

\_\_\_\_\_, 2021

**The Honorable Mayor and City Council  
City of Tomball  
401 West Market Street  
Tomball, Texas 77375**

**Re: Letter of Agreement for Acceptance of Real Property Transfer of the “Green Street” Property**

**Dear Mayor and Councilmembers:**

The City of Tomball (the “City”) has indicated its desire and intent to transfer certain real property to the Tomball Economic Development Corporation (the “TEDC”). The real property to be transferred, which is more particularly described in the deed attached to this Letter of Agreement as “Exhibit A”, was gifted to the City on October 22, 1985 (the “Property”). The City now believes that if the Property were to be transferred to the TEDC, then the Property would be better used by the TEDC to further the purposes of the TEDC. **The TEDC hereby agrees to receive from the City the transfer of the Property under the following conditions:**

1. The TEDC agrees to receive the Property through Special Warranty Deed;
2. The TEDC shall use the Property solely to further the purposes of the TEDC; and,
3. Should the TEDC see fit to sell or transfer the Property to any person or entity in furtherance of the TEDC’s purposes, then the TEDC shall provide written notice of such sale or transfer.

If the above terms and conditions are acceptable to the City, please have an authorized officer of the City sign below acknowledging the City’s agreement and return this Letter of Agreement to the undersigned. Upon receipt of this signed Letter of Agreement, the TEDC’s Treasurer, or authorized representative, will be directed to finalize the transfer of the Property and to perform all tasks and to execute all documents related to such transfer.

**Yours very truly,**

\_\_\_\_\_  
**Steven Vaughan, Vice President, TEDC**

**AGREED AND ACCEPTED:  
CITY OF TOMBALL, TEXAS**

\_\_\_\_\_  
**Gretchen Fagan, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Doris Speer, City Secretary**

**EXHIBIT A – Description of Property (Deed, October 1985)**

HOWARD H. KLEIN  
MILTON E. HAVLICK, JR.  
GEORGE W. COVINGTON  
VICTORIA H. GALLAGHER

**KLEIN, HAVLICK & COVINGTON**  
ATTORNEYS AT LAW  
1427 KEEFER ROAD  
TOMBALL, TEXAS 77375

TELEPHONE  
AREA CODE 713  
351-7181

November 4, 1985

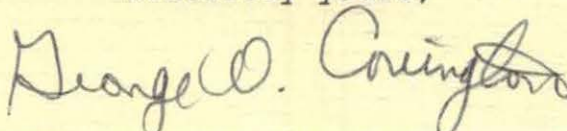
Ms. Kathy Morgan  
City Secretary  
City of Tomball  
401 W. Market Street  
Tomball, Texas 77375

RE: Donation by AUDREY REED  
to the City of Tomball of Lot 33, Block 70,  
Tomball Townsite, Harris County, Texas

Dear Kathy:

Enclosed herewith, for your permanent files, is the Warranty Deed as referenced above which has been filed in the Real Property Records of Harris County, Texas, under Clerk's File No. K267803, and Film Code No. 030-62-1711. As this is the original instrument, please take steps to safeguard it as such.

Sincerely yours,



GEORGE W. COVINGTON

GWC:dm

Enclosure

cc: Ms. Linda Browning  
Tax Assessor-Collector  
City of Tomball

Mrs. Audrey Reed  
248 Harkness  
Houston, Texas 77022

Mr. Lee Tipton, Mayor  
City of Tomball



WD  
K267803

10/30/85 00141389 K267803 \$ 5.00

WARRANTY GIFT DEED

030-62-1711

THE STATE OF TEXAS  
COUNTY OF HARRIS

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KNOW ALL MEN BY THESE PRESENTS:

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THAT I, AUDREY REED, a Widow, Individually, as sole heir, and as Independent Executrix of the Estate of JAMES C. REED, of 248 Harkness, Houston, Texas 77022, County of Harris, State of Texas, hereinafter called "GRANTOR", for and in consideration of the sum of ONE AND NO/100 DOLLAR (\$1.00) and other good and valuable consideration, in cash paid by the City of Tomball, a Texas Municipal Corporation, with a mailing address of 401 West Market Street, Tomball, Texas, 77375, hereinafter called "GRANTEE", the receipt of which is hereby acknowledged, has GIVEN, SOLD, and CONVEYED, and by these presents, does hereby GIVE, SELL, and CONVEY unto the said Grantee, that certain tract or parcel of land lying and being in the County of Harris, State of Texas, being more particularly described as follows, to-wit:

Lot Thirty-Three (33) in Block Seventy (70) of Revised Map of Tomball, an addition in Harris County, Texas, according to the map or plat thereof, recorded in Volume 4, Page 25, of the Map Records of Harris County, Texas. D

This conveyance is made by Grantor and accepted by Grantee subject to all valid and subsisting conditions, covenants, restrictions, reservations, exceptions, rights-of-way and easements of record and all laws, regulations and restrictions, including building and zoning ordinances, of municipal or other governmental authorities applicable to and enforceable against the above-described premises.

TO HAVE AND TO HOLD the above-described premises, together with all and singular the rights and appurtenances thereto in anywise belonging, unto the said Grantee, its successors and assigns forever; and we do hereby bind ourselves, our heirs, executors and administrators to WARRANT and FOREVER DEFEND, all and singular, the said premises unto the said Grantee, its



successors and assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof.

EXECUTED this 22 day of October, 1985.

Audrey Reed  
AUDREY REED

107

THE STATE OF TEXAS

§

COUNTY OF HARRIS

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This instrument was acknowledged before me on this 22nd day of October, 1985, by AUDREY REED, Individually, as sole heir, and as Independent Executrix of the Estate of JAMES C. REED.



Joan M. Ware  
NOTARY PUBLIC, STATE OF TEXAS

Notary's Printed Name:  
JOAN M. WARE

Notary Public in and for State of Texas  
My Commission Expires February 08, 1987.

My Commission Expires: 02/08/87

STATE OF TEXAS  
COUNTY OF HARRIS

I hereby certify that this instrument was FILED in File Number Sequence on the date and at the time stamped hereon by me; and was duly RECORDED, in the Official Public Records of Real Property of Harris County, Texas on

OCT 30 1985



Janita Rodchenko  
COUNTY CLERK,  
HARRIS COUNTY, TEXAS

FILED FOR RECORD  
8:30 A.M.

OCT 30 1985

Janita Rodchenko  
County Clerk, Harris County, Texas

RETURN TO  
GEORGE COVINGTON  
KLEIN, HAVLICK & COVINGTON  
1427 KEEFER ROAD  
TOMBALL, TEXAS 77375