

CITY OF TOMBALL

APPLICATION FOR CITY BOARDS/COMMISSIONS/COMMITTEES

As an Applicant for a City Board, Commission, or Committee, your application will be public information. You will be contacted before any appointments are considered to confirm your continued interest in serving. All appointments are made by the Tomball City Council. Incumbents whose terms expire may be automatically considered for reappointment unless they indicate non-interest or have been appointed to two (2) consecutive terms. A member who is absent for more than 25% of called meetings in any twelve consecutive months or absent from more than two consecutive meetings, for other than medical reasons, will be automatically removed from service. Applicant must be a citizen of the United States and must reside within the city limits of Tomball unless otherwise stated in the position announcement. Applications will be kept on file for two years and will expire at the end of two years; for instance, an application dated in 2022 will expire in 2024.

Please Type or Print Clearly:

Date: 4/10/2026

Name: Owen Howard

Phone: _____

(Home)

Address: _____

Phone: _____

(Work)

City/State/Zip _____

Cell: _____

Email: _____

I have lived in Tomball 15 years.

I am am not a U.S. Citizen

Occupation: I am an Upper School STEM educator & curriculum leader with over 15 years of experience teaching higher mathematics and chemistry courses. The last ten years, I have worked in private Christian education.

Professional and/or Community Activities: I serve on several committees within my school and I have led corporate partnerships with my school including Outward Bound. Additionally, my wife and I own Ultimate Shred LLC of Tomball and I have lived in Old Town Tomball for 15 years.

Additional Pertinent Information/References: *I have a proven track record of leadership, strategic thinking and collaborative problem solving that translates well to board and committee service. My experience includes designing and implementing institutional policies, leading cross-functional initiatives, and analyzing data to inform decision-making. I want to bring these talents and experience to serve my home: Tomball.*
Please attach a short biography to this application.

Briefly tell us why you would like to be considered for appointment to a City of Tomball Board/Commission.

I love this town: its history, its stores, Saturday mornings down-town, and so much more. The 'small-town' atmosphere with modern conveniences is something, I think, should be maintained. Additionally, I love the people here so putting it all together, I am very excited about the prospect of serving this community! References available upon request.

Please complete the attached Conflict of Interest Questionnaire (CIO), Conflict of Interest Statement (CIS), Board Member Election on Disclosure, and Appendix D (page 33) Acknowledgment of Receipt and Understanding from the Boards, Commissions, and Committees Handbook.

Applications for the following Council-appointed Boards, Commissions, and Committees will be kept on file in the City Secretary's office for two years.

If you are interested in serving on more than one board, please indicate your preference by numbering in order of preference (i.e., 1, 2, 3, etc.)

Decision-Making Boards and Commissions

- Planning & Zoning Commission
- Capital Improvement Advisory Committee
- Board of Adjustments

Meeting Information

Second Monday each month, 6 p.m.
Second Monday in June & December, 5:30 p.m.
To Be Announced; Evenings

Separate Legal Entities

- Tomball Economic Development Corporation
- Tomball Regional Health Foundation

Meeting Information

Six (6) regular scheduled meetings, usually on the second Tuesday of the Month, 5:30 p.m.; the annual meeting is in May (special meetings may be called)
Fourth Wednesday each month, 4 p.m.

Ad Hoc/Advisory Committees

- Downtown Tomball Advisory Committee
- DTAC does not require Tomball residency

Meeting Information

As called

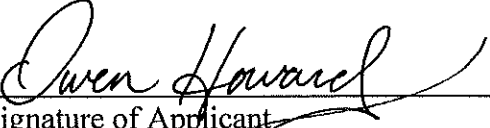
Non-profit Corporation Boards

- Tomball Legacy Fund, Inc.
- Position 7, Tomball Legacy Fund, does not require Tomball residency

Meeting Information

As called

**I AM INTERESTED IN SERVING ON THE ABOVE-INDICATED BOARDS, COMMISSIONS,
AND COMMITTEES.**



Signature of Applicant
(Must be signed/signature typed in)

Please return this application to:

City Secretary
City of Tomball
401 Market Street
Tomball, TX 77375
cso@tomballtx.gov
office: 281-351-5484
fax: 281-351-6256

Attachments: Conflict of Interest Questionnaire
Conflict of Interest Statement
Election on Disclosure
Acknowledgment of Receipt and Understanding (Page 35, Handbook)

CONFLICT OF INTEREST QUESTIONNAIRE
For vendor doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

2 Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

Yes No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

Yes No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

6 Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7

Signature of vendor doing business with the governmental entity

Date

CONFLICT OF INTEREST QUESTIONNAIRE
For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

(a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

(i) a contract between the local governmental entity and vendor has been executed; or

or

(ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

(i) a contract between the local governmental entity and vendor has been executed; or

(ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

(a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

(1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);

(2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or

(3) has a family relationship with a local government officer of that local governmental entity.

(a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

(1) the date that the vendor:

(A) begins discussions or negotiations to enter into a contract with the local governmental entity; or

(B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

(2) the date the vendor becomes aware:

(A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);

(B) that the vendor has given one or more gifts described by Subsection (a); or

(C) of a family relationship with a local government officer.

**LOCAL GOVERNMENT OFFICER CONFLICTS
DISCLOSURE STATEMENT**

FORM CIS

(Instructions for completing and filing this form are provided on the next page.)

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This is the notice to the appropriate local governmental entity that the following local government officer has become aware of facts that require the officer to file this statement in accordance with Chapter 176, Local Government Code.

OFFICE USE ONLY

Date Received

1 Name of Local Government Officer

2 Office Held

3 Name of vendor described by Sections 176.001(7) and 176.003(a), Local Government Code

4 Description of the nature and extent of each employment or other business relationship and each family relationship with vendor named in item 3.

5 List gifts accepted by the local government officer and any family member, if aggregate value of the gifts accepted from vendor named in Item 3 exceeds \$100 during the 12-month period described by Section 176.003(a)(2)(B).

Date Gift Accepted _____ Description of Gift _____

Date Gift Accepted _____ Description of Gift _____

Date Gift Accepted _____ Description of Gift _____

(attach additional forms as necessary)

6 **SIGNATURE** I swear under penalty of perjury that the above statement is true and correct. I acknowledge that the disclosure applies to each family member (as defined by Section 176.001(2), Local Government Code) of this local government officer. I also acknowledge that this statement covers the 12-month period described by Section 176.003(a)(2)(B), Local Government Code.

Signature of Local Government Officer

Please complete either option below:

(1) Affidavit

NOTARY STAMP/SEAL

Sworn to and subscribed before me by _____ this the _____ day of _____, 20_____, to certify which, witness my hand and seal of office.

Signature of officer administering oath

Printed name of officer administering oath

Title of officer administering oath

OR

(2) Unsworn Declaration

My name is _____, and my date of birth is _____.

My address is _____, _____, _____, _____, _____.
(street) (city) (state) (zip code) (country)

Executed in _____ County, State of _____, on the _____ day of _____, 20_____.
(month) (year)

Signature of Local Government Officer (Declarant)

LOCAL GOVERNMENT OFFICER CONFLICTS DISCLOSURE STATEMENT

Section 176.003 of the Local Government Code requires certain local government officers to file this form. A "local government officer" is defined as a member of the governing body of a local governmental entity; a director, superintendent, administrator, president, or other person designated as the executive officer of a local governmental entity; or an agent of a local governmental entity who exercises discretion in the planning, recommending, selecting, or contracting of a vendor. This form is required to be filed with the records administrator of the local governmental entity not later than 5 p.m. on the seventh business day after the date on which the officer becomes aware of the facts that require the filing of this statement.

A local government officer commits an offense if the officer knowingly violates Section 176.003, Local Government Code. An offense under this section is a misdemeanor.

Refer to chapter 176 of the Local Government Code for detailed information regarding the requirement to file this form.

INSTRUCTIONS FOR COMPLETING THIS FORM

The following numbers correspond to the numbered boxes on the other side.

- 1. Name of Local Government Officer.** Enter the name of the local government officer filing this statement.
- 2. Office Held.** Enter the name of the office held by the local government officer filing this statement.
- 3. Name of vendor described by Sections 176.001(7) and 176.003(a), Local Government Code.** Enter the name of the vendor described by Section 176.001(7), Local Government Code, if the vendor: a) has an employment or other business relationship with the local government officer or a family member of the officer as described by Section 176.003(a)(2)(A), Local Government Code; b) has given to the local government officer or a family member of the officer one or more gifts as described by Section 176.003(a)(2)(B), Local Government Code; or c) has a family relationship with the local government officer as defined by Section 176.001(2-a), Local Government Code.
- 4. Description of the nature and extent of each employment or other business relationship and each family relationship with vendor named in Item 3.** Describe the nature and extent of the employment or other business relationship the vendor has with the local government officer or a family member of the officer as described by Section 176.003(a)(2)(A), Local Government Code, and each family relationship the vendor has with the local government officer as defined by Section 176.001(2-a), Local Government Code.
- 5. List gifts accepted, if the aggregate value of the gifts accepted from vendor named in Item 3 exceeds \$100.** List gifts accepted during the 12-month period (described by Section 176.003(a)(2)(B), Local Government Code) by the local government officer or family member of the officer from the vendor named in item 3 that in the aggregate exceed \$100 in value.
- 6. Signature.** Signature of local government officer. Complete this section after you finish the rest of this report. You have the option to either: (1) take the completed form to a notary public where you will sign above the first line that says "Signature of Local Government Officer" (an electronic signature is not acceptable) and your signature will be notarized, or (2) sign above both lines that say "Signature of Local Government Officer (Declarant)" (an electronic signature is not acceptable), and fill out the unsworn declaration section.

Local Government Code § 176.001(2-a): "Family relationship" means a relationship between a person and another person within the third degree by consanguinity or the second degree by affinity, as those terms are defined by Subchapter B, Chapter 573, Government Code.

Local Government Code § 176.003(a)(2)(A):

(a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor.



Board Member Election on Disclosure

An appointed Board Member may choose whether or not to allow public access to the information in the custody of the City relating to the Board Member's home address, home telephone number, cellular and pager numbers (if not paid for by City), emergency contact information, personal email address, and information that reveals whether the person has family members.

Each Board Member shall state his/her choice in writing to the City Secretary's Office. If a Board Member elects not to allow public access to this information, the information is protected by Sections 552.024 and 552.117 of the Public Information Act and rulings of the Texas Attorney General. If a Board Member fails to report his/her choice, the information may be subject to public access.

If during the course of their term a Board Member wishes to close or open public access to the information, the individual may request in writing to the City Secretary's Office to close or open access as the case may be. A Board Member may request to close or open public access to the information by submitting a written request to the City Secretary's Office. Only the City Secretary's Office is allowed to disclose the information listed above.

(Please strike through any information that you do not wish to be made accessible to the public)

Please complete the information below and return
to the City Secretary's Office within fourteen days of receipt.

I **DO** elect public access to my: (please indicate items you would like available, if any)

home address

home telephone number

personal email address

cell or pager numbers not paid for by the City

emergency contact information

information that reveals whether I have family members.

I **DO NOT** elect public access to my home address, home telephone number, cell or pager numbers, emergency contact information, or any information that reveals whether I have family members.


Board Member's Signature

4/10/2026
Date

Owen Howard
Board Member's Printed Name

Biography

I was born in Kingwood, Texas, where I lived until my father accepted a position in Newburgh, Indiana, a small town on the southern edge of the state. I spent much of my early childhood there before my family returned to Texas in 2002, when my parents purchased a Christian Brothers Automotive franchise.

I then lived in Arlington through my college years, attending Tarleton State University, a member of the Texas A&M System located in Erath County. While there, I earned dual bachelor's degrees in Mathematics and Chemistry.

In 2011, I moved to Old Town Tomball to begin my teaching career, and I have proudly called Tomball home ever since. As both an educator and a father of five, I have deep roots in this community. My family and I are active supporters of the town, regularly attending local events and volunteering whenever possible.

OWEN HOWARD

ENTHUSIASTIC

FORWARD-THINKING

CREATIVE

CHANGE-AGENT

SUMMARY

Accomplished Upper School STEM educator and curriculum leader with over 15 years of experience teaching advanced mathematics and chemistry, including multiple AP courses. Proven track record of exceptional student achievement, with the majority of AP students earning scores of 4 and 5. Experienced in program design, vertical alignment, standards-based grading, and data-informed instructional improvement. Recognized for rebuilding and modernizing academic programs through technology integration, rigorous lab-based learning, and innovative curriculum development. Trusted leader with extensive experience in professional development, cross-departmental collaboration, policy design, and experiential education

EDUCATION

SAM HOUSTON STATE UNIVERSITY

M.Ed. ADMINISTRATION August 2014

TARLETON STATE UNIVERSITY

B.S. MATHEMATICS May 2011, Magna cum Laude

B.S. CHEMISTRY May 2011, Magna cum Laude

CORE SKILLS

- » Curriculum Leadership
- » Vertical Alignment
- » AP Program Design
- » Data-Driven Instruction
- » Educational Technology
- » Experiential Learning
- » Policy Development
- » Cross-Departmental Collaboration

TEACHING & CURRICULUM LEADERSHIP EXPERIENCE

UPPER SCHOOL MATHEMATICS TEACHER 2016 – Present

The Woodlands Christian Academy (TWCA)

The Woodlands, TX 77384

- ✓ **Courses Taught:** PAP Chemistry, AP Chemistry, AP Precalculus, AP Calculus AB, AP Calculus BC
- ✓ Rebuilt the chemistry program with a focus on 21st-century skills and online learning management systems (WileyPLUS and OWLv2), as well as comprehensive lab-based instruction.
- ✓ Led the development and implementation of curriculum including project-based learning in AP Chemistry ensuring academic rigor and engagement while addressing diverse student needs.
- ✓ Initiated and led the MS and US math department in vertical alignment of instruction, standards, and calculator use (2023).
- ✓ Completed over 100+ hours of MAP data analysis to enhance instruction in mathematics
- ✓ Organized professional development trainings for 5th–12th grade math teachers to both regional and national NCTM conferences.
- ✓ Compiled and presented attendance data leading to the creation of the current US attendance policy.
- ✓ Served as a key contributor to the design and implementation of the current US attendance policy framework.
- ✓ Active member of both the Attendance Committee and Beyond the Walls Committee.
- ✓ Initiated and developed a partnership between Outward Bound and TWCA for Beyond the Walls expeditions focusing on service to others, teamwork, and character development.
- ✓ Oversaw and managed student expeditions to northern Minnesota, Utah (x2), Florida Keys, and Costa Rica.
- ✓ AP Reader for AP Calculus (2025, 2026)
- ✓ Coordinate and oversee detentions for all MS and US students.

Current Projects and Initiatives

- ✓ Leading standard-based grading at TWCA in select AP mathematics and AP English courses (Fall 2026).
- ✓ Designing advanced electives including Multivariable Calculus and Organic Chemistry (Fall 2027).
- ✓ Publishing “*The Paint Lab*”, an original, month-long comprehensive laboratory experience in PAP Chemistry (Fall 2027).
- ✓ Developing a comprehensive, vertical alignment software for TWCA teachers to track, edit, and enhance standards/policies progression K-12 (2026).

OWEN HOWARD

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TEACHING & CURRICULUM LEADERSHIP EXPERIENCE CONTINUED

UPPER SCHOOL S.T.E.M. TEACHER

The Andrew Rodman School

Conroe, Texas 77384

2014 – 2016

- ✓ **Courses taught:** Calculus AB, Geometry, PAP Geometry, Chemistry, Technical Mathematics, Precalculus, and Physics
- ✓ Hired in the first year of the school to develop all curriculum for the courses above for accreditation including standards, textbooks, vertical alignment, homework policies and classroom policies. (School received full accreditation within the second year of operation.)
- ✓ Organized and directed the development of the initial website including design, content, layout, and marketing
- ✓ Served as interim Director of Technology from July through November, 2014
- ✓ Lead the inclusion of technology within the US STEM departments including teacher websites and learning management systems
- ✓ Utilized mathematical programs daily including Maple, Geogebra, PhET and web-based applets to demonstrate concepts

UPPER SCHOOL MATHEMATICS TEACHER

The Woodlands Preparatory School

Tomball, Texas 77375

2011 – 2014

- ✓ **Courses taught:** Calculus, AP Calculus AB & BC, AP Statistics, 8th/9th Grade PAP Geometry
- ✓ Adapted and evolved curriculum and instruction to embrace the Woodlands Preparatory School's exceptionally diverse student body representing more than 50 countries.
- ✓ Worked extensively with publishers Wiley, Brooks Cole, Cengage, McDougal-Little, Houghton-Mifflin, and Collegeboard to find the most suitable curriculum and supplemental resources aligned to our standards
- ✓ Initiated, developed and lead *Pi Day*, an all-day K-12 event involving numerous stakeholders including over 20 unique, student-lead STEM demonstrations and activities for LS and culminating in a 5-12 STEM competition with over 50 competitors including individuals and groups for a \$500 prize.
- ✓ Member of the Campus Technology Committee and the Website Committee
- ✓ Established the math departmental use of supplemental homework programs including Webassign and WileyPLUS
- ✓ 2014 WPS Teacher of the Year