



## NEW BUSINESS RENTAL INCENTIVE PROGRAM

### PART A –BUSINESS OWNER APPLICATION

The New Business Rental Incentive Program seeks to reduce area vacancies and facilitate the establishment of new businesses in previously underutilized areas of the City. The intent of the program is to facilitate business growth and expansion by assisting businesses in leasing space. All grant award decisions of the Tomball Economic Development Corporation (TEDC) Board of Directors are discretionary and final. Through the Program, the TEDC will provide up to 25% of the base monthly rent for the first year of operation only, not to exceed \$10,000 per business.

#### **Business Owner Applicant Information**

Name of Business: Decatur Professional Development, LLC dba PDHengineer.com

Current Business Physical Address: 7915 Cypress Creek Pkwy #130

City, State & Zip Houston, TX 77070

Mailing Address: (same)

City, State & Zip \_\_\_\_\_

Business Phone: 281 671-1615

Business Website: PDHengineer.com

Business Owner Name: Edward Brunet, Jr., P.E., Managing Director

Applicant's Name (if different): Ken Hudspeth

Position /Title: General Manager

Phone and Email: 832 776-2323 (mobile) or 281 671-1615 ken.hudspeth@PDHengineer.com

Nature of Business: Adult education: sale of continuing education products for professional engineers

#### Legal Form of Business

- ☐ Sole Proprietor
- ☐ Partnership Number of Partners \_\_\_\_\_
- ☐ Corporation
- ☒ Limited Liability Corp
- ☐ Other \_\_\_\_\_

#### Days and Hours of Operation

Days Open: Mon through Fri

Hours Open: 8am - 5pm

Business Start/Opening Date February 1, 2022

## Employees

Full Time Employees (40 hours per week): 7

Part Time Employees (less than 40 hours per week): 1

Does the Business Owner Have any Relationship to the Property Owner/Landlord?

No ☒ Yes ☐ (please explain)

---

---

## Moving and Space Improvement Cost and Funding Information

### Investment Data

Tenant Space Improvement (finish)	\$ <u>new remodel</u>
Landlord Space Improvement (finish)	\$ <u>new remodel</u>
Equipment and Display	\$ <u>3,000</u>
Product Stock (for Opening)	\$ <u>0</u>
Marketing (First Year)	\$ <u>105,000</u>

### Sources of Funding for Move/Expansion

Funds invested by owner	\$ <u>4,000</u>
Funds from other sources*	\$ <u>0</u>
Total estimated cost to move/expand	\$ <u>4,000</u>

\* Source of Funding and Amounts \_\_\_\_\_

## New Lease Property Information

Address of space to be leased: 1431 Graham Dr. Suites 262, 263, 264, 265, Tomball 77375

Total amount of square feet to be leased and occupied: 800 +/-

Term of lease (minimum 3 years): 3 years

Gross rental rate \$ 2200 per month \$ \_\_\_\_\_ per s.f.

Additional lease terms and other monthly charges: n/a

---

Indicate any rate increases: n/a

**FINANCIAL NEED DEMONSTRATION:** Acceptance into the Rental Incentive Program requires an acceptable explanation of financial need. Use the lines below to explain why and how the rent subsidy is an important factor in opening your business.

Both rental costs and relocation costs play into a business decision regarding relocation of an existing business. Many businesses will remain in a less-than-desirable location simply due to the cost of relocation. As a smaller business, we are likely more affected than larger business with deeper pockets.

We are at lease-end at the current location, which really no longer fits our needs. However, we had given serious consideration to remaining because of the high cost of relocation. Proudly, we were able to keep 100% of our employees working without cuts through the pandemic, and were able to stay current on all of our obligations. But, not without putting a strain on our reserves.

This program will allow us to relocate into a desirable area by assisting with easing the overall costs associated with a move.

Explain how your business will benefit and enhance the area in which you are locating and how your business will complement other businesses within the area:

We are a professional services business with a clientele of above average incomes. Our employees are skilled professionals with either technical or marketing expertise. Decatur Professional Development (DPD) is a locally owned business and has been in operation since 2003 and has experienced continued growth in that time. Our primary market is online continuing education for licensed professional engineers. However, as a growth-minded entrepreneurial endeavor, in the last several years we have purchased a live seminar company as well as a competitor operating in North Carolina, moving that business here to Texas. Our most recent endeavor, now operational, matches continuing education for engineers with vendors of products used by those engineers.

In short, DPD is an innovative, stable business that will complement other businesses in the Tomball community.



## NEW BUSINESS RENTAL INCENTIVE PROGRAM

### PART B – PROPERTY OWNER/LANDLORD APPLICATION

Complete all items carefully and accurately to the best of your knowledge and return with a copy of Proof of Ownership to:

Kelly Violette

Tomball Economic Development Corporation

29201 Quinn Road, Suite B

Tomball, TX 77375

Property Address: 1431 Graham Drive, Tomball, TX 77375

Property Owner of Record: Hempstead 760 LLC

Mailing Address: 3302 Canal

City, State & Zip: Houston, TX 77003

Phone: 281 602 3600 Email: PETER@TQC-RE.COM

Name(s) of Authorized Signatories: Peter, Devin, Mark Lucita

Name of Management Company: TQC Real Estate

Name of Representative/Contact Person: Peter Lucita

Management Company Address: 3302 Canal

City, State & Zip: Houston, TX 77003

Phone: 281 602 3600 Email: PETER@TQC-RE.COM

Name of proposed business at site:

Deceatur Professional Development LLC (PDHengineer, DBA)

Name of business owner:

DOES THE BUSINESS OWNER OR THE BUSINESS HAVE ANY RELATIONSHIP TO THE  
PROPERTY OWNER/LANDLORD? NO ☒ YES ☐ Please explain

---

---

---



## SITE & LEASE INFORMATION

Total amount of square feet to be leased and occupied by business: 800 s.f. with load factor

Term of lease: 3 years

Gross rental rate \$ 2,200 per month \$ \_\_\_\_\_ per s.f.

Additional lease terms and other monthly charges: \_\_\_\_\_

Indicate any rate increases: \_\_\_\_\_

Is the subject space currently vacant? Yes ☒ No ☐

If yes, how long has the space been vacant? 5+ <sup>years</sup> months

Name of previous tenant: unknown

Previous Rental Rate: \$ ? Per Month \$ ? Per Square Foot

## CERTIFICATIONS

**Are all real estate and personal property taxes due the City of Tomball paid in full?**

Subject Property: YES ☒ NO ☐ (Please explain on supplemental sheet)

Other Properties: YES ☒ NO ☐ N/A ☐

**Are all City of Tomball water and sewer bills due paid in full?**

Subject Property: YES ☒ NO ☐ (Please explain on supplemental sheet)

Other Properties: YES ☒ NO ☐ N/A ☐

**Have you been cited for any existing zoning, building or property maintenance code violations that remain uncorrected?**

Subject Property: YES ☐ NO ☒ (Please explain on supplemental sheet)

Other Properties: YES ☐ NO ☒ N/A ☐

**Are you involved in any litigation with the City of Tomball?**

☐ YES (Please explain on supplemental sheet)

☒ NO

**By signing below, the Landlord/Property Owner of record understands and agrees to the following:**

1. All information contained in this application, the attached exhibits and other materials submitted in connection with this application are true and accurate to the best of the land owner's knowledge. Landowner understands and agrees that false or untruthful information may be grounds for the TEDC to stop processing this application or to withdraw any approval previously obtained based in whole or in part on such false or untruthful statements.
2. The TEDC is under no obligation to approve the request contained in the application. No promises of approval are conveyed with the acceptance of this application.
3. All tax obligations to the City of Tomball are current.
4. The property is currently in good standing with the City, and has no pending municipal code violations.
5. The business is not currently occupying the space with or without a lease in place.

PETER LIATA

Printed Name of Property Owner/Landlord

[Signature]

Signature

12-3-21

Date