

# Brookshire Economic Development Corporation

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

**NOTICE IS HEREBY GIVEN OF A SPECIAL MEETING OF THE BROOKSHIRE  
ECONOMIC DEVELOPMENT CORPORATION TO BE HELD THURSDAY,  
JANUARY 8, 2026 AT 6:00 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:**

## AGENDA

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.*

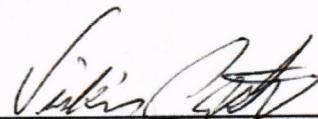
- 6. Consent Agenda**
  - a. Approval of the BEDC Minutes for December 4, 2025
  - b. December Financial Report.
- 7. Discussion on the lighting for the amphitheater. (Michael Kosar)**
- 8. Discussion and possible action on Hwy 90 lighting. (Deniece Odie)**
- 9. Discussion and possible action on the design of tables and benches for the amphitheater.**
- 10. Discussion and possible action amphitheater restrooms.**
- 11. Discussion and possible action on the redesign of (4) baseball fields and the replacement/installation of fencing surrounding all baseball fields, including the soccer field at Hovas Park.**
- 12. Discussion and possible action to purchase and install (3) sets of soccer goals at Hovas Park.**
- 13. Discussion and possible action on concrete/foundation project at Hovas Park.**
- 14. Discussion on the contract with RCI for Retention Services.**
- 15. Project Managers Report. (Dr. Ramiro Bautista)**
- 16. Future Agenda Items.**
- 17. Executive Session.**

The Brookshire Economic Development Corporation will meet in a closed session pursuant to Title 5, Chapter 552 of the Texas Government Code for the purpose of: Economic Development Discussions under Section 552.071; Consultation with legal counsel under Section 551.071; and Deliberations on real property under Section 551.072.
- 18. Discussion and possible action on Executive Session items if necessary.**
- 19. 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, December 30, 2025 at 1:00 p.m.



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***Administrative Assistant to the Board of Directors***

Minutes of the Brookshire Economic Development Corporation Meeting  
December 4, 2025

The Brookshire Economic Development Corporation held a Regular Meeting on Thursday, December 4, 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 6:00 p.m.

**Agenda Item #2: Prayer.**

President, Eric Green

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

Everyone

**Agenda Item #4 Roll Call.**

Present:

President, Eric Green

Vice-President, Deniece Odie

Secretary/Treasurer, Michael Kosar

Director, Nathaniel Richardson

Director, Amber Allison

Absent:

Director, Lyndon Stamps

Director, Rodney Blouin

Also Present:

Attorney, David Olson

Project Manager, Ramiro Bautista

BEDC Administrative Assistant, Vickie Casto

**Agenda Item #5 Public Comments.**

Mayor Richards addressed the board. He stated that Notley Lyons had resigned and has taken a position in the military. Mrs. Julie Watts has taken that position and added that she had a wealth of knowledge and experience in banking.

Quotatious Dunn addressed the board and wanted to invite everyone out this Saturday as they were having their Christmas Tree lighting and movie night. It will be at the amphitheater 6 – 8 p.m. There will be complimentary coffee, coco and popcorn. Movie for the night will be the Grinch. She then announced that next Saturday there will be the Christmas parade that will start at noon and end at the amphitheater. The day's activities will be from 1:00 p.m. – 8:00 p.m. again at the amphitheater. She would love it if the EDC could put a float in the parade.

**Agenda Item #6 Consent Agenda:**

- a. Approval of the BEDC Minutes for November 6, 2025
- b. November Financials Report.

Motion was made to approve Consent Agenda A and B.

Vice-President, Deniece Odie / Secretary, Treasurer Michael Kosar

All For  
Motion Carried

**Agenda Item #7      Discussion and possible action on the design of tables and benches for the amphitheater.**

Mr. Bautista addressed the board and directed them to their packets to view the designs and examples of plaza and convertible benches. This is just for discussion today, not necessarily a possible action at this point. He pointed out that the convertible benches converted into a table when needed. If they have any input to share, then they can move it forward to the designer.

There was discussion on the placement.

Mr. Kosar stated he was not a fan at the convertible as you're looking at getting kids fingers caught and injuring a citizen. He would prefer just a regular picnic table.

Again, there was discussion on the layout of the benches and tables.

Mrs. Odie asked if they could have a mixture. Mr. Bautista replied yes, then she added not the convertible. Mr. Bautista stated he had already marked it out.

Mr. Bautista asked if they had any other suggestions or comments.

Mr. Kosar stated he would like to have some benches next to the curb, under the trees in the shade.

Mr. Bautista agreed and stated that they would include some additional ones on 5<sup>th</sup> Street. Then he asked if they would like to have some along the Donigan house and along Velasco.

Mr. Kosar stated that there was not much shade on Velasco.

Mrs. Odies said that she did like sitting in the sun.

Mr. Bautista added that they did have events at night. He added that he will have a couple of designs drawn for them to choose.

No Action

**Agenda Item #8      Discussion and possible action on amphitheater restrooms.**

Mr. Bautista directed them to their packet to view the second vendor estimate which is Wallis Concrete. He and Ms. Vickie went and visited their location, and they were able to see how the walls were manufactured. The quote they are seeing does not include the foundation, nor the hookup to water, sewer, electrical. They also received a couple of quotes from the BuyBoard ... a vendor that they were using for other city projects. They are now purposing two restrooms ADA and another proposal that has just one restroom ADA compliant. He stated they did not have it in their packet, and he then passed the proposal out to the board members.

Mr. Green confirmed that the one from Wallis didn't have a foundation, but it does come with a floor... Mr. Bautista replied yes.

Mr. Green stated that they didn't have to make a decision on this tonight, take a little more time to look over it.

Mrs. Allison agreed, saying since they've just received the information.

No Action

**Agenda Item #9      Discussion and possible action on Hwy 90 lighting.**

Mr. Bautista apologized as he had been a little confused about what Mrs. Odie was requesting. They've had a discussion and will be getting together to bring them some different types of options for the type of light's she's looking for.

No Action

**Agenda Item #10      Discussion and possible action to approve joining the Waller County Economic Development Partnership (WCEDP).**

Mr. Bautista stated that he wanted to thank the City of Brookshire for allowing them as EDC members, board members, and staff to attend the Waller County Development Partnership, State of the County Luncheon. It was a well-received event with a lot of information in a short period of time. He looks forward to joining the organization if they allow as a Trustee Membership, for them to be able to participate and make decisions in the organization.

Mr. Kosar stated that they had a lot of knowledge, but he's not sold on joining on any committee .... He doesn't know enough about what any committee could bring for the city. For him, he wants benefits from it if they join. He's been involved in the city for 3-4 years and he's just heard of the Waller County Economic Development. He's not seen them do anything for them yet. He's not for or against, he's just neutral.

Mrs. Allison asked if they could change the membership level versus 15 to 35 just to see. She feels it's important to be included in different organizations but obviously they want to benefit from it.

Mr. Kosar stated that Mr. Richardson had been a part of that before.

Mr. Richardson stated that's always been his concern... how will they benefit? If they're paying money just to say they're that's no benefit.

Mrs. Odie, they discussed last time ... wasn't there a level that they had to participate in in order for him and Vickie to be able to vote?

Mr. Bautista stated on the last page, to be a board of director and to have a voting ... vote. Some asked what the level would be and Mr. Bautista stated that it would be the level on the second page, Trustee.

Mr. Richardson asked, at the thirty-five hundred?

Mr. Bautista replied yes.

Mayor Richards stated that he did attend the State of the County event, Mr. Kosar was there. It was interesting, and as they've stated to join an organization and not benefit from it would not be good. But if they join that organization and they are actively involved with their EDC coordinator he does see some benefit. But he does not see benefit in a duplication of efforts for two. It's his opinion that whatever they decide it would probably be good to do one or the other that's offered. Waller County is with Tesla project that was brought in, they partnered with them ... a good tax revenue for the city. Through other adventures with Waller County EDC because of the connections that they have; they would have to be actively involved. If not, it will fall on what they said about not getting any benefit for paying money.

Mr. Green stated if they have a vote then they have a little bit more leverage than in what

....

Mr. Bautista asked how the organization runs? It's a 501C6 nonprofit organization; but also, as the inquiries come in for land and Brookshire has been thrown in there.

Mr. Green stated you have a voice in there.

Mr. Bautista replied absolutely and added they know when they come in because they are RFQ's or request for information, they'll know when they come in ... if they're from out of the country or here within someone relocating into Texas ... they'll know firsthand.

Mr. Green stated you can see a benefit to joining the thirty-five hundred level. Just to know when somethings taken place in the county, because they're left out in the dark on that Testla. If they have a seat at the table, they'll be more aware of what's happening.

Mr. Richardson asked if Empire West was in their ETJ.

Mr. Bautista replied they were in the city.

Mr. Richardson stated that Waller County had nothing to do with that, he was sitting on the board. They were the ones coming along for the ride; but if the mayor thinks and the

director thinks it's a benefit, invest in the thirty-five hundred. We can always get out next year. Information is powerful; but don't give them any kudos because Empire West is in their ETJ and if Tesla decides to move in there Waller County is going to nothing but drag their feet on it like they did before.

Mrs. Odie stated she thought the last time if they come to agreement to join that if it's not benefiting them, then they're going to get right back out of it.

Mr. Richardson stated to go into it with a good attitude, people do change.

Mr. Bautista said their annual meeting is January and it's open to all elected officials and those who have membership.

Motion was made to join Waller County Economic Development at Trustee level.

Secretary, Treasurer Michael Kosar / Director, Nathaniel Richardson

All For  
Motion Carried

**Agenda Item #11      Discussion and possible action to approve joining the  
Brookshire Chamber of Commerce.**

Mr. Bautista stated that this had been on the agenda previously and they had tabled it. We asked Ms. Vickie to bring it back again so they can make a decision.

Mr. Richardson stated he thought they had wanted the director to get with the mayor and talk about it because of all the hanging edges that they didn't know about. No information on this Brookshire Chamber of Commerce, he still knows nothing about this.

Mr. Bautista stated he went to their second meeting of the Brookshire Chamber of Commerce and tried to identify the mission's goals of the organization. This week, he invited some of the board members that initiated the organization. They are here tonight and he didn't know if they would allow them to speak on their behalf of their organization.

Toney McAnelly introduced himself as a member of the Brookshire Chamber of Commerce. He stated they had actively been trying to get the Chamber of Commerce back online as it's not been active for about two years. They kicked things off back in October and they've had a good reception so far. They had about 40 to attend their first meeting, the last two months about 25. They are reaching out to everyone, all the different businesses in the community, the EDC and different organizations, to be a part of the chamber to get that business networking opportunity started back here again.

That's how they ended up talking with Dr. Bautista and he had some good ideas for them. In the past when it was the old West I-10 Chamber of Commerce, the EDC was involved in that. He believes that Vickie was one of the secretaries in the past. They just wanted to invite them to be a part of that again.

Mr. Green asked Mr. Bautista if he had any recommendations.

Mr. Bautista stated when he first approached it there was a dollar value behind this. Then looking at all the rows by recognition, the EDC does this on a daily basis, Ms. Vickie does a good job of that. His approach would have been, if there had been an opportunity for them to join at no cost, to be participants in this organization if they deem necessary. He has requested from the organization he just didn't have a full response about them joining at no cost. Maybe the members here might have an answer for them here today. Mr. Bautista turned and addressed this with the attending chamber members.

Mr. Green asked what the cost was.

Mr. Bautista directed them to the information in their packets and added that they have four levels.

Mrs. Allison asked Mr. Bautista if there was a level that he preferred or was he just open to whichever level.

Mr. Bautista stated that they perform these functions internally.

Mr. Richardson stated he likes to be consistent in decision making. If they are willing to give the county an opportunity, then why not give them an opportunity?

Mrs. Allison asked if this was a one-year commitment. Mr. Bautista replied yes.

Mr. Richardson stated he didn't have a problem with a one-year comment, if they're going to do it for the county with that organization and this group is local and have our best interest .... He's going to leave it with Mr. Bautista's recommendation. Looking at the entire recognition for the highest one gives us the most value.

Mr. Richardson asked what his recommendation was.

Mr. Bautista replied, the platinum.

Motion was made to approve the recommendation from Mr. Bautista to join the Brookshire Chamber of Commerce at the platinum level.

Director, Nathaniel Richardson

Mrs. Odies stated that she would like to know before they go forward if they will be given a free membership first before they vote on ...

Mr. Bautista asked if they would like them to take it back to their board.

A few asked if it would then come back to them.

Mr. Bautista stated he would bring it back, maybe their board will make a decision by then.

Motion was withdrawn

Director, Nathaniel Richardson

Mr. Bautista stated that he would get back with them. He'll identify when their next meeting will be and see what the status is.

No Action

**Agenda Item #12      Discussion on repairing two baseball fields.**

Mr. Richardson asked that this be moved to Executive Session.

Attorney David Olison asked if he had legal questions.

Mr. Richardson replied ... lots.

Attorney David Olison suggested doing it under consultation of attorney. He'll need a little background to discuss.

Moved to agenda item #13

**Agenda Item #13      Discussion on street repairs.**

Mr. Kosar stated he has spoken with the mayor about the city doing street repairs and he would like to assist in that. If they can pay for two blocks every year and have a three venture with the city. He would like to see the EDC join with the city and do two streets a year for the next three years.

Mr. Bautista stated this past summer, when they were preparing the budget, they did put some dollars towards infrastructure. Roads and drainage is included in that as well. In meeting the city's goals ... this past year completed some partial roads. The city has put dollars in repairing some roads, EDC has put some dollars in repairing some roads from this past summer's budget. The city's plan is now to complete those roads that had patches for this fiscal year's budget and for next year the city would then follow the comprehensive plan to identify which streets need to be repaired. He believes this year the streets have been selected. The RFQ for streets should be going out very soon, the engineer should be submitting it to the city. Those streets would be the nine streets that were completed this year. They would go in and make them full streets.

Mr. Green asked if he was suggesting to start planning for next budget. Mr. Kosar stated he thought there was some in this year's budget, but he didn't know if the city is going forward with any this year or not; but he thinks they need to join with the city to help them with the cost because they did put money in the budget. Mr. Olson said that was really their fundamental role in this process as far as a money mechanism. He sees this more as a budgetary discussion. It sounds like they already have a budget item for streets to help the city out. Mr. Bautista added, identified streets for this fiscal year. Mr. Olson added that he thinks when they start the budget discussion again and if there were pacific streets they would like to see done or if they would like purely like a purse for the city ... either one is permissible. Mr. Richardson said they've done it before; but he prefers they plan and not just jump on. He would like to have a budget hearing and make a plan for what they're going to do. He doesn't think there is anything wrong with helping the city get their street straight. Mr. Bautista stated that in May they will have some opportunities. Mr. Kosar would like Velasco to start from 90 to the water department. Mr. Bautista started they would make sure that one would get on there.

No Action

**Agenda Item #14      Discussion and possible action regarding setting the January EDC meeting date.**

Mr. Bautista stated the next date for the EDC and the city would fall on a day they all would not be there. He then asked Ms. Conner what day the city would meet. She stated they would be meeting on January 8<sup>th</sup>.

Motion was made to have the next EDC meeting, January 8<sup>th</sup>.

Vice-President, Deniee Odie / Secretary, Treasurer, Michael Kosar

All For  
Motion Carried

**Agenda Item #15      Project Managers report. (Ramiro Bautista)**

Mr. Bautista stated the report stayed the same from last month, projects are moving forward and he is staying in contact with potential project projects. He pointed out the front page of the report showed the picture of the State of the County meeting from last month that they attended. He let them know that the first meeting of the month when the city council meets is when reports are made and he will start using this report.

**Agenda Item #16      Future Agenda Items.**

Michael Kosar wants the lighting for the amphitheater discussed.

Deniece Odie would like to bring back agenda item #9 back

**Agenda Item #17      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 Executive Session: 6:42 p.m.

End Executive Session: 6:56 p.m.

**Agenda Item #18      Discussion & possible action on Executive session items if necessary.**

Opened meeting: 6:59 p.m.

No Action

**Agenda item #19      Adjournment.**

Motion was made to adjourn.

Vice- President, Deniece Odie / Secretary, Treasurer, Michael Kosar

All For  
Motion Carried

7:01 p.m.

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President, Eric Green

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Secretary/Treasurer, Michael Kosar

Prepared by Vickie Casto

**Brookshire  
Economic Development  
Corporation**

**Financials  
December 2025**

**Prepared by:  
Julie Watts**

**City of Brookshire  
Revenue And Expense Report  
As of December 31, 2025**

1/5/2026 1:36 PM

<b>108 - City - Brookshire Economic Development</b>	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
<b>Revenue Summary</b>							
-	0.00	231,579.77	4,258,845.21	4,027,265.44	94.56%	362,859.33	1,320,043.17
Revenue Totals	0.00	231,579.77	4,258,845.21	4,027,265.44	94.56%	362,859.33	1,320,043.17
<b>Expense Summary</b>							
000-Non-Departmental	18,886.55	45,153.97	2,892,760.00	2,847,606.03	98.44%	36,980.86	252,987.27
Expense Totals	18,886.55	45,153.97	2,892,760.00	2,847,606.03	98.44%	36,980.86	252,987.27
Revenues Over(Under) Expenditures	(18,886.55)	186,425.80	1,366,085.21	1,179,659.41	96.13%	325,878.47	1,067,055.90

**City of Brookshire  
Revenue and Expense Report  
As of December 31, 2025**

1/5/2026 1:36 PM

<b>108 - City - Brookshire Economic D Department Revenue</b>	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
<hr/>							
<b>Sales Tax</b>							
-43050 Sales Tax	0.00	231,579.77	1,248,558.00	1,016,978.23	81.45%	362,859.33	1,320,043.17
Total Sales Tax							
	0.00	231,579.77	1,248,558.00	1,016,978.23	81.45%	362,859.33	1,320,043.17
<hr/>							
<b>Interest</b>							
-43640 Interest Earned	0.00	0.00	500.00	500.00	100.00%	0.00	0.00
Total Interest							
	0.00	0.00	500.00	500.00	100.00%	0.00	0.00
<hr/>							
<b>Reserves</b>							
-43700 Previous Year Reserve Funds	0.00	0.00	622,362.00	622,362.00	100.00%	0.00	0.00
-43710 Prior Yr Unexpended Funds	0.00	0.00	2,387,425.21	2,387,425.21	100.00%	0.00	0.00
Total Reserves							
	0.00	0.00	3,009,787.21	3,009,787.21	100.00%	0.00	0.00
<hr/>							
<b>Total</b>							
	0.00	231,579.77	4,258,845.21	4,027,265.44	94.56%	362,859.33	1,320,043.17
<hr/>							
<b>Total Revenue</b>							
	0.00	231,579.77	4,258,845.21	4,027,265.44	94.56%	362,859.33	1,320,043.17

City of Brookshire  
Revenue and Expense Report  
As of December 31, 2025

1/5/2026 1:36 PM

108 - City - Brookshire Economic Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
<b>000-Non-Departmental</b>							
<u>Personnel</u>							
000-51000 Salaries	9,131.76	24,371.62	75,937.00	51,565.38	67.91%	0.00	47,634.91
000-51130 Retirement Contributions	1,418.17	3,784.94	11,618.00	7,833.06	67.42%	0.00	7,397.69
Total Personnel	10,549.93	28,156.56	87,555.00	59,398.44	67.84%	0.00	55,032.60
<u>Taxes</u>							
000-51100 Payroll Taxes	698.58	1,864.43	5,809.00	3,944.57	67.90%	0.00	3,644.12
Total Taxes	698.58	1,864.43	5,809.00	3,944.57	67.90%	0.00	3,644.12
<u>Insurance</u>							
000-51140 Health Insurance	985.70	2,856.59	10,996.00	8,139.41	74.02%	0.00	7,083.14
Total Insurance	985.70	2,856.59	10,996.00	8,139.41	74.02%	0.00	7,083.14
<u>Not Categorized</u>							
000-51540 Health Insurance	1.34	4.02	0.00	(4.02)	0.00%	0.00	9.38
000-52000 Legal Fees	1,131.00	2,357.50	15,000.00	12,642.50	84.28%	2,147.00	9,619.50
000-52030 Professional Services	0.00	0.00	48,000.00	48,000.00	100.00%	6,750.00	34,306.64
000-52031 Bedc Coordinator	0.00	0.00	70,000.00	70,000.00	100.00%	0.00	54,250.00
000-52034 Engineer Services	0.00	0.00	25,000.00	25,000.00	100.00%	0.00	0.00
000-53010 Office Supplies	0.00	1,101.68	3,000.00	1,898.32	63.28%	0.00	1,843.40
000-53110 Membership & Dues	0.00	1,200.00	6,000.00	4,800.00	80.00%	0.00	0.00
000-54000 Building Maintenance	0.00	0.00	20,000.00	20,000.00	100.00%	0.00	2,599.99
000-54010 Equipment Maintenance	0.00	0.00	1,000.00	1,000.00	100.00%	0.00	336.98
000-54190 Public Mowing	0.00	0.00	20,000.00	20,000.00	100.00%	8,413.39	25,213.39
000-55030 Legal Notices	0.00	0.00	1,000.00	1,000.00	100.00%	0.00	0.00
000-55050 Travel & Training	0.00	584.47	20,000.00	19,415.53	97.08%	926.50	2,101.10

City of Brookshire  
Revenue and Expense Report  
As of December 31, 2025

1/5/2026 1:36 PM

108 - City - Brookshire Economic Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
000-55070 Bank Charges	0.00	0.00	500.00	500.00	100.00%	0.00	0.00
000-55090 Telephone	0.00	0.00	500.00	500.00	100.00%	0.00	283.85
000-55120 Advertising	0.00	767.60	10,000.00	9,232.40	92.32%	0.00	0.00
000-56140 Beautification	0.00	0.00	25,000.00	25,000.00	100.00%	2,990.00	2,990.00
000-56150 City Parks Project Equipment Maintenance	0.00	0.00	100,000.00	100,000.00	100.00%	0.00	20,938.77
000-56160 GIS	0.00	0.00	5,000.00	5,000.00	100.00%	0.00	0.00
000-56170 Facilities/Infrastructure Proj	0.00	0.00	515,000.00	515,000.00	100.00%	0.00	0.00
000-56200 Business Improvement Grant	0.00	0.00	100,000.00	100,000.00	100.00%	0.00	0.00
000-56220 Downtown Improvements	0.00	0.00	253,000.00	253,000.00	100.00%	9,590.00	9,590.00
000-56990 Emergency Management	0.00	0.00	20,000.00	20,000.00	100.00%	0.00	0.00
000-57000 Technology	5,520.00	6,261.12	25,000.00	18,738.88	74.96%	6,163.97	23,144.41
000-57010 Computer & Software	0.00	0.00	3,000.00	3,000.00	100.00%	0.00	0.00
000-57030 Capital Outlay- Equipment	0.00	0.00	10,000.00	10,000.00	100.00%	0.00	0.00
000-57040 Capital Outlay- Computers	0.00	0.00	10,000.00	10,000.00	100.00%	0.00	0.00
000-57070 Capital Outlay- Special Equipment	0.00	0.00	5,000.00	5,000.00	100.00%	0.00	0.00
000-57100 Capital Outlay- Facilities	0.00	0.00	82,400.00	82,400.00	100.00%	0.00	0.00
000-57350 Grant Matching	0.00	0.00	103,000.00	103,000.00	100.00%	0.00	0.00
000-57410 Real Estate	0.00	0.00	1,030,000.00	1,030,000.00	100.00%	0.00	0.00
000-57450 Type B Projects	0.00	0.00	262,000.00	262,000.00	100.00%	0.00	0.00
Total Not Categorized	6,652.34	12,276.39	2,788,400.00	2,776,123.61	99.56%	36,980.86	187,227.41
Total Non-Departmental	18,886.55	45,153.97	2,892,760.00	2,847,606.03	98.44%	36,980.86	252,987.27
	18,886.55	45,153.97	2,892,760.00	2,847,606.03	98.44%	36,980.86	252,987.27

City of Brookshire  
Revenue and Expense Report  
As of December 31, 2025

1/5/2026 1:36 PM

<b>108 - City - Brookshire Economic Development Department Expense</b>	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Total Expense							

**EDC - ICS**

## **Account Information**

### **Balance**

Previous Day Transactions (-\$0.00 / +\$0.00)	\$0.00
Current Balance	\$3,094,012.50
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	\$3,094,012.50
Line Of Credit	\$0.00
Total Funds Available	\$3,094,012.50

### **Activity**

Last Deposit (Nov 03, 2025)	\$102,188.51
Last Check (Dec 18, 2025)	\$1,131.00

### **Interest**

Current Accrued Interest	\$966.36
Last Interest Payment (Jan 09, 2024)	\$0.00
Interest Paid 2026	\$0.00
Interest Paid 2025	\$73,708.40

**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	\$3,094,012.50
Total Funds Available	\$3,119,012.50

**Activity**

Last Deposit (Dec 18, 2025)	\$1,131.00
Last Check (Dec 18, 2025)	\$1,131.00
Last Overdrawn	Mar 29, 2024

**Interest**

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



\*\*\* CHECK REQUEST \*\*\*

DATE OF REQUEST: December 22, 2025

CHECK TO: Card Service Center

P.O. Box 569100

Dallas, TX 75356-9100

Invoice # December 15, 2025, Statement

AMOUNT OF CHECK: \$ 88.03

INVOICE ATTACHED: YES

Line Item #: Line-Item Name

<u>108-000-57000</u>	<u>Technology</u>	<u>IONOS</u>	<u>\$25.54</u>
<u>108-000-57000</u>	<u>Technology</u>	<u>IONOS</u>	<u>\$36.95</u>
<u>108-000-57000</u>	<u>Technology</u>	<u>IONOS</u>	<u>\$25.54</u>

Approved by: Lindsey Date: \_\_\_\_\_

\*\*\*ORIGINAL INVOICES SHOULD BE INCLUDED WITH ALL CHECK REQUESTS.



## Card Service Center



**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
11/14	11/16	75418239Y72J23L4G	IONOS INC. CHESTERBROOK PA	\$25.54
12/04	12/05	7541823AJ743D49V1	IONOS INC. CHESTERBROOK PA	\$36.95
12/14	12/15	7541823AW74TZYNV4	IONOS INC. CHESTERBROOK PA	\$25.54
12/15	12/15	000000000000COMPC	TOTAL PURCHASES \$88.03	
			TOTAL \$88.03	

## 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	17.99% (v)	\$0.00	0	\$0.00
Cash Advances	17.99% (v)	\$0.00	0	\$0.00

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](http://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.

4550 ft 8512 ft 60568 0650000 ft 1111  
5714 ft 81518 0650000 ft 1111

Please see reverse side of page 1 for important information



#### **CREDITING OF PAYMENTS**

All payments received by 5:00 PM during the Card issuer's normal business day at the address indicated on the reverse side of this statement will be credited to your account as of the date of receipt of the payment. If payment is made at any location other than that address, credit of the payment may be delayed up to 5 days.

#### **BILLING RIGHTS SUMMARY**

##### *What to do If You Think You Find a Mistake on Your Statement*

If you think there is an error on your statement, write to us at BBCS, Attn: Dispute Department, 1550 North Brown Road, Suite 150, Lawrenceville, GA 30043 as soon as possible. In your letter, give us the following information: your name and account number; the dollar amount of the suspected error; and if you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake.

You must contact us within 60 days after the error appeared on your statement. You must notify us of any potential errors in writing. You may call us, but if you do we are not required to investigate any potential errors and you may have to pay the amount in question.

While we investigate whether or not there has been an error, the following are true:

- We cannot try to collect the amount in question, or report you as delinquent on that amount.
- The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
- While we do not have to pay the amount in question, you are responsible for the remainder of your balance.
- We can apply any unpaid amount against your credit limit.

##### *Your Rights if You are Dissatisfied with Your Credit Card Purchases*

If you are dissatisfied with the goods or services that you have purchased with your credit card, and you have tried in good faith to correct the problem with the merchant, you may have the right not to pay the remaining amount due on the purchase. To use this right, all of the following must be true:

- The purchase must have been made in your home state or within 100 miles of your current mailing address, and the purchase price must have been more than \$50. (Note: Neither of these are necessary if your purchase was based on an advertisement we mailed to you, or if we own the company that sold you the goods or services.)
- You must have used your credit card for the purchase. Purchases made with cash advances from an ATM or with a check that accesses your credit card account do not qualify.
- You must not yet have fully paid for the purchase. If all of the criteria above are met and you are still dissatisfied with the purchase, contact us in writing at: BBCS, Attn: Dispute Department, 1550 North Brown Road, Suite 150, Lawrenceville, GA 30043.

While we investigate, the same rules apply to the disputed amount as discussed above. After we finish our investigation, we will tell you our decision. At that point, if we think you owe an amount and you do not pay we may report you as delinquent.

#### **EXPLANATION OF INTEREST CHARGES**

The Interest Charge shown on the front is the sum of the Interest Charges computed by applying the Periodic Rate(s) to the Average Daily Balance and adding any applicable transaction charge authorized in the Cardholder Agreement. The method for computing the balance subject to Interest Charge is an average daily balance (including new purchases) method.

We figure the interest charge on your account by applying the periodic rate(s) to the "average daily balance" of your account (including in some instances current transactions). To get the "average daily balance", we take the beginning balance of your account each day, add any new cash advances and subtract any payments or credits and any unpaid interest charges. If you paid in full the Previous Balance shown on this statement by the payment due date shown on the previous statement, we subtract from each day's beginning balance the amount of such Previous Balance included in that beginning balance and also do not add in any new purchases. Otherwise the amount of the Previous Balance is not subtracted and we add in any new purchases. This gives us the daily balance. Then we add all the daily balances for the billing cycle and divide the total by the number of days in the billing cycle. This gives us the "average daily balance".

**HOW TO AVOID INTEREST CHARGES:** You have until the payment due date shown on your periodic statement to repay your balance before an interest charge on purchases will be imposed.

#### **ANNUAL FEE DISCLOSURES**

If an annual fee is shown on the front of the statement, see the front for information about the following matters: the annual percentage rate for purchases, certain information regarding any variable rate feature, the amount of the annual fee, any minimum interest charge, and any transaction charges for purchases. The method for computing the balance subject to interest charge on your account is an Average Daily Balance (including new purchases) method and is explained above.

If you terminate your account within 30 days from the Closing Date shown on the front of this statement, you will not owe the annual fee (and have the right to have it credited to your account) and may use your card(s) during that 30 day period without becoming obligated for the annual fee. To terminate your account you should give us written notice sent to the address for billing inquiries as shown on the front of this statement. All cards should be cut in half and returned with your termination notice.

#### **CREDIT BALANCES**

Any credit balance on your account (indicated by a "+" on the front of this statement) is money we owe you. You can make charges against this amount or request and receive a full refund of this amount by writing us at: Card Service Center, PO Box 569120, Dallas, TX 75356-9120. Any amount not charged against or refunded upon request that is over \$1.00 (equal to or in excess of \$1.00 if you live in MA or any amount in NY) will be refunded automatically within six months after the credit balance was created (four billing cycles in MD).

O1AB5762 - 3 - 05/25/17

(PLEASE SHOW YOUR CORRECT NAME AND ADDRESS)

Name (if incorrect on reverse side)

Street address

City

State

Zip Code

Effective Date: Month, Day, Year

Signature

Home Phone

Work Phone



**IONOS Inc.**

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

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

Vickie Casto  
Brookshire EDC  
4029 Fifth St  
Brookshire, TX 77423-8793  
UNITED STATES

**Invoice:** 202058487077  
**Invoice Date:** 11/13/2025  
**Customer ID:** 447408986  
**Contract ID:** 103888979

**Help Center:** [ionos.com/help](https://ionos.com/help)  
**My IONOS:** [my.ionos.com/invoices](https://my.ionos.com/invoices)

**Your IONOS Personal Consultant:**  
Ainoa S  
⌚ +1 267 366 6056

## Invoice

Billing period starting: 11/12/2025

Item	Service	Charges	Usage	Taxable Portion	Total
<b>Contract: 103888979 - IONOS HiDrive Pro</b>					
1	Basic Fee 11/12/2025-12/11/2025	\$20.00 a month	1 mo.	\$16.00	\$20.00
<b>Net Total</b>					<b>\$20.00</b>
<b>Net (non-taxable portion)</b>					<b>\$4.00</b>
<b>Net (taxable portion)</b>					<b>\$16.00</b>
<b>Tax</b>					<b>\$1.28</b>
<b>Total amount due</b>					<b>\$21.28</b>
Please <b>DO NOT</b> 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](#) or log in to [my.ionos.com](https://my.ionos.com) for further information.



IONOS Inc.

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

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Philadelphia, PA 19103 · USA

Vickie Casto  
Brookshire EDC  
4029 Fifth St  
Brookshire, TX 77423-8793  
UNITED STATES

Invoice: 202058487081  
Invoice Date: 11/13/2025  
Customer ID: 447408986  
Contract ID: 103888962

Help Center: [ionos.com/help](https://ionos.com/help)  
My IONOS: [my.ionos.com/invoices](https://my.ionos.com/invoices)

Your IONOS Personal Consultant:

Ainoa S

⌚ +1 267 366 6056

## Invoice

Billing period starting: 11/12/2025

Item Service	Charges	Usage	Taxable Portion	Total
<b>Contract: 103888962 - IONOS HiDrive Basic</b>				
Basic fee (\$1.50)				
1 Basic Fee 11/12/2025-12/11/2025	\$1.50 a month	1 mo.	\$1.20	\$1.50
Additional services (\$2.50)				
2 IONOS HiDrive Office 11/12/2025-12/11/2025	\$2.50 a month	1 mo.	\$2.00	\$2.50
<b>Net Total</b>				<b>\$4.00</b>
<b>Net (non-taxable portion)</b>				<b>\$0.80</b>
<b>Net (taxable portion)</b>				<b>\$3.20</b>
<b>Tax</b>				<b>\$0.26</b>
<b>Total amount due</b>				<b>\$4.26</b>
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](#) or log in to [my.ionos.com](https://my.ionos.com) for further information.

Line Item: 108-000-57000



IONOS Inc.

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

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

Vickie Casto  
Brookshire EDC  
4029 Fifth St  
Brookshire, TX 77423-8793  
UNITED STATES

Invoice: 202058885371

Invoice Date: 12/03/2025

Customer ID: 447408986

Contract ID: 54615938

Help Center: [ionos.com/help](https://ionos.com/help)

My IONOS: [my.ionos.com/invoices](https://my.ionos.com/invoices)

Your IONOS Personal Consultant:

Ainoa S

 +1 267 366 6056

## Invoice

Billing period starting: 12/02/2025

Item	Service	Charges	Usage	Taxable Portion	Total
<b>Contract: 54615938 - IONOS Premium</b>					
1	IONOS SiteAnalytics Plus 11/12/2025-02/11/2026	\$4.99 a month	3 mo.	\$11.98	\$14.97
2	IONOS PHP 5.4 Extended Support 11/08/2025-12/07/2025	\$19.76 a month	1 mo.	\$15.81	\$19.76
<b>Net Total</b> <span style="float: right;">\$34.73</span>					
<b>Net (non-taxable portion)</b> <span style="float: right;">\$6.94</span>					
<b>Net (taxable portion)</b> <span style="float: right;">\$27.79</span>					
<b>Tax</b> <span style="float: right;">\$2.22</span>					
<b>Total amount due</b> <span style="float: right;">\$36.95</span>					
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](#) or log in to [my.ionos.com](https://my.ionos.com) for further information.



IONOS Inc.

Two Logan Square, 100 N 18th St., Suite 400  
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USA

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Philadelphia, PA 19103 · USA

Vickie Casto  
Brookshire EDC  
4029 Fifth St  
Brookshire, TX 77423-8793  
UNITED STATES

Invoice: 202059084509  
Invoice Date: 12/13/2025  
Customer ID: 447408986  
Contract ID: 103888979

Help Center: [ionos.com/help](https://ionos.com/help)  
My IONOS: [my.ionos.com/invoices](https://my.ionos.com/invoices)

Your IONOS Personal Consultant:

Ainoa S

📞 +1 267 366 6056

## Invoice

Billing period starting: 12/12/2025

Item Service	Charges	Usage	Taxable Portion	Total
<b>Contract: 103888979 - IONOS HiDrive Pro</b>				
1 Basic Fee 12/12/2025-01/11/2026	\$20.00 a month	1 mo.	\$16.00	\$20.00
<b>Net Total</b>				<b>\$20.00</b>
<b>Net (non-taxable portion)</b>				<b>\$4.00</b>
<b>Net (taxable portion)</b>				<b>\$16.00</b>
<b>Tax</b>				<b>\$1.28</b>
<b>Total amount due</b>				<b>\$21.28</b>
Please DO NOT send cash, check or money order				

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Philadelphia, PA 19103 - USA

Vickie Casto  
Brookshire EDC  
4029 Fifth St  
Brookshire, TX 77423-8793  
UNITED STATES

Invoice: 202059084513  
Invoice Date: 12/13/2025  
Customer ID: 447408986  
Contract ID: 103888962

Help Center: [ionos.com/help](https://ionos.com/help)  
My IONOS: [my.ionos.com/invoices](https://my.ionos.com/invoices)

Your IONOS Personal Consultant:  
Ainoa S  
⌚ +1 267 366 6056

## Invoice

Billing period starting: 12/12/2025

Item Service	Charges	Usage	Taxable Portion	Total
<b>Contract: 103888962 - IONOS HiDrive Basic</b>				
Basic fee (\$1.50)				
1 Basic Fee 12/12/2025-01/11/2026	\$1.50 a month	1 mo.	\$1.20	\$1.50
Additional services (\$2.50)				
2 IONOS HiDrive Office 12/12/2025-01/11/2026	\$2.50 a month	1 mo.	\$2.00	\$2.50
<b>Net Total</b>				<b>\$4.00</b>
Net (non-taxable portion)				\$0.80
Net (taxable portion)				\$3.20
Tax				\$0.26
<b>Total amount due</b>				<b>\$4.26</b>
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.

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# PREFERRED FACILITIES GROUP - USA

December 4, 2025

Mailing Address:  
PO Box 20658  
Beaumont, TX 77720-  
0658

📞 (409) 842-8293  
📞 (409) 842-2274  
✉️ pfg@pfg-usa.com  
✉️ pfg-usa.com

Ramiro Bautista  
City of Brookshire  
4029 5th St  
Brookshire, TX 77423

**Project:** **"Brookshire Park Benches and Tables"**

**Subject:** **"Sample"**

Job Order Contracting

Co-Op Purchasing  
Agreements

Indefinite Delivery,  
Indefinite Quantity - IDIQ

Multiple Award  
Construction Contracts -  
MACC

Task Order Contracts  
TOC

Construction  
Management - Agent or  
At-Risk

Design Build

Government

Commercial

Education

Industrial

Infrastructure

Communications

Corporate/Retail

Assembly

## Plaza Bench - 6', Brown



Sturdy and durable. For schools and recreational areas.

- Recycled plastic planks never need sealing, painting or staining.
- Smooth, contoured seat and backrest.
- Rust resistant, powder-coated aluminum frame.
- Mounting hardware included.

72" L x 24" w x 30" T



## CONVERTIBLE BENCH

Very comfortable bench! Allows you to prepare for picnics with a quick pull of a lever.

- Easy one-man operation.
- UV-protected polystyrene planks won't fade or rot.
- Powder-coated steel frame.
- Place two convertible benches together to form a full-size picnic table.



56" L x 32" w x 36" T

Southeast Texas

Deep East Texas

Central Texas

Texas Gulf Coast





# PREFERRED FACILITIES GROUP - USA

## *Mailing Address:*

PO Box 20658

Beaumont, TX 77720-0658

I think a mixture of these would suit your needs.

(409) 842-8293  
 (409) 842-2274  
 pfg@pfg-usa.com  
 pfg-usa.com

*Job Order Contracting*

*Co-Op Purchasing  
Agreements*

*Indefinite Delivery,  
Indefinite Quantity - IDIQ*

*Multiple Award  
Construction Contracts -  
MACC*

*Task Order Contracts  
TOC*

*Construction  
Management - Agent or  
At-Risk*

*Design Build*

*Government*

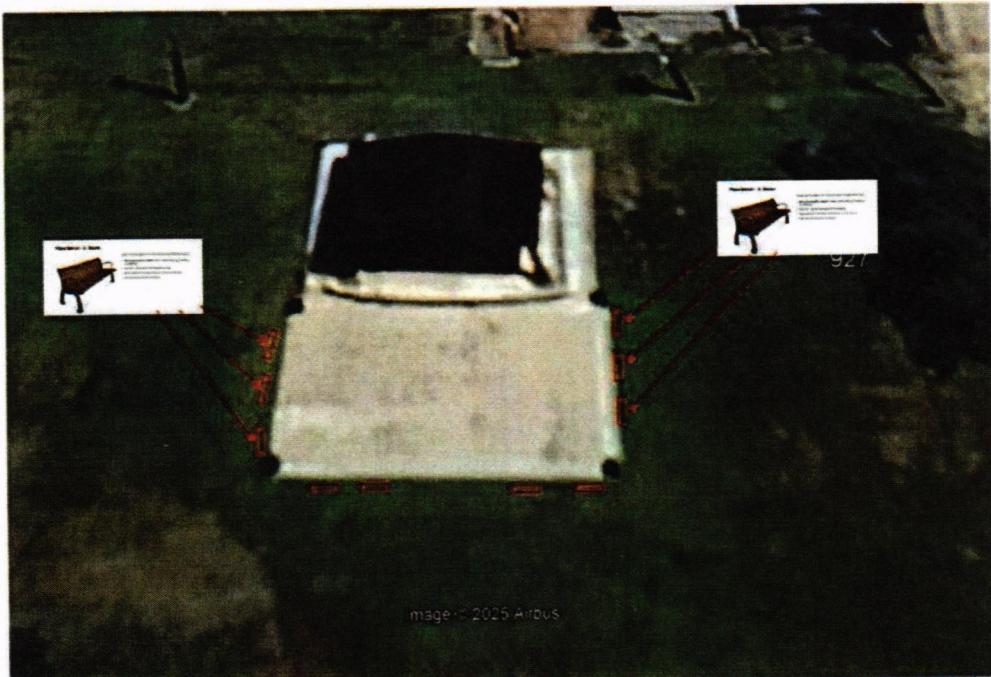


Image © 2025 Airbus

**Just an Idea of a layout. We can get together and come up with a  
more suitable layout.**

*Commercial*

*Education*

*Industrial*

*Infrastructure*

*Communications*

*Corporate/Retail*

*Assembly*

*Southeast Texas*

*Deep East Texas*

*Central Texas*

*Texas Gulf Coast*



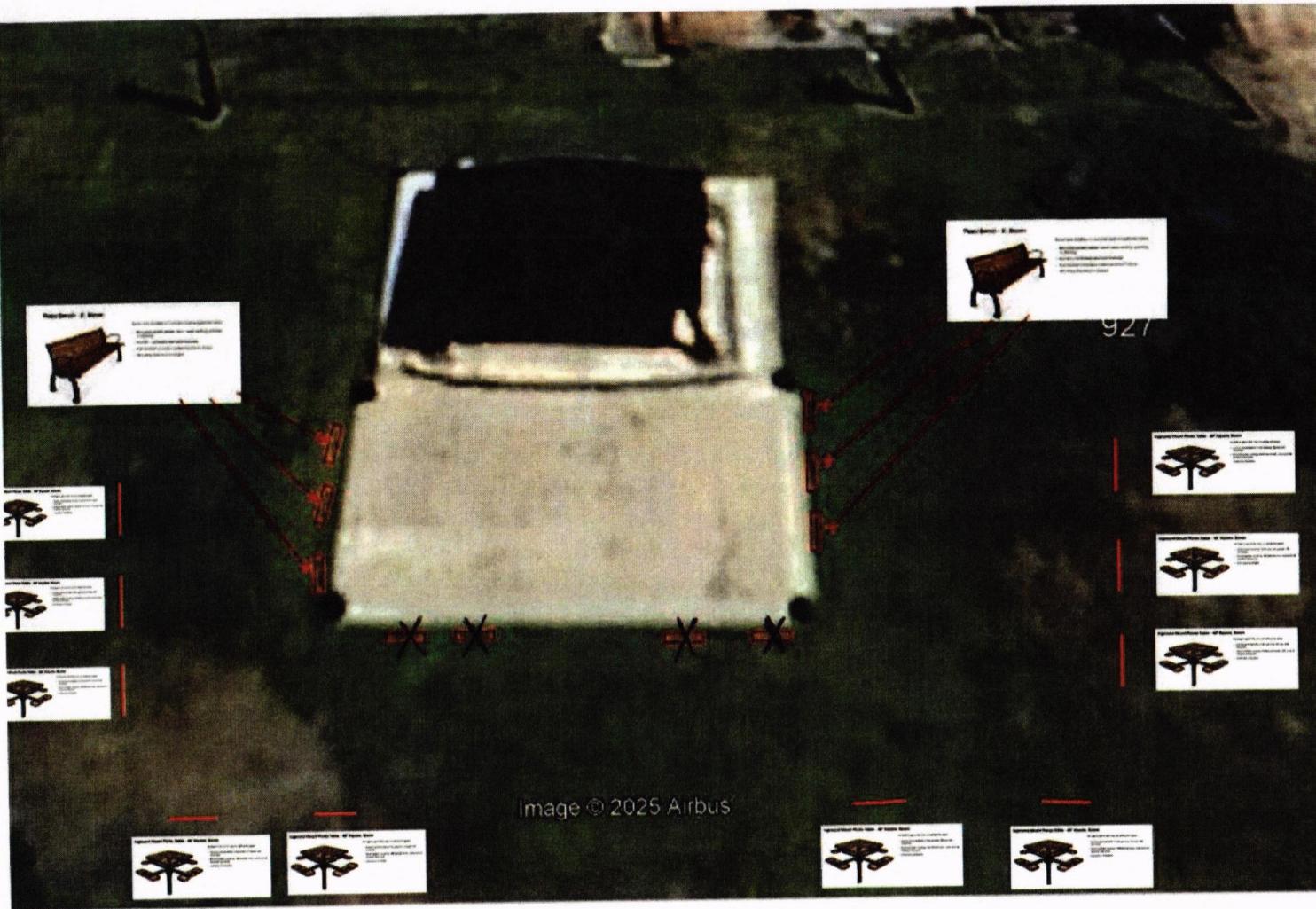


Image © 2025 Airbus

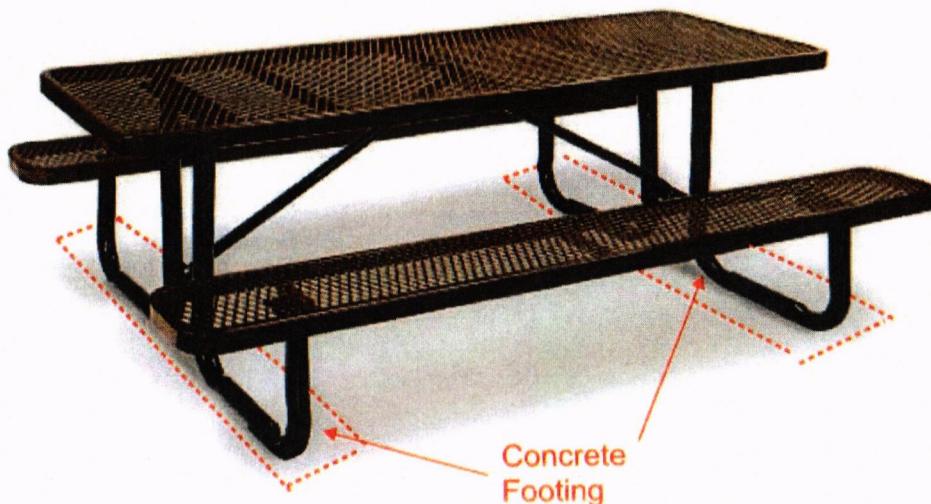
## 9 Plaza Bench - 6', Brown

Sturdy and durable. For schools and recreational areas.

- Recycled plastic planks never need sealing, painting or staining.
- Smooth, contoured seat and backrest.
- Rust resistant, powder-coated aluminum frame.
- Mounting hardware included.



## Metal Picnic Table - 8' Rectangle, Brown



- Thermoplastic coating withstands heat, cold and all weather elements. Rust free.
- High gloss, smooth surface allows for easy spray paint and graffiti removal.
- 9 gauge expanded metal with 2" black steel frame.
- Rounded corners for added safety.
- Mounting hardware included.

These tables will require pouring (2) concrete runners to secure them to the ground.

## Metal Picnic Table - 46" Round, Brown



- Thermoplastic coating withstands heat, cold and all weather elements. Rust free.
- High gloss, smooth surface allows for easy spray paint and graffiti removal.
- 9 gauge expanded metal with 2" black steel frame.
- Rounded corners for added safety.
- Mounting hardware included.

These tables will require pouring (1) round concrete footing to secure them to the ground.



December 4, 2025

Mailing Address:  
PO Box 20658  
Beaumont, TX 77720-0658

Ramiro Bautista  
City of Brookshire  
4029 5th St  
Brookshire, TX 77423

📞 (409) 842-8293  
📞 (409) 842-2274  
✉️ pfg@pfg-usa.com  
✉️ pfg-usa.com

**Project:** "Brookshire City Square Single Public Restroom"

**Subject:** "Proposal"

Job Order Contracting

Dear Mr. Bautista,

Co-Op Purchasing  
Agreements

We are pleased to submit our Rough Order OF Magnitude proposal utilizing our 728-24 Buy Board Texas Contract based on local CCI and coefficient of .89.

Indefinite Delivery,  
Indefinite Quantity - IDIQ

### **Proposal Recap:**

Multiple Award  
Construction Contracts -  
MACC

Task Order Contracts  
TOC

Construction  
Management - Agent or  
At-Risk

Design Build

Government

Commercial

Education

Industrial

Infrastructure

Communications

Corporate/Retail

Assembly

- **Furnish material and Labor to grade site for foundation**
- **Furnish material and Labor to pour restroom foundation 12'-8" x 10'**
- **Furnish material and Labor to trench for utility hook up**
- **Furnish material and Labor to run utility hook-ups and stub up through slab**
- **Furnish material and Labor to erect structural members**
- **Furnish material and Labor to erect CMU components**
- **Furnish material and Labor to make necessary connections for utilities**
- **Furnish material and Labor to run all electrical components and make connections**
- **Furnish material and Labor to install fixtures**
- **Furnish material and Labor to finish concrete flooring (epoxy paint/polish)**
- **Furnish material and Labor to install roofing components**
- **Furnish material and Labor to install doors and hardware**
- **Furnish material and Labor to test system for problems, correct problems**
- **Clean up and haul off all construction related debris associated with this project.**

<b>Proposal Cost</b>	<b>\$ 218,254.00</b>
<b>Bond (If Applicable)</b>	<b>\$ 5,456.35</b>
<b>Total Cost</b>	<b>\$ 223,710.35</b>

We estimate approximately **ninety (90)** working days to complete. We explicitly exclude all liquidated damages for this project due to market volatility and supply chain challenges.

Our estimate is based on our interpretation of the project as presented to us. Our scope is limited to the line items broken down into individual tasks of work and developed based upon the Unit Price Book rate as modified by the city cost adjustment and our Coefficient. All pricing for the required line-item estimate is derived from the current calendar year RSMeans Facilities Construction Cost Data Book with Updates.

Southeast Texas

Deep East Texas

Central Texas

Texas Gulf Coast





*Mailing Address:*  
PO Box 20658  
Beaumont, TX 77720-0658

✉ (409) 842-8293  
☎ (409) 842-2274  
✉ pfg@pfg-usa.com  
✉ pfg-usa.com

*Job Order Contracting*

*Co-Op Purchasing  
Agreements*

*Indefinite Delivery,  
Indefinite Quantity - IDIQ*

*Multiple Award  
Construction Contracts -  
MACC*

*Task Order Contracts  
TOC*

*Construction  
Management - Agent or  
At-Risk*

*Design Build*

*Government*

*Commercial*

*Education*

*Industrial*

*Infrastructure*

*Communications*

*Corporate/Retail*

*Assembly*

Once the quantities of work and price are approved, the individual Job Order becomes a fixed-price lump sum contract.

This pricing is based on initiating the project on Friday morning, with the demolition expected to be completed by Sunday night. Given the drying times associated with plaster repairs and painting, it is anticipated that these tasks will be conducted during standard courthouse hours. Please do not hesitate to contact us at 409-842-8293 at your earliest convenience to discuss this estimate in further detail.

Respectfully submitted,  
**Preferred Facilities Group - USA**

**Joshua Schmuck**  
Project Manager/Estimator

cc: PFG/file  
25-0092

**Please see example below.**



*Southeast Texas*

*Deep East Texas*

*Central Texas*

*Texas Gulf Coast*





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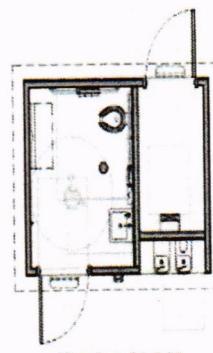
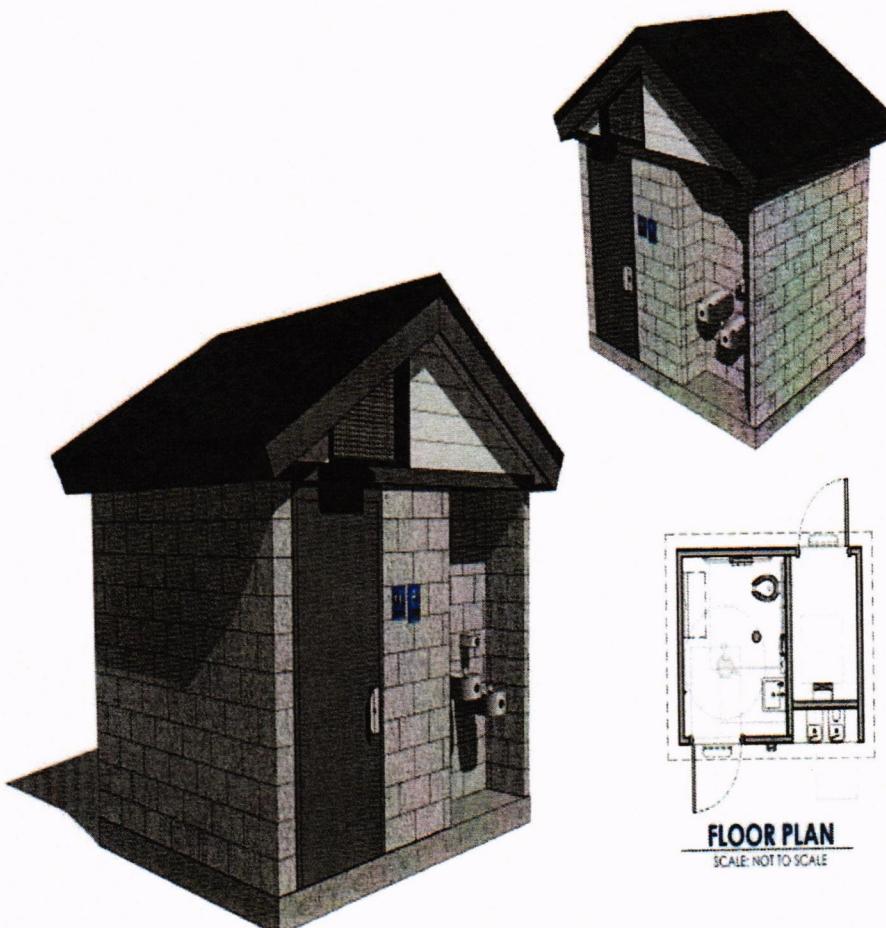
*Infrastructure*

*Communications*

*Corporate/Retail*

*Assembly*

PROJECT REF#: XXXXX-XX/2020XX-X



*Southeast Texas*

*Deep East Texas*

*Central Texas*

*Texas Gulf Coast*





# PREFERRED

## FACILITIES GROUP - USA

Mailing Address:  
PO Box 20658  
Beaumont, TX 77720-  
0658

PROJECT REF#: XXXXX-XX/XX/XXXX-X

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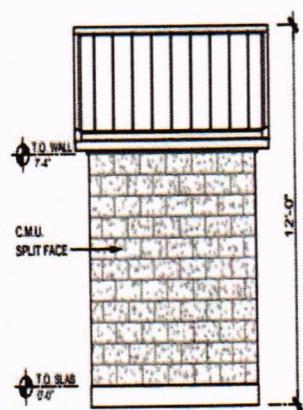
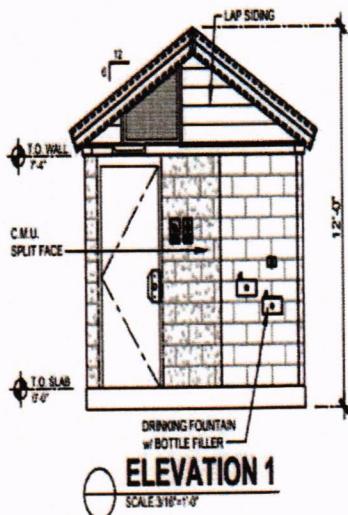
Industrial

Infrastructure

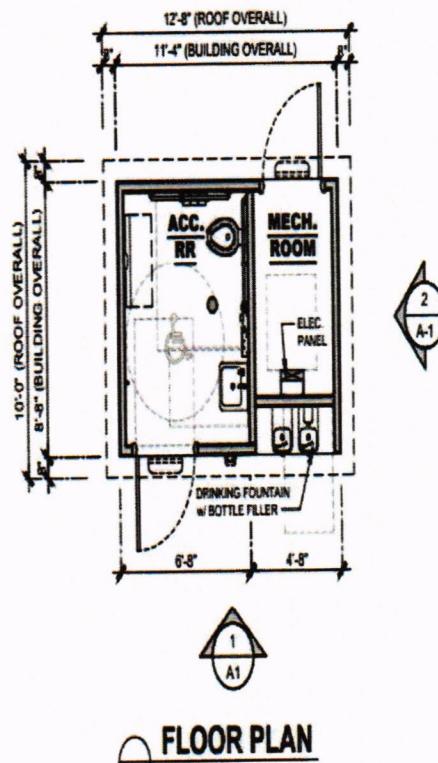
Communications

Corporate/Retail

Assembly



ELEVATION 2  
SCALE 3/16"=1'-0"



FLOOR PLAN  
SCALE 3/16"=1'-0"

Southeast Texas

Deep East Texas

Central Texas

Texas Gulf Coast





December 4, 2025

Mailing Address:  
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Corporate/Retail

Assembly

Ramiro Bautista  
City of Brookshire  
4029 5th St  
Brookshire, TX 77423

**Project:** **"Brookshire City Square Double Public Restroom"**

**Subject:** **"Proposal"**

Dear Mr. Bautista,

We are pleased to submit our Rough Order OF Magnitude proposal utilizing our 728-24 Buy Board Texas Contract based on local CCI and coefficient of .89.

**Proposal Recap:**

- **Furnish material and Labor to grade site for foundation**
- **Furnish material and Labor to pour restroom foundation 20' x 10'**
- **Furnish material and Labor to trench for utility hook up**
- **Furnish material and Labor to run utility hook-ups and stub up through slab**
- **Furnish material and Labor to erect structural members**
- **Furnish material and Labor to erect CMU components**
- **Furnish material and Labor to make necessary connections for utilities**
- **Furnish material and Labor to run all electrical components and make connections**
- **Furnish material and Labor to install fixtures**
- **Furnish material and Labor to finish concrete flooring (epoxy paint/polish)**
- **Furnish material and Labor to install roofing components**
- **Furnish material and Labor to install doors and hardware**
- **Furnish material and Labor to test system for problems, correct problems**
- **Clean up and haul off all construction related debris associated with this project.**

<b>Proposal Cost</b>	<b>\$ 263,658.30</b>
<b>Bond (If Applicable)</b>	<b>\$ 5,031.09</b>
<b>Total Cost</b>	<b>\$ 268,689.39</b>

We estimate approximately **ninety (90)** working days to complete. We explicitly exclude all liquidated damages for this project due to market volatility and supply chain challenges.

Our estimate is based on our interpretation of the project as presented to us. Our scope is limited to the line items broken down into individual tasks of work and developed based upon the Unit Price Book rate as modified by the city cost adjustment and our Coefficient. All pricing for the required line-item estimate is derived from the current calendar year RSMeans Facilities Construction Cost Data Book with Updates.

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*Assembly*

**Once the quantities of work and price are approved, the individual Job Order becomes a fixed-price lump sum contract.**

This pricing is based on initiating the project on Friday morning, with the demolition expected to be completed by Sunday night. Given the drying times associated with plaster repairs and painting, it is anticipated that these tasks will be conducted during standard courthouse hours. Please do not hesitate to contact us at 409-842-8293 at your earliest convenience to discuss this estimate in further detail.

Respectfully submitted,  
**Preferred Facilities Group - USA**

**Joshua Schmuck**  
Project Manager/Estimator

cc: PFG/file  
25-0092

**Please see example below.**



*Southeast Texas*

*Deep East Texas*

*Central Texas*

*Texas Gulf Coast*





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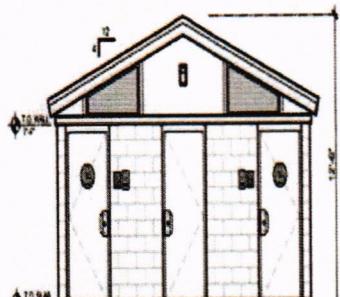
Industrial

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Assembly



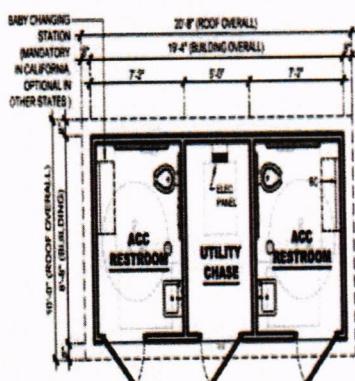
ELEVATION

SCALE: 1/8"=10'



PERSPECTIVE

(FINISHES SUBJECT TO CHANGE)



FLOOR PLAN

SCALE: 1/8"=10'

NOTE: STAINLESS FIXTURES

Southeast Texas

Deep East Texas

Central Texas

Texas Gulf Coast





Quote Number: 1JC05JAN26

To: City of Brookshire

Attention: Robert Richards

Project: Hovas Park Fence Renovation

Date: 05-Jan-2026

Foster Fence will provide and install the following:

- Field #1.
- Demo approximately 642 linear feet of 4' high chain link fence. (Side lines and outfield line).
- Demo 1, 4' man gate.
- Demo 2 dugouts including fence and roof. (Concrete slab to remain).
- Demo 1, 30x34x30 backstop.
- Install approximately 642 linear feet of 6' high chain link fence. (Side lines and outfield line).
- Install 2, 4' wide man gates with post and hardware.
- Install 2, 12' wide double swing gates with post and hardware.
- Install 1, 30x34x30 backstop.
- Install 152 linear feet of 8' high chain link fence at the 2 dugouts with a 8x28 r-panel roof on the existing concrete slabs.
- Install 2, 14' tall foul poles, powder coated yellow.
- Mobilization to and from the job site, supervision, and management required to complete installation.
- Field #1 total: \$111,644.68



- Field #2.
- Demo approximately 480 linear feet of 4' high chain link fence. (Side lines only, outfield existing fence to remain).
- Demo 2, 4' man gates, and 1, 12' double swing gate.
- Demo 2 dugouts including fence and roof. (Concrete slab to remain).
- Demo 1, 40x20x40 backstop.
- Demo 1, 16x10x10 mini backstop at the northeast corner of the field.
- Install approximately 444 linear feet of 6' high chain link fence. (Side lines)
- Install 2, 4' wide man gates with post and hardware.
- Install 1, 12' wide double swing gate with post and hardware.
- Install 1, 40x20x40 backstop.
- Install 1, 16x10x10 mini backstop at the northeast corner of the field.
- Install 156 linear feet of 8' high chain link fence at the 2 dugouts with a 10x30 r-panel roof on the existing concrete slabs.
- Install 2, 14' tall foul poles, powder coated yellow.
- Mobilization to and from the job site, supervision, and management required to complete installation.
- Field #2 total: 103,433.46



- Field #3.
- Demo approximately 434 linear feet of 4' high chain link fence. (North and east from existing backstop).
- Demo 2, 4' man gates, and 1, 12' double swing gate.
- Demo 2, 8' high dugouts including fence & roof. (Concrete slab to remain).
- Demo 2, 6' high dugouts including fence and roof. (These 2 dugouts do not have any concrete slabs). (Southeast corner).
- Demo 2, mini backstops. (Northwest and southeast corners).
- Demo 1, 40x20x40 backstop.
- Install approximately 2,090 linear feet of 6' high chain link fence. (Side lines & outfield lines for all 4 fields)
- Install 8, 4' wide man gates with post and hardware.
- Install 2, 8' wide double swing gates with post and hardware.
- Install 6' 12' wide double swing gates with post and hardware.
- Install 2, 40x20x40 backstops (Southwest & Northeast corners).
- Install 1, 10x10x10 mini backstop (Northwest corner).
- Install 1, 20x10x20 mini backstop (Southeast corner).
- Install 160 linear feet of 8' high chain link fence at the 2 dugouts with a 12x30 r-panel roof on the existing concrete slabs at the Southwest corner.
- Install 160 linear feet of 8' high chain link fence at the 2 dugouts with a 12x30 r-panel roof on new concrete slabs at the Northeast corner.
- Install 94 linear feet of 8' high chain link fence at the 2 dugouts with a 6x20 r-panel roof on new concrete slabs at the Southeast corner.
- Install 8, 14' tall foul poles, powder coated yellow.
- Mobilization to and from the job site, supervision, and management required to complete installation.
- Field #3 total: \$321,463.35
  
- Yellow safety cover for outfield fence lines.
- Install approximately 2,090 linear feet of Safety Cap on the outfield fence lines on Fields 1, 2 and 3.
- Total: \$11,875.00



- Soccer Field.
- Install approximately 424 linear feet of 6' high chain link fence. (90' x 130' rectangular layout)
- Install 1, 4' wide man gate with post and hardware.
- Install 1, 12' wide double swing gate with post and hardware.
- Mobilization to and from the job site, supervision, and management required to complete installation.
- Soccer field total: \$21,304.16

Total \$569,720.65 Tax not included

Estimated Taxes \$0.00 \*If applicable

\*Quote is good for 30 days

Juan Carrasquero - jcarrasquero@fosterfence.com - 832-316-4519



Standard Exclusions- unless specifically included in the quote:

- Work to be performed during standard business hours, 7am-5pm Monday through Friday. Any work that needs to be performed after hours or on the weekend will come at an added cost and will need to be quoted accordingly.
- Demolition, clearing & grubbing, spoil removal.
- Electrical work, access controls, and conduits.
- Fence and controls grounding.
- Engineered drawings and Building Information Modeling (BIM).
- Fence of fire department permitting.
- Property surveying and site layout. The final location of the fence installation is to be verified with the customer/agent and Foster Fence staff before starting the installation.
- Tree protection, silt fence, temporary fence.
- Hand digging, hydro-excavation, core drilling, rock drilling, and probing.
- Concrete & asphalt breaks.
- Signage, bollards, concrete mow strip.
- Painting, staining and galvanizing after fabrication.
- Utility locates beyond 811 One call, location of water lines. Private utility lines are not covered by 811. Locating private lines is the responsibility of the property owner.
- OQ training, OSHA 30 Training, site, or hazard-specific training greater than 30 minutes.
- Re-mobilizations, downtime, standby time.
- OCIP, CCIP, Builders Risk, Payment, and Performance Bonds.
- In order to keep your fence and gates in safe working order, customers are strongly advised to follow the maintenance guidelines provided on our website, visit [fosterfence.com/resources](http://fosterfence.com/resources) for more detailed information.

Commercial Conditions:

- All projects requiring special fabrication as well as contracts with a value greater than \$75,000 will require signed and approved submittals before Foster Fence, Ltd. proceeds with construction.
- Lead times are projected after submittals are approved.
- Terms – Net 30, unless otherwise expressly negotiated.
- All standby/downtime of more than 30 minutes will be billed at a rate of \$400 per hour.
- Restocking fee for standard stock materials 25%, non-stock materials 100%.
- Foster Fence Ltd. agrees to guarantee all materials are free from defects in materials and workmanship, for a period of one year from installation. This guarantee does not cover abuse, Acts of God, nature, or other external sources.

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Customer Signature

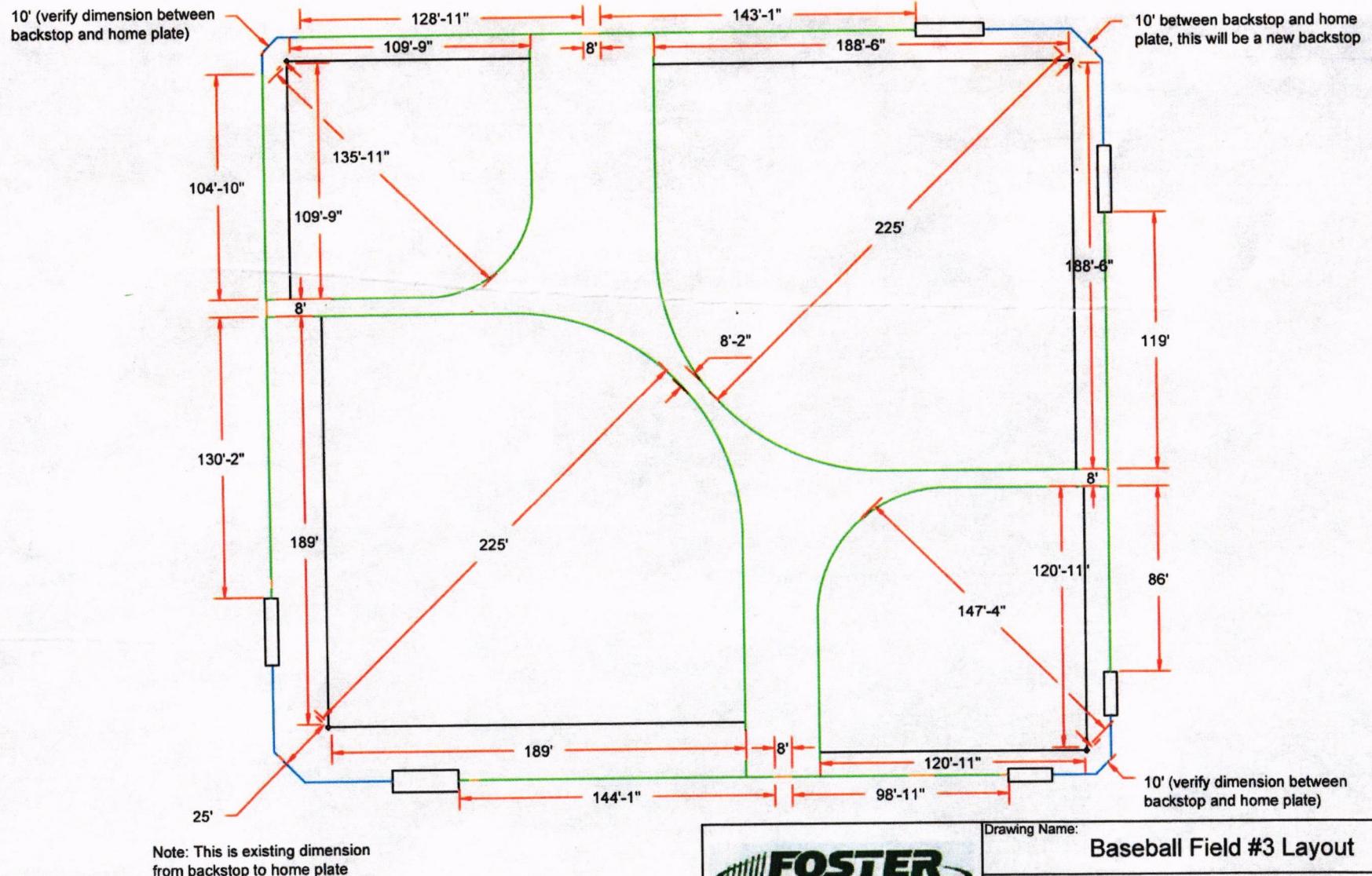
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Date

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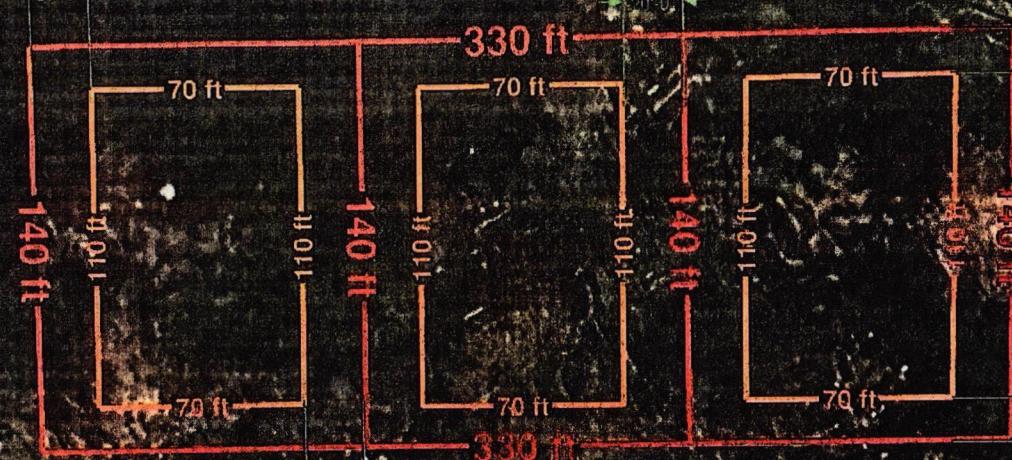
P.O. Box 96116  
Houston, Tx 77213  
1-800-228-2152

[www.fosterfence.com](http://www.fosterfence.com)

Drawing Name:	
Baseball Field #3 Layout	
Project:	
Drawn By:	Date Drawn:
MO	12/23/2025
Approved By:	Scale:
DR	NTS

## Soccer Field

Legend		
Description	Quantity	Unit
6' Chain Link Fence	1,220	ft
Soccer Field Layout	1,080	ft



Google Earth Lake Side Dr

1999-5-2025.6mm

Movas La

Hoxas M

1001




**KBE Services LLC.**

ESTIMATE  
 EST0206  
 DATE  
 04/01/2025  
 TOTAL  
 USD \$173,962.50

**TO**
**City of Brookshire**

Daniel Jenkins

danj0829@yahoo.com

DESCRIPTION	RATE	QTY	AMOUNT
Drainage 3 catch basins with sump pump	\$28,943.00	1	\$28,943.00
Concrete retaining wall 6 inch thick 3 fields	\$18,337.00	1	\$18,337.00
Concrete work between fields 4inch thick, 3500psi mix, 3/8s rebar every 16inch center with broom finish. Everything will be graded and sloped towards basins Approximately 16,891 sq ft	\$7.50	16,891	\$126,682.50
	TOTAL		<b>USD \$173,962.50</b>

Approximately 30 days to complete project

Weather permitting

50% deposit required



**ACCEPTANCE OF RECORDS RETENTION PROCESSING PROPOSAL**

**DATED DECEMBER 5, 2025**

**BY CITY OF BROOKSHIRE – ECONOMIC DEVELOPMENT (EDC)**

**BROOKSHIRE, TEXAS**

On-site retention processing fee of an estimated 43 boxes of inactive records at \$35.00 per box  
 Based on 43 boxes the cost equates to (43 boxes x \$35.00/box) = **\$1,505.00**

Note: RCI will invoice based on the actual number of boxes worked during the project. The destruction fee is \$6.50 per eligible box/container and will be authorized under a separate contract.

The cost of on-site retention processing includes labor and travel time, per diem, lodging, and vehicle expenses. RCI will provide your updated records database in our cloud hosted Records Compliance Program at completion of the project.

**Payment Schedule:**

Estimated fees due upon completion of on-site phase	\$ 752.50
Estimated balance due upon delivery of the Record Compliance Program (Terms, net 10 days)	\$ 752.50

RCI on-site work must be conducted in a safe, well-lit, and easily accessible environment. The workspace must not be extremely hot or cold and should be free from hazards such as molds, animal feces, rodents, dilapidation, etc. The workspace should have a table/chair with access to electricity to power a laptop and within reasonable distance of a restroom. Boxes/containers must be easily accessible and clear of trash, clutter, or other items that impede access. If boxes/containers are in dangerous, overly hot, cluttered, difficult to access areas such as requiring access by ladder, etc., it is the client's responsibility to move the boxes/materials to a suitable location prior to RCI's arrival. If the RCI team arrives and cannot reasonably conduct the project, fees will be applied to cover travel and labor expenses. RCI will not transport boxes/containers between rooms, buildings, or facilities and movement before or after the project is the customer's responsibility.

Name Robert Rich Arends Title Mayor  
 Signature Robert Rich Arends Date 12-09-25  
 Phone Number 346-527-1784 Fax Number \_\_\_\_\_  
 Email \_\_\_\_\_ Purchase Order # \_\_\_\_\_



## RCI RECORDS COMPLIANCE PROGRAM

The updated records database will be provided at completion of our on-site project via our cloud-hosted Records Compliance Program. The records database with container dispositions will be accessible through your private web portal with secure private access. Access can be made available for an unlimited number of users in your city. The program helps you comply with your TSLAC records inventory requirements.

**RCI ISD Records Retention Center**

Welcome back, CHRIS CORYELL  
[My Profile](#) | [User Manual](#) | [Manage Users](#) | [Logout](#)

**Reports of Records in RRC**

- Records Retention Update Report

All Records in RRC

- By Alphabetic Order
- By Box #
- By Destruction Year
- By Department by Box #

**Reports of Records Eligible for Destruction**

- Records Eligible for Destruction from Last Update
- Records Eligible for Destruction by Department
- All Records Eligible for Destruction
- By Year Eligible for Destruction
- By Department by Box #

**TSLAC Compliance Information**

Last Update 06-01-2021  
RMO Name DAN G BEENS  
RMO Title SUPERINTENDENT  
Adopted Schedules EL GR SD TX

- Records Control Schedule
- Records Control Schedule by Department
- Current Non-Standard Retention Periods

**Records Search**

By Box # 5001-0000  
By Record Series #  
By Department ADMINIST  
By Description  
By Destruct Year Start Year To End Year

**Advanced Records Search**

No conditions specified

Box # 5001-0000001  
Add

**Export Services**

- Retention Schedule
- All Boxes
- All Records

**RCI Technical Support**  
Call: 877-363-4127  
Email: [errpsupport@rcitech.com](mailto:errpsupport@rcitech.com)

RCI will update the database and records disposition when RCI performs physical document destruction (shredding) services of your records. If you are using other destruction services, you can send your request to [errpsupport@rcitech.com](mailto:errpsupport@rcitech.com) to amend your database. RCI Records Compliance Program will be invoiced annually on the first of the month following completion of your on-site records retention project.



## **RECORDS ELIGIBLE FOR DESTRUCTION**

Each box containing records which have been maintained past their minimum retention period will have a "Destroy" (or "D") designation on the label (see sample images above). These records will be kept in those boxes and will not be re-boxed. Included in our reports will be a listing of box numbers with content description that are eligible for destruction.

"Destroy" (or "D") boxes will be placed together in one separate area of the Records Retention Center and held until the RMO coordinates destruction of those eligible records. RCI can facilitate secure document destruction of those records as described below.

## **DESTRUCTION OF RECORDS**

Once TSLAC has approved your Records Control Schedule, the RMO has permission to authorize the destruction of records and does not need a Letter of Destruction signed by TSLAC for each annual disposal of obsolete records.

After the processed boxes of records have gone through RCI's internal "quality control" the boxes of records that are past their retention period can be destroyed. RCI can pick up the boxes, under a separate contract, that have been approved for destruction by the RMO. After the boxes have been destroyed, we will send you a Certificate of Destruction to be maintained with your records management documentation.

## **DELIVERABLES**

Beginning in 2022 RCI has enhanced its delivery and maintenance of your records database to better help you comply with TSLAC records requirements. Upon completion of your on-site project RCI will provide your updated records database in our cloud hosted RCI Records Compliance Program via a secure private web portal. Secure access will be provided to the designated point of contact. RCI will maintain the database and you will have the ability to query the database in numerous ways to seek and find records. The Records Compliance Program is an integral part of our records retention services and will provide the following for your viewing or printing.

- a) Records Control Schedule
- b) Changes to Records Control Schedule
- c) Records in Storage by Department
- d) Records in Storage by Container Number
- e) \*Records in Storage by Destruction Year
- f) \*Records to Destroy from Update

\* A copy of any one of these reports should be signed and filed by the RMO to verify proper records procedures have been followed.



## SCOPE OF WORK

RCI will review, prepare, or amend, as required, a Records Retention Control Schedule, based on a listing of all records, whether active or inactive, maintained by all departments and locations at the city. The Records Control Schedule will be based on current TSLAC Local Record Retention Schedules, federal guidelines, where applicable, and the recommendations made by your city.

We will sort, classify, and inventory the inactive records and label them for retention or destruction, as applicable. It is not uncommon during initial projects (where records have not been processed for many years) that 40% to 60% of the records are past their retention period and eligible to be destroyed. The secure destruction of these records can be completed by RCI under a separate contract.

Note: This project does not include "purge" work requiring RCI to search the documents within each folder to determine exact retention requirements. Sets of records requiring that level classification and processing will be brought to the attention of the point of contact. Services for "purge" classification and processing can be arranged and would be covered on a separate contract.

## CONTAINER OR BOX IDENTIFICATION

RCI will identify and catalog the records within each container (box) and will print and apply a label to each container. The label will include all relevant information regarding the records within the container, including:

Originating Organization and Department	Creation Date (date RCI applied label)
Container Number	Date Container is Eligible for Destruction
TSLAC Records Series Included within Container	Records Creation Year
Records Description(s)	Retention Requirement (Year, Permanent, or Destroy)

RCI will re-box the records needing to be retained into standard size boxes. RCI will do so using our standard size boxes, measuring approximately 12" x 15" x 10". These boxes are easier to shelve and handle, and cost less for the volume of records stored. The smaller boxes will also reduce the chance of injury and lost time. We will set up your records retention center or place boxes in a separate area for eventual movement to a permanent location selected by you.