10,670.25	10,997.63	-327.38
Benefits- Assistant Director	10,903.25	11,340.42	-437.17
<b>Total Salaries and Benefits</b>	<b>98,808.78</b>	<b>83,451.69</b>	<b>15,357.09</b>
Other Personnel Expenditures			
Auto Allowance-Assistant Dir	1,500.00	300.00	1,200.00
Phone Allowance- Assistant Dir	225.00	225.00	0.00
Phone Allow.-Exec. Dir.	225.00	225.00	0.00
Auto Allowance-Exec. Director	2,700.00	1,800.00	900.00
Dues and Subscriptions	2,298.76	410.82	1,887.94
Seminar/Conference Registration	0.00	1,599.00	-1,599.00
Travel and Training	6,765.58	0.00	6,765.58
<b>Total Other Personnel Expenditures</b>	<b>13,714.34</b>	<b>4,559.82</b>	<b>9,154.52</b>
Service and Supply Expenditures			
Insurance	285.61	0.00	285.61
Contract Administrative Service	6,250.00	6,250.00	0.00
Bank Charges & Postage	800.83	952.32	-151.49
Computer Equip. and Maint.	691.00	1,469.51	-778.51
Communications Services	688.00	912.26	-224.26
Legal Fees	3,485.00	20,563.00	-17,078.00
Lease Expense-GTACC	6,168.00	6,168.00	0.00
Office Supplies	1,035.10	495.42	539.68
<b>Total Service and Supply Expenditures</b>	<b>19,403.54</b>	<b>36,810.51</b>	<b>-17,406.97</b>
<b>Total Administrative Expenditures</b>	<b>131,926.66</b>	<b>124,822.02</b>	<b>7,104.64</b>

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02/18/22

Accrual Basis

**Tomball Economic Development Corporation**  
**Profit & Loss Prev Year Comparison**  
**October through December 2021**

Item 5.

	Oct - Dec 21	Oct - Dec 20	\$ Change
<b>Indirect Economic Development</b>			
Economic Impact Model License	4,561.00	4,428.00	133.00
Promotional Items	1,766.97	0.00	1,766.97
Printing	276.50	1,112.02	-835.52
Event Sponsorships	1,500.00	250.00	1,250.00
Area Street Maps	0.00	3,875.00	-3,875.00
Marketing	55,255.00	56,755.00	-1,500.00
Website and GIS	8,100.00	36,299.00	-28,199.00
Professional Services	68,247.00	35,137.50	33,109.50
Miscellaneous	338.19	74,762.18	-74,423.99
<b>Total Indirect Economic Development</b>	<b>140,044.66</b>	<b>212,618.70</b>	<b>-72,574.04</b>
<b>Grants, Loans &amp; Other Exp.</b>			
Old Town Facade Grants- Prior Y	38,357.85	0.00	38,357.85
Businesss Park Expenses	48,881.84	15,492.18	33,389.66
Business Imp. Grants- Prior Yr.	18,624.19	25,299.13	-6,674.94
Business Imp. Grants- Curr. Yr.	0.00	4,040.00	-4,040.00
Project Grants	0.00	6,300.00	-6,300.00
Property Acquisition	0.00	1,549,342.78	-1,549,342.78
Grants, Loans & Other Exp. - Other	491.80	0.00	491.80
<b>Total Grants, Loans &amp; Other Exp.</b>	<b>106,355.68</b>	<b>1,600,474.09</b>	<b>-1,494,118.41</b>
<b>Total Expense</b>	<b>378,327.00</b>	<b>1,937,914.81</b>	<b>-1,559,587.81</b>
<b>Net Ordinary Income</b>	<b>1,449,085.31</b>	<b>-819,599.51</b>	<b>2,268,684.82</b>
<b>Net Income</b>	<b>1,449,085.31</b>	<b>-819,599.51</b>	<b>2,268,684.82</b>

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02/18/22

Accrual Basis

**Tomball Economic Development Corporation**  
**Profit & Loss Prev Year Comparison**  
October through December 2021

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Item 5.

**Filters applied on this Report:**

**Account:** All ordinary income/expense

**Date:** Custom

## Tomball Economic Development Corporation

## Balance Sheet

As of December 31, 2021

	Dec 31, 21
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Wells Fargo, checking	645,494.13
TexasCLASS	976,235.97
TexPool	10,616,939.74
Total Checking/Savings	12,238,669.84
Accounts Receivable	
Accounts Receivable	917,931.74
Total Accounts Receivable	917,931.74
Other Current Assets	
Investment Securities	7,813,859.97
Total Other Current Assets	7,813,859.97
Total Current Assets	20,970,461.55
Fixed Assets	
Buildings and Improvements	
Accumulated Depreciation	-312,170.00
Buildings and Improvements - Other	4,162,267.57
Total Buildings and Improvements	3,850,097.57
Land	3,871,114.37
Total Fixed Assets	7,721,211.94
<b>TOTAL ASSETS</b>	<b>28,691,673.49</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	225,191.16
Total Accounts Payable	225,191.16
Total Current Liabilities	225,191.16
Total Liabilities	225,191.16
Equity	
Fund Balance	
Assigned Fund Balance	68,814.64
Board Approved Grants	2,019,948.75
Fund Balance - Other	25,021,032.65
Total Fund Balance	27,109,796.04
Net Income	1,356,686.29
Total Equity	28,466,482.33
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>28,691,673.49</b>

**Tomball Economic Development Corporation**  
**Balance Sheet Prev Year Comparison**  
**As of December 31, 2021**

	Dec 31, 21	Dec 31, 20
<b>ASSETS</b>		
Current Assets		
Checking/Savings		
Wells Fargo, checking	645,494.13	646,702.88
TexasCLASS	976,235.97	975,511.80
TexPool	10,616,939.74	6,268,768.44
Total Checking/Savings	12,238,669.84	7,890,983.12
Accounts Receivable		
Accounts Receivable	917,931.74	700,474.95
Total Accounts Receivable	917,931.74	700,474.95
Other Current Assets		
Investment Securities	7,813,859.97	9,653,509.45
Total Other Current Assets	7,813,859.97	9,653,509.45
Total Current Assets	20,970,461.55	18,244,967.52
Fixed Assets		
Buildings and Improvements		
Accumulated Depreciation	-312,170.00	-104,057.00
Buildings and Improvements - Other	4,162,267.57	4,162,267.57
Total Buildings and Improvements	3,850,097.57	4,058,210.57
Land	3,871,114.37	1,977,831.83
Total Fixed Assets	7,721,211.94	6,036,042.40
<b>TOTAL ASSETS</b>	<b>28,691,673.49</b>	<b>24,281,009.92</b>
<b>LIABILITIES &amp; EQUITY</b>		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	225,191.16	353,094.20
Total Accounts Payable	225,191.16	353,094.20
Total Current Liabilities	225,191.16	353,094.20
Total Liabilities	225,191.16	353,094.20
Equity		
Fund Balance		
Assigned Fund Balance	68,814.64	68,814.64
Board Approved Grants	2,019,948.75	2,375,604.50
Fund Balance - Other	25,021,032.65	22,770,451.77
Total Fund Balance	27,109,796.04	25,214,870.91
Retained Earnings	0.00	-428,931.00
Net Income	1,356,686.29	-858,024.19
Total Equity	28,466,482.33	23,927,915.72
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>28,691,673.49</b>	<b>24,281,009.92</b>



**Tomball Economic Development Corporation**  
**Balance Sheet Prev Year Comparison**  
**As of December 31, 2021**

	\$ Change	% Change
<b>ASSETS</b>		
Current Assets		
Checking/Savings		
Wells Fargo, checking	-1,208.75	-0.2%
TexasCLASS	724.17	0.1%
TexPool	4,348,171.30	69.4%
Total Checking/Savings	4,347,686.72	55.1%
Accounts Receivable		
Accounts Receivable	217,456.79	31.0%
Total Accounts Receivable	217,456.79	31.0%
Other Current Assets		
Investment Securities	-1,839,649.48	-19.1%
Total Other Current Assets	-1,839,649.48	-19.1%
Total Current Assets	2,725,494.03	14.9%
Fixed Assets		
Buildings and Improvements		
Accumulated Depreciation	-208,113.00	-200.0%
Buildings and Improvements - Other	0.00	0.0%
Total Buildings and Improvements	-208,113.00	-5.1%
Land	1,893,282.54	95.7%
Total Fixed Assets	1,685,169.54	27.9%
<b>TOTAL ASSETS</b>	<b>4,410,663.57</b>	<b>18.2%</b>
<b>LIABILITIES &amp; EQUITY</b>		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	-127,903.04	-36.2%
Total Accounts Payable	-127,903.04	-36.2%
Total Current Liabilities	-127,903.04	-36.2%
Total Liabilities	-127,903.04	-36.2%
Equity		
Fund Balance		
Assigned Fund Balance	0.00	0.0%
Board Approved Grants	-355,655.75	-15.0%
Fund Balance - Other	2,250,580.88	9.9%
Total Fund Balance	1,894,925.13	7.5%
Retained Earnings	428,931.00	100.0%
Net Income	2,214,710.48	258.1%
Total Equity	4,538,566.61	19.0%
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>4,410,663.57</b>	<b>18.2%</b>

**TOMBALL ECONOMIC DEVELOPMENT CORPORATION  
INVESTMENTS IN SECURITIES  
PORTFOLIO AS OF DECEMBER 31, 2021**

	SECURITY DESCRIPTION	CUSIP NUMBER	MATURITY DATE	COUPON YIELD	PAR VALUE	MARKET VALUE	DAYS AFTER 12/31/21	INDIVIDUAL MARKET VALUE/TOTAL	WAM DAYS x PERCENT	Callable
1	Fort Worth TX Rev	349507AE3	3/1/2022	2.510%	\$ 640,000	\$ 642,051	60	8.22%	5	N
2	Central Wa Univ Sys Rev	155839GK3	5/1/2022	5.000%	\$ 690,000	\$ 700,490	121	8.96%	11	N
3	Eagle Mtn & Saginaw ISD	269696NU0	8/15/2022	5.000%	\$ 325,000	\$ 334,266	227	4.28%	10	N
4	Dallas TX Refunding	235219MG4	2/15/2023	4.839%	\$ 1,965,000	\$ 2,058,581	411	26.35%	108	Y
5	Univ. of Texas Taxble Refunding	914729SK5	4/15/2023	2.795%	\$ 750,000	\$ 770,165	470	9.86%	46	N
6	San Marcos TX Consol ISD Txbl Ref	798781XV7	8/1/2023	4.000%	\$ 1,000,000	\$ 1,050,291	578	13.44%	78	N
7	Conroe TX Cert of Obl	2083992X2	11/15/2023	5.000%	\$ 415,000	\$ 450,664	684	5.77%	39	N
8	Royce City Tx Cert of Obl	780860MK5	8/15/2024	5.000%	\$ 250,000	\$ 278,298	958	3.56%	34	N
9	Texas State TXBL- Pub Fin Auth	882724GV3	10/1/2024	3.225%	\$ 500,000	\$ 529,871	1,005	6.78%	68	N
10	Federal Home Loan Bank	3130AMTK8	6/30/2025	1.000%	\$ 1,000,000	\$ 999,185	1,277	12.79%	163	Y
				<b>TOTAL</b>	<b>3.837%</b>	<b>\$ 7,535,000</b>	<b>\$ 7,813,860</b>	<b>579</b>	<b>100.00%</b>	<b>563</b>

**TOMBALL ECONOMIC DEVELOPMENT CORPORATION**  
**ACTIVE PROJECT GRANTS (BOARD APPROVED GRANTS)**  
**AS OF DECEMBER 31, 2021**

GRANTEE	APPROVED			ADDITIONS/DELETIONS		PAID		REMAINING AMOUNT
	DATE	AMOUNT	EXPIRATION DATE	DATE	AMOUNT	DATE	AMOUNT	
Dancing Falls Development, LLC	11/14/2017	50,925.00				1/14/2020	15,277.50	
						3/5/2021	5,092.50	
						9/1/2021	12,731.25	17,823.75
ARC Management, LLC	5/15/2018	186,700.00						186,700.00
Shri Vinayak LLC (Days Inn)	11/13/2018	149,750.00	7/12/2022					149,750.00
Century Hydraulics	5/14/2019	44,543.00	1/22/2022					44,543.00
JDR Cable Systems, Inc.	12/17/2019	135,591.00	2/23/2022					135,591.00
Turnstone Texas Group, LP	2/11/2020	73,200.00	10/19/2021			2/2/2021	17,951.00	55,249.00
American National Carbide	2/11/2020	36,000.00	4/19/2022					36,000.00
Houston Poly Bag I, Ltd	5/28/2020	84,894.00	8/3/2022					84,894.00
CCJ Collaborations, LLC	8/11/2020	254,502.00	10/18/2022					254,502.00
TCG Capital, LLC	8/11/2020	119,450.00	4/18/2022					119,450.00
City of Tomball - Matheson Park	11/10/2020	300,000.00						300,000.00
INVACOR Solutions, LLC	11/10/2020	108,000.00	1/27/2023					108,000.00
Houston Poly Bag I, Ltd.	11/10/2020	18,000.00	7/17/2022					18,000.00
Power Now, LLC	12/10/2020	45,000.00	2/5/2023					45,000.00
Kinsley Armelle	1/12/2021	45,000.00	3/9/2023					45,000.00
The Hutson Group	1/12/2021	48,800.00						48,800.00
B. Smittys, LLC	3/9/2021	30,301.00	11/4/2022					30,301.00
DunnCo Properties II, Ltd.	3/9/2021	54,760.00	11/4/2022					54,760.00
Dicar, Inc.	7/13/2021	71,181.00	8/7/2023					71,181.00
Jonah's Movers	7/13/2021	26,925.00	3/7/2023					26,925.00
Beefy Marketing	7/13/2021	6,000.00	8/7/2022					6,000.00
Silver Accounting Group, LLC	11/9/2021	8,236.00	1/16/2023					8,236.00
TECHSICO Wireless	11/9/2021	20,529.00	1/16/2024					20,529.00
GK Hospitality Development, LLC	11/9/2021	105,100.00	7/16/2023					105,100.00
Friends of Tomball Community Library	11/9/2021	47,614.00						47,614.00
Total		<u>\$ 2,071,001.00</u>			<u>\$ -</u>		<u>\$ 51,052.25</u>	<u>\$ 2,019,948.75</u>

**TOMBALL ECONOMIC DEVELOPMENT CORPORATION**  
**ACTIVE PROJECT GRANTS (BOARD APPROVED GRANTS)**  
**AS OF DECEMBER 31, 2021**

GRANTEE	APPROVED		ADDITIONS/DELETIONS		PAID		REMAINING AMOUNT
	DATE	AMOUNT	EXPIRATION DATE	DATE	AMOUNT	AMOUNT	
Dancing Falls Development, LLC	11/14/2017	50,925.00			1/14/2020 3/5/2021 9/1/2021	15,277.50 5,092.50 12,731.25	17,823.75
ARC Management, LLC	5/15/2018	186,700.00					186,700.00
Shri Vinayak LLC (Days Inn)	11/13/2018	149,750.00	7/12/2022				149,750.00
Century Hydraulics	5/14/2019	44,543.00	1/22/2022				44,543.00
JDR Cable Systems, Inc.	12/17/2019	135,591.00	2/23/2022				135,591.00
Turnstone Texas Group, LP	2/11/2020	73,200.00	10/19/2021				
				2/2/2021	17,951.00		55,249.00
American National Carbide	2/11/2020	36,000.00	4/19/2022				36,000.00
Houston Poly Bag I, Ltd	5/28/2020	84,894.00	8/3/2022				84,894.00
CCJ Collaborations, LLC	8/11/2020	254,502.00	10/18/2022				254,502.00
TCG Capital, LLC	8/11/2020	119,450.00	4/18/2022				119,450.00
City of Tomball - Matheson Park	11/10/2020	300,000.00					300,000.00
INVACOR Solutions, LLC	11/10/2020	108,000.00	1/27/2023				108,000.00
Houston Poly Bag I, Ltd.	11/10/2020	18,000.00	7/17/2022				18,000.00
Power Now, LLC	12/10/2020	45,000.00	2/5/2023				45,000.00
Kinsley Armelle	1/12/2021	45,000.00	3/9/2023				45,000.00
The Hutson Group	1/12/2021	48,800.00					48,800.00
B. Smittys, LLC	3/9/2021	30,301.00	11/4/2022				30,301.00
DunnCo Properties II, Ltd.	3/9/2021	54,760.00	11/4/2022				54,760.00
Dicar, Inc.	7/13/2021	71,181.00	8/7/2023				71,181.00
Jonah's Movers	7/13/2021	26,925.00	3/7/2023				26,925.00
Beefy Marketing	7/13/2021	6,000.00	8/7/2022				6,000.00
Silver Accounting Group, LLC	11/9/2021	8,236.00	1/16/2023				8,236.00
TECHSICO Wireless	11/9/2021	20,529.00	1/16/2024				20,529.00
GK Hospitality Development, LLC	11/9/2021	105,100.00	7/16/2023				105,100.00
Friends of Tomball Community Library	11/9/2021	47,614.00					47,614.00
Total		<u>\$ 2,071,001.00</u>			<u>\$ -</u>	<u>\$ 51,052.25</u>	<u>\$ 2,019,948.75</u>

**TOMBALL ECONOMIC DEVELOPMENT CORPORATION**  
**SUMMARY OF PROJECT GRANTS (BOARD APPROVED GRANTS)**  
**AS OF DECEMBER 31, 2021**

GRANTEE	APPROVED		STATUS	ADDITIONS/DELETIONS		PAID		REMAINING
	DATE	AMOUNT		DATE	AMOUNT	DATE	AMOUNT	AMOUNT
Foster & Hendricks Manufacturing	9/5/2006	170,000.00	Out of Bus.		(170,000.00)			
Graco Awards	10/2/2006	40,000.00	Expired		(40,000.00)			
Eagle Gasket	5/22/2007	93,000.00	Completed			1/16/2009	93,000.00	
Devasco International	8/28/2007	120,000.00	Completed			4/22/2009	120,000.00	
MICO Group	11/27/2007	66,000.00	Completed		(6,000.00)	1/21/2009	60,000.00	
Maxpro South	11/27/2007	36,000.00	Completed		(3,000.00)	1/28/2009	33,000.00	
City of Tomball- Rudolph Road	9/4/2007	300,000.00	Expired					
Payments in previous quarters:						7/31/2008	32,914.01	
						9/30/2009	147.00	
						3/27/2009	2,426.00	
						6/3/2009	8,833.00	
						6/30/2010	34.10	
Persimmon Development	11/27/2008	60,000.00	Completed		(20,000.00)	11/9/2009	20,000.00	
						2/25/2010	20,000.00	-
Century Hydraulics	2/26/2008	45,000.00	Completed		(6,000.00)	10/29/2009	39,000.00	-
McGuffy Systems LP	5/27/2008	120,000.00	Out of Bus.		(120,000.00)			-
Ameresco Solar	5/27/2008	75,000.00	Completed		(9,000.00)	3/17/2009	66,000.00	
City of Tomball, Henry Ball Statue	5/27/2008	26,000.00	Completed			3/26/2009	26,000.00	
OM Hospitality-Hampton Inn	5/27/2008	72,600.00	Completed			4/22/2010	72,600.00	-
Professional Welding Supply	5/27/2008	18,000.00	Completed		(3,000.00)	10/25/2011	15,000.00	-
BL Technology	2/24/2009	105,000.00	Completed			4/1/2010	105,000.00	-
City of Tomball- Bronze Statue	2/24/2009	42,000.00	Completed		(16,500.00)	12/31/2009	25,500.00	-
Compass Instruments	5/19/2009	15,000.00	Completed		(3,000.00)	2/21/2011	12,000.00	-
Garth Lodging-Holiday Inn	5/19/2009	32,000.00	Expired		(32,000.00)			-
Creacom Inc.	5/19/2009	120,000.00	Completed			9/8/2010	120,000.00	-
Wiretel Services	8/25/2009	225,000.00	Completed		(150,000.00)	7/7/2010	75,000.00	-
Klein Financial Services	12/1/2009	30,000.00	Completed			4/27/2010	30,000.00	-
Chestnut Business Park	12/1/2009	325,000.00	Completed	12/7/2010	108,000.00	9/3/2013	54,125.00	
						12/27/2013	54,125.00	
						10/29/2015	54,125.00	
						10/24/2016	54,125.00	
						8/14/2017	54,125.00	
					(148,505.00)	12/20/2018	13,870.00	-
FabCorp	4/6/2010	156,000.00	Completed		(93,000.00)	3/14/2011	63,000.00	-
Glass Tex Enterprises	5/25/2010	15,000.00	Completed			10/9/2012	15,000.00	-
PDGL Partners L.P.	5/25/2010	25,000.00	Completed			5/24/2011	25,000.00	-
Jamison Products, L.P.	5/25/2010	36,000.00	Completed		(15,000.00)	5/17/2011	21,000.00	-
City of Tomball, Med. Comp. Dr.	12/7/2010	850,000.00	Completed	8/23/2011	850,000.00	9/15/2011 Request #1	3,000.00	
						12/27/2011 Request #2&3	133,288.52	
						3/21/2012 Request #4	170,078.41	
						4/2/2012 Request #5	44,488.36	
						4/30/2012 Request #6	17,586.52	
						6/8/2012 Request #7	34,234.53	
						6/8/2012 Seg 3/Req #1	31,637.00	
						7/23/2012 Seg 3/Req #2	4,994.00	
						8/31/2012 Request #8	14,653.21	

						8/31/2012 Seg 3/Req #3	317,342.00	
						9/27/2012 Request #9	2,100.00	
						9/27/2012 Seg 3/Req #4	2,000.00	
						2/21/2013 Request #10	2,339.50	
						2/21/2013 Seg 3/Req#5	176,578.00	
						3/19/2013 Seg 3/Req#6	97,308.00	
						3/22/2013 Seg 3/Req#7	52,358.00	
						8/9/2013 Seg 3/Req#8	167,783.00	
						8/9/2013 Request #11	21,843.00	
						2/11/2014 Request #12	10,161.93	
						2/11/2014 Request #13	2,000.00	
						2/21/2014 Request # 14	266,284.00	
						4/14/2014 Request # 15	3,375.00	
						8/26/2014 Request # 16	8,828.13	
						10/2/2014 Request # 17	43,897.86	
						11/17/2014 Request # 18	7,645.37	
						3/25/2015 Request # 19	64,195.66	-
Hole Specialists	12/7/2010	75,000.00	Completed	(15,000.00)		3/28/2013	60,000.00	-
City of Tomball-MLK Park	12/7/2010	6,500.00	Completed			6/30/2011	6,500.00	-
BL Technology	2/22/2011	51,000.00	Completed			8/16/2011	51,000.00	-
Waukesha-Pearce Industries	2/22/2011	12,000.00	Expired	(12,000.00)				-
Community Bank of Texas	2/22/2011	60,000.00	Completed	(18,898.00)		2/23/2012	41,102.00	-
Paloma Energy Consultants, LP	2/22/2011	204,000.00	Completed	(36,000.00)		7/30/2012	168,000.00	-
City of Tomball-Brown Rd. Utility Ext.	2/22/2011	500,000.00	Completed	(120,507.00)		6/30/2011	15,580.00	
						9/15/2011	13,603.47	
						9/15/2011	21,421.00	
						12/27/2011	162,625.95	
						3/21/2012	109,256.04	
						3/21/2012	4,019.08	
						5/23/2012	50,523.65	
						5/31/2012	2,463.80	
American National Carbide	5/24/2011	75,000.00	Expired	5/19/2015	(75,000.00)			-
Stripes LLC (FM 2920)	5/24/2011	56,000.00	Completed	10/18/2011	15,400.00	3/28/2016	\$71,400.00	-
Spring Creek Cty Historical Assoc.	8/23/2011	500.00	Completed			11/10/2011	500.00	-
City of Tomball, Fountain at Depot	8/23/2011	25,000.00	Completed			1/30/2012	25,000.00	-
ValueBank Texas	10/18/2011	15,750.00	Completed			1/11/2013	15,750.00	-
Houston Poly Bag	11/15/2011	80,000.00	Completed			10/5/2012	80,000.00	-
Ameresco Solar	2/21/2012	36,000.00	Expired		(36,000.00)			-
Stripes LLC (SH 249)	8/21/2012	21,000.00	Completed			3/28/2016	\$21,000.00	-
Baker Hughes Inc.	8/21/2012	913,889.00	Completed			7/23/2014	182,778.00	
						7/27/2015	182,778.00	
						8/19/2016	182,778.00	
						7/21/2017	182,778.00	
						8/13/2018	182,778.00	-
City of Tomball, Depot Restrooms	12/4/2012	25,000.00	Completed			2/11/2014	25,000.00	-
QTRCO	12/4/2012	18,000.00	Expired		(18,000.00)			-
One Moore Holdings	12/4/2012	56,425.00	Expired	11/19/2013	(6,757.00)			-
					(49,668.00)			-
Century Hydraulics LLC	3/28/2013	12,000.00	7/11/2017	Expired	(12,000.00)	7/11/2017		-
Advanced Pressure Systems	3/28/2013	42,600.00	Completed			6/3/2014	42,600.00	-
Quick Turn Machining Inc.	5/21/2013	13,500.00	Completed			6/17/2014	13,500.00	-
Garth Lodging-Holiday Inn	11/19/2013	56,000.00	Completed			7/17/2015	56,000.00	-
Breaux Properties, LTD.	2/4/2014	74,534.00	Completed			4/20/2015	74,534.00	-

Inline Services Inc.	2/4/2014	33,083.00		Amendment	8/5/2014	21,129.00					
				Completed		(8,748.16)	3/13/2015	45,463.84	-		
Grimes Industrial, Inc.	5/20/2014	69,000.00		Completed			7/7/2015	69,000.00	-		
Advanced Pressure Systems L.P.	8/5/2014	22,500.00		Completed		(81.86)	8/3/2016	22,418.14	-		
Compass Instruments LLC	8/5/2014	45,000.00	10/3/2017	Expired		(45,000.00)	10/3/2017		-		
2978 Panormus, LP	11/18/2014	500,808.00	1/15/2021	Expired		(500,808.00)			-		
Dynamed Clinical Research	2/10/2015	15,852.00		Completed			1/26/2016	15,852.00	-		
Packers Plus Energy Services	4/14/2015	338,011.00	4/13/2020	Expired			2/2/2018	87,160.41	-		
Coastal Power Systems	5/19/2015	30,731.00	7/17/2019	Completed		(6,984.34)	8/5/2019	23,746.68	-		
WhiteWater Express	5/19/2015	19,680.00		Completed			3/11/2016	19,680.00	-		
American National Carbide	5/19/2015	46,763.00	7/17/2017	Expired		(46,763.00)			-		
Clarus Tomball Investments - Marriott Hotel	8/4/2015	437,250.00		Completed		(69,646.25)	9/12/2017	367,603.75	-		
Rock Materials	11/17/2015	111,000.00		Completed			8/8/2017	111,000.00	-		
White Horse Technology LLC	11/17/2015	72,000.00	1/15/2019	Completed		(66,000.00)	1/30/2019	6,000.00	-		
Source Point Solutions LLC	8/16/2016	28,514.00		Completed		(1,902.00)	7/20/2017	26,612.00	-		
Premium Interests, LLC	11/15/2016	19,173.00	1/8/2019	Completed		(7,669.20)	1/30/2019	11,503.80	-		
Brandt Construction, LLC	11/15/2016	65,694.00		Completed			4/19/2018	65,694.00	-		
Epic International, LLC	2/7/2017	37,500.00	4/30/2019	Expired		(37,500.00)	4/30/2019		-		
Dancing Falls Development, LLC	11/14/2017	50,925.00					1/14/2020	15,277.50			
							3/5/2021	5,092.50			
							9/1/2021	12,731.25	17,823.75		
Houston Poly Bag I, LTD.	11/14/2017	95,000.00	1/7/2020	Completed	11/13/2018	12,752.00	9/26/2019	107,752.00	-		
Birner Houston Corp.	11/14/2017	50,000.00	1/7/2020	Completed		(1,250.00)	3/19/2019	48,750.00	-		
Motion Machinery LTD	2/6/2018	10,584.00	4/7/2020	Expired		(10,584.00)			-		
Grimes Industrial	5/15/2018	15,485.00	7/10/2020	Completed		(9,291.00)	8/10/2020	6,194.00	-		
ARC Management, LLC	5/15/2018	186,700.00								186,700.00	
The Neutral Nest	5/15/2018	6,300.00	7/10/2020	Completed							
Hoelscher Properties	7/10/2018	168,083.00	10/28/2021	Completed			7/30/2021	168,083.00			
Houston PFG	8/14/2018	39,097.00	10/9/2020	Completed			9/13/2019	39,097.00	-		
Houston Poly Bag I, LTD.	11/13/2018	110,369.00	1/6/2020	Completed		(1,453.50)	9/26/2019	108,915.50	-		
Industrial Reserve, LLC	11/13/2018	44,650.00	7/6/2020	Completed			10/28/2019	44,650.00			
Shri Vinayak, LLC - Days Inn	11/13/2018	149,750.00	7/12/2020	1 Yr Extension	7/12/2021					149,750.00	
Breaux Machine Works	2/12/2019	118,908.00	4/9/2020	Completed		(1,544.26)	8/14/2020	117,363.74	-		
Century Hydraulics	5/14/2019	44,543.00	1/22/2022							44,543.00	
Texas Railroad Heritage Museum	5/14/2019	10,000.00	1/22/2021	Completed			1/21/2020	10,000.00	-		
Aspen Pumps	8/8/2019	5,720.00	4/13/2021	Expired		(5,720.00)			-		
Phillips Cleaning Services	8/8/2019	26,313.00	10/13/2021	Completed			5/21/2020	26,313.00	-		
BJ Services	8/8/2019	91,316.00	4/13/2021	Expired		(91,316.00)			-		
JDR Cable Systems Inc.	12/17/2019	135,591.00	2/23/2022							135,591.00	
Turnstone Texas Group, LP	2/11/2020	73,200.00	10/19/2021				2/2/2021	17,951.00	55,249.00		
American National Carbide	2/11/2020	36,000.00	4/19/2022							36,000.00	
BJ Services	2/11/2020	57,100.00	4/19/2025	Out of Bus.		(57,100.00)					
Houston Poly Bag I, LTD.	5/28/2020	84,894.00	8/3/2022							84,894.00	
CCJ Collaborations, LLC	8/11/2020	254,502.00	10/18/2022							254,502.00	
TCG Capital, LLC	8/11/2020	119,450.00	4/18/2022							119,450.00	
City of Tomball - Matheson Park	11/10/2020	300,000.00								300,000.00	
INVACOR Solutions, LLC	11/10/2020	108,000.00	1/27/2023							108,000.00	
Houston Poly Bag I, Ltd.	11/10/2020	18,000.00	7/17/2022							18,000.00	
Power Now, LLC	12/10/2020	45,000.00	2/5/2023							45,000.00	
Kinsley Armelle	1/12/2021	45,000.00	3/9/2023							45,000.00	
The Hutson Group	1/12/2021	48,800.00								48,800.00	
B. Smittys, LLC	3/9/2021	30,301.00	11/4/2022							30,301.00	
DunnCo Properties II, Ltd.	3/9/2021	54,760.00	11/4/2022							54,760.00	
Dicar, Inc.	7/13/2021	71,181.00	8/7/2023								

Item 5.

Jonah's Movers	7/13/2021	26,925.00	3/7/2023	Item 5.
Beefy Marketing, LLC	7/13/2021	6,000.00	8/7/2022	6,000.00
Silver Accounting Group, LLC	11/9/2021	8,236.00	1/16/2023	8,236.00
TECHSICO Wireless	11/9/2021	20,529.00	1/16/2024	20,529.00
GK Hospitality Development, LLC	11/9/2021	105,100.00	7/16/2023	105,100.00
Friends of Tomball Community Library	11/9/2021	47,614.00		47,614.00
<b>Total</b>		<b><u>10,459,783.00</u></b>	<b><u>(1,196,915.57)</u></b>	<b><u>6,730,123.21</u></b>
<b>Total FY 2020-2021 Payments on Project Grants</b>				<b>203,857.75</b>



## Business Improvement Grant Program

<b>Fiscal 2021-2022</b>	<b>Project Amount</b>		<b>TEDC Grant</b>	<b>Date Approved</b>	<b>Date Funded</b>	<b>Amount Funded</b>	<b>\$350,000.00</b>
Aloha Nails	\$12,448.75	Signage	\$2,500.00	11/16/2021			\$347,500.00
Veolia - Suez	\$10,272.93	Signage	\$2,500.00	11/19/2021			\$345,000.00
Renee Buckhoff - Tomball Mainstreet, LLC	\$29,986.00	Property	\$10,000.00	11/23/2021			\$335,000.00
Renee Buckhoff - Tomball Mainstreet, LLC	\$29,951.69	Landscaping	\$10,000.00	11/23/2021			\$325,000.00
ProSteem Carpet Care	\$5,726.72	Façade	\$2,863.36	12/15/2021	1/24/2022	\$2,863.36	\$322,136.64
ProSteem Carpet Care	\$4,495.00	Property	\$2,247.50	12/15/2021	1/24/2022	\$2,247.50	\$319,889.14
ProSteem Carpet Care	\$1,105.00	Landscaping	\$552.50	12/15/2021	1/24/2022	\$552.50	\$319,336.64
The Turquoise Door	\$2,543.88	Façade	\$1,271.94	12/20/2021			\$318,064.70
JPH Properties - P. Whitaker 333	\$6,412.67	Signage	\$2,500.00	12/20/2021			\$315,564.70
JPH Properties - P. Whitaker 333	\$23,017.35	Façade	\$10,000.00	12/20/2021			\$305,564.70
JPH Properties - P. Whitaker 333	\$12,910.54	Property	\$6,455.27	12/20/2021			\$299,109.43
JPH Properties - P. Whitaker 333	\$20,030.58	Landscaping	\$10,000.00	12/20/2021			\$289,109.43
JPH Properties - P. Whitaker 304	\$25,276.61	Façade	\$10,000.00	1/6/2022			\$279,109.43
JPH Properties - P. Whitaker 304	\$9,050.76	Property	\$4,525.38	1/6/2022			\$274,584.05
JPH Properties - P. Whitaker 304	\$4,820.93	Landscaping	\$2,410.47	1/6/2022			\$272,173.58
Coastal Capital Group	\$1,179.69	Signage	\$589.85	1/20/2022			\$271,583.73
GREVIS Properties (125 Chestnut)	\$37,000.00	Property	\$10,000.00	1/20/2022			\$261,583.73
GREVIS Properties (120 Howard)	\$25,000.00	Property	\$10,000.00	1/20/2022			\$251,583.73
4K Properties Management LLC	\$35,000.00	Property	\$10,000.00	1/25/2022			\$241,583.73
Paradigm Brewing Co	\$10,800.00	Property	\$5,400.00	2/16/2022			\$236,183.73
	<b>\$307,029.10</b>		<b>\$113,816.27</b>				

# Regular Tomball EDC

## Agenda Item

### Data Sheet

**Meeting Date:** March 8, 2022

**Topic:**

Consideration and possible action by Tomball EDC to approve a request by Century Hydraulics, LLC for a one-year extension of time in order to complete the construction of a 7,500 square-foot office/warehouse facility and make other capital improvements located at 23706 Snook Lane, Tomball, Texas 77375.

**Background:**

At its May 14, 2019 Special Joint Tomball EDC and Tomball B&TP POA Board Meeting, the TEDC Board of Directors approved an agreement with Century Hydraulics, LLC to expend funds, as a Project of the Corporation, for construction of a 7,500 square-foot office/warehouse facility and make other capital improvements located at 23706 Snook Lane, Tomball, Texas 77375. The approved grant amount was not to exceed \$44,543.00 based upon 30% of the 5-year net benefit to the community.

The effective date of the original agreement was July 21, 2019, which was sixty (60) days after the first published notice of the Project, with an expiration date of January 21, 2021. In March 2021, the TEDC Board of Directors approved a one-year time extension for the completion of the expansion project and to hire the additional employees.

Joel Christensen, Owner of Century Hydraulics, LLC has submitted an additional request for a one-year extension of the performance agreement. The expansion project is complete, but they are struggling to find the additional workforce needed to complete the performance agreement. The pandemic and the national workforce shortage has played a huge role in their inability to meet the original timeline to hire workers. The new requested expiration date is January 22, 2023.

**Origination:** Joel Christensen, Owner, Century Hydraulics, LLC

**Recommendation:** Staff recommends approval of the one-year time extension request.

**Party(ies) responsible for placing this item on agenda:** Kelly Violette

**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-TEDC Date Executive Director-TEDC Date

February 16, 2022

Tomball Economic Development Corporation  
29201 Quinn Rd, Suite B  
Tomball, Texas 77375

Re: Funding Extension

I would like to request an extension for funding.

I have been working diligently to hire employees. I have posted several job listings on a few different sites trying to hire new technicians. On one site, I received over 60 resumes. After reviewing the potential new hires, there were only four qualified applicants. When I scheduled the four interviews only two showed up. I will continue to search for qualified applicants until we fill the positions.

Currently, I am asking the board for an extension. I will continue working to provide job opportunities for people in our community.

Thank you,



Joel Christensen  
Owner

## AGREEMENT

THE STATE OF TEXAS                   §  
    §       KNOW ALL MEN BY THESE PRESENTS:  
 COUNTY OF HARRIS                   §

This Agreement (the "Agreement") is made and entered into by and between the **Tomball Economic Development Corporation**, an industrial development corporation created pursuant to the Development Corporation Act, now Chapter 501 et seq of the Texas Local Government Code, located in Harris County, Texas (the "TEDC"), and **Century Hydraulics LLC**. (the "Company"), 23706 Snook Lane, Tomball, Texas 77375.

### WITNESSETH:

**WHEREAS**, it is the established policy of the TEDC to adopt such reasonable measures from time-to-time as are permitted by law to endeavor to attract industry, create and retain primary jobs, expand the growth of the City of Tomball (the "City"), and thereby enhance the economic stability and growth of the City; and

**WHEREAS**, the Company proposes to expand its current operations on a 2.1-acre tract of land within the City, located at 23706 Snook Lane, Tomball, Texas 77375 (the "Property"), and more particularly described in Exhibit "A," attached hereto and made a part hereof; and

**WHEREAS**, the Company plans to expend Six Hundred Twenty-Three Thousand, Nine Hundred Seventy-One dollars (\$623,971.00) to construct a 7,500 square foot office/warehouse facility and make other capital improvements (the "Improvements") as are necessary; and

**WHEREAS**, the Company also proposes to maintain the current nine (9) jobs at the Property and create five (5) new employment positions at the Property in conjunction with the expansion of its business operations at the Property; and

Company by the TEDC will be reduced on a pro rata basis to reflect the actual number of jobs at the time of the request for disbursement of funds.

5.

It is understood and agreed by the parties that, in the event of a default by the Company on any of its obligations under this Agreement, the Company shall reimburse the TEDC the full amount paid to the Company by the TEDC, with interest at the rate equal to the 90-day Treasury Bill plus  $\frac{1}{2}\%$  per annum, within 120 days after the TEDC notifies the Company of the default. It is further understood and agreed by the parties that if the Company is convicted of a violation under 8 U.S.C. Section 1324a(f), the Company will reimburse the TEDC the full amount paid to the Company, with interest at the rate equal to the 90-day Treasury Bill plus  $\frac{1}{2}\%$  per annum, within 120 days after the TEDC notifies the Company of the violation.

The Company shall also reimburse the TEDC for any and all reasonable attorney's fees and costs incurred by the TEDC as a result of any action required to obtain reimbursement of such funds. Such reimbursement shall be due and payable thirty (30) days after the Company receives written notice of default accompanied by copies of all applicable invoices.

It is understood and agreed by the parties that, in the event of a default by the TEDC on any of its obligations under this Agreement, the Company's sole and exclusive remedy shall be limited to either a) the termination of this Agreement or b) a suit for specific performance.

6.

**Personal Liability of Public Officials:** To the extent permitted by law, no director, officer, employee or agent of the TEDC, and no officer, employee or agent of the City of Tomball, shall be personally responsible for any liability arising under or growing out of this Agreement.

7.

This Agreement shall inure to the benefit of and be binding upon the TEDC and the Company, and upon the Company's successors and assigns, affiliates, and subsidiaries, and shall remain in force whether the Company sells, assigns, or in any other manner disposes of, either voluntarily or by operation of law, all or any part of the Property and the agreements herein contained shall be held to be covenants running with the Property for so long as this Agreement, or any extension thereof, remains in effect.

8.

Any notice provided or permitted to be given under this Agreement must be in writing and may be served by (i) depositing the same in the United States mail, addressed to the party to be notified, postage prepaid, registered or certified mail, return receipt requested; or (ii) by delivering the same in person to such party; or (iii) by overnight or messenger delivery service that retains regular records of delivery and receipt; or (iv) by facsimile; provided a copy of such notice is sent within one (1) day thereafter by another method provided above. The initial addresses of the parties for the purpose of notice under this Agreement shall be as follows:

If to City:	Tomball Economic Development Corporation 401 W. Market Street Tomball, Texas 77375 Attn: President, Board of Directors
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If to Company:	Century Hydraulics LLC. 23706 Snook Lane, Tomball, Texas 77375 Attn: Joel Christensen, President
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9.

This Agreement shall be performable and enforceable in Harris County, Texas, and shall be construed in accordance with the laws of the State of Texas.

10.

Except as otherwise provided in this Agreement, this Agreement shall be subject to change, amendment or modification only in writing, and by the signatures and mutual consent of the parties hereto.

11.

The failure of any party to insist in any one or more instances on the performance of any of the terms, covenants or conditions of this Agreement, or to exercise any of its rights, shall not be construed as a waiver or relinquishment of such term, covenant, or condition, or right with respect to further performance.

12.

This Agreement shall bind and benefit the respective Parties and their legal successors and shall not be assignable, in whole or in part, by any party without first obtaining written consent of the other party.

13.

In the event any one or more words, phrases, clauses, sentences, paragraphs, sections, or other parts of this Agreement, or the application thereof to any person, firm, corporation, or circumstance, shall be held by any court of competent jurisdiction to be invalid or unconstitutional for any reason, then the application, invalidity or unconstitutionality of such words, phrases, clauses, sentences, paragraphs, sections, or other parts of this Agreement shall be deemed to be independent of and severable from the remainder of this Agreement, and the validity of the remaining parts of this Agreement shall not be affected thereby.

IN TESTIMONY OF WHICH, THIS AGREEMENT has been executed by the parties on this

21 day of July 2019 (the "Effective Date").

**CENTURY HYDRAULICS LLC.**

By: 

Name: Joel Christensen

Title: President

ATTEST:

By: 

Name: Tiffani Wooten

Title: Assistant Director

**TOMBALL ECONOMIC DEVELOPMENT  
CORPORATION**

By: 

Name: Gretchen Fagan

Title: President, Board of Directors

ATTEST:

By: 

Name: Bill Sumner Jr.

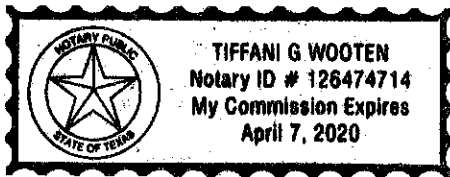
Title: Secretary, Board of Directors



## ACKNOWLEDGMENT

THE STATE OF TEXAS     §  
                                      §  
 COUNTY OF HARRIS     §

This instrument was acknowledged before me on the 23 day of July 2019, by Joel Christensen, President of Century Hydraulics LLC, for and on behalf of said company.



Tiffani Wooten  
 Notary Public in and for the State of Texas

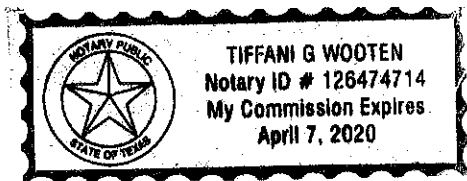
My Commission Expires: April 7, 2020

(SEAL)

## ACKNOWLEDGMENT

THE STATE OF TEXAS     §  
                                      §  
 COUNTY OF HARRIS     §

This instrument was acknowledged before me on the 14 day of May 2019, by Gretchen Fagan, President of the Board of Directors of the Tomball Economic Development Corporation, for and on behalf of said Corporation.



Tiffani Wooten  
 Notary Public in and for the State of Texas

My Commission Expires: April 7, 2020

(SEAL)

## Exhibit A

### Legal Description of Property

A tract of land containing 2.161 acres out of the Jesse Pruitt Survey, A-629, Harris County, Texas, and being more particularly described by the following metes and bounds description:

Being a 2.161 acre tract of land, situated in the Jesse Pruitt Survey, Abstract Number 629, of Harris County, Texas, and containing all of a called 0.1538 acre tract described in deed recorded in Clerk's File Number Z-499527, of the Real Property Records of Harris County, Texas, together with all of a called 2.0071 acre tract described in deed recorded in Clerk's File Number Z-499528, of said Real Property Records; said 2.161 acres being more particularly described as follows, with all bearings based on the recorded deed;

BEGINNING at a 1/2 inch iron pipe, found for the Northeast corner of the herein described tract, common with the Northeast corner of the 2.0071 acre tract and the Southeast corner of the 2.166 acre tract described in deed recorded in Volume 2068, Page 386, of the Deed Records of Harris County, Texas, same being in the West line of a called 5.1420 acre tract, described in deed recorded in Clerk's File Number G908192, of said Real Property Records, and proceeding;

THENCE S 00 deg. 58 min. 28 sec. E, a distance of 139.22 feet (Deed - S 00 deg. 22 min. 15 sec. E, 139.09 feet) along the East line of the herein described tract, common with the East line of 2.0071 acre tract and the West line of the 5.1420 acre tract, to a 5/8 inch iron rod, found for the Southeast corner of the herein described tract, common with the Southeast corner of the 2.007 acre tract and the Northeast corner of a called 2.1699 acre tract of land, no deed of record found;

THENCE S 89 deg. 04 min. 00 sec. W, a distance of 677.73 feet, along the South line of the herein described tract common with the lower South line of the 2.0071 acre tract, the South line of the 0.1538 acre tract, and the North line of the 2.1699 acre tract to a 5/8 inch iron rod, found for the Southwest corner of the herein described tract, common with the Southwest corner of the 0.1538 acre tract and the Northwest corner of the 2.1699 acre tract, same being in the East right-of-way line of Snook Lane, 60 feet wide;

THENCE N 00 deg. 01 min. W (Deed - N 00 deg. 01 min. 30 sec. W), a distance of 139.10 feet, along the West line of the herein described tract, common with the West line of the 0.1538 acre tract, the upper West line of the 2.0071 acre tract, and the East right-of-way line of Snook Lane, to an iron rod with survey cap, set for the Northwest corner of the herein described tract, common with the Northwest corner of the 2.0071 acre tract and the Southwest corner of a called 70' x 200' tract described in deed recorded in Clerk's File Number P682597, of said Real Property Records;

THENCE N 89 deg. 03 min. 19 sec. E, a distance of 675.41 feet (Deed - N. 89 deg. 04 min. 00 sec. E, 676.35 feet), along the North line of the herein described tract, common with the North line of the 2.0071 acre tract, the South line of the 70 x 200' tract and the lower South line of the 2.166 acre tract, back to the POINT OF BEGINNING and containing 2.161 acres of land as computed based on the Survey and plat prepared by C & C Surveying, Inc., dated September 19, 2007.

# Regular Tomball EDC

## Agenda Item

### Data Sheet

**Meeting Date:** March 8, 2022

**Topic:**

Consideration and possible action by Tomball EDC to approve a request by JDR Cable Systems, Inc. for a one-year extension of time due to workforce shortages to fully staff the completed 76,915 square-foot office/warehouse facility located at 2012 S. Persimmon, Tomball, Texas 77375.

**Background:**

At its December 17, 2019, Special Tomball EDC Board Meeting, the TEDC Board of Directors approved an agreement with JDR Cable Systems, Inc. to expend funds, as a Project of the Corporation, for the creation or retention of primary jobs associated with the development of a corporate headquarters facility located at 2012 S. Persimmon, Tomball, Texas 77375.

The approved grant amount was not to exceed \$135,591.00 based upon 30% of the 5-year net benefit to the community.

The effective date of the original agreement was February 23, 2020, which was sixty (60) days after the first published notice of the Project, with an expiration date of February 23, 2022.

Brian Davis, General Manager of JDR Cable Systems, Inc. has submitted a request for a one-year extension of the performance agreement. In the attached request letter, he states that they are fully operational in their new facility but have had delays in hiring additional personnel due to Covid. JDR is expecting significant growth in 2022 and is planning to support this growth with increased hiring this year.

The new requested expiration date is February 23, 2023.

**Origination:** Brian Davis, General Manager, JDR Cable Systems, Inc.

**Recommendation:** Staff recommends approval of the one-year time extension request.

**Party(ies) responsible for placing this item on agenda:** Kelly Violette

**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 \_\_\_\_\_

Staff Member-TEDC

Date \_\_\_\_\_

Approved by \_\_\_\_\_

Executive Director-TEDC

Date \_\_\_\_\_

PROVIDING THE VITAL CONNECTION

Tomball Economic Development Corporation  
Executive Director, Kelly Violette, CEcD, PCED, ACP  
29201 Quinn Road, Suite B  
Tomball, TX 77375

18 February 2022

Dear Kelly,

**Re: JDR Cable Systems, Inc – New North America Headquarters**

I am writing to kindly request an extension to the incentive package from the TEDC for development of JDR's new facility at 2012 S. Persimmon Street in the Tomball Business and Technology Park.

Construction on our facility was completed in February of 2021 and JDR has spent its first year of operations moving to the new site and getting the facility up and running. While JDR has successfully relocated our existing personnel to the site in accordance with the grant agreement, our new employee hiring has been delayed in a business environment still impacted by Covid-19. JDR is expecting significant growth in 2022 and is planning to support this growth with increased hiring this year.

For the reasons listed above, JDR is requesting an extension of the grant proposal of 1 year to fulfil the requirement to create 20 new positions.

If there is any additional information required to support this extension, JDR will be happy to assist. We appreciate the support from TEDC and look forward to our continued relationship in a manner that is beneficial to both JDR and the City of Tomball.

Yours Sincerely,

Brian Davis  
General Manager

D: 832-775-1482  
M: 713-446-1246  
brian.davis@jdrcables.com

## AGREEMENT

THE STATE OF TEXAS	§	
	§	KNOW ALL MEN BY THESE PRESENTS:
COUNTY OF HARRIS	§	

This Agreement (the "Agreement") is made and entered into by and between the **Tomball Economic Development Corporation**, an industrial development corporation created pursuant to Tex. Rev. Civ. Stat. Ann. Art. 5190.6, Section 4B, located in Harris County, Texas (the "TEDC"), and **JDR Cable Systems** (the "Company"), 11331 Charles Road, Houston, TX 77041.

### WITNESSETH:

**WHEREAS**, it is the established policy of the TEDC to adopt such reasonable measures from time-to-time as are permitted by law to endeavor to attract industry, create and retain primary jobs, expand the growth of the City of Tomball (the "City"), and thereby enhance the economic stability and growth of the City; and

**WHEREAS**, the Company proposes to lease a 76,915 square-foot building to be constructed on approximately 10.06 acres of land out of Lots 6 and 7 on the recorded plat of the Tomball Business & Technology Park, generally located on the west side of South Persimmon Street, adjacent to the M118 Drainage Channel and more particularly described in Exhibit "A," attached hereto and made a part hereof (the "Property"); and

**WHEREAS**, the Company, currently located at 11331 Charles Road, Houston, TX 77041, proposes to enter into a build-to-suit lease agreement for the construction of a \$9,250,000 corporate headquarters facility on the Property as described in Exhibit "B," attached hereto and made a part hereof (the "Improvements"); and

**WHEREAS**, the Company also proposes to relocate forty-five (45) full-time employees to the Property and create twenty (20) new full-time positions in Tomball in conjunction with the relocation of its business operations to the Property; and

**WHEREAS**, the TEDC agrees to provide to the Company the sum of up to One Hundred Thirty-Five Thousand Five Hundred Ninety-One Dollars (\$135,591.00) to assist in the construction of the Improvements, the relocation of forty-five (45) employees, and the creation of twenty (20) new employment positions at the Property; and

**WHEREAS**, the Company has agreed, in exchange and as consideration for the funding, to satisfy and comply with certain terms and conditions; and

**WHEREAS**, this expenditure is found by the Board of Directors of the TEDC to be suitable for the relocation of the corporate headquarters, to promote and develop new business enterprises, and in furtherance of creation and retention of primary jobs on the Property;

**NOW, THEREFORE**, in consideration of the premises and the mutual benefits and obligations set forth herein, including the recitals set forth above, the TEDC and the Company agree as follows:

1.

Except as provided by paragraph 5, the Company covenants and agrees that it will operate and maintain the proposed business for a term of at least five (5) years and will maintain sixty-five (65) full-time employees on the Property.

2.

The construction of the Improvements, the relocation of forty-five (45) employees, the creation of twenty (20) new jobs, and the obtaining of all necessary occupancy permits from the City shall be obtained within two (2) years of the Effective Date. Extensions of these deadlines

may be granted by the Board of Directors of the TEDC due to any extenuating circumstance or uncontrollable delay.

3.

The Company further covenants and agrees that it does not and will not knowingly employ an undocumented worker. An "undocumented worker" shall mean an individual who, at the time of employment, is not (a) lawfully admitted for permanent residence to the United States; or (b) authorized by law to be employed in that manner in the United States.

4.

While this Agreement is in effect, annually within 60 days following the anniversary date of the Effective Date of this Agreement, the Company, or an affiliated entity, will certify to the TEDC that it has complied with the terms of this Agreement and provide sufficient written information, records, and documents, to support its certification of compliance.

5.

In consideration of the Company's representations, promises, and covenants, TEDC agrees to grant to the Company up to One Hundred Thirty-Five Thousand Five Hundred Ninety-One Dollars (\$135,591.00) as a performance incentive to fund a portion of the cost of the Improvements and the addition of the sixty-five (65) employees to the Property. The TEDC agrees to distribute such funds to the Company within thirty (30) days of receipt of a letter from the Company requesting such payment, which letter shall also include: (a) a copy of the City's occupancy permit for the Improvements to the Property, if applicable; (b) proof that the company has added the number of employees indicated above to the Tomball operation as evidenced by copies of Texas Workforce Commission form C-3 or Internal Revenue Service form 941; (c) a letter from the City acknowledging that all necessary plats, plans, and specifications have been received, reviewed,

and approved; (d) certification that the Improvements have been constructed in accordance with the approved plans and specifications; (e) an affidavit stating that all contractors and subcontractors providing work and/or materials in the construction of the Improvements have been paid and any and all liens and claims regarding such work have been released; and (f) Proof of payment to all contractors and subcontractors providing work and/or materials in the construction of the Improvements, proof of payment must include copies of canceled checks and/or credit card receipts and copies of paid invoices from all contractors and subcontractors.

In the event the number of jobs originally projected is not met or maintained, the amount of the funding provided to the Company by TEDC will be reduced on a pro-rata basis to reflect the actual number of jobs at the time of the request for disbursement of funds.

6.

It is understood and agreed by the parties that in the event of a default by the Company on any of its obligations under this Agreement, the Company shall reimburse the TEDC any amounts paid to the Company by the TEDC for jobs created but not thereafter maintained in accordance with the terms of this Agreement along with interest at the rate equal to the 90 day Treasury Bill plus ½% per annum, within 120 days after the TEDC notifies the Company of the default. It is further understood and agreed by the parties that if the Company is convicted of a violation under 8 U.S.C. Section 1324a(f), the Company will reimburse the TEDC the full amount paid to the Company, with interest at the rate equal to the 90 day Treasury Bill plus ½% per annum, within 120 days after the TEDC notifies the Company of the violation.

The Company shall also reimburse the TEDC for any and all reasonable attorney's fees and costs incurred by the TEDC as a result of any action required to obtain reimbursement of such



funds. Such reimbursement shall be due and payable 120 days after the Company receives written notice of default accompanied by copies of all applicable invoices.

d. The Company's obligation to reimburse the TEDC payments made to Company if the Company breaches this Agreement survives termination of this Agreement.

e. It is understood and agreed by the parties that, in the event of a default by the TEDC on any of its obligations under this Agreement, the Company's sole and exclusive remedy shall be limited to either i) the termination of this Agreement, or ii) a suit for specific performance.

## 7.

**Personal Liability of Public Officials:** To the extent permitted by law, no director, officer, employee or agent of the TEDC, and no officer, employee or agent of the City of Tomball, shall be personally responsible for any liability arising under or growing out of this Agreement.

## 8.

This Agreement may not be assigned by the Company to any other person or entity unless the TEDC consents in writing to the assignment.

## 9.

Any notice provided or permitted to be given under this Agreement must be in writing and may be served by (i) depositing the same in the United States mail, addressed to the party to be notified, postage prepaid, registered or certified mail, return receipt requested; or (ii) by delivering the same in person to such party; or (iii) by overnight or messenger delivery service that retains regular records of delivery and receipt; or (iv) by facsimile or other electronic transmission; provided a copy of such notice is sent within one (1) day thereafter by another method provided

above. The initial addresses of the parties for the purpose of notice under this Agreement shall be as follows:

If to TEDC: Tomball Economic Development Corporation  
401 W. Market Street  
Tomball, Texas 77375  
Attn: President, Board of Directors

If to Company: JDR Cable Systems Inc.  
11330 Charles Road, Houston, TX 77041  
Attn: Brian Davis, General Manager

10.

This Agreement shall be performable and enforceable in Harris County, Texas, and shall be construed in accordance with the laws of the State of Texas.

11.

Except as otherwise provided in this Agreement, this Agreement shall be subject to change, amendment or modification only in writing, and by the signatures and mutual consent of the parties hereto.

12.

The failure of any party to insist in any one or more instances on the performance of any of the terms, covenants or conditions of this Agreement, or to exercise any of its rights, shall not be construed as a waiver or relinquishment of such term, covenant, or condition, or right with respect to further performance.

13.

This Agreement shall bind and benefit the respective Parties and their legal successors and shall not be assignable, in whole or in part, by any party without first obtaining written consent of the other party.

14.

In the event any one or more words, phrases, clauses, sentences, paragraphs, sections, or other parts of this Agreement, or the application thereof to any person, firm, corporation, or circumstance, shall be held by any court of competent jurisdiction to be invalid or unconstitutional for any reason, then the application, invalidity or unconstitutionality of such words, phrases, clauses, sentences, paragraphs, sections, or other parts of this Agreement shall be deemed to be independent of and severable from the remainder of this Agreement, and the validity of the remaining parts of this Agreement shall not be affected thereby.

IN TESTIMONY OF WHICH, THIS AGREEMENT has been executed by both parties on this

23<sup>rd</sup> day of Feb 2020 (the "Effective Date").

**JDR Cable Systems Inc.**

By: 

Name: Brian Davis

Title: General Manager

ATTEST:

By: 

Name: Toni Hilsum

Title: Coordinator

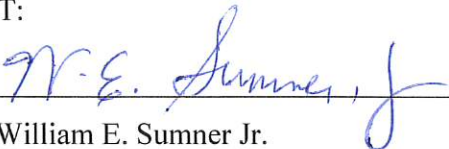
**TOMBALL ECONOMIC DEVELOPMENT  
CORPORATION**

By: 

Name: Gretchen Fagan

Title: President, Board of Directors

ATTEST:

By: 

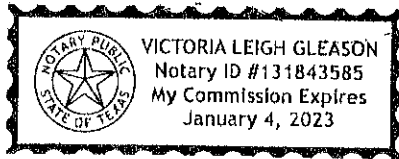
Name: William E. Sumner Jr.

Title: Secretary, Board of Directors

## ACKNOWLEDGMENT

THE STATE OF TEXAS   §  
                                   §  
 COUNTY OF HARRIS   §

This instrument was acknowledged before me on the 16<sup>th</sup> day of November 2020 by Brian Davis, General Manager of JDR Cable Systems Inc. for and on behalf of said company.



[Signature]  
 Notary Public in and for the State of Texas

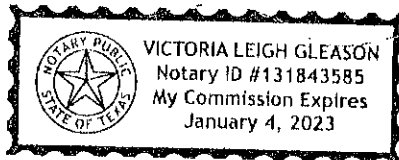
My Commission Expires: 01/04/2023

(SEAL)

## ACKNOWLEDGMENT

THE STATE OF TEXAS   §  
                                   §  
 COUNTY OF HARRIS   §

This instrument was acknowledged before me on the 17<sup>th</sup> day of December 2019 by Gretchen Fagan, President of the Board of Directors of the Tomball Economic Development Corporation, for and on behalf of said Corporation.



[Signature]  
 Notary Public in and for the State of Texas

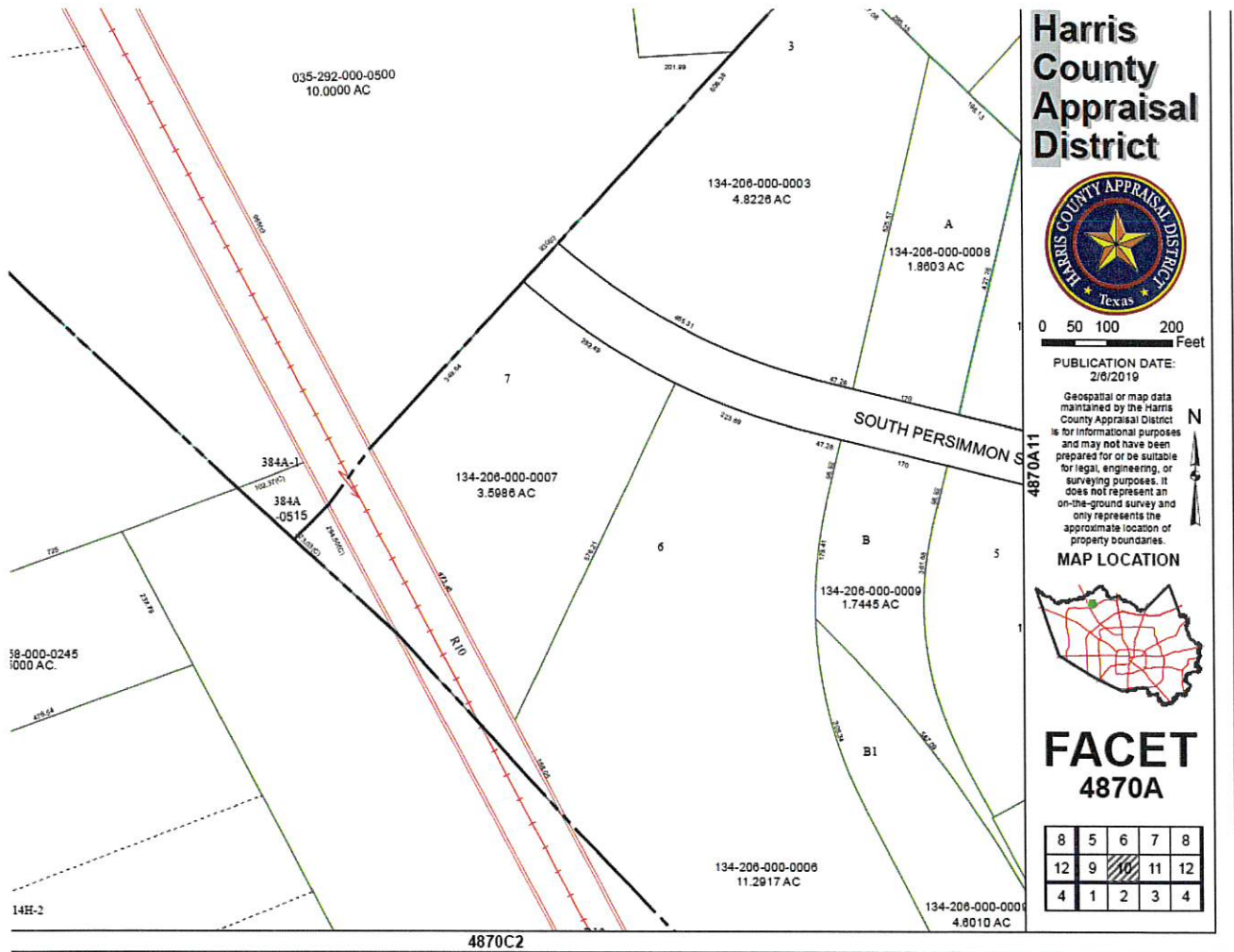
My Commission Expires: 01/04/2023

(SEAL)

## Exhibit A

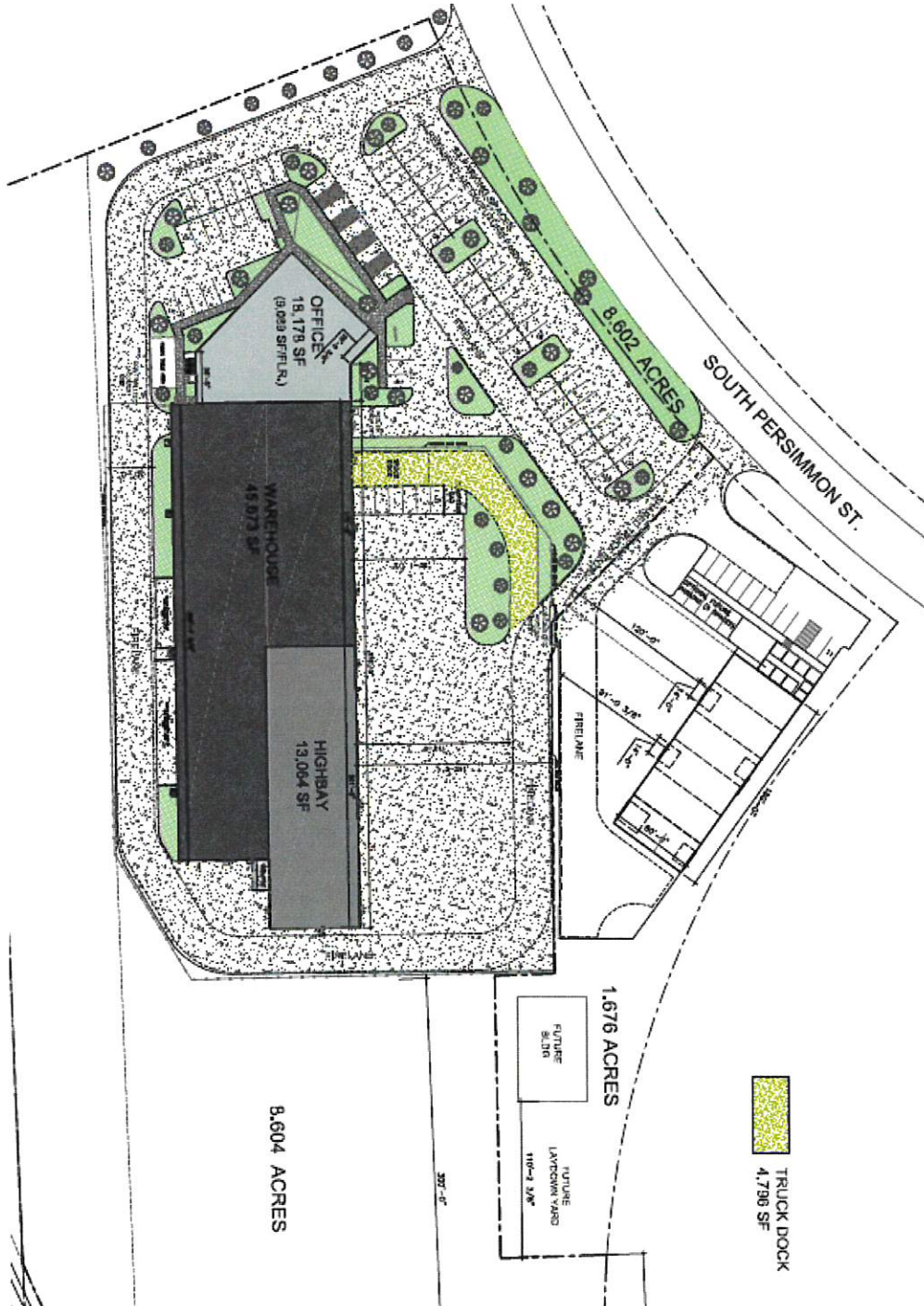
### Description of Property

10.06 acres out of Lots 6 and 7 of the Recorded Plat of the Tomball Business & Technology Park.



# Exhibit B Description of Improvements

Construction of an approximately 76,915 square-foot concrete tilt wall office/warehouse facility. improvements include parking areas, drive aisles, loading docks, and truck aprons.



# Regular Tomball EDC Agenda Item Data Sheet

**Meeting Date:** March 8, 2022

**Topic:**

TEDC Quarterly update on 2021-2022 Strategic Work Plan.

**Background:**

**Origination:** Kelly Violette, Executive Director

**Recommendation:** Presentation item only.

**Party(ies) responsible for placing this item on agenda:** Kelly Violette

**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-TEDC		Executive Director-TEDC
	Date		Date





## 2021-2022 STRATEGIC PLAN: QUARTERLY UPDATE

### GOAL 1: BUSINESS RETENTION & EXPANSION (BRE)

*TO CONTINUALLY ENGAGE AND ASSIST IN THE SUCCESS OF TOMBALL BUSINESSES.*

1. Conduct 12 BRE on-site or virtual visits per quarter.
2. Conduct an annual online business survey to identify and manage business needs.
3. Assist Tomball companies that have been in or need recovery and resilience planning:
  - a. Identify business (by sector) that have success stories and share them.
  - b. Create documentation of business lessons learned for future disaster situations.
  - c. Create segmentation discussion groups that can be immediately launched in case of next emergency situation.
  - d. Proactively decide course of action for each disaster: immediate, ongoing, post-disaster.
  - e. Continually update the Tomball Together website and promote it as a primary resource for business recovery.
4. Produce programming that meets the needs of the existing industry leaders in Tomball.
  - a. Host events as safely available.

- b. Consider business owner networking evening event.
  - c. Intentionally celebrate Tomball's legacy businesses and milestone anniversary dates.
5. Acquire customer relationship management (CRM) software and develop a comprehensive database.

---

## STATUS/UPDATES

- Sixteen site visits have been conducted with the necessary follow up from each visit.
- Staff has posted three additional Success Stories on the TEDC Website. These will be updated quarterly.
- A TEDC survey was sent out and completed by 34 respondents Q4 of 2021.
- Staff continues to update the Tomball Together Website with pertinent information.
- Content has been added to the CRM platform. It is in the development stages.
- Staff hosted Chat and Cheers networking event with over 40 attendees on January 13<sup>th</sup>, 2022.

---

## GOAL 2: ATTRACTION AND RECRUITMENT

### *RECRUIT AND SECURE NEW BUSINESSES/INDUSTRY THAT ARE SUITABLE FOR TOMBALL.*

1. Use Target Industry Analysis (TIA) to develop marketing and branding materials that respond to the key information needs of site selectors and appeal to the 5 industries identified in TIA: Advanced Manufacturing, Energy, Food Manufacturing, Healthcare & R&D, & High Tech.
2. Continue developing and maintaining relationships with businesses, site selectors, brokers, and developers.
3. Explore opportunities and partnerships that support the creation of a business innovation center.
4. To have 80% of available Business & Technology Park property sold or under contract.
5. Explore needed infrastructure in target areas: identify where might TEDC need to invest and entities which to partner.

6. Attend trade shows and industry events that provide opportunities to market to key industry decision makers.

---

## STATUS/UPDATES

- Staff is working with a graphic designer to update all marketing materials for FY2021-22. All ads will have a focus on our top 5 industries from the TIA. (Advanced Manufacturing, Energy, Food Manufacturing, Healthcare and R&D, and High Tech)
- Staff continues to work with businesses, site selectors, developers, and area partners.
- Staff has engaged The Retail Coach to assist with developer/retail recruitment. Monthly updates/reports are received on retail activity and progress.
- 76% of TBTP property is sold/under contract.

---

## GOAL 3: DEVELOPMENT/REDEVELOPMENT OF OLD TOWN

### *TO ENCOURAGE QUALITY INVESTMENT IN TOMBALL'S OLD TOWN*

1. Partner with the City of Tomball on targeted infrastructure improvements (alleyways, parking, wayfinding, etc.) that enhance Old Town's tourism readiness and experience.
2. Facilitate the redevelopment of the South Live Oak Business Park.
3. Invest in strategic anchor projects that have the potential to catalyze development in Old Town.
4. Continue to promote incentives and explore additional ways to encourage upgrades to properties in Old Town.
5. Work with Old Town merchants, business owners, and property owners to market available properties and investment opportunities.
6. Continue to partner with the Tomball Chamber to develop and execute a Shop Local initiative leveraging #TomballTogether branding.

7. Visit merchants and business owners in Old Town to determine needs and promote TEDC programs.

---

### STATUS/UPDATES

- Staff has continued to meet with the Community Development Department, Project Engineers, and Landscape Architects regarding the Old Town Alleyways and the redevelopment of FM 2920.
  - Staff has met with a second architect company for further renderings and master planning of the South Live Oak Business Park.
  - Staff has posted on social media about available space to market Tomball properties on TEDC website.
  - Staff has met with Old Town businesses regarding the Old Town monthly Sip & Stroll events being put on and discussed possible partnerships.
  - Digital Marketing Campaigns have been updated and continue to promote the Business Improvement and the Façade Improvement Grant Programs.
- 

## GOAL 4: INNOVATION AND ENTREPRENEURSHIP

### *TO CREATE INNOVATIVE SOLUTIONS TO SUPPORT EMERGING ENTREPRENEURS*

1. Evaluate the feasibility of creating a culinary incubator space:
  - a. Consider incorporation of a food hall concept.
  - b. Continue partnership discussions with the Farmer's Market Association, Lone Star College –Tomball and Tomball ISD.
  - c. Consider a small business services component that houses co-working space, meeting rooms, etc.
2. Create a Tomball Entrepreneurship Training Workshop Series to assist new and existing small business owners.
3. Continue to explore creative coworking spaces to assist emerging entrepreneurs.

---

## STATUS/UPDATES

- Feasibility Study is currently on hold due to COVID 19 impacts on the hospitality industry.
- Staff is reviewing training programs and workshop topics to assist new and existing small business owners.
- Coworking spaces are being researched and discussed with area partners.

---

## GOAL 5: EDUCATION AND WORKFORCE DEVELOPMENT

*PARTNER WITH LOCAL/REGIONAL EDUCATION INSTITUTIONS, CITY OF TOMBALL, GREATER TOMBALL AREA CHAMBER OF COMMERCE, AND LOCAL INDUSTRIES TO FURTHER DEVELOP YOUTH WORKFORCE INITIATIVES.*

1. Research and evaluate workforce programs and partner with local organizations to define areas of interest.
2. Enhance existing STEAM initiative to include apprenticeships and internships in multiple businesses and industry partners.
3. Continue to work with local/regional education institutions to support job and career fairs.
4. Explore platforms to provide to Tomball ISD that virtually connect students and instructors with industry experts to showcase real-life career duties and explore various career choices.

---

## STATUS/UPDATES

- Staff continues to work with our allies to develop, discuss, and promote workforce programs that will help connect people to the training they need.
- Staff continues to work with LSC-Tomball Community Library on a Young Adult Learning Space.
- Staff is partnering with GTACC and 403 Eats to host a Job Fair on July 19<sup>th</sup>.

- Staff is working with TISD on virtual platforms that will connect students and instructors with industry experts.
- Staff is working with regional allies to produce workforce centered events within the next quarter.
- Staff worked with TISD and Baker Hughes to kick-off STEM Coaching Sessions.

# Regular Tomball EDC Agenda Item Data Sheet

**Meeting Date:** March 8, 2022

**Topic:**

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. – Project Hanks

**Background:**

**Origination:** Kelly Violette, Executive Director, Tomball Economic Development Corporation

**Recommendation:**

**Party(ies) responsible for placing this item on agenda:** Kelly Violette

**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 \_\_\_\_\_

Staff Member-TEDC

Date

Approved by \_\_\_\_\_

Executive Director-TEDC

Date

# Regular Tomball EDC Agenda Item Data Sheet

**Meeting Date:** March 8, 2022

**Topic:**

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

**Background:**

**Origination:** Kelly Violette, Executive Director

**Recommendation:**

**Party(ies) responsible for placing this item on agenda:** Kelly Violette

**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-TEDC		Executive Director-TEDC
	Date		Date