

Brookshire Economic Development Corporation

THE STATE OF TEXAS }
CITY OF BROOKSHIRE }
COUNTY OF WALLER }

NOTICE IS HEREBY GIVEN OF A REGULAR MEETING OF THE BROOKSHIRE ECONOMIC DEVELOPMENT CORPORATION TO BE HELD THURSDAY, APRIL 3, 2025 at 5:30 P.M., IN THE COUNCIL CHAMBERS OF THE BROOKSHIRE MUNICIPAL BUILDING, 4029 FIFTH STREET, BROOKSHIRE, TEXAS, FOR THE PURPOSE OF CONSIDERING THE FOLLOWING AGENDA ITEMS:


A G E N D A

1. Call to order
2. Prayer.
3. Pledge to the U.S. Flag.
4. Roll Call
5. Public Comments.
Comments made under this agenda item are limited to five (5) minutes per person; however, if a large quantity of individuals has registered to speak, the time may be reduced at the chair's discretion. In accordance with the Texas Open Meetings Act, the Board of Directors will not discuss or consider any items addressed during this agenda item. However, the President or Economic Development Coordinator may make statements of fact, for example, identifying the procedure for reporting an issue or referring the speaker to the cognizant agency or individual.
6. Consent Agenda
 - a. Approval of BEDC Meeting Minutes for March 6, 2025.
 - b. March Financial Report. *(Notlyh Lyons)*
7. Discuss update on the EDC credit card.
8. Discuss and Possible action on the Brookshire Welcome Sign.
9. Discuss and Possible action on EDC Consultant Firm
10. Discuss and Possible action filling vacant portion *(Robert Richards)*
11. EDC Coordinators Report
12. Future Agenda Items.
13. Executive Session.
The Brookshire Economic Development Corporation will meet in a closed session pursuant to Title 5, Chapter 551, of the Texas Government Code for the purpose of: Economic Development Discussions under Section 551.087; Consultation with legal counsel under Section 551.071; and Deliberations on real property under Section 551.072."
14. Discussion & Possible Action on Executive Session items if necessary.
15. Adjournment.

A quorum of the Brookshire City Council may be present, but no official action will be taken by the Council.

Note: In compliance with the American with Disabilities Act, this facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made at least 48 business hours prior to this meeting. Please contact the city secretary's office at 281-375-5050 for further information.

I, Vickie Casto, do hereby certify that the above Notice of Meeting and Agenda of the Brookshire Economic Development Corporation was posted in a place convenient and readily accessible at all times to the general public in compliance with Chapter 551, TEXAS GOVERNMENT CODE, March 31, 2025 at 8:45 a.m.



Administrative Assistant to the Board of Directors

Minutes of the Brookshire Economic Development Corporation Meeting March 6, 2025

The Brookshire Economic Development Corporation held a Regular Meeting on Thursday, March 6, 2025 in the Brookshire Municipal Building located at 4029 Fifth Street, Brookshire, Texas.

Agenda Item #1: Call to order

The meeting was called to order by President, Eric Green at 5:30 p.m.

Agenda Item #2: Prayer.

Director, Lyndon Stamps

Agenda Item #3: Pledge to the U. S. Flag

Everyone

Agenda Item #4 Roll Call

Present:

President, Eric Green

Vice President, Quotatious Dunn

Secretary/Treasurer, Robert Richards

Director, Deniece Odie

Director, Lyndon Stamps

Director, Maria Ugartechea

Also Present:

Attorney, David Olson

EDC Coordinator, Joe Esch

BEDC Administrative Assistant, Vickie Casto

Agenda Item #5 Public Comments.

N/A

Agenda Item #6 Consent Agenda:

a. Approval of BEDC board meeting minutes for February 6, 2025

b. February Financial Report (*Stacey Gootee*)

Ms. Dunn stated the only thing she was questioning was did they ever go out for bids on the lawn care services.

Mr. Richards stated they were still working on that; they were working with Ms. Connor.

Mr. Green asked if they had ever set a date on that.

Ms. Dunn stated there was no contract on file.

Mrs. Odie stated she had a question on IONOS. She wanted to know if that was an automatic payment.

Mrs. Gootee replied yes.

Mrs. Odie asked if there was any documentation, or shown on an invoice.

Mrs. Gootee explained the process how it came through e-mail.

Mrs. Odie asked on the bank statement, was that the correct bank balance.

Mrs. Gootee stated that was just the checking account and added that Vickie should be able to print out the other accounts. She continued to explain about the accounts, and again stated that Vickie had the capability to get the information.

Ms. Casto then reminded Mrs. Gootee that in order to get the information she needed her phone back as they were unable to download the program that she (Mrs. Gootee) said that she needed on her phone to access the password.

Mr. Richards confirmed that she (Mrs. Gootee) was currently getting her setup, there was some issues with the phone.

Mrs. Gootee agreed.

Motion was made to approve the BEDC meeting minutes for February 6, 2025 and February Financial Report.

Director, Lyndon Stamps / Vice-President, Quotatious Dunn

All For
Motion Carried

Agenda Item #7 Discuss and possible action regarding the invoices and bank statement. *(Deniece Odie)*

Mrs. Odie stated she had put this on the agenda; because at the last meeting she had asked for the invoices because they were not included nor was there a bank statement. She see's this meeting they have invoices and the only ones she does not see are IONOS, and that's the one she just questioned and was told its paid by credit card. Everything else she does see the bank statement and invoices are included. So, if they can continue to get the financial report like this, she does not have any problems.

No Action

Agenda Item #8 Discuss and possible action regarding payment request. *(Robert Richards)*

Mr. Richards stated this had to deal with petty cash. For what he hears the city use to use petty cash, and there was a decision made to not to use petty cash. He does not think the EDC department got the memo, there was nothing in writing that petty cash would not be used anymore so, EDC continued to use petty cash. Ms. Casto has some petty cash leftover, and they need to make the decision. If they're going to use it or not going to use it.

Mr. Green confirmed that Ms. Casto did not have a credit card.

Discuss on the credit card was requested but when it arrived, Ms. Casto's name was not spelled correctly.

Mr. Richards stated that the credit card had been requested.

Mrs. Gootee explained how the credit card would work.

Mr. Richards asked if EDC had a separate bank account at New First.

Mrs. Gootee explained that the EDC account was under an umbrella of the city.

Mr. Richards questioned that the New First name is under City of Brookshire so, EDC can't get a separate credit card with the EDC bank account.

Mrs. Gootee said she would have to ask.

Mr. Olson stated they could apply; they could talk with them to get a separate line of credit.

Mr. Richards asked that she verify that with New First. He then went on to explain how a credit card had been received but the name had been misspelled, when returned the first name is still misspelled. That's the issue now, and it's been sent back again now to be corrected. So, they don't have to send it back a third time, could they verify that it can be under EDC instead of the City of Brookshire with the correct first and last name?

Mr. Olson asked to see if they could put Brookshire Economic Development on the card linked to the same account, he can't imagine that would be an issue.

Mr. Green stated if he was not mistaken, EDC in the past had always had a credit card and he doesn't see why it would be an issue this go around.

Mr. Stamps stated he believed at this moment if the city is going to do away with petty cash, then the economic development board should follow the same standards, and do away with them as well.

Mrs. Odie asked Ms. Casto if she had received her reimbursement?

Mrs. Gootee stated she had sent the auto deposit to her account.

Ms. Casto stated that she had not received it.

Mrs. Gootee insisted it was sent to her bank account.

Ms. Casto stated she had not seen it; but would look at her account again.

Mr. Richards said they would get rid of petty cash; that's the reason for the credit card.

Ms. Casto will turn in whatever cash she has ... make sure she's paid back if she's spent anything and get it all reconciled out so they can move away from petty cash. That's the point of having it on the agenda.

Motion was made to get rid of the petty cash.

Secretary/Treasurer, Robert Richards / Director, Lyndon Stamps

All For
Motion Carried

Mr. Green asked Ms. Casto when she checked for her reimbursement to let them know.

Agenda Item # 9 Discuss and possible action going out for bids on the Hovas park Club House. (Robert Richards)

Mr. Richards stated he had met with the public works director and a vendor at the park to look at the club house. The sheetrock and the walls are not insulated behind the sheetrock, redo the flooring, redo the kitchen paint and bring it up to date to make it presentable. The bid came in for about \$70,000. The AC needs repair but it's not too bad, it only needs a compressor. He would like to make the motion to move forward, this clubhouse is the City of Brookshire property and needs to be repaired. They need to maintain the property here. It's a good place that could be rented out for the citizens, churches or whatever an event that someone would like there. He thinks this would be a good benefit for the citizens.

Mr. Green asked Ms. Richards if she knew where any of the paperwork was for when they use to rent out the Willard Johnson Center. He stated that it use to be rented out years ago and they stopped for obvious reasons. He does agree with Mr. Richards, that it does need to be overhauled.

Ms. Dunn asked if the \$70,00 was going to bring it up to standards where they can start renting it out or is it going to be more.

Mr. Richards stated that the \$70,000 would bring it up to standards; but there was some plumbing work that needs to be done; but nothing major. This is just to do the renovation of the interior, and of course there is still AC work and minor plumbing work that's insignificant.

Ms. Dunn confirmed that they were officially going to go out for bids.

Mr. Richards stated the AC work could be done in-house.

Motion was made to move forward with renovation of the Hovas Park Club House

Secretary / Treasurer, Robert Richards / Director, Lyndon Stamps

All For
Motion Carried

Agenda Item # 10 Discuss and possible action going out for bids on getting tables, benches and restrooms for the amphitheater. (Quotations Dunn)

Ms. Dunn stated that they had invested a lot of money in the amphitheater and right now they are literally using it twice a year. Her vision is to see people coming down town enjoying that space. She added that the restrooms came up, there are no restrooms. The only way they can use the restrooms are to go to the convention center. That's where the restrooms came from with her and to go out for that and for the tables and benches.

Mr. Richards asked her if she had a quote and she replied no she did not.

Mr. Stamps said basically she just wanted to go ahead and move forward

Mr. Olson stated that they were not under the same procurement law as the city. He then asked them if they wanted an engineer or architect to come look at it or had they done that already?

Mr. Richards stated that the restrooms are in his opinion a bit of concern because they're going to have to have plumbing sewer ran to it. So, maybe it would be best to have an engineer to come and give them a quote, then come back and revisit it.

Ms. Dunn ask if there was not water already in the...

Mr. Richards said he didn't think they would use the restrooms inside the museum.

A resident was telling how water and sewer was at the museum and they could tie into it.

Mr. Richards stated that why they need to have the engineer come and look at it and give them a quote for the project.

Mr. Olson stated he didn't know if they used the cities engineer as well; but he would have to look to see how that arraignment is done. They probably have general engineering services for the city and not them; but they could utilize it through the city.

Mr. Green said in the meantime he would get some information. At the TML conference, there was a company there that prefabbed restrooms for occasions just like this. They would actually bring it and drop it in.

Mr. Richards stated to make sure its ADA compliance.

Motion was made to seek a proposal from the engineers to design and give a bid for restrooms, benches and tables.

Vice President Quotations Dunn / Director, Lyndon Stamps

All For
Motion Carried

Agenda Item # 11 Discuss and possible action having the Donigian history printed for display in the Donigian Museum. (Robert Richards)

Mr. Richards stated that the Donigian house had a long history behind it. He thought as the museum gets developed, and hopefully one day it will get developed that the history of the house will be printed on a large scale and placed inside. There's a lot of history that they don't want to lose.

Ms. Dunn asked if there were any plans of redoing the museum? The last time she went it was Mr. Green stated that would be on #12.

Motion was made to have the Donigian house history printed on large scale so it can be placed on the inside of the museum.

Mr. Green asked Ms. Casto if she could find them a few options to choose from putting it on a large scale so it can be put in there, she replied yes.

Secretary / Treasurer, Robert Richards / Director, Lyndon Stamps

All For
Motion Carried

Agenda Item #12 Discuss and possible action addressing the drainage and flooding at the Donigian Museum. (Robert Richards)

Mr. Richards stated that his understanding, there was a grant to take care of the flooding that was there at the Donigian Museum. They can't move forward with doing any types of repairs inside of the museum because it floods over there really really bad. Right now, the floor level is down to the studs inside; because it flooded one time before. So, his motion is to go out and explore options for another grant, or go back and find out what happened to the original grant that was awarded to this project. If they can do that to take care of the flooding, then at some point in the future they can move forward to turn it into a real museum; because right now no one can enjoy it. It looks pretty on the outside; but its not usable on the inside.

Motion was made to find out what happened to the original grant, and if it's no longer active, then try to go out and pursue another grant.

Ms. Dunn asked Ms. Casto did they not approve an invoice on this already?

Ms. Casto stated that the grant was to repair the sidewalk and drainage; but that project had been moved across the street.

Ms. Dunn thought it was an EDC project.

Mr. Richards stated he didn't know if that was an internal thing that their attorney could do. There was a grant awarded so, they need to find out what happened to the original grant...is it still active or what process they need to do to pursue a new grant.

Ms. Dunn added to see if any EDC funds were used.

Secretary / Treasurer, Robert Richards / Quotatious Dunn

All For
Motion Carried

Agenda Item #13 EDC Coordinators Report (Joe Esch)

Mr. Esch addressed the board and went over his report. He spoke of project Electric Stone, that he sent out an agreement; but he is still waiting on comments from their corporate. They promised a reply by early March and here it is early March. He will follow up with them again. In the meantime, they are proceeding in their design and development for their headquarters.

The business park is on hold until they can find a user. They have 26 acres to develop, before they spend any amount of funds to develop, they need a tenant to make it liable.

Mr. Richards asked what business park this was.

Mr. Esch could not remember the location.

Mr. Richards asked if this was new and Mr. Esch replied no.

Mr. Esch added that they had several conversations about it; but he still could not remember the name of the street. He stated they had talked about where 11th street had to be developed and tied into a large acreage.

Mr. Green asked if it was 12th street and Mr. Esch stated that was it, he was off a street.

Mr. Esch continued and said they had come in wanting to make a park and wanted to know if we would be interested in helping with the infrastructure of 12th street. He continued to explain the project.

Mr. Richards wanted to know what was going to happen to that request for 12th street. He thought they were asking the city to do some modification, and wanted to know if that was the project. They wanted the city to wide or pave the street?

Mr. Esch stated both because if it's a business park, it will have heavy trucks on it. He continued to explain the different ways the owners of the company and the owners of the property might develop the property.

Mr. Richards asked what was going to happen to the request for 12th street? He thought they were asking the city to do some modifications. Widen or pave it?

Mr. Esch replied both; because it would be a business park with heavy trucks on it. He added that conservation had not been had. So, the process would be once they come in and have a real deal then he could tell them what it is. They would work through the cities engineers to determine the impact of that project.

Mr. Richards, stated before he comments to this deal, when he goes out do all these negotiations, be sure to include the cost to widening 12th Street; because it's going to be expensive. Road repairs are very expensive and the city may not be able to afford it.

Mr. Esch told Mr. Richards he was making an assumption. He will come to them in the initial start before any of that happens. He then continued to explain how he would process the agreement.

Mr. Richards stated, his advice to him and not an assumption to do his homework first ... to get all the cost that the city would pay and then come to them.

Mr. Esch then move onto the TESLA project and stated that would be on the city council agenda. He added that he had been working with the county to make sure they were aligned. The county approved their abatement today, it's contingent upon weather or not the city approves it. If the city does not approve it, the project is dead. They are looking at roughly six million dollars to be made in Brookshire with approximately 2,000 jobs. He explained how this was better than a 380.

Mr. Richards stated he thought it was good project; but he had a problem with the mutual respect of how it was done. He added that this was a very long agreement, it did not come to them in a timely manner to review. They've not had time to look at the terms to make sure they were good or bad terms. It's going to start in 2026 and end in 2035.

There is no increment increase in the taxable incentive for the city in that time period.

So, the same amount of money that they are not gaining from 2026 all the way to 2035.

He believes it could have been done a little bit better. Over the years, he would have like to have seen that they get 45, 50%, 60% all the way to 100% in 2025. So, now they have ten years of the flat amount plus ... Mr. Esch tried to interrupt as Mr. Richards continued.

Mr. Richards stated he saw on the news this morning that this project was finished and approved and it hadn't got to council for final approval. He didn't see any credit given to the city of Brookshire for that project starting right here. They are paying him (Mr. Esch) for their best interest.

Mr. Esch asked if he was accusing him of something.

Mr. Richards replied no, that they were paying him for their best interest, to look out for the city of Brookshire, their image and their repetition...

Mr. Esch asked how did he cause the problem? He's not responsible for what this county says, and he's not responsible for what Vince Yokum says ...

A confrontation continued.

Mr. Richards stated the point in this was, he would have like for someone to bring that agreement to him way in advance for review ... it's very long, about 5-6 pages. He's not saying he did a horrible job. He's saying that agreement get brought to them in a timely manner so they can properly review it, talk about the terms before it put out there and put on the media. His understanding things are not approved until they are approved and they've not approved it yet; but the media says it's done.

Mr. Esch stated the media can say a lot of things and he's not accountable for what the county says or Vince Yokum says, he's not responsible for anything he can't control nor will he take criticism for it.

Mr. Green asked him if he had anything else.

Mr. Esch stated he had two things. He spoke on the Ace Hardware, and stated that they had contacted him last Tuesday. They are looking at a project that on FM 359 that would be a 17,000 sq. ft. building with a 72 sq. ft. lumber yard. They are looking at about 4-million-dollar investment. They anticipate about 3 million dollars of taxable sales which is about \$70,000 a year. They will be coming to the city to see if there are some off sets that they might consider. He did not have an application from them; but he wanted to give them heads up that would be coming. That is the process that he follows. This is one of their larger stores, they believe this will be one of their largest investments.

He then moved on to the Grundfos project and stated he had received an application from them. It looks to be about a 44-million-dollar investment, with accentuality 40 new jobs because it would be next to their headquarters. This will be what they call a lead certified building so, this building within itself would be targeted towards environmentally friendly and that's very important to that company.

He then stated that the board had asked about the Katy Chamber.

Mrs. Odie then wanted to ask about Grundfos. She asked if the abatement was with Waller County EDC or with Brookshire.

Mr. Esch stated that the tax abatement can be with both. He added that the county will not typically take the lead and provide a tax abatement within a municipality. The tax abatements have to be approved by the city and county for the business to receive the abatement from both incentives. That abatement has not been approved, this is a start of a project considering that would begin by the end of this year. He continued to explain the process.

He them move on to report on Christ Clinic. They would like to schedule with this body and the city council to tour their facility. He has toured their facility and it has basically 25 years of history in the area. They will work with businesses like the school district, a workforce where they can't support co-pays to provide healthcare at reduced cost.

Ms. Dunn asked if they were interested in building a building.

Mr. Esch stated that they had just opened a new location

Mr. Richards stated they had a grand opening in Katy about a week ago.

Ms. Dunn asked if they just wanted to network with them.

Mr. Esch stated they just wanted them to know what all they offer for the community.

Agenda Item #14 Future Agenda Items.

Mr. Green asked each board member for their future agenda items.

Mrs. Odie, no

Mr. Roberts, would like to re-visit the Brookshire "Welcome" sign.

Ms. Dunn, no

Mr. Stamps, no

Ms. Ugartechea, no

Agenda Item #15 Executive Session

The Brookshire Economic Development Corporation will meet in a closed session pursuant to Title 5, Chapter 551, of the Texas Government Code for the purpose of: Economic Development Discussions under Section 551.087; Consultation with legal counsel under Section 551.071; Deliberations on real property under Section 551.072; and, Deliberations on personnel under Section 551.074.

Went into session at 6:13 p.m.

Came out of session 6:32 p.m.

Agenda Item # 16 Discussion & possible action on Executive session items if necessary.

6:33 p.m.

Ms. Dunn announced that she was stepping down as the Vice-President of the EDC Board. She then thanked them.

Motion was made to except Ms. Dunn's resignation.

Director, Lyndon Stamps / Secretary/Treasurer, Robert Richards

All For
Motion Carried

Agenda item #17 Adjournment.

Motion was made to adjourn.

Director, Lyndon Stamps / Secretary, Treasurer, Robert Richards

All For
Motion Carried

6:34 p.m.

President, Eric Green

Secretary/Treasurer, Robert Richards

Prepared by Vickie Casto

BROOKSHIRE
ECONOMIC DEVELOPMENT CORPORATION

Financials
March 2025

**PREPARED BY
NOTLYH LYONS**

Financial Statement

As of March 31, 2025

108 - City - Brk. Economic Development							
	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Sales Tax	95,610.84	90,662.97	4,947.87	644,156.81	1,088,391.00	59.18%	444,234.19
Interest	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
Reserves	0.00	50,000.00	(50,000.00)	0.00	600,000.00	0.00%	600,000.00
Revenue Totals	95,610.84	140,704.64	(45,093.80)	644,156.81	1,688,891.00	38.14%	1,044,734.19
Expense Summary							
Personnel	6,306.78	7,205.67	(898.89)	9,460.17	86,498.00	10.94%	77,037.83
Taxes	417.62	625.00	(207.38)	626.43	7,500.00	8.35%	6,873.57
Insurance	993.32	1,200.00	(206.68)	1,191.38	14,400.00	8.27%	13,208.62
Not Categorized	19,525.63	131,662.67	(112,137.04)	79,906.28	1,580,493.00	5.06%	1,500,586.72
Expense Totals	27,243.35	140,693.34	(113,449.99)	91,184.26	1,688,891.00	5.40%	1,597,706.74

Financial Statement

As of March 31, 2025

108 - City - Brk. Economic Development	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Sales Tax							
108-43050 Sales Tax	95,610.84	90,662.97	4,947.87	644,156.81	1,088,391.00	59.18%	444,234.19
Sales Tax Totals	95,610.84	90,662.97	4,947.87	644,156.81	1,088,391.00	59.18%	444,234.19
Interest							
108-43640 Interest Earned	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
Interest Totals	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
Reserves							
108-43710 Prior Yr Unexpended Funds	0.00	50,000.00	(50,000.00)	0.00	600,000.00	0.00%	600,000.00
Reserves Totals	0.00	50,000.00	(50,000.00)	0.00	600,000.00	0.00%	600,000.00
Revenue Totals	95,610.84	140,704.64	(45,093.80)	644,156.81	1,688,891.00	38.14%	1,044,734.19

Financial Statement
As of March 31, 2025

3/31/2025 8:15:47 AM

108 - City - Brk. Economic Development Non-Departmental								
	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining	
Insurance	993.32	1,200.00	(206.68)	1,191.38	14,400.00	8.27%	13,208.62	
Not Categorized	19,525.63	131,662.67	(112,137.04)	79,906.28	1,580,493.00	5.06%	1,500,586.72	
Personnel	6,306.78	7,205.67	(898.89)	9,460.17	86,498.00	10.94%	77,037.83	
Taxes	417.62	625.00	(207.38)	626.43	7,500.00	8.35%	6,873.57	
Non-Departmental Totals	27,243.35	140,693.34	(113,449.99)	91,184.26	1,688,891.00	5.40%	1,597,706.74	
Expense Total	27,243.35	140,693.34	(113,449.99)	91,184.26	1,688,891.00	5.40%	1,597,706.74	

Financial Statement

As of March 31, 2025

108 - City - Brk. Economic Development Non-Departmental	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
108-000-51000 Salaries	5,459.00	6,247.50	(788.50)	8,188.50	75,000.00	10.92%	66,811.50
108-000-51100 Payroll Taxes	417.62	625.00	(207.38)	626.43	7,500.00	8.35%	6,873.57
108-000-51130 Retirement Contributions	847.78	958.17	(110.39)	1,271.67	11,498.00	11.06%	10,226.33
108-000-51140 Health Insurance	993.32	1,200.00	(206.68)	1,191.38	14,400.00	8.27%	13,208.62
108-000-51540 Health Insurance	1.34	0.00	1.34	1.34	0.00	0.00%	(1.34)
108-000-52000 Legal Fees	1,045.00	2,916.67	(1,871.67)	3,687.00	35,000.00	10.53%	31,313.00
108-000-52020 Audit & Accounting	0.00	2,499.00	(2,499.00)	0.00	30,000.00	0.00%	30,000.00
108-000-52030 Professional Services	7,430.00	3,998.40	3,431.60	24,305.00	48,000.00	50.64%	23,695.00
108-000-52031 Bedc Coordinator	0.00	5,831.00	(5,831.00)	0.00	70,000.00	0.00%	70,000.00
108-000-52032 Webmaster	0.00	208.33	(208.33)	0.00	2,500.00	0.00%	2,500.00
108-000-52033 Technology	36.95	208.33	(171.38)	157.65	2,500.00	6.31%	2,342.35
108-000-52034 Engineer Services	0.00	2,083.33	(2,083.33)	0.00	25,000.00	0.00%	25,000.00
108-000-53010 Office Supplies	12.34	499.80	(487.46)	12.34	6,000.00	0.21%	5,987.66
108-000-53020 Forms & Statements	0.00	12.50	(12.50)	0.00	150.00	0.00%	150.00
108-000-53110 Membership & Dues	0.00	208.33	(208.33)	0.00	2,500.00	0.00%	2,500.00
108-000-54000 Building Maintenance	0.00	2,249.10	(2,249.10)	2,599.99	27,000.00	9.63%	24,400.01
108-000-54010 Equipment Maintenance	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
108-000-54190 Public Mowing	2,400.00	4,750.00	(2,350.00)	15,613.39	57,000.00	27.39%	41,386.61
108-000-55050 Travel & Training	0.00	833.00	(833.00)	926.50	10,000.00	9.27%	9,073.50
108-000-55070 Bank Charges	0.00	25.00	(25.00)	0.00	300.00	0.00%	300.00
108-000-55090 Telephone	0.00	208.25	(208.25)	0.00	2,500.00	0.00%	2,500.00
108-000-55100 Utility Expense	0.00	249.90	(249.90)	0.00	3,000.00	0.00%	3,000.00
108-000-56080 Consulting	0.00	416.50	(416.50)	0.00	5,000.00	0.00%	5,000.00
108-000-56140 Beautification	0.00	2,082.50	(2,082.50)	2,990.00	25,000.00	11.96%	22,010.00
108-000-56150 City Parks Project	8,600.00	29,155.00	(20,555.00)	8,600.00	350,000.00	2.46%	341,400.00
108-000-56170 Facilities/Infrastructure	0.00	59,907.44	(59,907.44)	0.00	719,177.00	0.00%	719,177.00

Financial Statement

As of March 31, 2025

108 - City - Brk. Economic Development		Current	Current	Budget	YTD	Annual	% Budget	Budget
Non-Departmental		Month Actual	Month Budget	Variance	Actual	Budget	Used	Remaining
108-000-56220	Downtown Improvements	0.00	8,333.33	(8,333.33)	9,590.00	100,000.00	9.59%	90,410.00
108-000-56250	Business Incentive	0.00	250.00	(250.00)	0.00	3,000.00	0.00%	3,000.00
108-000-57000	Technology	0.00	1,738.13	(1,738.13)	11,423.07	20,866.00	54.74%	9,442.93
108-000-57010	Computer & Software	0.00	2,915.50	(2,915.50)	0.00	35,000.00	0.00%	35,000.00
Non-Departmental Totals		27,243.35	140,693.34	(113,449.99)	91,184.26	1,688,891.00	5.40%	1,597,706.74
Expense Totals		27,243.35	140,693.34	(113,449.99)	91,184.26	1,688,891.00	5.40%	1,597,706.74

Balance Sheet

As of March 31, 2025

Account Type	Account Number	Description	Balance	Total
108 - City - Brk. Economic Development				
Assets				
	108-10000	Consolidated Cash Equity	(54,163.17)	
	108-10001	New First EDC checking	(83,669.78)	
	108-11000	Cash - Wells Fargo	1,076,635.65	
	108-11220	Sales Tax Receivable	152,733.47	
	108-11500	Due From Brookshire - Gf	2,640,716.80	
	Total Assets		<u>3,732,252.97</u>	
				<u><u>3,732,252.97</u></u>

Balance Sheet

As of March 31, 2025

Account Type	Account Number	Description	Balance	Total
108 - City - Brk. Economic Development				
Liabilities				
	108-22000	Accounts Payable	4,952.12	
	108-22120	Employee's Insurance	994.66	
	108-22130	Due For Retirement Cont.	1,229.92	
	108-22500	Due To Brookshire - Gf	102,144.47	
	Total Liabilities		<u>109,321.17</u>	
Fund Balance				
	108-32900	Fund Balance	<u>2,164,786.24</u>	
	Total Fund Balance		<u>2,164,786.24</u>	
		Total Revenue	644,156.81	
		Total Expenses	<u>91,184.26</u>	
		Current Year Increase (Decrease)	1,458,145.56	
		Fund Balance Total	2,164,786.24	
		Current Year Increase (Decrease)	<u>1,458,145.56</u>	
		Total Fund Balance/Equity	<u>3,622,931.80</u>	
	Total Liabilities & Fund Balance			<u><u>3,732,252.97</u></u>

Account Information**Balance**

Previous Day Transactions (-\$0.00 / +\$0.00)	\$0.00
Current Balance	\$25,000.00
Total Float	\$0.00
Holds	\$0.00
Pending Transactions (-\$0.00 / +\$0.00)	\$0.00
Other Transfers	\$0.00
Today's Float	\$0.00
Available Balance	\$25,000.00
Line Of Credit	\$0.00
Sweep Account EDC - ICS 99794081	\$1,742,898.15
Total Funds Available	\$1,767,898.15

Activity

Last Deposit (Mar 12, 2025)	\$125.00
Last Check (Mar 12, 2025)	\$125.00
Last Overdrawn	Mar 29, 2024

Interest

Last Interest Payment	\$35.96
-----------------------	---------

Search Transactions

Activity: Date range; Start date: Mar 01, 2025; End date: Mar 31, 2025; Type: All

Transactions

🕒 Pending

● Posted

Total debits: -4,762.34 (5)

Total credits: +4,762.34 (3)

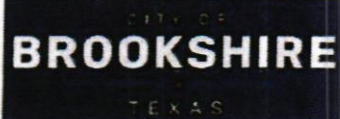
Date ▼	Description ◇	Debit ◇	Credit ◇	Balance
● Mar 12, 2025	TRANSFER FROM INTRAFI ICS ACCOUNT 99794081		125.00	25,000.00
● Mar 12, 2025	<u>CHECK 60511</u>	125.00		24,875.00
● Mar 10, 2025	TRANSFER FROM INTRAFI ICS ACCOUNT 99794081		12.34	25,000.00
● Mar 10, 2025	City of Brookshi Vickie Cas 113104796	12.34		24,987.66
● Mar 05, 2025	TRANSFER FROM INTRAFI ICS ACCOUNT 99794081		4,625.00	25,000.00
● Mar 05, 2025	City of Brookshi Lasker & S 113104796	2,400.00		20,375.00
● Mar 05, 2025	Kajun Kick Catering - EDC mixer	1,180.00		22,775.00
● Mar 05, 2025	City of Brookshi Olson & OI 113104796	1,045.00		23,955.00

CITY OF BROOKSHIRE - EDC
2/21/2025 Kajun Kick Catering

Invoice #	Date	Invoice Description	Amount
03-05-2025	2/21/2025	Catering Deposit - Busin	125.00

**125.00

60511



PAYMENT REQUEST



****Invoice/Receipt must be included****

Please return to STACEY GOOTEE for processing

Payable to: Kajan Kick Catering

Name of Vendor: _____

Phone: _____

Address: 3701 1st. Street

Email: _____

Brookshire, TX 77423

Expense Summary

-Account Code: 108-000-52030

Amount: \$125.00

Item Description: Professional Service / Deposit due 3-5-2025 for Business Mixer Event

-Account Code: _____

Amount: _____

Item Description: _____

-Account Code: _____

Amount: _____

Item Description: _____

-Account Code: _____

Amount: _____

Item Description: _____

TOTAL REQUEST: \$125.00

☐ Asset purchase over \$5,000

Council approval: Date _____ Pre-Bid: _____ Co-op: _____

☐ Quote Attached

PO # Requested: _____

☐ Mail to Payee

☒ Invoice Attached

PO #: _____

☐ Return to Originator

☐ Receipt Attached

☐ Pick Up

☐ Additional Instructions: _____

☐ ACH/Auto draft

Requestor Name: Vickie Casto / EDC Administrative Assistant Date: Feb. 21, 2025

Department Head Approval: _____ Date: _____

City Administrator Approval: _____ Date: _____

For Internal Use

Controller Approval: _____ Date: _____

Processed: _____ Entered: _____

825201

CUSTOMER'S ORDER NO.		DEPARTMENT		DATE	
NAME <u>Kujan Kick Catering</u>					
ADDRESS <u>3207 1st street</u>					
CITY, STATE, ZIP <u>Brookshire, Tx 77423</u>					
SOLD BY	CASH	C.O.D.	CHARGE	ON. ACCT.	MDSE. RETD.
				PAID OUT	
QUANTITY	DESCRIPTION	PRICE	AMOUNT		
1	3 Large Pans of Pasta (2- Alfredo - 1- Lasagna)	\$145 ea	\$435.00		
2	2 Large Garden Salad	\$62.50 ea	\$125.00		
3	GARLIC Bread		\$90.00		
4	2 Large Sweet Tea & Lemonade		\$135.00		
5	Plate Utensils & Cup		\$95.00		
6	2 Food Servers		\$200.00		
7	Set-up Fee		\$180.00		
8	(Deposit Down + to Save the Date)		\$125.00		
9	Due MARCH 5, 2025 NON-Refundable				
10	Half Down-March 10, 2025				
11	Balance Due-March 19, 2025				
12	TOTAL		\$1305.00		
RECEIVED BY _____					

BROOKSHIRE

PAYMENT REQUEST



Invoice/Receipt must be included
Please return to **STACEY GOOTEE** for processing

Payable to: Vickie Casto

Name of Vendor: _____

Phone: _____

Address: _____

Email: _____

Expense Summary-Account Code: 108-000-53010 Amount: \$5.40Item Description: Coffee Cups-Account Code: 108-000-53010 Amount: \$6.94Item Description: Coffee Cups

-Account Code: _____ Amount: _____

Item Description: _____

-Account Code: _____ Amount: _____

Item Description: _____

TOTAL REQUEST: \$12.34☐ Asset purchase over \$5,000

Council approval: Date _____ Pre-Bid: _____ Co-op: _____

☐ Quote Attached PO # Requested: _____ ☐ Mail to Payee☐ Invoice Attached PO #: _____ ☐ Return to Originator☒ Receipt Attached ☐ Pick Up☐ Additional Instructions: _____ ☐ ACH/Auto draftRequestor Name: Vickie Casto Date: January 24, 2025Department Head Approval: Robert Richman Date: 01-28-25

City Administrator Approval: _____ Date: _____

For Internal Use

Controller Approval: _____ Date: _____

Processed: _____ Entered: _____

10/01.

USD 3.91

GROCERY
SD CUP ←

4.99 T

BALANCE DUE — 5.40

DEBIT CARD \$5.40

[] XXXXXXXXXXXXX5338

Auth# 923866

Ref# 920486

Auth #923866

CHARGE 0.00

SUB TOTAL 4

TOTAL TAX 0.00

TOTAL 4.40

Customer Rewards

Opening Balance: 9

Earning this visit: 4

Points Redeemed this visit: 0

New Balance: 1

Cashier: 0782-BBros Cust Store: 9

POS: 092 Transaction: 3454

Tuesday, July 11, 2023 06:52 AM

Thanks for Shopping with
Brookshire Brothers Food and PharmacySign up for Celebrate Rewards!
atwww.brookshirebrothers.com
and receive Exclusive Coupons,
Contests and Special Offers!

Coffee Cups for Office

Give us feedback @ survey.walmart.com
Thank you! ID #: 7SKY1413Y0DZ

Walmart*

WM Supercenter
281-644-6404 Mgr. ROBERT
25108 MARKET PLACE DR
KATY TX 77494

ST# 03226 OP# 009012 TE# 12 TR# 04055

ITEMS SOLD 41

\$7.00

260Z TUMBLER 849434045420

6.94 X

NETWORK ID. 0008 APPR. CODE 123223

AID A0000000980840

TC E59367BBB59E0E72

TERMINAL # 21949342

*Pin Verified

10/29/23

13:59:46

Walmart*

Become a
member today
Scan for 30-day free trial.Low prices You Can Trust. Every Day.
10/29/23 13:59:55

 Lasker & Son Lawn Service is pending client review.

Lasker & Son Lawn Service

Reference number

9534651ae2

Effective date

Mar 05, 2025

Total withdrawal

\$2,400.00

Number of withdrawals

1

Total deposit

\$2,400.00

Number of deposits

1

INVOICE

lasker and son lawn service, llc

Tax ID: 46-0791290

Invoice No#: 1080

Invoice Date: Feb 24, 2025

Due Date: Feb 24, 2025



\$2,400.00
AMOUNT DUE

BILL TO

City Of Brookshire edc
Stacie gootee
4029 5th st, BROOKSHIRE 77423, UNITED
STATES
sgootee@brookshiretx.gov
Phone: +1 281-934-1772

SHIP TO

BROOKSHIRE 77423, UNITED STATES

#	ITEMS & DESCRIPTION	QTY/HRS	PRICE	AMOUNT(\$)
1	Maintenance museum remove weeds and trim	1	\$700.00	\$700.00
2	remove weeds and trim from beds city hall	1	\$1,000.00	\$1,000.00
3	remove weeds from around beds and keep crept myrtles on highway 90	1	\$700.00	\$700.00
Subtotal				\$2,400.00
TOTAL				\$2,400.00 USD

TERMS AND CONDITIONS

Payments are due upon receipt unless other arrangements is made prior to services late payment could incur fees

Olson & Olson LLP

Wortham Tower, Suite 600
2727 Allen Parkway
Houston, Texas 77019-2133
Phone No.: (713) 533-3800
Fax: (713) 533-3888

March 03, 2025

Brookshire EDC
Vickie Casto, Administrative Assistant
P.O. Box 759
Brookshire, Texas 77423

Invoice No. 15863
Our File No. 1343-00000
Billing Through: 2/28/2025

Brookshire EDC

Total Legal Services	\$1,045.00
Total Reimbursable Expenses	\$0.00

Invoice Summary

Total Legal Services	\$1,045.00
Total Expenses	\$0.00
Total Charge for this Bill	\$1,045.00

Olson & Olson LLP

Wortham Tower, Suite 600
2727 Allen Parkway
Houston, Texas 77019-2133
Phone No.: (713) 533-3800
Statement as of: 02/28/2025
Statement No: 15863

Brookshire EDC
Vickie Casto
P.O. Box 759
Brookshire, Texas 77423

Brookshire EDC

Professional Fees	Description	Hours	Rate	Amount
02/06/2025 DO	Preparation for, travel (drive to only) and attendance at regular BEDC meeting.	2.20	275 /hr	605.00
02/11/2025 DO	Review e-mail correspondence from Board member concerning EDC credit card.	0.20	275 /hr	55.00
02/18/2025 DO	Telephone conference with V. Casto concerning proposal and custody of same; conference concerning same.	0.30	275 /hr	82.50
02/21/2025 DO	E-mail correspondence and telephone conference with V. Casto and J. Esch concerning proposed development agreement consideration; review draft related to same; review related materials; conference concerning same.	0.70	275 /hr	192.50
02/25/2025 DO	Research and respond to V. Casto about bid matter.	0.40	275 /hr	110.00
	Sub-total:	3.80		1,045.00
			Sub-total Fees:	\$1,045.00

Invoice Summary

Total Current Billing:	\$1,045.00
Previous Balance Due:	\$302.50
Total Payments:	(\$302.50)
Total Now Due:	<u>\$1,045.00</u>

Account Information**Balance**

Previous Day Transactions (-\$0.00 / +\$0.00)	\$0.00
Current Balance	\$1,742,898.15
Total Float	\$0.00
Holds	\$0.00
Pending Transactions (-\$0.00 / +\$0.00)	\$0.00
Other Transfers	\$0.00
Today's Float	\$0.00
Available Balance	\$1,742,898.15
Line Of Credit	\$0.00
Total Funds Available	\$1,742,898.15

Activity

Last Deposit (Dec 19, 2024)	\$1,370.00
Last Check (Mar 12, 2025)	\$125.00

Interest

Current Accrued Interest	\$5,023.06
Last Interest Payment (Jan 09, 2024)	\$0.00
Interest Paid 2025	\$9,924.62
Interest Paid 2024	\$30,828.18




Search Transactions

Activity: Date range; **Start date:** Mar 01, 2025; **End date:** Mar 31, 2025; **Type:** All

Transactions

 Pending  Posted

Total debits: -4,762.34 (3) Total credits: +0.00 (0)

Date ▼	Description ◇	Debit ◇	Credit ◇	Balance
 Mar 12, 2025	TRANSFER TO BUS. ANALYSIS CHKING ACCOUNT 794081	125.00		1,742,898.15
 Mar 10, 2025	TRANSFER TO BUS. ANALYSIS CHKING ACCOUNT 794081	12.34		1,743,023.15
 Mar 05, 2025	TRANSFER TO BUS. ANALYSIS CHKING ACCOUNT 794081	4,625.00		1,743,035.49

Credit Card Statement



VICKIE CASTO

Account Number: XXXX XXXX XXXX 9996

Billing Questions:

800-367-7576

Website:

www.cardaccount.net

Send Billing Inquiries To:

Card Service Center, PO Box 569120, Dallas, TX 75356

NEWFIRST NATIONAL BANK Credit Card Account Statement
March 14, 2025

SUMMARY OF ACCOUNT ACTIVITY

Previous Balance	\$0.00
- Payments	\$0.00
- Other Credits	\$0.00
+ Purchases	\$0.00
+ Cash Advances	\$0.00
+ Fees Charged	\$0.00
+ Interest Charged	\$0.00
= New Balance	\$0.00
Account Number	XXXX XXXX XXXX 9996
Credit Limit	\$2,500.00
Available Credit	\$2,500.00
Statement Closing Date	March 14, 2025
Days in Billing Cycle	0

PAYMENT INFORMATION

New Balance:	\$0.00
Minimum Payment Due:	\$0.00
Payment Due Date:	April 9, 2025



MESSAGES

PROTECT YOURSELF FROM SCAMMERS!

We will never call, text, or email and ask you for your personal information. Some scammers will call and pretend to be from the Card Service Center. We will never call or text you and ask for sensitive information such as account or card number information, passwords or user names, or social security numbers. Please DO NOT give out that information.

If you feel pressured or concerned about a phone call, please hang up and call us at 800-367-7576 (the phone number located on the back of your credit card). Our Card Service Center team is always glad to check and can verify the information.

Please see reverse side of page 1 for important information.

5762 0001 BHH 001 7 9 250314 0

PAGE 1 of 2

15 1127 7010 VB5 01AB5762

2390

NEWFIRST NATIONAL BANK
1550 N BROWN RD 150
LAWRENCEVILLE GA 30043



Account Number: XXXX XXXX XXXX 9996
New Balance: \$0.00
Minimum Payment Due: \$0.00
Payment Due Date: April 9, 2025

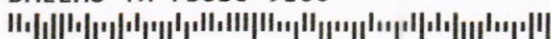
Please use enclosed envelope to remit payment.

Amount Enclosed: \$

☐ Indicate name or address change on reverse side and check here.

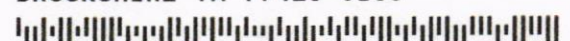
Make Check Payable to:

CARD SERVICE CENTER
PO BOX 569100
DALLAS TX 75356-9100



VICKIE CASTO
CITY BROOKSHIRE EDC
PO BOX 160
BROOKSHIRE TX 77423-0160

2390



5590617010769996000000000000000009



VICKIE CASTO
Account Number: XXXX XXXX XXXX 9996

TRANSACTIONS

An amount followed by a minus sign (-) is a credit unless otherwise indicated.

Tran Date	Post Date	Reference Number	Transaction Description	Amount
03/04	03/05	75418231Z6G7B2T1D	IONOS INC. CHESTERBROOK PA	\$36.95
03/14	03/14	000000000000COMPC	TOTAL PURCHASES	\$36.95
			TOTAL	\$36.95

INTEREST CHARGE CALCULATION

Your Annual Percentage Rate (APR) is the annual interest rate on your account

Type of Balance	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Days in Billing Cycle	Interest Charge
Purchases	18.49% (v)	\$0.00	0	\$0.00
Cash Advances	18.49% (v)	\$0.00	0	\$0.00

(v) - variable

To avoid additional interest charges, pay your New Balance in full on or before the Payment Due Date.

Exciting news! Go online today and check out the all-new enhancements to the Card Service Center website. E-statements, additional payment options, links to Preferred Points website, and other helpful sites. Visit us today at www.cardaccount.net to enroll your credit card account(s) on the newly enhanced website.

Thank you for the opportunity to serve your credit card needs. Should your future plans include travel, please contact us at 1-800-367-7576.

**IONOS Inc.**

2 Logan Square, 100 N 18th St., Suite 400
Philadelphia, PA 19103
USA

2 Logan Square, 100 N 18th St. · Suite 400
Philadelphia, PA 19103 · USA

Stacey Gootee
City of Brookshire
P.O. Box 160
Brookshire, TX 77423-0160
UNITED STATES

ENTERED
3/2/25

ETDC
108-000-52033

Invoice: 202054206984
Invoice Date: 03/03/2025
Customer ID: 447408986
Contract ID: 54615938

Help Center: ionos.com/help
My IONOS: my.ionos.com/invoices

Your IONOS Personal Consultant:

Tiffany Masters

📞 2673666050

Invoice

Billing period starting: 03/02/2025

Item	Service	Charges	Usage	Taxable Portion	Total
Contract: 54615938 - IONOS Premium					
1	IONOS SiteAnalytics Plus 02/12/2025-05/12/2025	\$4.99 a month	3 mo.	\$11.98	\$14.97
2	IONOS PHP 5.4 Extended Support 02/08/2025-03/08/2025	\$19.76 a month	1 mo.	\$15.81	\$19.76
Net Total					\$34.73
Net (non-taxable portion)					\$6.94
Net (taxable portion)					\$27.79
Tax					\$2.22
Total amount due					\$36.95
Please DO NOT send cash, check or money order					

The total amount due will be charged to your credit card within the next seven days, most likely in the next day or two. Thank you.

Do you have questions regarding this invoice?

Please refer to your [Help Center](https://ionos.com/help) or log in to my.ionos.com for further information.

MEMORANDUM

DATE: DECEMBER 31, 2024

TO: ERIC GREEN, PRESIDENT, BROOKSHIRE EDC

CC: MAYOR BRANCH
CITY SECRETARY, MOLINA

FROM: JOSEPH ESCH

RE: SUMMARY OF SIGNIFICANT ECONOMIC DEVELOPMENT ACTIVITY FOR THE MONTH OF DECEMBER

In preparation for the BEDC meeting to be held next week, the following is a summary of the major actions undertaken and status of projects.

Administrative

- **Hampco/G-Tech.** At the last meeting, boardmember Richards provided a business card and asked me to meet with Andy Grieve of Hampco/G-Tech to discuss expansion. On Friday, December 20, I toured the facility and met Andy. His business is proceeding. He has plans to develop several buildings on the site next to his existing location. The intent is to design for the multiple buildings which will be built as market interest warrants. As a part of this effort he is aligning Hampco-G-Tech with "The Cannon". The Cannon is business accelerator. They have a number of resources, facilities, connections and assets they use to help new businesses in various industries get started and grow. At present the Cannon does not have an industrial focused effort for new business. Mr. Grieve seeks to align his operation which focuses on new manufacturing/warehouse/industrial/distribution companies with the Cannon to gain access to their benefits. It is likely we will receive a request for support and incentives for the expansion project.
- **Katy Chamber Discussion.** At the December EDC meeting there was discussion about Chambers of Commerce. I was asked to reach out to the Katy Chamber. In following up I spoke with the President and CEO, Matthew Ferraro with the Katy Chamber. I had worked with Matthew previously when he was with the Fort Bend Chamber. Matt and his team are interested in working with Brookshire to support their efforts. The best approach would be to identify services beyond what would be provided in a general membership and then meet with Matt and his team to work through details.

- **Christ Clinic** - Introduction, Meeting and Tour

Following up on an inquiry I met with Jay Donnella with Christ Clinic. Mr. Donnella handles outreach and development for Christ Clinic. They are currently located in Katy, but are expanding and looking at a site in Brookshire. They provide medical care to anyone, but their focus is as a charity medical center that supports the low to moderate population primarily. One of their efforts is to work with local area employers with employees on the lower end of the wage scale. For example, it is not uncommon for lower to moderate income persons to have insurance, but the co-pay or cost of care is still too expensive for them. The Christ Clinic works with employers to assist. They work with Katy ISD. For \$40/month per employee they can come to the doctor for \$5/visit. The clinic also has a pharmacy where they also work to save patients money on their pharmaceuticals.

They appear to be a good resource for the city and local area employers. If the City is interested I will arrange an opportunity to meet and tour the Christ Clinic for the Council and Board.

To provide more information I have included a link to their website as well as their Mission, Vision and Promise below.

Christ Clinic Home Page <https://christclinnickaty.org>

Mission: Christ Clinic extends the healing ministry of God by offering high quality healthcare and healthcare related services to those who are uninsured and underinsured. Christ Clinic serves those in need with love, compassion, dignity, and respect through a team of caring staff and volunteers.

Vision: "Through our patient-centered primary care, strong provider and partner networks and diversified funding, Christ Clinic will be known for providing reliable, accessible, high quality medical services to the most vulnerable people in our community. "

Promise: "We, at Christ Clinic, promise to provide compassionate, high-quality healthcare services to all members of our community, regardless of their beliefs or background. We are dedicated to serving our neighbors in need and strive to be a source of hope and healing for all who come through our doors.

We also promise to be good stewards of the resources entrusted to us, and to use them wisely and efficiently to benefit the greatest number of people. We are committed to transparency and accountability in all that we do, and to being a reliable partner in the well-being of our community.

We hope to be a blessing to all who encounter us, and to make a positive impact in the lives of those we serve."

- **TIRZ #1** – A draft of the annual report has been created. Working with the City Attorney and City Secretary to place an item on Council agenda to appoint seven board members to the Crystal Lakes TIRZ.

Projects

- **Project Gemini**
Brookshire no longer in consideration. Company could not come to terms on a suitable site in Brookshire. Ceasing tracking this project.

Project Liquid Stone

This project is the purchasing company that would locate their HQ in Brookshire and consolidate statewide sales to Brookshire for sales tax purpose. The company anticipates year one annual sales subject to local sales tax to be ~\$80,000,000.

Attorney drafting agreement for consideration. Anticipate bringing to board in February consistent with the terms discussed with the board.

- **Mr. Sharma/Starbucks**
Following the December board meeting. Mr Sharma contacted President Green to ask if there was a potential for Mr. Sharma to build the road in front of his property and be reimbursed by the EDC when Starbucks locates on his site. As that is an option open for consideration assuming the appropriate requirements, performance measures are in a development agreement. Since that time I have reached out via phone and email to Mr. Sharma to discuss. At this point he has not responded.
- **Fly-by-Night**
No response. Ceasing tracking this project.
- **Business Park Development**
Developer evaluating land plan concepts and market interest. It is likely we will receive a request for assistance with infrastructure for the 26 acre site. Will review when received and bring to city and board as appropriate.
- **Ace Hardware**
Spoke with contractor for company. He is updating his construction cost estimates for the owner. Project still considering site in Brookshire.

- **Project Electric Slide**

The major project elements include:

- ~1.6 million SF,
- \$185mm - \$200mm of capital investment
- 1,500 new jobs

Company provided a complete incentive application to the County last Friday, December 27. Currently reviewing. Will coordinate with County on January 7 in preparation to brief City Council and BEDC meeting.

- **Grunfos** -Company considering expansion at their existing location. Coordinating with Vince Yokum at Waller EDC. Anticipate a tax abatement application from the company. Arranging meetings with company on project in January.

MEMORANDUM

DATE: FEBRUARY 27, 2025

TO: ERIC GREEN, PRESIDENT, BROOKSHIRE EDC

**CC: MAYOR BRANCH
DAVID OLSON**

FROM: JOSEPH ESCH

RE: SUMMARY OF SIGNIFICANT ECONOMIC DEVELOPMENT ACTIVITY FOR THE MONTH OF FEBRUARY

The following is a summary of the major items in process

Administrative

- TIRZ #1 – Working with finance on processing annual payment due to LGI homes for TIRZ reimbursement.

Projects

- Project Gemini
This project has selected another location for their project. The issue was the ability to come to terms on land pricing and not a matter which could have been changed by incentives or city participation. The project file will be closed and not included on future updates.
- Liquid Stone
Following input and direction from the City Council, staff worked with city legal counsel to create draft incentive agreement consistent with terms discussed. Draft agreement provided to company on January 23. Staff remains in contact with the company. The agreement is working its way through their corporate structure. The company has indicated they anticipate providing comments back the first week March. Staff continues to stay in touch with the company. The company is not waiting on the city for any item related to this incentive. Staff will update Council upon receipt of the comments. Based on conversations with the company the updated timeline projects the agreement coming to Council in early April.
- Business Park Development
The property owner and their joint venture developer partner he developed several site plan options for proceeding. They are currently marketing the potential business park to generate interest. Proceeding with the development will be reliant upon securing a lead development project that warrants the capital investment. The developer has indicated they will be coming

back to the city and EDC to discuss extension of infrastructure to the development and the potential for any incentives for the project.

Timeline for the project is being driven by the owner/developer. They are not waiting on the city to be able to proceed.

- **Project Electric Slide**

Project proceeding with agreements. The company's finalizing of the project details and discussions on incentives with Waller County did not meet their projected timeline. Staff and the City's legal Counsel are working to finalize the tax abatement agreement to bring to the City. As required by the state, a 30 day public hearing notice was posted in February to hold a hearing next week and possibly consider the abatement. Based on the timing of information provided to the city the legal counsel for the city is completing the agreement and working through details. The agreement will be brought to the City Council at the next meeting if ready. Otherwise, the agreement is anticipated to be brought to the Council at the following meeting.

The project timeline is behind projections. The reason for the delay is due to finalizing the discussions with Waller County.

- **Grunfos Expansion**

Working with the company and Waller County EDC on completion of an application for Tax Abatement. The company is proposing to construction on a LEED certified manufacturing facility on their existing site. The company's timeline would see construction beginning by the end of the first quarter of 2026. The company is seeking a tax abatement from the City of Brookshire and Waller County for their new facility. The company has its US office HQ at their Brookshire location. The anticipated total value of improvements is ~\$44. The company has provided a draft tax abatement application and is in the process of completing it. Staff anticipates bringing the project to the City Council for discussion and direction in late March or April depending on the timing of the completed application.

- **Katy Chamber Discussion**

As reported at last meeting. The Katy Chamber is open to meeting with the board and the city to establish a membership and relationship if this is of interest to the city.

- **Christ Clinic Tour -**

The clinic has relocated to its new location and held an open house. Staff continues to work with the clinic's development officer, Jay Donnella, on ways the clinic may provide opportunities for the local business community to support healthcare for the are workforce and community.

Mr. Donnella has extended an open invitation to the City Council and Board of the EDC to tour their new location and learn more about the services they provide to the community.

DELIVERED VIA EMAIL

March 13, 2025

Mr. Darrell Branch, Mayor,
Mr. Eric Green, President, BEDC
City of Brookshire
4029 5th Street
Brookshire, TX 77423

RE: Termination of Professional Services Agreement between the Brookshire Economic Development Corporation and Esch Development Solutions, LLC

Gentlemen;

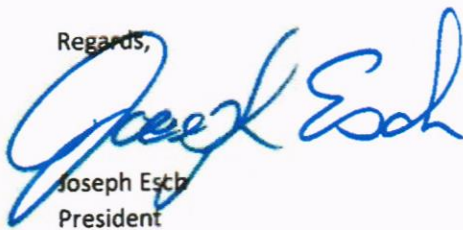
Thank you for the opportunity to support the City of Brookshire in its economic development efforts. As I believe the recent announcement of the Tesla project demonstrates, the City of Brookshire has tremendous opportunities before it. If the city is wise enough to act upon these opportunities they will positively shape the city for decades to come.

Unfortunately, it has become clear to me that my approach economic development and the city's differ greatly in many fundamental areas and I am uncomfortable proceeding further. Therefore, per Section III. C. (1) Termination for Convenience of our agreement please consider this communication as formal notice of the immediate termination of the professional services contract with the city.

I have attached a separate memo with a summary of current active projects of significance. I will also take steps to ensure I make introductions to the two of you and city attorney to ensure the parties may pursue discussions as they see fit. Additionally, I have attached a final invoice as per the agreement.

I wish nothing but success for the City of Brookshire, the City Council and Board of the Economic Development Corp as you proceed with governance of the city as well as the city's economic development efforts.

Regards,



Joseph Esch
President

Esch Development Solutions, LLC
1650 Highway 6 South, Suite 470
Sugar Land, TX 77478

CC: David Olson, City Attorney
Enc: Summary of current projects
Final Invoice

MEMORANDUM

DATE: March 13, 2025

TO: Darrell Branch, Mayor
Eric Green, Alderman and President BEDC

FROM: Joseph Esch, Esch Development Solutions, LLC

RE: Summary of current projects

Brookshire Tax Increment Reinvestment Zone #1 – Crystal Lakes TIRZ Per previous direction from former City Administrator, the following actions were taken:

- TIRZ Documents Identified and electronic copies provided to the city.
- Worked with the State of Texas Comptroller's office to
 - Create Tax Increment Reinvestment Zone #1 on state Esystem filing system
 - Create and file annual report to bring TIRZ into compliance. State requested filing reports for the years 2021, 2022 and 2023. All reports completed with best information available at the time. Have communicated to the State that should they require any changes or additions to the report that the city would be happy to make any necessary changes.
- As of last communication with State annual report filings and updates are complete. Going forward, the city should assign TIRZ administration to the appropriate staff member and ensure that all ongoing requirements for the administration and reporting for the TIRZ is completed.
- LGI homes 2023 request for payment from the TIRZ has been received by the city and is with the city's finance department for processing. Brookshire finance department currently working with the city's tax assessor collector to update TIRZ accounts and reconcile accounts before payment is made to LGI.

Projects

- **Heidleberg Materials** – Per the last update, following input and direction from the City Council, staff worked with city legal counsel to create draft incentive agreement consistent with terms discussed. Draft agreement provided to company on January 23. The company has not yet responded. Jacob Hargrove is the companies consultant contact point at the company for this project. His email is Jacob.hargrove@anderson.com.
- **Tesla** – The reinvestment zone for the Tesla Tax Abatement Agreement expires in June of 2025 and needs to be extended for another five years. Per the Waller CAD requirement and city's tax abatement guidelines any reinvestment zone with active tax abatement agreements in them will be updated prior to the expiration of their term while the tax abatement agreements are active. Additionally, I recommend the city assign a project manager/lead contact for Tesla to ensure that the project development process proceeds smoothly and that any issues may be brought to the attention of the city and resolved.

- **Grunfos** – As Council and the BEDC board have been informed, the company is looking to make a significant capital investment to establish manufacturing operations in Brookshire. The company desires to proceed with a tax abatement application for their expansion. They are looking to make the project public in April of this year. Though Council and the board have been briefed on the project in general, they have not yet had the opportunity to receive and review the details of the project or a tax abatement application. The company has completed the county application and I will forward that email to Ms. Casto. The company has requested the opportunity to meet with the City Council and present their project. They are asking for the City Council's interest in supporting the project with a property tax abatement. The county will also be considering the same request.

I recommend the City Council place Grunfos on the next agenda for their presentation and coordinate with the company on their attendance at the meeting. From preliminary discussions it appears their project would be another great opportunity for the city and I recommend the Council consider granting an abatement on terms both parties accept.

- **Ace Hardware**- This project would establish a Ace hardware with a lumber yard. The company is seeking assistance with the permitting process and ask to be considered for incentives. At the time of this letter the process has just begun. I will forward the company's contact information to Ms. Vickie and would recommend the city coordinate with the company to arrange a meeting with appropriate city officials to advance the project. I recommend the City have the city engineer coordinate with the company on the details of their project and bring the city in as needed to discuss any request for economic development incentives.
- **Solar Panel Project Call** - On March 12 the city was contacted by Ms. Edrigina Gee inquiring about Enterprise Zones in Brookshire. In following up with Ms Gee was not able to provide any details of the project. She indicated they wanted to lease a facility and begin operations Q4 of 2025. She was seeking information on state enterprise zone program. The following is the link to the state program as well as a link to a map of existing enterprise zones.

State of Texas Enterprise Zone Program

<https://gov.texas.gov/business/page/texas-enterprise-zone-program>

ARC/GIS Enterprise Zone Map

<https://www.arcgis.com/apps/webappviewer/index.html?id=de3bdc83b8be43eebdf33e986859e07d&extent=-11978956.7991%2C3168663.6258%2C-10683807.7919%2C4202092.2482%2C102100>

I spoke with Betty Russo of the Governor's office on Economic Development earlier today she indicated that the State has resources that would be able to educate and assist the city in becoming familiar with the Enterprise Zone program and . application process.

Esch Development Solutions, LLC

1650 Highway 6, Suite 470

Sugar Land, TX 77478

Phone: 713-305-9925

joe@eschcraft.com**INVOICE**

INVOICE # 03132025-01

DATE: March 13, 2025

BILL TO:

City of Brookshire

Attn: Ms. Stacey Gootee, Comptroller/AP

4029 5th Street

Brookshire, TX 77423

FOR: FINAL INVOICE**Brookshire Economic Development Program
Assistance****Total Amount Due: \$1,875.00****Current**

The following is a summary of efforts for March

- Preparation and attendance of BEDC Board Meeting and City Council Meeting
- Coordination, emails, calls and meeting with economic development prospects and related parties including Tesla, Ace Hardware, Heidelberg, Grunfos, Edrigna Gee and Waller County EDC on recruitment and possible expansion of prospective companies.
- Conversations and communication with city administration, BEDC Board President and representatives.

Hour allocation

Brookshire EDC on work related to EDC items	7.5 hrs	X	\$250.00/hr	= \$1,875.00
Total	7.5 hrs	X		= \$ 1,875.00

Total hours incurred in December 7.5 X \$250 hr = \$1,875.00

Make all checks payable to Esch Development Solutions, LLC

Due upon receipt

Esch Development Solutions, LLC

1650 Highway 6, Suite 470

Sugar Land, TX 77478

Phone: 713-305-9925

joe@eschcraft.com**INVOICE**

INVOICE # 03132025-01

DATE: March 13, 2025

BILL TO:

City of Brookshire

Attn: Ms. Stacey Gootee, Comptroller/AP

4029 5th Street

Brookshire, TX 77423

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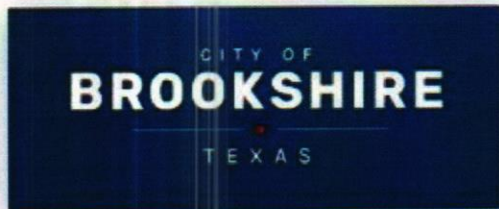
Due upon receipt

Vickie Casto

From: Stacey Gootee
Sent: Monday, March 17, 2025 3:15 PM
To: Vickie Casto
Subject: FW: Invoice for February 2025
Attachments: Invoice 03122025-01 Brookshire Eco Dev Feb 2025.pdf

Stacey Gootee

COMPTROLLER/AP



4029 5TH STREET BROOKSHIRE, TEXAS 77423
PO BOX 160 • 281-375-5050 • EXT 5010
WWW.BROOKSHIRETX.GOV

From: Joe Esch <Joe@eschcraft.com>
Sent: Wednesday, March 12, 2025 11:46 AM
To: Stacey Gootee <SGootee@brookshiretx.gov>
Cc: Joe Esch <Joe@eschcraft.com>
Subject: Invoice for February 2025

Good morning,

Attached please find the invoice for February 2025 for services. Please let me know if you have any questions.

Joe Esch, CCIM
joe@eschcraft.com
713-305-9925

Esch Development Solutions, LLC

1650 Highway 6, Suite 470

Sugar Land, TX 77478

Phone: 713-305-9925

joe@eschcraft.com**INVOICE**

INVOICE # 03122025-01

DATE: March 12, 2025

BILL TO:

City of Brookshire

Attn: Ms. Stacey Gootee, Comptroller/AP

4029 5th Street

Brookshire, TX 77423

jjward@brookshiretx.gov**FOR:****Brookshire Economic Development Program
Assistance****Total Amount Due: \$4,375.00****Current**

The following is a summary of efforts for February:

- Preparation and attendance of BEDC Board Meeting and City Council Meeting
- Coordination with legal counsel on drafting agreements, review, and coordination with prospect companies.
- Coordination, emails, calls and meeting with economic development prospects and related parties including Tesla, Ace Hardware, Heidelberg, Grunfos and Waller County EDC on recruitment and possible expansion of prospect companies.
- Response to Waller CAD on information needs
- Conversations and communication with city administration, BEDC Board President and representatives.

Hour allocation

Brookshire EDC on work related to EDC items	17.5 hrs	X	\$250.00/hr	= \$4,375.00
Total	17.5 hrs	X		= \$ 4,375.00

Total hours incurred in December 17.5 X \$250 hr = \$4,375.00

Make all checks payable to Esch Development Solutions, LLC

Due upon receipt