

**March 1, 2023**

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

**Re: Letter of Agreement for Partial Funding of Matheson Park Rebuild**

**Dear Mayor and Councilmembers:**

The City of Tomball (the “City”), by letter dated February 27, 2023 (the “Request Letter”), which is attached hereto as “Exhibit A”, requested financial assistance from the Tomball Economic Development Corporation (the “TEDC”) for the rebuild of the City’s Matheson Park (the “Project”). Through the Request Letter, the City has requested that the TEDC provide five hundred thousand dollars (\$500,000) to fund the portions of the Project listed in “Exhibit A” (the “Funds”).

**The TEDC hereby agrees to provide the Funds subject to the City’s acknowledgement and compliance with the following conditions:**

1. The transfer of Funds contemplated in this Letter of Agreement are subject to all applicable rules associated with a project of the TEDC as provided in Chapter 505 of the Texas Local Government Code;
2. The Funds shall be deposited in a City account dedicated to the Project and shall not be commingled with any other City funds;
3. The Funds shall only be used for the Project as provided herein;
4. The City shall keep a complete and accurate accounting of all expenditures of the Funds and make such records available to the TEDC;
5. In the event the total amount of the Funds transferred by the TEDC to the City are not used to fund the Project as provided herein, then upon completion of the Project, the City shall remit the remaining portion of the Funds to the TEDC; and,
6. That this Letter of Agreement supersedes and replaces any previous arrangement between the City and the TEDC regarding Matheson Park.

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 will be directed to transfer the Funds as provided above.

**Yours very truly,**

**By: \_\_\_\_\_  
Gretchen Fagan, President  
Board of Directors**

**AGREED AND ACCEPTED:**

**CITY OF TOMBALL, TEXAS**

\_\_\_\_\_  
**Lori Klein Quinn, Mayor**

**ATTEST:**

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

**EXHIBIT A: City's Request for Funding**



# City of Tomball

*Lori Klein Quinn*  
Mayor

*David Esquivel, PE*  
City Manager

February 27, 2023

Kelly Violette, Executive Director  
Tomball Economic Development Corporation  
29201 Quinn Road, Suite B  
Tomball, Texas 77375

RE: Matheson Park

Kelly,

The City of Tomball would like to request financial assistance from the Tomball Economic Development Corporation for Matheson Park Rebuild. Previously the TEDC Board approved \$300,000 in assistance toward the rebuild of Matheson Park contingent upon the City receiving a grant from Texas Parks and Wildlife (TPWD). The City did receive the grant and approved contract in November 2022. During the budget process for the current fiscal year, the City requested an additional \$200,000 due to additional costs associated with the project and the rising cost of materials.

The Jerry Matheson Park project is partially funded through a grant totaling \$750,000. The grant was awarded in May 2021, and we experienced a major delay getting our federal agreement due to COVID and the federal government operations being limited. The City received and approved our grant agreement in November 2022, and we have already begun construction on the new playground structure and are working to finalize the construction documents to be submitted for review and approval for TPWD.

To continue our efforts of developing our parks and complete a much needed rebuild of this park, the City of Tomball is requesting the funding of \$500,000 that was allocated during the budget process for fiscal year 2021-2022 and 2022-2023.

Funding Source	Funding Amount	Element
Texas Parks & Wildlife Department Grant	\$750,000	Splash Pad: \$475,000 Baseball Field Improvements: \$140,000 Pickleball Courts: \$135,000
City of Tomball	\$600,000	Engineering: \$147,630 Construction: \$125,000 Misc. Expenses: \$6,000 Lighting: \$30,000 Shade Structures: \$50,000
Tomball Regional Health Foundation	\$490,000	Playground Equipment: \$490,000
Tomball Economic Development Corporation	\$500,000	Playground Equipment: \$171,760 Pickleball Courts: \$15,000 Pool Renovations: \$70,000



# City of Tomball

*Lori Klein Quinn*  
Mayor

*David Esquivel, PE*  
City Manager

		Walking Trail: \$100,000 Fencing Upgrades: \$80,000
<b>HCA – Tomball</b>	\$30,000	Pool Renovations: \$30,000

This project is a great example of our community partners coming together to provide the community much needed recreation opportunities, and we are grateful for the TEDC continued support.

Please let me know if you need any additional information regarding this project and the City's funding request.

Sincerely,

David Esquivel  
City Manager