



## Economic Development Corporation

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Thursday, January 15, 2026, 6:30 PM  
Council Chambers  
200 S. Main St.  
Cibolo, Texas 78108

Est. Duration: 45 min

### **1. Call to Order**

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### **2. Roll Call and Excused Absences**

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### **3. Invocation/Moment of Silence**

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### **4. Pledge of Allegiance**

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### **5. Citizens to be Heard**

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This is the only time during the Cibolo Economic Development Corporation Meeting that a citizen can address the corporation. It is the opportunity for visitors and guests to address the CEDC on any issue to include agenda items. All visitors wishing to speak must fill out the Sign-In Roster prior to the start of the meeting. The CEDC may not deliberate any non-agenda issue, nor may any action be taken on any non-agenda issue at this time; however, the CEDC may present any factual response to items brought up by citizens. (Attorney General Opinion – JC-0169) (Limit of three minutes each.) All remarks shall be addressed to the corporation as a body. Remarks may also be addressed to any individual member of the CEDC so long as the remarks are (i) about matters of local public concern and (ii) not disruptive to the meeting or threatening to the member or any attendee including City staff. Any person violating this policy may be requested to leave the meeting, but no person may be requested to leave or forced to leave the meeting because of the viewpoint expressed. This meeting is livestreamed.

### **6. Election of President/Vice President**

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### **7. Consent Agenda**

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(All items listed below are considered to be routine and non-controversial by the corporation and will be approved by one motion. There will be no separate discussion of these items unless a corporation member requests, in which case the item will be removed from the consent agenda.)

7.A. Approval of the Minutes of the Regular Economic Development Corporate Meeting held on November 20, 2025.

7.B. Approval of Reimbursement to the City of Cibolo General Fund for staff time working on Cibolo Economic Development Corporation projects for November 2025 and December 2025

7.C. Approval of Financial and Sales Tax Reports for October 2025 and November 2025

### **8. Discussion/Action**

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8.A. Discussion/Action related to funding the installation of electric vehicle (EV) charging stations on city owned parking lots.

8.B. Discussion/Action regarding funding a flashing crosswalk on Main Street between the Mill and Old Main Icehouse and a second flashing crosswalk on Main Street between Bee Alley and Schlather St. (Councilwoman D. Roberts)

8.C. Discussion/Action related to an application by Rooted Fork for a Business Improvement Grant (BIG) in the amount not to exceed \$15,000 for improvements to the site located at 201 N Main St Cibolo 78108. (L. Killion & Cassandra Kearns)

## **9. Executive Session**

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The Cibolo Economic Development Corporation will convene in Executive Session as authorized by the Texas Gov't Code Chapter 551, Section 551.071, Consultation with Attorney, and 551.087, Economic Development to deliberate and seek legal advice regarding the following:

9.A. Project Theo

9.B. Omni Partners Project

## **10. Open Session**

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Reconvene into Regular Session and take/or give direction or action, if necessary, on items discussed in the Executive Session.

## **11. Items for Future Agendas**

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## **12. Set a Date and Time for the next Meeting**

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## **13. Adjournment**

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This Notice of Meeting is posted and pursuant to the Texas Government Code 551.041 - .043 on the front bulletin board of the Cibolo Municipal Building, 200 South Main Street, Cibolo, Texas which is a place readily accessible to the public at all times and that said notice was posted on

Peggy Cimics, TRMC

City Secretary

Pursuant to Section 551.071, 551.072, 551.073, 551.074, 551.076, 551.077, 551.084 and 551.087 of the Texas Government Code, the City of Cibolo reserves the right to consult in closed session with the City Attorney regarding any item listed on this agenda. This agenda has been approved by the city's legal counsel and subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551. This has been added to the agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144.

A possible quorum of Council, committees, commissions, boards, and corporations may attend this meeting.

This facility is wheelchair accessible and accessible parking space is available. Request for accommodation or interpretive services must be made 48 hours prior to the meeting. Please contact the City Secretary at (210) 566-6111. All cell phones must be turned off before entering the meeting.

I certify that the attached notice and agenda of items to be considered by the Economic Development Corporation was removed by me from the City Hall bulletin board on the \_\_\_\_day of \_\_\_\_\_2026.

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Name and Title

A handwritten signature in blue ink that reads "Peggy Lewis". The signature is written in a cursive style.

Date Posted: January 8, 2026 03:59 pm



Economic Development Corporation Staff Report

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**A. Approval of the Minutes of the Regular Economic Development Corporate Meeting held on November 20, 2025.**

Meeting	Agenda Group
Thursday, January 15, 2026, 6:30 PM	Consent Agenda Item: 7A.
From	
Clancy Hardin, Economic Development Manager	

**PRIOR CITY COUNCIL ACTION:**

N/A

**BACKGROUND:**

N/A

**STAFF RECOMMENDATION:**

N/A

**FINANCIAL IMPACT:**

N/A

**MOTION(S):**

N/A

**Attachments**

[EDC Board Meeting Minutes 11-20-2025.pdf](#)



ECONOMIC DEVELOPMENT CORP

200 South Main Street, P.O. Box 826, Cibolo, Texas 78108

Phone: (210) 658-9900 Fax: (210) 658-1687

www.cibolotx.gov

**Regular Call Meeting**  
**Cibolo Economic Development Corporation**  
CIBOLO MUNICIPAL BUILDING

200 S. MAIN

November 20, 2025

6:30 P.M.

**Minutes**

1. Call to Order – Meeting was called to order by the President Mr. Mattingly at 6:32 p.m.
2. Roll Call and Excused Absences – Members Present: Mr. Mattingly, Ms. Qaiyyim, Mr. Hicks, and Mr. Triesch; Members Absent: Mr. Ottman. Ms. Qaiyyim made the motion to excuse the absence of Mr. Ottman. The motion was seconded by Mr. Hicks. For: All; Against: None. The motion carried 4 to 0.
3. Invocation – Moment of Silence – President Mr. Mattingly ask for a Moment of Silence.
4. Pledge of Allegiance – All in attendance recited the Pledge of Allegiance.
5. Citizens to be Heard (limit remarks to 3 minutes)

This is the only time during the CEDC Board Meeting that a citizen can address the Board of Directors. It is the opportunity for visitors and guests to address the Board of Directors on any issue to include agenda items. All visitors wishing to speak must fill out the Sign-In Roster prior to the start of the meeting. The Board of Directors may not debate any non-agenda issue, nor may any action be taken on any non-agenda issue at this time; however, the Board of Directors may present any factual response to items brought up by citizens. (Attorney General Opinion - JC-0169) (Limit of three minutes each.) All remarks shall be addressed to the Board of Directors as a body. Remarks may also be addressed to any individual member of the Board of Directors so long as the remarks are (i) about matters of local public concern and (ii) not disruptive to the meeting or threatening to the member or any attendee. Any person violating this policy may be requested to leave the meeting, but no person may be requested to leave or forced to leave the meeting because of the viewpoint expressed. This meeting is livestreamed.

No one signed up to speak during this item.

6. Consent Agenda – Consent Items (General Items)

(All items listed below are considered to be routine and non-controversial by the Board of Directors and will be approved by one motion. There will be no separate discussion of these items unless a Board Member requests, in which case the item will be removed from the consent agenda and will be considered individually.)

- A. Approval of Minutes of the Regular Economic Development Corporation Meeting scheduled on October 16, 2025.

- B. Approval of Reimbursement to the City of Cibolo General Fund for staff time working on Cibolo Economic Development Corporation projects for October 2025.
- C. Approval of Financial and Sales Tax Reports for October 2025.

Mr. Triesch made the motion to approve the consent agenda. The motion was seconded by Mr. Hicks. For: All; Against: None. The motion carried 4 to 0.

7. Discussion/Action

- A. Discussion/Action for cancellation of the EDC Regular meeting on December 18, 2025.

Ms. Qaiyyim made the motion to cancel the EDC Regular meeting of December 18, 2025. The motion was seconded by Mr. Hicks. For: All; Against: None. The motion carried 4 to 0.

- B. Discussion/Action related to CEDC committee assignments.

Ms. Qaiyyim made the motion to appoint Mr. Triesch to the Small Business Sub-Committee. The motion was seconded by Mr. Hicks. For: All; Against: None. The motion carried 4 to 0.

8. Executive Session

The Cibolo Economic Development Corporation will convene in Executive Session as authorized by the Texas Gov't Code Chapter 551. Section 551.071, Consultation with Attorney and 551.087, Economic Development to deliberate and seek legal advice regarding the following:

- a. Project Theo
- b. Project Freeze

EDC Board adjourned into Executive Session at 6:41 p.m. to discussed the above items.

9. Open Session

Reconvene into Regular Session and take/or give direction or action, if necessary, on item discussed in the Executive Session.

EDC Board reconvened into Regular Session at 7:13 p.m. No action taken.

10. Items for Future Agendas

- 11. Set a Date and Time for the next Meeting – Next meeting is scheduled for January 15, 2026.

- 12. Adjournment – Mr. Hicks made the motion to adjourn the meeting at 7:15 p.m. The motion was seconded by Mr. Triesch. For: All; Against: None. The motion carried 4 to 0.

PASSED AND APPROVED THIS 15 DAY OF JANUARY 2026.

Marcus Mattingly  
President, EDC



Economic Development Corporation Staff Report

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**B. Approval of Reimbursement to the City of Cibolo General Fund for staff time working on Cibolo Economic Development Corporation projects for November 2025 and December 2025**

Meeting	Agenda Group
Thursday, January 15, 2026, 6:30 PM	Consent Agenda Item: 7B.
From	
Clancy Hardin, Economic Development Manager	

**PRIOR CITY COUNCIL ACTION:**

N/A

**BACKGROUND:**

N/A

**STAFF RECOMMENDATION:**

N/A

**FINANCIAL IMPACT:**

N/A

**MOTION(S):**

N/A

**Attachments**

[EDC Reimbursement Items November 2025.pdf](#)

[EDC Reimbursement Items December 2025.pdf](#)

## City Staff Time Spent on CEDC Items

November 1 - 30 2025

Staff	Hours	Tasks	Costs
Clancy Hardin	32		\$ 1,918.08
<b>Economic Development Manager</b>		RFI Research + Submittals PO + Invoice Processing Incentives compliance Old Town plan bi weekly meetings BRE Visits/Meetings Regional Job Fair Prep EDC Board Meeting Prep & Attendance RFI meetings & Site Visits TEDC Annual Conference TX Downtown Conference TML Economic Development Conference Rooted Fork in Downtown Cibolo / Big Grant IEDC Trainings	
Luke Killion	20		\$950.20
<b>Economic Development Specialist</b>		Regional Job Fair prep + attendance IRTC Tour - In Person Regional Job Fair NBF Hal Baldwin Scholarship Golf Tournament Liberty Energy Meeting - In-Person Chamber Monthly Luncheons Schertz - Cibolo - Selma Greater SATX Regional Partners Meeting - In Person Rooted Fork in Downtown Cibolo / Big Grant SAMA Lunch - In Person TEDC 2025 Sales TAX Workshop 2025 Bexar County Business Conference Tri County Chamber meet Kevin - In-person Chamber Monthly Luncheons Schertz - Cibolo - Selma	
Rick Vasquez	15	Project meetings & site visits	\$ 95.09
<b>Director Planning &amp; Economic Development</b>		CEDC Meeting prep and attendance	
Laili Samuelson	4.5		\$213.57
<b>Procurement Manager</b>		EDC Nean Cloud agreement :1.5 hour EDC Flat Five Marketing agreement: 1.5 hour EDC Foot Traffic Tracking Tools agreement : 1.5 hour	
Peggy Cimics <b>City Secretary</b>	4.5	Minutes Agendas	\$394.16
Jessica Donoho <b>Accounting Manager</b>	5	September EDC Reports	\$307.70
<b>Total</b>			<b>\$3,878.80</b>

## City Staff Time Spent on CEDC Items

December 1 - 31 2025

Staff	Hours	Tasks	Costs
Clancy Hardin	35		\$ 2,097.90
<b>Economic Development Manager</b>		RFI Research + Submittals PO + Invoice Processing Incentives compliance Old Town plan bi weekly meetings BRE Visits/Meetings RFI meetings & Site Visits TEDC Annual Conference Marketing Vendor meetings	
Luke Killion	20		\$950.20
<b>Economic Development Specialist</b>		Regional Job Fair prep + attendance Commissioners Court - Manufacturing Proclamation On - Site Gringo's Utility Reloacte Impact DashBoard / Training Demo Civic Serve / Training Demo SATX Regional Partners Meeting Project meetings & site visits Chamber Monthly Luncheons Schertz - Cibolo - Selma BRE Regional Meeting Live Oak, TX - In-Person Aisin Tour and info session - In-Person Meeting with Derek Wren at EDC Property - In-Person Lunch with GEVC & Cibolo ED staff Bank Visits Relationship Building - In-Person Meet & Greet - City of Cibolo & SA Business Jornal TEDC Annual Conference Old Town Cibolo Trick or Treat Block Party Cibolo Fest	
Rick Vasquez	0		
<b>Director Planning &amp; Economic Development</b>			
Peggy Cimics City Secretary	4.5 Minutes Agendas		\$394.16
<b>Total</b>			<b>\$3,442.26</b>



Economic Development Corporation Staff Report

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**C. Approval of Financial and Sales Tax Reports for October 2025 and November 2025**

Meeting	Agenda Group
Thursday, January 15, 2026, 6:30 PM	Consent Agenda Item: 7C.
From	
Clancy Hardin, Economic Development Manager	

**PRIOR CITY COUNCIL ACTION:**

N/A

**BACKGROUND:**

N/A

**STAFF RECOMMENDATION:**

N/A

**FINANCIAL IMPACT:**

N/A

**MOTION(S):**

N/A

**Attachments**

[EDC Revenue Expense Report-20251031.pdf](#)

[EDC Revenue Expense Report-20251130.pdf](#)



# Economic Development Corporation

## Revenue and Expense Report

October 31, 2025

**CITY OF CIBOLO  
REVENUE AND EXPENSE REPORT-OCTOBER**

**FISCAL YEAR 2026**

Account Number	Description	ADOPTED BUDGET	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	REMAINING BALANCE	PERCENT MET
<b><u>ECONOMIC DEVELOPMENT CORPORATION</u></b>							
	Beginning Fund Balance (Unaudited)	2,736,413	3,478,165		3,478,165		
	Sales Tax	1,460,000	1,460,000	-	-	1,460,000	0.0%
	Interest Transfers and Misc	85,000	85,000	11,696	11,696	73,304	13.8%
	Revenue Subtotal	1,545,000	1,545,000	11,696	11,696	1,533,304	0.8%
80551	Salaries and Benefits	-	-	-	-	-	
80552	Services, Utilities & Training	567,255	567,255	44,873	44,873	522,382	7.9%
80553	General Supplies and Repairs	20,300	20,300	144	144	20,156	0.7%
80554	Capital and NonCapital	7,000	7,000	-	-	7,000	0.0%
80555	Other Expenses	107,000	107,000	6,967	6,967	100,033	6.5%
80558	Transfers	171,275	171,275	4,106	4,106	167,169	2.4%
80559	Debt Service	319,455	319,455	-	-	319,455	0.0%
	Expenditure Subtotal	1,192,285	1,192,285	56,090	56,090	1,136,195	4.7%
	Net Change	352,715	352,715	(44,394)	(44,394)	397,109	
10/31/2025	ECONOMIC DEVELOPMENT FUND (Unaudited)	3,089,128	3,830,880		3,433,771		

**CITY OF CIBOLO  
REVENUE AND EXPENSE REPORT-OCTOBER**

**FISCAL YEAR 2026**

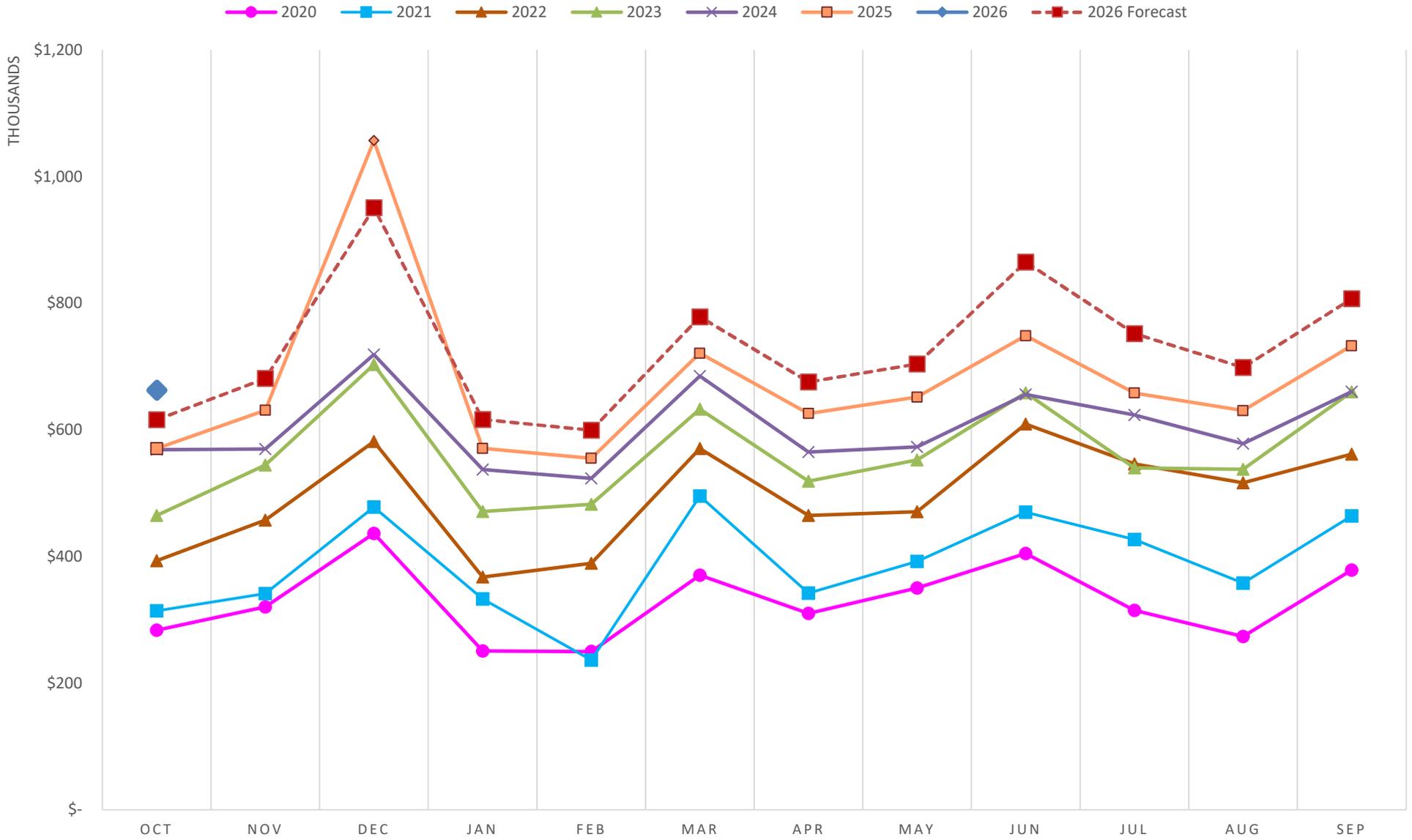
Account Number	Description	ADOPTED BUDGET	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	REMAINING BALANCE	PERCENT MET
<b>ECONOMIC DEVELOPMENT FUND</b>							
805-30200-000-000-0000	SALES TAX	1,460,000	1,460,000	-	-	1,460,000	0.0%
	<b>Subtotal</b>	<b>1,460,000</b>	<b>1,460,000</b>	<b>-</b>	<b>-</b>	<b>1,460,000</b>	<b>0.0%</b>
805-35100-000-000-0000	INTEREST	85,000	85,000	11,696	11,696	73,304	13.8%
	<b>Subtotal</b>	<b>85,000</b>	<b>85,000</b>	<b>11,696</b>	<b>11,696</b>	<b>73,304</b>	<b>13.8%</b>
	<b>Revenue Subtotal</b>	<b>1,545,000</b>	<b>1,545,000</b>	<b>11,696</b>	<b>11,696</b>	<b>1,533,304</b>	<b>0.8%</b>
805-52600-760-000-0000	IT MAINTENANCE CONTRACTS	45,480	45,480	3,677	3,677	41,804	8.1%
805-52610-760-000-0000	CONTRACT SERVICES	-	-	-	-	-	
805-52620-760-000-0000	PUBLICATIONS	-	-	-	-	-	
805-52625-760-000-0000	ADVERTISING, MARKETING & PROMO	50,000	50,000	12,912	12,912	37,088	25.8%
805-52630-760-000-0000	CONFERENCE/TRAVEL/TRAINING	43,500	43,500	1,946	1,946	41,554	4.5%
805-52635-760-000-0000	DUES, FEES AND LICENSES	12,775	12,775	12,497	12,497	278	97.8%
805-52650-760-000-0000	GENERAL LIABILITY INSURANCE	5,500	5,500	454	454	5,046	8.3%
805-52680-760-000-0000	LEGAL SERVICES	60,000	60,000	691	691	59,310	1.2%
805-52750-760-000-0000	PROFESSIONAL STUDIES	250,000	250,000	12,697	12,697	237,303	5.1%
805-52710-760-000-0000	PROFESSIONAL SERVICE	100,000	100,000	-	-	100,000	0.0%
805-52820-760-000-0000	TELECOMMUNICATIONS	-	-	-	-	-	
	<b>Subtotal</b>	<b>567,255</b>	<b>567,255</b>	<b>44,873</b>	<b>44,873</b>	<b>522,382</b>	<b>7.9%</b>
805-53090-760-000-0000	UNIFORM AND CLOTHING	500	500	-	-	500	0.0%
805-53210-760-000-0000	OFFICE SUPPLIES	300	300	-	-	300	0.0%
805-53215-760-000-0000	PRINTING	2,500	2,500	-	-	2,500	0.0%
805-53230-760-000-0000	OTHER SUPPLIES	500	500	61	61	439	12.2%
805-53240-760-000-0000	POSTAGE	250	250	-	-	250	0.0%
805-53277-760-000-0000	RENTAL	250	250	-	-	250	0.0%
805-53280-760-000-0000	MINOR TOOLS AND EQUIPMENT	-	-	-	-	-	
805-53455-760-000-0000	VEHICLE FUEL	250	250	-	-	250	0.0%
805-53470-760-000-0000	VEHICLE REPAIR	500	500	-	-	500	0.0%
805-53750-760-000-0000	SPECIAL EVENTS EXPEN	10,500	10,500	20	20	10,480	0.2%
805-53610-760-000-0000	MEETING EXPENSE	4,750	4,750	62	62	4,688	1.3%
	<b>Subtotal</b>	<b>20,300</b>	<b>20,300</b>	<b>144</b>	<b>144</b>	<b>20,156</b>	<b>0.7%</b>
805-54900-760-000-0000	NON CAPITAL OUTLAY < \$9,999	7,000	7,000	-	-	7,000	0.0%
805-54910-760-000-0000	CAPITAL OUTLAY	-	-	-	-	-	
805-54925-760-000-0000	LAND PURCHASE	-	-	-	-	-	
	<b>Subtotal</b>	<b>7,000</b>	<b>7,000</b>	<b>-</b>	<b>-</b>	<b>7,000</b>	<b>0.0%</b>
805-55735-760-000-0000	TRANSFER TO GENERAL/ADMIN	-	-	-	-	-	
805-55785-760-000-0000	RAILROAD LAND LEASE	7,000	7,000	6,967	6,967	33	99.5%
805-55800-760-000-0000	ECONOMIC DEVELOPMENT GRANTS	100,000	100,000	-	-	100,000	0.0%
805-55910-760-000-0000	2008 CO-SALES TAX NOTES	-	-	-	-	-	
805-58101-000-000-0000	TRANSFER TO GENERAL	-	-	-	-	-	
805-58101-760-000-0000	TRANSFER TO GENERAL	50,000	50,000	4,011	4,011	45,989	8.0%
805-58301-760-000-0000	TRANSF TO CAPI/IT REPLACEMENT	-	-	-	-	-	
805-58302-760-000-0000	TRANSFER TO FLEET REPLACEMENT	-	-	-	-	-	
805-58403-760-000-0000	TRANSFER TO DEBT SER	111,275	111,275	-	-	111,275	0.0%
805-58500-760-000-0000	TRANSFER TO Dev SVCS	10,000	10,000	95	95	9,905	1.0%
805-59212-760-000-0000	2021 CEDC SALES TAX	258,000	258,000	-	-	258,000	0.0%
805-59213-760-000-0000	2021 CEDC SALES TAX	61,455	61,455	-	-	61,455	0.0%
805-59999-760-000-0000	CONTINGENCY	-	-	-	-	-	
	<b>Subtotal</b>	<b>597,730</b>	<b>597,730</b>	<b>11,073</b>	<b>11,073</b>	<b>586,657</b>	<b>1.9%</b>
Dept number: 760	ECONOMIC DEVELOPMENT FUND	1,192,285	1,192,285	56,090	56,090	1,136,195	4.7%
	<b>Expenditure Subtotal</b>	<b>1,192,285</b>	<b>1,192,285</b>	<b>56,090</b>	<b>56,090</b>	<b>1,136,195</b>	<b>4.7%</b>
Fund number: 805	ECONOMIC DEVELOPMENT FUND	352,715	352,715	(44,394)	(44,394)	397,109	-12.6%

ACCOUNT NUMBER	DESCRIPTION	INCEPTION THROUGH FY 25	FY 26 10/31/2025	TOTAL PROJECT TO DATE
<b><u>2021 EDC REVENUE BONDS</u></b>		4	5	6
	<b>BEGINNING FUND BALANCE</b>	-	<b>427,933</b>	-
870-35100-000-000-0000	INTEREST	65,544	1,546	67,091
870-35350-000-000-0000	BOND PROCEEDS	4,125,000	-	4,125,000
	<b>TOTAL REVENUES</b>	<b>4,190,544</b>	<b>1,546</b>	<b>4,192,091</b>
870-52710-000-000-0000	PROFESSIONAL SERVICES	65,049	-	65,049
870-54900-000-000-0000	NON-CAPITAL OUTLAY	1,268	-	1,268
870-54925-000-000-0000	LAND ACQUISITION	3,595,144	-	3,595,144
870-55005-000-000-0000	BOND ISSUANCE COST	101,150	-	101,150
	<b>TOTAL EXPENDITURES</b>	<b>3,762,611</b>	-	<b>3,762,611</b>
<b>Fund number: 870</b>	<b>2021 EDC REVENUE BONDS</b>	<b>427,933</b>	<b>1,546</b>	<b>429,480</b>
	<b>ENDING FUND BALANCE</b>	<b>427,933</b>	<b>429,480</b>	<b>429,480</b>

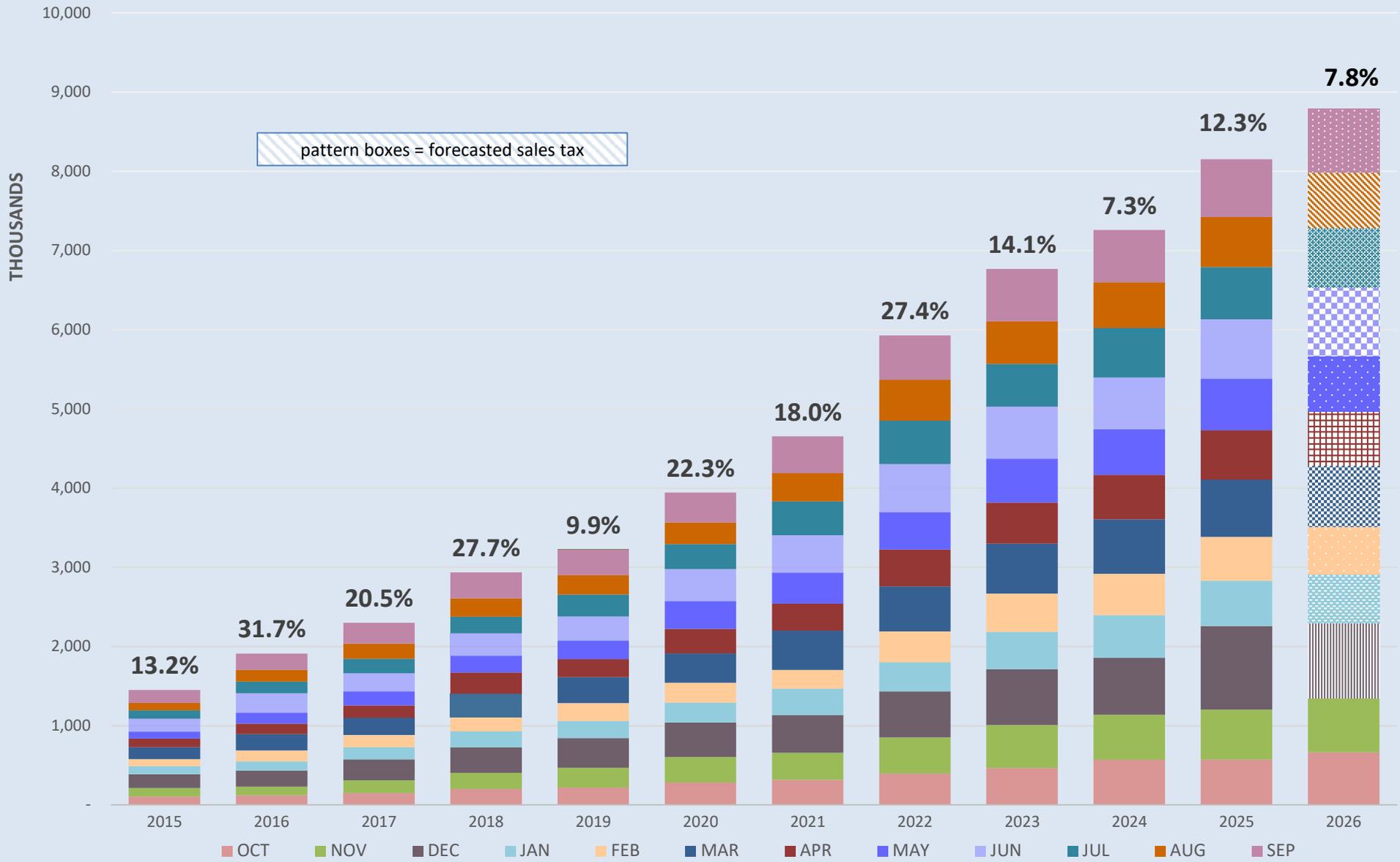
**Outstanding Encumbrances:**

**Remaining funds** **429,480**

## MONTHLY SALES TAX HISTORY BY FISCAL YEAR YTD DATA, FORECAST AND LAST FIVE YEARS



# SALES TAX GROWTH - FORECAST, AND LAST TEN YEARS





# Raw Check Register - October 2025

Check Date: 10/01/2025-10/31/2025

Check Date	Check Number	Vendor Name	Detail Fund Description	Detail Department Description	Special Information	Amount	Void?
10/20/2025	75019	CLANCY HARDIN	ECONOMIC DEVELOPMENT FUND	ECONOMIC DEVELOPMENT	Annual Tx EDC Conference in SA	115.08	
10/20/2025	75020	COLLIERS ENGINEERING & DESIGN	ECONOMIC DEVELOPMENT FUND	ECONOMIC DEVELOPMENT	Project Freeze	37.50	
10/20/2025	75022	DAVIDSON TROILO REAM & GARZA	ECONOMIC DEVELOPMENT FUND	ECONOMIC DEVELOPMENT	Legal Svcs for EDC	916.50	
10/20/2025	75022	DAVIDSON TROILO REAM & GARZA	ECONOMIC DEVELOPMENT FUND	ECONOMIC DEVELOPMENT	Legal Svcs for EDC	663.00	
10/20/2025	75036	GREATER-SATX	ECONOMIC DEVELOPMENT FUND	ECONOMIC DEVELOPMENT	Regional Economic Collaborative	11,296.60	
10/20/2025	75064	RESIMPLIFI, INC	ECONOMIC DEVELOPMENT FUND	ECONOMIC DEVELOPMENT	1 of 3 year agreement	3,000.00	
10/20/2025	75082	UNION PACIFIC RAILROAD CO.	ECONOMIC DEVELOPMENT FUND	ECONOMIC DEVELOPMENT	Lease-Rent FY2026	6,967.24	
10/27/2025	75106	COSTAR REALTY INFORMATION INC.	ECONOMIC DEVELOPMENT FUND	ECONOMIC DEVELOPMENT	CoStar Suite for September	445.50	
10/27/2025	75120	LIONHEART PLACES LLC	ECONOMIC DEVELOPMENT FUND	ECONOMIC DEVELOPMENT	Proj.137-001 Cibolo Downtown Plan	19,023.75	
10/31/2025	75137	CITIBANK	ECONOMIC DEVELOPMENT FUND	NO DEPARTMENT	SEPT PCARD Statement 10/3/25	4,495.00	
10/31/2025	75386	TMOBILE	ECONOMIC DEVELOPMENT FUND	ECONOMIC DEVELOPMENT	GEO tab svcs for Acct#981940936	1.60	
10/31/2025	75386	TMOBILE	ECONOMIC DEVELOPMENT FUND	ECONOMIC DEVELOPMENT	GEO tab svcs for Acct#981940936	24.00	



# Economic Development Corporation

## Revenue and Expense Report

November 30, 2025

**CITY OF CIBOLO  
REVENUE AND EXPENSE REPORT-NOVEMBER**

**FISCAL YEAR 2026**

Account Number	Description	ADOPTED BUDGET	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	REMAINING BALANCE	PERCENT MET
<b><u>ECONOMIC DEVELOPMENT CORPORATION</u></b>							
	Beginning Fund Balance (Unaudited)	2,736,413	3,478,165		3,478,165		
	Sales Tax	1,460,000	1,460,000	110,479	110,479	1,349,521	7.6%
	Interest Transfers and Misc	85,000	85,000	11,332	23,028	61,972	27.1%
	Revenue Subtotal	1,545,000	1,545,000	121,811	133,507	1,411,493	8.6%
80551	Salaries and Benefits	-	-	-	-	-	
80552	Services, Utilities & Training	567,255	567,255	36,424	81,297	485,958	14.3%
80553	General Supplies and Repairs	20,300	20,300	179	323	19,977	1.6%
80554	Capital and NonCapital	7,000	7,000	-	-	7,000	0.0%
80555	Other Expenses	107,000	107,000	50,251	57,218	49,782	53.5%
80558	Transfers	171,275	171,275	-	4,106	167,169	2.4%
80559	Debt Service	319,455	319,455	-	-	319,455	0.0%
	Expenditure Subtotal	1,192,285	1,192,285	86,854	142,944	1,049,341	12.0%
	Net Change	352,715	352,715	34,957	(9,437)	362,152	
11/30/2025	ECONOMIC DEVELOPMENT FUND (Unaudited)	3,089,128	3,830,880		3,468,728		

**CITY OF CIBOLO  
REVENUE AND EXPENSE REPORT-NOVEMBER**

**FISCAL YEAR 2026**

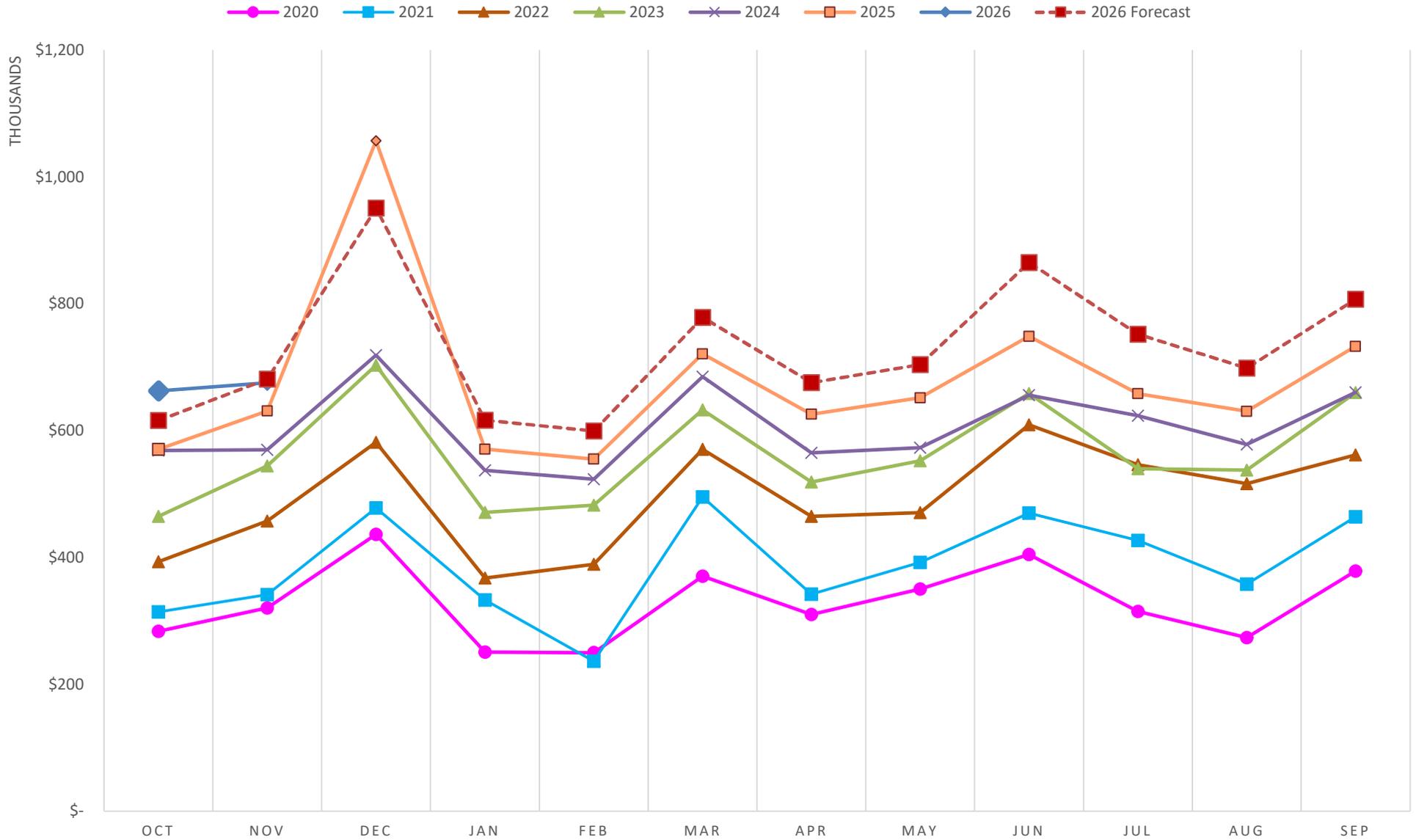
Account Number	Description	ADOPTED BUDGET	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	REMAINING BALANCE	PERCENT MET
<b>ECONOMIC DEVELOPMENT FUND</b>							
805-30200-000-000-0000	SALES TAX	1,460,000	1,460,000	110,479	110,479	1,349,521	7.6%
	<b>Subtotal</b>	<b>1,460,000</b>	<b>1,460,000</b>	<b>110,479</b>	<b>110,479</b>	<b>1,349,521</b>	<b>7.6%</b>
805-35100-000-000-0000	INTEREST	85,000	85,000	11,332	23,028	61,972	27.1%
	<b>Subtotal</b>	<b>85,000</b>	<b>85,000</b>	<b>11,332</b>	<b>23,028</b>	<b>61,972</b>	<b>27.1%</b>
	<b>Revenue Subtotal</b>	<b>1,545,000</b>	<b>1,545,000</b>	<b>121,811</b>	<b>133,507</b>	<b>1,411,493</b>	<b>8.6%</b>
805-52600-760-000-0000	IT MAINTENANCE CONTRACTS	45,480	45,480	15,141	18,817	26,663	41.4%
805-52610-760-000-0000	CONTRACT SERVICES	-	-	-	-	-	
805-52620-760-000-0000	PUBLICATIONS	-	-	-	-	-	
805-52625-760-000-0000	ADVERTISING, MARKETING & PROMO	50,000	50,000	4,033	16,945	33,056	33.9%
805-52630-760-000-0000	CONFERENCE/TRAVEL/TRAINING	43,500	43,500	182	2,128	41,372	4.9%
805-52635-760-000-0000	DUES, FEES AND LICENSES	12,775	12,775	1,575	14,072	(1,297)	110.1%
805-52650-760-000-0000	GENERAL LIABILITY INSURANCE	5,500	5,500	454	908	4,592	16.5%
805-52680-760-000-0000	LEGAL SERVICES	60,000	60,000	-	691	59,310	1.2%
805-52750-760-000-0000	PROFESSIONAL STUDIES	250,000	250,000	15,040	27,737	222,263	11.1%
805-52710-760-000-0000	PROFESSIONAL SERVICE	100,000	100,000	-	-	100,000	0.0%
805-52820-760-000-0000	TELECOMMUNICATIONS	-	-	-	-	-	
	<b>Subtotal</b>	<b>567,255</b>	<b>567,255</b>	<b>36,424</b>	<b>81,297</b>	<b>485,958</b>	<b>14.3%</b>
805-53090-760-000-0000	UNIFORM AND CLOTHING	500	500	-	-	500	0.0%
805-53210-760-000-0000	OFFICE SUPPLIES	300	300	40	40	260	13.3%
805-53215-760-000-0000	PRINTING	2,500	2,500	30	30	2,470	1.2%
805-53230-760-000-0000	OTHER SUPPLIES	500	500	-	61	439	12.2%
805-53240-760-000-0000	POSTAGE	250	250	-	-	250	0.0%
805-53277-760-000-0000	RENTAL	250	250	-	-	250	0.0%
805-53280-760-000-0000	MINOR TOOLS AND EQUIPMENT	-	-	-	-	-	
805-53455-760-000-0000	VEHICLE FUEL	250	250	-	-	250	0.0%
805-53470-760-000-0000	VEHICLE REPAIR	500	500	-	-	500	0.0%
805-53750-760-000-0000	SPECIAL EVENTS EXPEN	10,500	10,500	9	30	10,470	0.3%
805-53610-760-000-0000	MEETING EXPENSE	4,750	4,750	100	162	4,588	3.4%
	<b>Subtotal</b>	<b>20,300</b>	<b>20,300</b>	<b>179</b>	<b>323</b>	<b>19,977</b>	<b>1.6%</b>
805-54900-760-000-0000	NON CAPITAL OUTLAY < \$9,999	7,000	7,000	-	-	7,000	0.0%
805-54910-760-000-0000	CAPITAL OUTLAY	-	-	-	-	-	
805-54925-760-000-0000	LAND PURCHASE	-	-	-	-	-	
	<b>Subtotal</b>	<b>7,000</b>	<b>7,000</b>	<b>-</b>	<b>-</b>	<b>7,000</b>	<b>0.0%</b>
805-55735-760-000-0000	TRANSFER TO GENERAL/ADMIN	-	-	-	-	-	
805-55785-760-000-0000	RAILROAD LAND LEASE	7,000	7,000	-	6,967	33	99.5%
805-55800-760-000-0000	ECONOMIC DEVELOPMENT GRANTS	100,000	100,000	50,251	50,251	49,749	50.3%
805-55910-760-000-0000	2008 CO-SALES TAX NOTES	-	-	-	-	-	
805-58101-000-000-0000	TRANSFER TO GENERAL	-	-	-	-	-	
805-58101-760-000-0000	TRANSFER TO GENERAL	50,000	50,000	-	4,011	45,989	8.0%
805-58301-760-000-0000	TRANSF TO CAPI/IT REPLACEMENT	-	-	-	-	-	
805-58302-760-000-0000	TRANSFER TO FLEET REPLACEMENT	-	-	-	-	-	
805-58403-760-000-0000	TRANSFER TO DEBT SER	111,275	111,275	-	-	111,275	0.0%
805-58500-760-000-0000	TRANSFER TO Dev SVCS	10,000	10,000	-	95	9,905	1.0%
805-59212-760-000-0000	2021 CEDC SALES TAX	258,000	258,000	-	-	258,000	0.0%
805-59213-760-000-0000	2021 CEDC SALES TAX	61,455	61,455	-	-	61,455	0.0%
805-59999-760-000-0000	CONTINGENCY	-	-	-	-	-	
	<b>Subtotal</b>	<b>597,730</b>	<b>597,730</b>	<b>50,251</b>	<b>61,324</b>	<b>536,406</b>	<b>10.3%</b>
Dept number: 760	ECONOMIC DEVELOPMENT FUND	1,192,285	1,192,285	86,854	142,944	1,049,341	12.0%
	<b>Expenditure Subtotal</b>	<b>1,192,285</b>	<b>1,192,285</b>	<b>86,854</b>	<b>142,944</b>	<b>1,049,341</b>	<b>12.0%</b>
Fund number: 805	ECONOMIC DEVELOPMENT FUND	352,715	352,715	34,957	(9,437)	362,152	-2.7%

ACCOUNT NUMBER	DESCRIPTION	INCEPTION THROUGH FY 25	FY 26 11/30/2025	TOTAL PROJECT TO DATE
<b><u>2021 EDC REVENUE BONDS</u></b>		4	5	6
	<b>BEGINNING FUND BALANCE</b>	-	<b>427,933</b>	-
870-35100-000-000-0000	INTEREST	65,544	2,989	68,533
870-35350-000-000-0000	BOND PROCEEDS	4,125,000	-	4,125,000
	<b>TOTAL REVENUES</b>	<b>4,190,544</b>	<b>2,989</b>	<b>4,193,533</b>
870-52710-000-000-0000	PROFESSIONAL SERVICES	65,049	-	65,049
870-54900-000-000-0000	NON-CAPITAL OUTLAY	1,268	-	1,268
870-54925-000-000-0000	LAND ACQUISITION	3,595,144	-	3,595,144
870-55005-000-000-0000	BOND ISSUANCE COST	101,150	-	101,150
	<b>TOTAL EXPENDITURES</b>	<b>3,762,611</b>	-	<b>3,762,611</b>
<b>Fund number: 870</b>	<b>2021 EDC REVENUE BONDS</b>	<b>427,933</b>	<b>2,989</b>	<b>430,922</b>
	<b>ENDING FUND BALANCE</b>	<b>427,933</b>	<b>430,922</b>	<b>430,922</b>

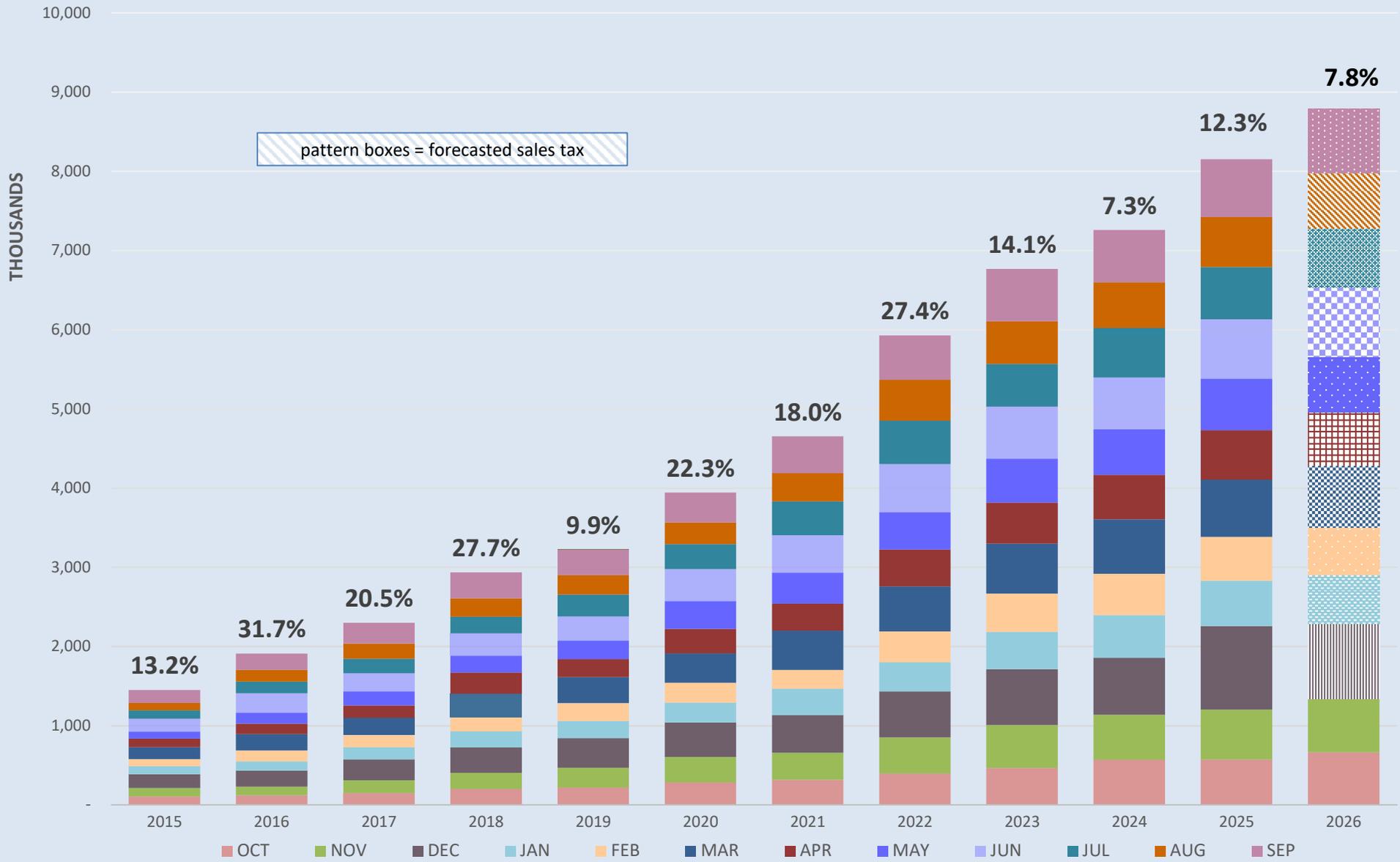
**Outstanding Encumbrances:**

**Remaining funds** **430,922**

## MONTHLY SALES TAX HISTORY BY FISCAL YEAR YTD DATA, FORECAST AND LAST FIVE YEARS



# SALES TAX GROWTH - FORECAST, AND LAST TEN YEARS





# Raw Check Register - November 2025

Check Date: 11/01/2025-11/30/2025

Check Date	Check Number	Vendor Name	Detail Fund Description	Detail Department Description	Special Information	Amount	Void?
11/10/2025	75274	THE DISPLAY COMPANY	ECONOMIC DEVELOPMENT FUND	ECONOMIC DEVELOPMENT	Custom Pole Banner	7,080.00	
11/10/2025	75274	THE DISPLAY COMPANY	ECONOMIC DEVELOPMENT FUND	ECONOMIC DEVELOPMENT	Custom Pole Banner	222.00	
11/17/2025	75304	COSTAR REALTY INFORMATION INC.	ECONOMIC DEVELOPMENT FUND	ECONOMIC DEVELOPMENT	CoStar Suite for October Svcs	445.50	
11/24/2025	75406	ESRI	ECONOMIC DEVELOPMENT FUND	ECONOMIC DEVELOPMENT	ArcGIS Desktop	231.00	
11/24/2025	75418	LIONHEART PLACES LLC	ECONOMIC DEVELOPMENT FUND	ECONOMIC DEVELOPMENT	Cibolo Downtown Plan	12,696.93	
11/24/2025	75420	LUKE KILLION	ECONOMIC DEVELOPMENT FUND	ECONOMIC DEVELOPMENT	TEDC parking reimbursement	50.00	
11/24/2025	75440	CITIBANK	ECONOMIC DEVELOPMENT FUND	ECONOMIC DEVELOPMENT		28.50	
11/24/2025	75440	CITIBANK	ECONOMIC DEVELOPMENT FUND	NO DEPARTMENT	OCTOBER PCARD STATEMENT 11/3/2025	5,706.41	



## Economic Development Corporation Staff Report

### A. Discussion/Action related to funding the installation of electric vehicle (EV) charging stations on city owned parking lots.

Meeting	Agenda Group
Thursday, January 15, 2026, 6:30 PM	Discussion/Action Item: 8A.
From	
Clancy Hardin, Economic Development Manager	

### PRIOR CITY COUNCIL ACTION

- 2024-02-13: Discussion/Action on GVEC Power Up grant for EV charging at 107 S. Main St. (Ms. Lee). Vote: 3-4 (motion failed). No application submitted.
- 2023-08-08: Discussion/Action on same grant application (Project Electrode). Approved: 6-1. Direction was to apply for the grant but explore other vendors for cost reduction. Councilmember Mahoney suggested using Tesla for its universal plug capability.

### BACKGROUND

- 2023: CEDC directed staff to apply for GVEC grant for EV charging stations. The application was unsuccessful.
- 2024: CEDC again directed a grant application, but it failed in the City Council.
- 2025: Councilwoman Roberts requested this agenda item for the January 13, 2026 City Council Meeting and for the CEDC meeting to discuss potential pathways for installation.

### STAFF RECOMMENDATION

- No formal recommendation. Staff will act according to CEDC and City Council direction on EV charging stations.

### FINANCIAL IMPACT

- Cost Information: Actual costs are currently unknown; available data is outdated.
- Options:
  1. Fund 100% through CEDC budget balance.
  2. Apply for GVEC Power Up Grant to help cover costs.

### MOTIONS

- None

**Attachments**

[13E\\_Power\\_Up\\_Grant.pdf](#)

[13H\\_Power\\_Up\\_GVEC.pdf](#)



City of Cibolo, Texas  
City Council Regular Meeting  
February 13, 2024

**SUBJECT:**

Discussion/Action regarding the GVEC Power Up grant application for electric vehicle charging stations located at 107 S. Main St.

**ITEM SUMMARY:**

This past August, the CEDC Board of Directors directed staff to apply for the GVEC Power Up grant to assist in the costs associated with adding electric vehicle (EV) charging stations to the city-owned parking lot located at 107 S Main St. The presence of EV charging stations was considered by the CEDC Board in an effort to align with state and federal goals of readily available fueling infrastructures for EVs, as well as to attract more traffic to Cibolo. Several residents had previously mentioned to the CEDC that they would like EV charging stations to be placed in the Old Town District. Staff submitted the Power Up grant application on August 15<sup>th</sup>, 2023, and was notified on October 2<sup>nd</sup> that the CEDC was not selected as a grant recipient for this round of funding. GVEC shared that the main reasons as to why the CEDC was not selected as a grant recipient were due to other projects being scored higher on priority/need, needing more letters of support, and the grant panel having divided views on the concept of charging stations.

At the November 2023 Regular Call Meeting, the CEDC Board of Directors directed staff to reapply for the next grant application cycle in February and make the recommended changes shared by GVEC to better the application's odds of getting selected. The following updates were made to the grant application:

- Staff reached out to obtain letters of support from 13 additional stakeholders in the community and region.
- Staff conducted a public survey to get feedback from residents on their interest in EVs and EV Charging Stations in Cibolo.

After conducting the public survey online for 25 days, staff observed the consensus from respondents not in support of putting in EV charging stations in Cibolo. Of the 159 survey participants, the following responses were observed:

- 83% do not own an electric or hybrid vehicle.
- Of those who do not own an electric or hybrid vehicle, 78% said they would not consider purchasing one and 85% said that having an EV charging station in downtown Cibolo would not make it more likely for them to purchase one.
- Many of the open-ended responses called out the need for other infrastructure improvements to be completed (ex: road repairs, parking additions to downtown, etc.) before this type of project should be executed or considered.

At the January 18<sup>th</sup>, 2024 Regular Call Meeting, staff reviewed the information from the surveys with the Board of Directors, and it was decided that the Board still wished to be proactive with infrastructure and continue with the project. The CEDC Board directed staff to proceed with applying for the next application cycle of the grant by the February 15<sup>th</sup>, 2024 deadline for decisions in April 2024.

**FINANCIAL IMPACT:**

The initial estimates of the cost for installation of the 3 EV charging stations and associated labor is \$32,464-37,690.00. The maximum amount awarded by the POWER UP Grant is \$20,000.00 per project, and the CEDC would cover the grant match funding. The CEDC currently has \$45,000 budgeted in FY24 for capital expenditures.

**SUBMITTED BY:**

Kelsee Jordan Lee, Planning & Economic Development Director

**ATTACHMENTS:**

- Power Up Grant Application for Project Electrode



# GVEC Power Up Grant Application

Presented By: Kelsee Jordan Lee

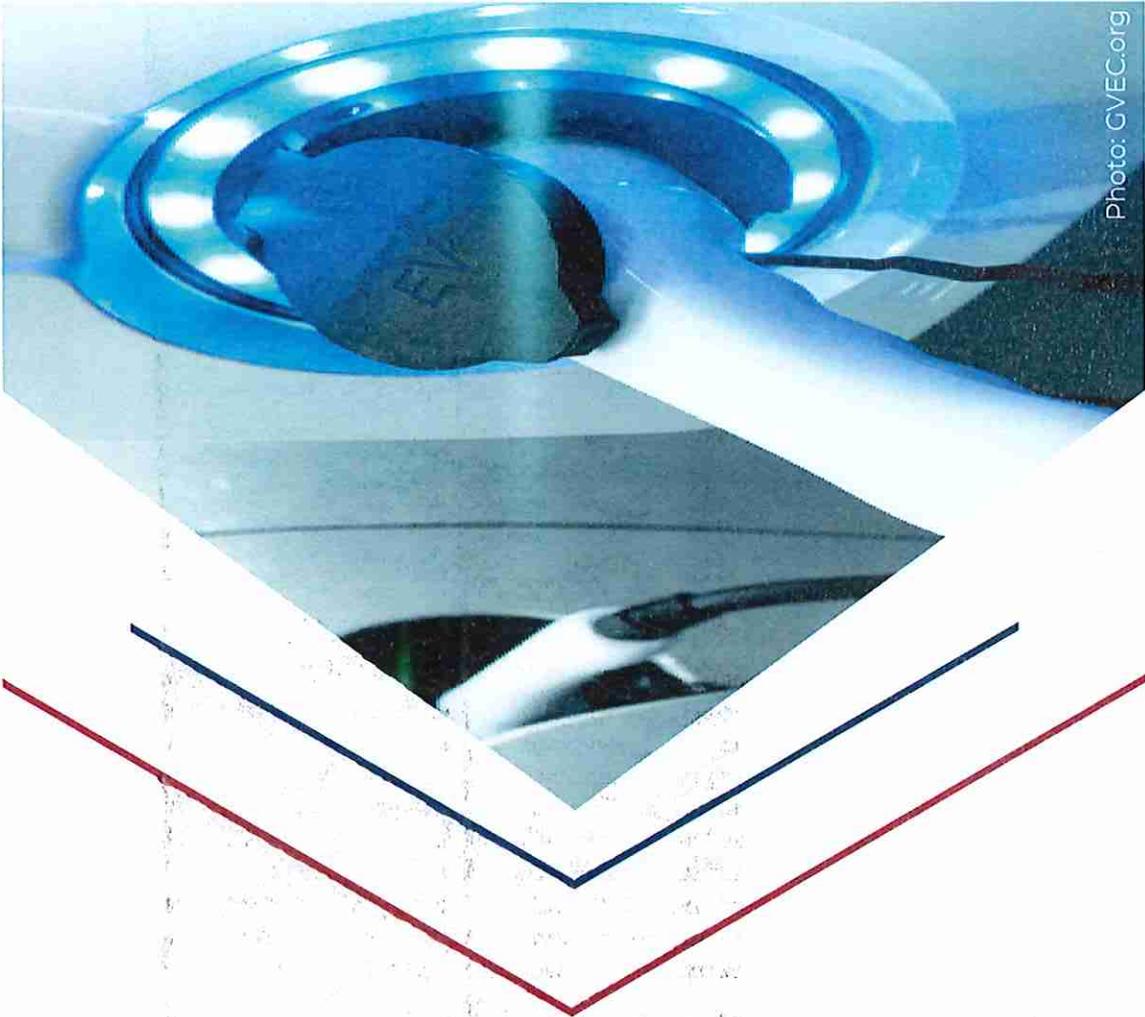


Photo: GVEC.org



# QUESTIONS FOR COUNCIL

Does Council want staff to proceed with submitting for the GVEC Power Up Grant?



# OVERVIEW

- Background
- Proposal
- Updates since last submittal
- Next Steps



# BACKGROUND

- EV Charging stations have been requested by some residents for the CEDC to place in the Old Town District to promote tourism
- In August 2023, an application was submitted to GVEC, and in October 2023, staff was notified that the project was not selected
- The City's Grants Writer reached out to GVEC to determine how the application could be successful in a subsequent submittal
  - The main reason shared why the project was not awarded was that there were other projects that scored higher on priority/need
  - Additionally, the grant panel had divided views on the concept of charging stations
  - It was suggested to include more letters of support



# PROPOSAL

- Three Level 2 charging stations
- Located at 107 S Main St at the City-owned parking lot
- Initial estimates on installation cost is \$32,464-37,690.00
  - Anticipated breakdown:
    - GVEC grant - \$20,000
    - CEDC match - \$12,464-17,690
- Should a grant be awarded, staff will proceed with procurement procedures to find the best provided for this project to include installation, maintenance, and upgrades





# UPDATES SINCE LAST SUBMITTAL

- Staff reached out to obtain additional letters of support from stakeholders in the community and region.
- To get, additional community feedback, an online survey was conducted for 25 days to solicit feedback on interest in EVs and EV charging stations in Cibola
  - Of the 159 survey participants, the following general responses were observed
    - 83% do not own an electric or hybrid vehicle
    - Of those who do not own such a vehicle, 78% said they would not consider purchasing one
    - Open-ended responses highlighted the need for other infrastructure projects to be prioritized



## NEXT STEPS

- At its January 18, 2024, meeting, the CEDC shared that it wants to be proactive in providing the chargers and promoting Main Street as a designation.
  - The CEDC voted for staff to proceed with submitting a Power Up Grant application.
- The next funding application deadline is February 15, 2024.
  - If Council supports the application, staff will work with the Grants Writer to ensure the application is submitted by the deadline.
- Decisions on grant awards are expected in April 2024.



# QUESTIONS FOR COUNCIL

Does Council want staff to proceed with submitting for the GVEC Power Up Grant?



City of Cibolo, Texas  
City Council Regular Meeting  
August 8, 2023

**SUBJECT:**

Discussion/Action regarding the GVEC POWER UP grant application for electric vehicle (EV) charging stations located at 107 S. Main St. (Project Electrode).

**ITEM SUMMARY:**

The Cibolo EDC Board of Directors directed City staff to explore applying for the GVEC POWER UP grant to assist in the costs associated with adding EV charging stations to the city-owned parking lot located at 107 S Main St. The presence of EV charging stations was a request by the Board in an effort to align with state and federal goals of readily available fueling infrastructures for EVs, as well as to attract more traffic to Cibolo. Staff reached out to GVEC to get a quote for the cost of installing 3 EV charging stations for the parking lot.

Eligible POWER UP projects are those that are capital in nature and new project oriented. Projects must be completed within 12 months of the date the grant money is awarded. Projects receiving grant funding should provide signage showing GVEC POWER UP support.

The applicant must be a non-profit entity. Staff had a call with the grant staff member from GVEC and the recommendation is to have the application submitted through the City of Cibolo's economic development department rather than the Cibolo EDC as the Federal Identification Number is under the City of Cibolo.

The following factors will be considered in the evaluation of funding requests:

- Project Impact – Project impacts community-wide or county-wide as opposed to a project that impacts a smaller area or group.
- Matching Funds – Preference will be given to projects that have at least 20% matching funds.
- Partnership & Community Involvement – Is the project receiving in-kind support or services?
- Letters of Support – Does the community support this project? Did the organization have community leaders write letters of support?
- Power Up Grant History – Preference will be given to organizations that have not previously received a Power Up grant. Organizations cannot apply for Power Up grants for 3 years after they receive a Power Up grant.
- Public Accessibility – Does the project include public educational outreach or demonstration component?
- Project Budget – Is the project budget clear and concise? Does the budget add up correctly? If grant request doesn't cover the cost of the entire project, has the organization clearly shown the ability to complete financing for the project? Does the application include bid proposals or estimates for all items over \$1,000?
- Well-Prepared Packet – Is the project well-defined and thought-through with a clear objective and reasonable budget and timetable?
- Project Value – Ranks the overall worthiness of the project in building and enhancing communities within the GVEC service area.

The deadline for the next funding round is August 15<sup>th</sup> for grant decisions in October. Attached is a drafted application prepared by City staff for the Council's consideration. The CEDC Board of Directors approved for Staff to move forward with submitting the grant application at the July 20<sup>th</sup>, 2023 Regular Call Meeting. With Council's approval, staff will submit the grant application to GVEC's administration by the August 15<sup>th</sup> deadline. Staff will also be reaching out to Elected Officials, City Staff members, and local Chamber leadership for letters of support to be included with the application.



City of Cibolo, Texas  
City Council Regular Meeting  
August 8, 2023

**FINANCIAL IMPACT:**

The total cost for installation of the 3 EV charging stations and associated labor is \$37,690.00. The CEDC will provide \$17,690.00. of the grant match funding. The maximum amount awarded by the POWER UP Grant is \$20,000.00 per project. The CEDC currently has \$45,000 budgeted in FY24 for EV charging stations.

**SUBMITTED BY:**

Kelsee Jordan Lee, Planning & Economic Development Director

**ATTACHMENTS:**

- POWER UP Grant Application for Project Electrode

# **PROJECT ELECTRODE**

## **Grant Proposal**

Prepared For the :  
**GVEC POWER UP  
GRANT OPPORTUNITY**

<https://www.cibolotx.gov>  
210-658-9900

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<u>Budget</u>	9
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# POWER UP Grant Program APPLICATION

Mail or deliver completed application to:  
GVEC POWER UP Grant Program  
P. O. Box 118 825 E. Sarah DeWitt Dr.  
Gonzales, Texas 78629

Typical grants are up to \$20,000. Higher amounts may be awarded on occasion, due to wide scope of impact.

**ORGANIZATION INFORMATION**

Date: 07/10/2023

Name of organization: City of Cibolo

Mailing Address: 201 W Loop 539

City/State: Cibolo, Texas

Zip Code: 78108

Name/Title of Project Contact: Kelsee Jordan Lee

Address of Project Contact: 201 W Loop 539, Cibolo, TX 78108

Contact Phone: 210-658-9900 x344 Email: economicdevelopment@ci

Title of project: Project Electrode

Physical address of the project: 107 South Main Street, Cibolo, Texas 78108

Amount of grant request: \$ 20,000

Total project cost: \$ 37,690.00

Population of area served/Number of people affected by project \$17,690.00

Owner of the property for which grant is requested City of Cibolo

This application must be signed by the chief executive officer of the property owner requesting the grant

Name of person authorizing the application (print): Kelsee Jordan Lee

Title of person authorizing the application: Planning & Economic Development Director

Does this organization receive funds from taxes? Yes  No

Is this project accessible to the general public? Yes  No

Signature: \_\_\_\_\_



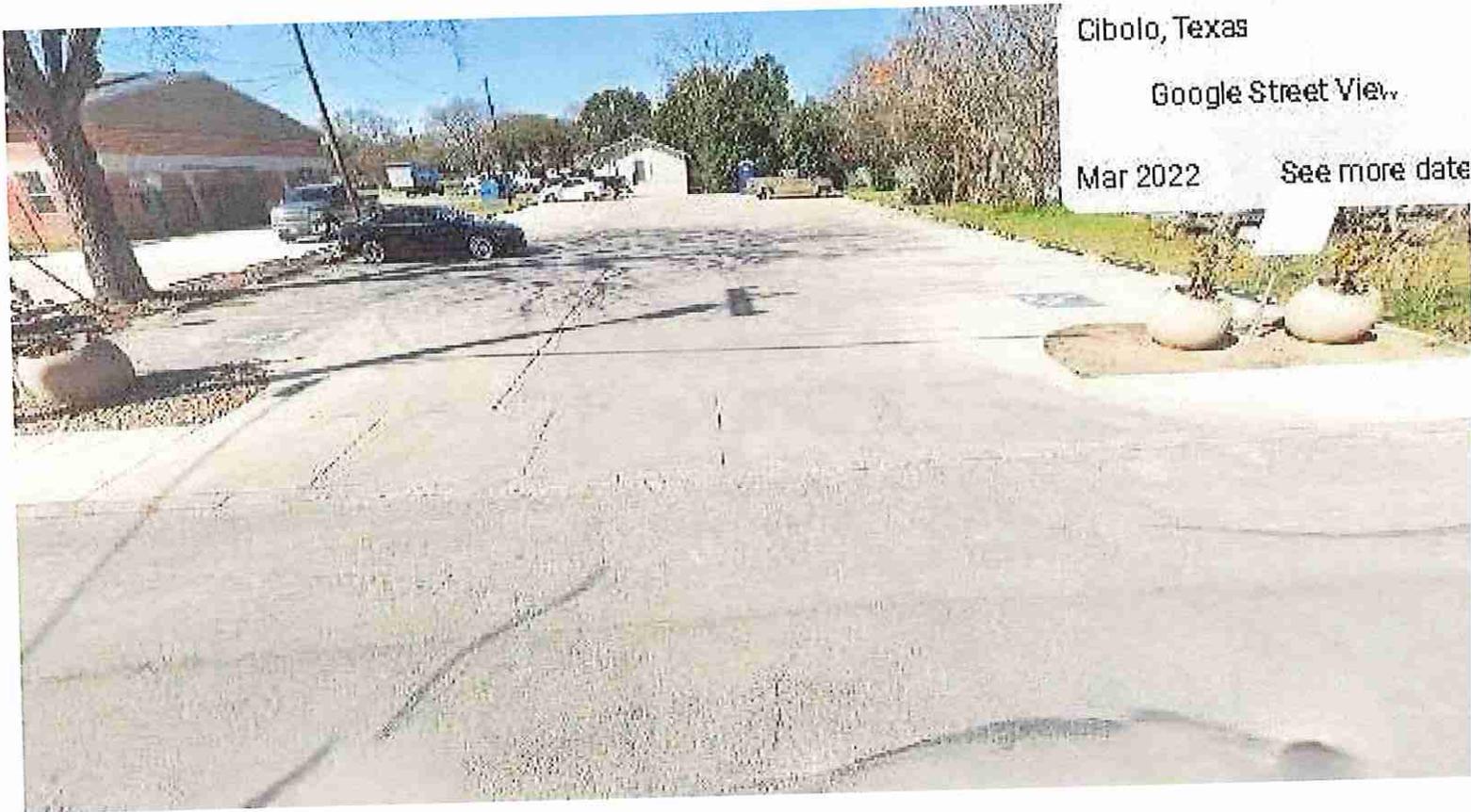
The project must fit one of the following 6 funding categories. Circle the appropriate category below:

Education  
Health Care

Youth Programs  
Civic/Community Outreach

Community Development  
Public Safety/Service Organizations

# PROJECT LOCATION



The project will be located at the above site, 107 South Main Street in Cibolo, Texas. This property is owned by the City of Cibolo. Around this location there is a church, emergency services, a multi-event center and over twenty local businesses.

# **PROJECT DESCRIPTION**

The City of Cibolo is looking for a way to spark up and recharge our Main Street (downtown) district. Project Electrode will bring just that perfect jolt! The project includes the installation of three (3) electric charging stations at 107 South Main Street in Cibolo for residents, visitors, and neighboring communities' convenience. This project extends not only to Cibolo's thirty-two thousand, two-hundred and eighty-three residents (32,238) but also to our neighboring cities' residents and their passersby.

Given current limits on the range of EVs, drivers may be especially attuned to the availability of charging stations along their routes and will plan their stops accordingly. EV drivers may also combine their refueling stops with other activities, including visits to local stores, restaurants, parks, and nearby events. Providing EV charging stations can enable rural communities like Cibolo to draw in regional travelers driving EVs. They can stay connected to the broader EV charging network, benefiting both residents and outside visitors and bringing in revenue for local businesses.

Electronic Vehicle (EV) charging stations offer drivers a secure and safe way of "refueling" their vehicles while conducting commerce. This project will bring the newest technology in EV charging systems to Cibolo, which is only seen in malls and shopping centers in urban areas.

# PROJECT DESCRIPTION

The project attracts people who drive EVs and those considering purchasing. We will close the gaps that will help residents, businesses, and communities more quickly realize EVs' significant economic, environmental, and health benefits.

Project Electrode was developed to align with state and federal goals of readily available fueling infrastructures for EVs. The current administration has set a national goal of fifty (50) percent of vehicle sales in the United States will be electric by 2030, and the drivers of said vehicles will be looking for areas to park and recharge.

Another benefit to the implementation of downtown EV charging stations is that local businesses can promote the fact that their establishment is just steps down the road of a safe and affordable charging station. These EV charging stations will give our Main Street a dazzling look and feel as we attract more shoppers and diners to visit our Main Street (downtown district).

While EV drivers are shopping at our great stores/shops, restaurants, and service businesses, their vehicles are charging on our Main Street, which gives all of us who want to see our downtown thrive a reason to get charged up!

# **Project Impact, Match & Community Partnerships**

## **PROJECT IMPACT**

Installing chargers in a rural downtown area, like the City of Cibolo will help turn it into a destination for EV drivers, spurring new economic development, reducing range anxiety, and encouraging EV adoption among residents, tourists, and neighboring communities.

## **MATCHING FUNDS**

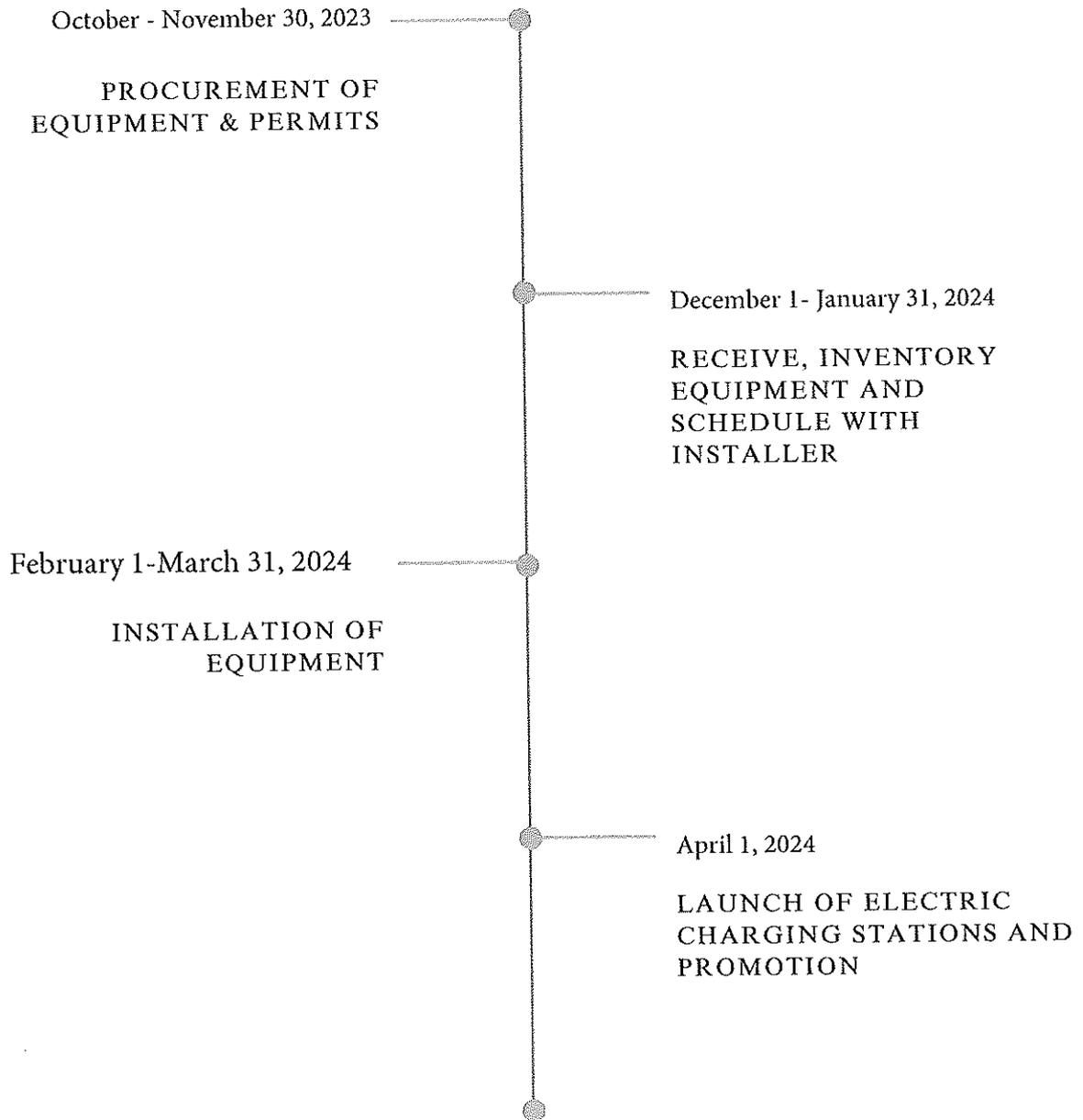
The City of Cibolo has committed to a match amount of twenty-eight thousand seven hundred eight-seven dollars and sixty-three cents (\$20,000.00) for the Project Electrode. This is 53% of the project total.

## **PARTNERSHIP & COMMUNITY INVOLVEMENT**

The City of Cibolo has partnered with GVEC as a critical collaboration in planning for this EV infrastructure. In addition to providing technical advice on locality, connectivity and project resilience, they will remain our active long-term partners, taking ownership of some or all aspects of EV charging maintenance.

**CITY OF CIBOLO  
PROJECT ELECTRODE**

# TIMELINE



Project Electrode		Submitted by: City of Cibolo				
Project Budget						
Items Listed must be supported bids or documentation						
Qty	Budget Item	Vendor	Total Cost	Organization Monetary Contribution	Donations	GVFC POWER UP Grant Request
1	GVFC COMMERCIAL ELECTRICIAN SERVE	GVFC	\$ 9,850.12	\$ 4,000.00		\$ 5,850.12
1	200 a MAIN Service Includes	GVFC	\$ 3,900.66	\$ 1,690.00		\$ 2,210.66
	200 A Main Breaker Locad Center					
	200 A Meter Socket, 2 " Riser Through soffit Grounding					
	Whole Home Surge Protection					
	Permits					
1	BreezEV charging stations 48A	GVFC	\$ 17,439.22	\$ 9,000.00		\$ 8,439.22
1	Misc. costs associated with various electrical supplies	GVFC	\$ 6,500.00	\$ 3,000.00		\$ 3,500.00
	<b>Total</b>		<b>\$ 37,690.00</b>	<b>\$ 17,690.00</b>		<b>\$ 20,000.00</b>



July 11, 2023

Name  
Recipient Company  
Recipient Position  
Address Line 1  
City, State ZIP  
(123) 456-7890

Dear {Recipient}:

On behalf of the City of Cibolo, I am writing in support of *Project Electrode* request to the GVEC Power Up Program for implementation of a suite of innovative electric vehicle charging stations. Compelling reasons for pursuing this important initiative include:

- Establish the City of Cibolo as a leader in the rapidly growing electric vehicles infrastructure.
- Encourage economic growth in the City of Cibolo. EV drivers can spend up to three hours (3) at charging stations, typically increasing time spent exploring local businesses.
- Become a sustainability leader by aligning with state and federal clean energy efforts.
- Support neighboring cities making significant strides to meet the State of Texas' goal of no more than fifty (50) miles between chargers. This goal also includes bringing chargers within a mile of the interstate for the development of a statewide public electric vehicle charging network.

The City of Cibolo currently has limited electric vehicle use. Access to charging stations contributes to customer apprehension about investing in this clean, efficient, and affordable transportation resource. Initiating *Project Electrode* will allow the market to expand and directly support the state and nation's long-term sustainability and clean energy plans.

It is with the utmost confidence that I feel the merits of this project will persuade you to support its approval. Thank you for your attention.

Sincerely,

Name  
Title



Economic Development Corporation Staff Report

B. Discussion/Action regarding funding a flashing crosswalk on Main Street between the Mill and Old Main Icehouse and a second flashing crosswalk on Main Street between Bee Alley and Schlather St. (Councilwoman D. Roberts)

Meeting	Agenda Group
Thursday, January 15, 2026, 6:30 PM	Discussion/Action Item: 8B.
From	
Clancy Hardin, Economic Development Manager	

**PRIOR CITY COUNCIL ACTION:**

December 9, 2025: Item introduced by Councilwoman Roberts; discussion focused on pedestrian safety improvements Downtown. Council continued the item to January 13, 2026 to consider adding a second crosswalk.

**BACKGROUND:**

- Business owners, City staff, and Council have prioritized pedestrian safety improvements in the Downtown core.
- In parallel, EDC staff is coordinating with Public Works on lighting upgrades Downtown; that effort will return under a separate agenda item on a longer schedule.
- Staff and Council members evaluated potential crosswalk locations and recommends two high-visibility marked crosswalks to improve pedestrian connections in the core.

Current request:

- Approve funding the installation of one or two high-visibility crosswalks:
  1. Location A: in front of Old Main Ice House on Main Street.
  2. Location B: TBD but between Bee Alley and Schlather St.

City Council will be discussing the second location during their January 13th meeting occurring after the posting of this agenda and staff will bring that recommendation under separate cover to this meeting

**STAFF RECOMMENDATION:**

- Approve the one (Old Main Ice House) crosswalk location and authorize a not-to-exceed amount of \$14,000, with Public Works as project lead and ongoing maintenance owner.
- And/or if the board chooses they may approve the second location TBD but generally between Bee Alley and Schlather on Main St in the not to exceed amount of \$28,000 for both crosswalks with Public Works as project lead and ongoing maintenance owner.

**FINANCIAL IMPACT:**

Estimated cost: \$12,000–\$14,000 per crosswalk; total estimate up to \$28,000 for two locations.

Staff can work to fund the project with use of existing funds in the CEDC budget depending on current line item balances or this maybe accomplished by budget amendment to use some of the CEDC fund balance for this project.

Type B EDC Funds can be used for broad community and business projects, including quality-of-life improvements like parks, museums, sports facilities, and affordable housing, plus traditional industrial development, infrastructure (roads, water, sewer), public safety, and job creation initiatives for new or expanding businesses that bring in outside money.

Ongoing maintenance: City Public Works (annual striping/signage upkeep within existing operating budget)

**MOTION(S):**

Sample motion for approval of one crosswalk: *"I move to approve the funding of the installation of one high-visibility crosswalk in Downtown Cibolo at Old Main Ice House, and to authorizend authorize CEDC staff to work with Public Works department to procure and install the improvements in an amount not to exceed \$14,000."*

Sample motion for approval of both crosswalks: *"I move to approve the funding of the installation of two high-visibility crosswalks in Downtown Cibolo at Old Main Ice house and location generally between Schlater st and Bee Alley on Main Street, and authorize CEDC staff to work with Public Works department to procure and install the improvements in an amount not to exceed \$28,000."*



Economic Development Corporation Staff Report

**C. Discussion/Action related to an application by Rooted Fork for a Business Improvement Grant (BIG) in the amount not to exceed \$15,000 for improvements to the site located at 201 N Main St Cibolo 78108. (L. Killion & Cassandra Kearns)**

Meeting	Agenda Group
Thursday, January 15, 2026, 6:30 PM	Discussion/Action Item: 8C.
From	
Luke Killion, Economic Development Specialist	

**BACKGROUND:**

Staff received an Business Improvement Grant (BIG Grant) application from Cassandra Kearns owner of the Rooted Fork requesting a BIG grant for assistance in offsetting the cost of onsite improvements for their business located at 201 N Main Street Cibolo, 78108.

Ms. Kearns wrote in her grant request the following statement:

*"The proposed project consists of eligible exterior and facade improvements intended to enhance the appearance, functionality, and long-term preservation of the building, while supporting the continued revitalization of the downtown district. This property is an active commercial space and represents continued private reinvestment in Cibolo's historic core."*

**STAFF RECOMMENDATION:**

Staff have found that this application meets all of the BIG Grant criteria and recommends approval of the BIG Grant to reimburse 50% of eligible costs not to exceed \$15,000 for this on-site improvement related improvements in the form of exterior facade improvements including painting, electrical work to support outdoor lighting, installation of gutters for proper water shedding and porch tarp covers for weather protection.

**FINANCIAL IMPACT:**

Staff have calculated based on application and quotes provided that the amount of reimbursement to be \$15,000.

**MOTION(S):**

Example of a motion would be *"I motion to approve the BIG Grant application from Rooted Fork for on-site improvements not to exceed \$15,000, provided paid invoices are submitted and verified "*

**Attachments**

[Rooted Fork BIG Grant Full application.pdf](#)

**Cibolo Economic Development Corporation**  
**Board of Directors**  
Cibolo, Texas

**Re: Faade Improvement Grant Application**  
**Property: 201 N Main St., Cibolo, TX 78108**

Dear Members of the CEDC Board of Directors,

I respectfully submit this letter as an application for CEDC Faade Improvement Grant funding for the commercial property located at 201 N Main Street in downtown Cibolo, Texas.

The proposed project consists of eligible exterior and faade improvements intended to enhance the appearance, functionality, and long-term preservation of the building, while supporting the continued revitalization of the downtown district. This property is an active commercial space and represents continued private reinvestment in Cibolo's historic core.

**Scope of Eligible Faade Improvements**

- Comprehensive exterior painting of siding, trim, handrails, and porch ceiling, including surface preparation, repairs, priming, and double-coat application
- Installation of exterior gutters and downspouts to improve water shedding and protect exterior surfaces
- Installation of exterior lighting (string lights across the yard out-front), poles, and electrical to improve visibility, and aesthetics. Matching the surrounding downtown business at night.
- Exterior structural enhancements and porch coverings to improve usability and weather protection.

**Public Benefit & Economic Impact**

These improvements will enhance curb appeal, improve pedestrian experience along Main Street, support continued private reinvestment in downtown Cibolo, preserve an existing commercial structure, and contribute to a more attractive and cohesive downtown streetscape.

**Project Investment**

The total project cost is \$32,158, representing a substantial private investment in downtown Cibolo. Grant assistance through the CEDC Faade Program would help offset a portion of the exterior improvement costs and support timely completion of the project.

Thank you for your consideration of this application and for your continued commitment to downtown revitalization and economic development. I am happy to provide any additional documentation required or to appear before the Board to answer questions regarding this request.

**Respectfully submitted,**

Cassandra Kearns  
Towncreek Property Owner  
201 N Main St.  
Cibolo, TX 78108  
Phone: 210-232-1024  
Email: kearns\_cassie@hotmail.com



The  
Rooted Fork  
EST. 2020

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201











GUADALUPE COUNTY TAX OFFICE

Property	Owner	Property Address	Tax Year	2025 Assessed Value
R33397	TOWNCREEK LLC	201 N MAIN ST	[2025 -]	urrnmo \$282,292

Property Page: [Details](#)

2025 GENERAL INFORMATION

Property Status Active  
Property Type Real  
Legal Description ABS: 216 SUR: A S LEWIS 0.3000 AC.  
Neighborhood -  
Account 2G0216-0000-10200-0-00  
Map Number -

2025 OWNER INFORMATION

Owner Name TOWNCREEK LLC  
Owner ID  
Exemptions  
Percent Ownership 100%  
Mailing Address 555 LOWER VALLEY LN CIBOLO, TX 78108  
Agent -

TOTAL TAXES DUE	Effective Date: 1/4/2026
<b>Current Amount Due</b>	\$0.00
<b>Past Years Due</b>	\$0.00
<b>Total Due</b>	\$0.00

2025

Tax Statement   
Details

TAXING ENTITY	TOTAL TAXES DUE	DATE PAID	AMOUNT PAID	BALANCE
City Of Cibolo	\$1,475.26	12-31-2025	\$1,475.26	\$0.00
Guadalupe County	\$785.91	12-31-2025	\$785.91	\$0.00
Lateral Roads	\$146.79	12-31-2025	\$146.79	\$0.00
Sch-cib-uc lsd	\$3,040.01	12-31-2025	\$3,040.01	\$0.00
<b>TOTALS</b>	<b>\$5,447.97</b>		<b>\$5,447.97</b>	<b>\$0.00</b>

2024

Tax Statement   
Details

TAXING ENTITY	TOTAL TAXES DUE	DATE PAID	AMOUNT PAID	BALANCE
City Of Cibolo	\$1,451.16	12-19-2024	\$1,451.16	\$0.00
Guadalupe County	\$763.96	12-19-2024	\$763.96	\$0.00
Lateral Roads	\$157.04	12-19-2024	\$157.04	\$0.00
Sch-cib-uc lsd	\$3,306.25	12-19-2024	\$3,306.25	\$0.00
<b>TOTALS</b>	<b>\$5,678.41</b>		<b>\$5,678.41</b>	<b>\$0.00</b>

2023

Tax Statement   
Details

TAXING ENTITY	TOTAL TAXES DUE	DATE PAID	AMOUNT PAID	BALANCE
City Of Cibolo	\$1,362.71	-	\$1,362.71	\$0.00
Guadalupe County	\$791.99	-	\$791.99	\$0.00
Lateral Roads	\$145.00	-	\$145.00	\$0.00
Sch-cib-uc lsd	\$3,303.68	-	\$3,303.68	\$0.00
<b>TOTALS</b>	<b>\$5,603.38</b>		<b>\$5,603.38</b>	<b>\$0.00</b>

2022

Tax Statement   
Details

TAXING ENTITY	TOTAL TAXES DUE	DATE PAID	AMOUNT PAID	BALANCE
City Of Cibolo	\$1,444.33	12-22-2022	\$1,444.33	\$0.00
Guadalupe County	\$877.95	12-22-2022	\$877.95	\$0.00
Lateral Roads	\$149.36	12-22-2022	\$149.36	\$0.00
Sch-cib-uc lsd	\$3,956.89	12-22-2022	\$3,956.89	\$0.00
<b>TOTALS</b>	<b>\$6,428.53</b>		<b>\$6,428.53</b>	<b>\$0.00</b>

# COMMERCIAL LEASE AGREEMENT

1. **THE PARTIES.** This Commercial Lease Agreement ("Agreement") made on January 1 \_\_\_\_\_, 20\_\_\_\_, by and between:

Landlord: Towncreek LLC, with a mailing address of 555 Lower Valley Lane Cibolo TX 78108 ("Landlord"), and

Tenant: TwoChicksLLC/DBARootedFork 'with a mailing address of 201 N Main St, Cibolo TX 78108 ("Tenant").

The Landlord and Tenant are each referred to herein as a "Party" and, collectively, as the "Parties."

2. **DESCRIPTION OF LEASED PREMISES.** The Landlord agrees to lease to the Tenant the following described space:

Street Address: 201 N Main st Cibolo TX 78108  
Square Feet: 1600 SF  
Type of Space: restaurant (retail, office, industrial, etc.)  
Other Description: \_\_\_\_\_

Hereinafter known as the "Premises."

3. **INITIAL TERM.** The term of this Agreement shall be for a period of 12months starting on January 1st \_\_\_\_\_, 20\_\_\_\_, and expiring at midnight on December 31st, 20E..\_\_ ("Initial Term").

4. **OPTION TO RENEW.** The Tenant has: (check one)

**D - No Option to Renew.** This Agreement may only renew in an amendment to this Agreement or in a separate agreement.

**ii - Option(s) to Renew.** The Tenant has the option(s) to renew this Agreement under the following terms:

resign a new lease agreement

The Initial Term and any renewal periods mentioned shall be collectively referred to as the "Term."

**5. SECURITY DEPOSIT.** Under this Agreement: (check one)

iii - **No Security Deposit is Required.** There shall be no deposit required for the successful performance of this Agreement by the Tenant ("Security Deposit").

- **Security Deposit is Required.** \$\_\_\_\_\_ payment is required by the Tenant and is due and payable in advance of the Term or at the signing of this Agreement ("Security Deposit"), whichever occurs first. The Security Deposit shall be held in escrow by the Landlord in a separate bank account as security for the successful performance of the terms and conditions of this Agreement. The Security Deposit may not be used to pay the last month's Rent unless written permission is granted by the Landlord.

**6. RENT.** The Tenant agrees to pay Rent during the Initial Term with: (check one)

- **No Rent Increases.** The Monthly Rent is: \$\_\_\_\_\_ .

iii - **Increases in Rent.** The Tenant shall be obligated to pay rent for the Initial Term in accordance with the following:

\$3,000 plus taxes and insurance NNN. Rent base wont go up, just whatever the taxes and insurance are for that year up or down for NNN.

Hereinafter known as the "Base Rent."

**7. PERCENTAGE RENT.** In addition to the Base Rent, there shall be: (check one)

iii - **No Percentage(%) Rent.**

- **Percentage(%) Rent.** The Tenant shall be required to pay \_\_\_ % of \_\_\_\_\_ (gross sales, net sales, etc.). Such payment shall be made with a receipt and proof of calculation and paid each: (check one)

- Monthly
- Quarterly
- Annually

Hereinafter known as the "Percentage Rent." The Base Rent and the Percentage Rent shall be referred collectively to as the "Rent."

8. **LATE FEE.** If Rent has not been paid on the Due Date, there is: (check one)

- **No Late Fee.** The Tenant shall not be liable to pay a penalty for any late payment due under this Agreement.

iii - **A Late Fee.** If the Rent is not paid within \_\_\_\_\_ days of the Due Date, the Landlord will charge a: (check one)

iii - Flat Fee. The late fee is \$25 \_\_\_\_\_ and applied per: (check one)

- Occurrence that Rent is Late.

iii - Day that Rent is Late and until it is paid-in-full.

- Based on Interest. The late fee shall be calculated based on the unpaid Rent amount and accumulating at an interest rate of \_\_ % per annum until paid-in-full.

All late payments made related to Rent shall be first applied to the late fee and all remaining amounts toward the outstanding Rent amounts.

9. **PERMITTED USES.** The Tenant agrees to use the Premises for: (check one)

iii - **All Purposes.** The Tenant may use the Premises for any purpose legal under State and local laws.

- **Specific Purposes (only).** \_\_\_\_\_  
Any change in the above-mentioned purposes of the Premises shall only be permitted upon the Landlord's prior written consent.

10. **SHARE OF PROPERTY EXPENSES.** The Parties shall be obligated to pay for the following expenses related to the Premises:

**Landlord's Share of Property Expenses:**

Any damages to the property outside of the control of the tenant

**Tenant's Share of Property Expenses:**

Any repairs to the property that were caused by the tenants use of the property.





## Office of the Secretary of State

January 15, 2021

Attn: Guerra Days Law Group, PLLC

Guerra Days Law Group, PLLC  
2211 Rayford Rd., Ste. 111, #134  
Spring, TX 77386 USA

RE: Towncreek, LLC  
File Number: 803896088

-----  
It has been our pleasure to file the certificate of formation and issue the enclosed certificate of filing evidencing the existence of the newly created domestic limited liability company (lie).

Unless exempted, the entity formed is subject to state tax laws, including franchise tax laws. Shortly, the Comptroller of Public Accounts will be contacting the entity at its registered office for information that will assist the Comptroller in setting up the franchise tax account for the entity. Information about franchise tax, and contact information for the Comptroller's office, is available on their web site at <https://window.state.tx.us/taxinfo/franchise/index.html>.

The entity formed does not file annual reports with the Secretary of State. Documents will be filed with the Secretary of State if the entity needs to amend one of the provisions in its certificate of formation. It is important for the entity to continuously maintain a registered agent and office in Texas. Failure to maintain an agent or office or file a change to the information in Texas may result in the involuntary termination of the entity.

If we can be of further service at any time, please let us know.

Sincerely,

Corporations Section  
Business & Public Filings Division  
(512) 463-5555

Enclosure



(210)288-5771

Troy.jgoodman@gmail.com

www.goodmanandgoodmanpainting.com

Trey Goodman, Owner

(210) 288-5771

Troy.jgoodman@gmail.com

www.goodmanandgoodmanpainting.com

Trey Goodman, Owner

### ***Customer Information***

Name: Cassie Kearns

Address: 201 N Main St., Cibolo, TX 78108

Phone: 210-232-1024

Email: Kearns\_cassie@hotmail.com

### ***Project Details***

#### **Exterior Painting - Revised Scope of Work**

Pressure wash, prepare, scrape where necessary, perform putty and wood fill as needed, sand, caulk, prime, and paint all designated exterior surfaces including siding, trim, handrails, and porch ceiling. All repairs required for proper paint adhesion to be completed prior to painting. All painted areas to receive two full coats of paint. All paint products to be Sherwin Williams brand. Paint colors to match existing colors unless otherwise specified by Customer. Standard eggshell sheen to be used unless directed otherwise by Customer.

#### **Additional Exterior Improvements**

Furnish labor and materials for the installation of additional exterior improvements, including construction and installation of a custom exterior structure, installation of commercial-grade outdoor string lighting, installation of poles and structural supports required for lighting, completion of necessary electrical work including exterior-rated wiring, conduit, and GFCI protection, installation of porch tarp covers for weather protection, and installation of exterior gutters and downspouts designed to improve water shedding and help preserve the exterior surfaces of the building. Gutters to be installed in accordance with standard exterior construction and drainage best practices.

### ***Pricing Summary***

<b>Description</b>	<b>Amount</b>
Revised Exterior Painting Contract	\$15,335.00
Additional Exterior Improvements (structure, lighting, poles, electrical, tarps, gutters)	\$16,823.00
<b>TOTAL PROJECT COST</b>	<b>\$32,158.00</b>

### ***Schedule & Terms***

Start Date: TBD

Estimated Time Frame: TBD based on weather conditions and material availability.

Any additional work not specifically outlined in this proposal is excluded and will require a written change order signed by all parties prior to commencement. Electrical work and gutter installation assume standard site conditions and

existing structural compatibility. Warranty and general conditions to remain consistent with the original contract terms.

**Acceptance**

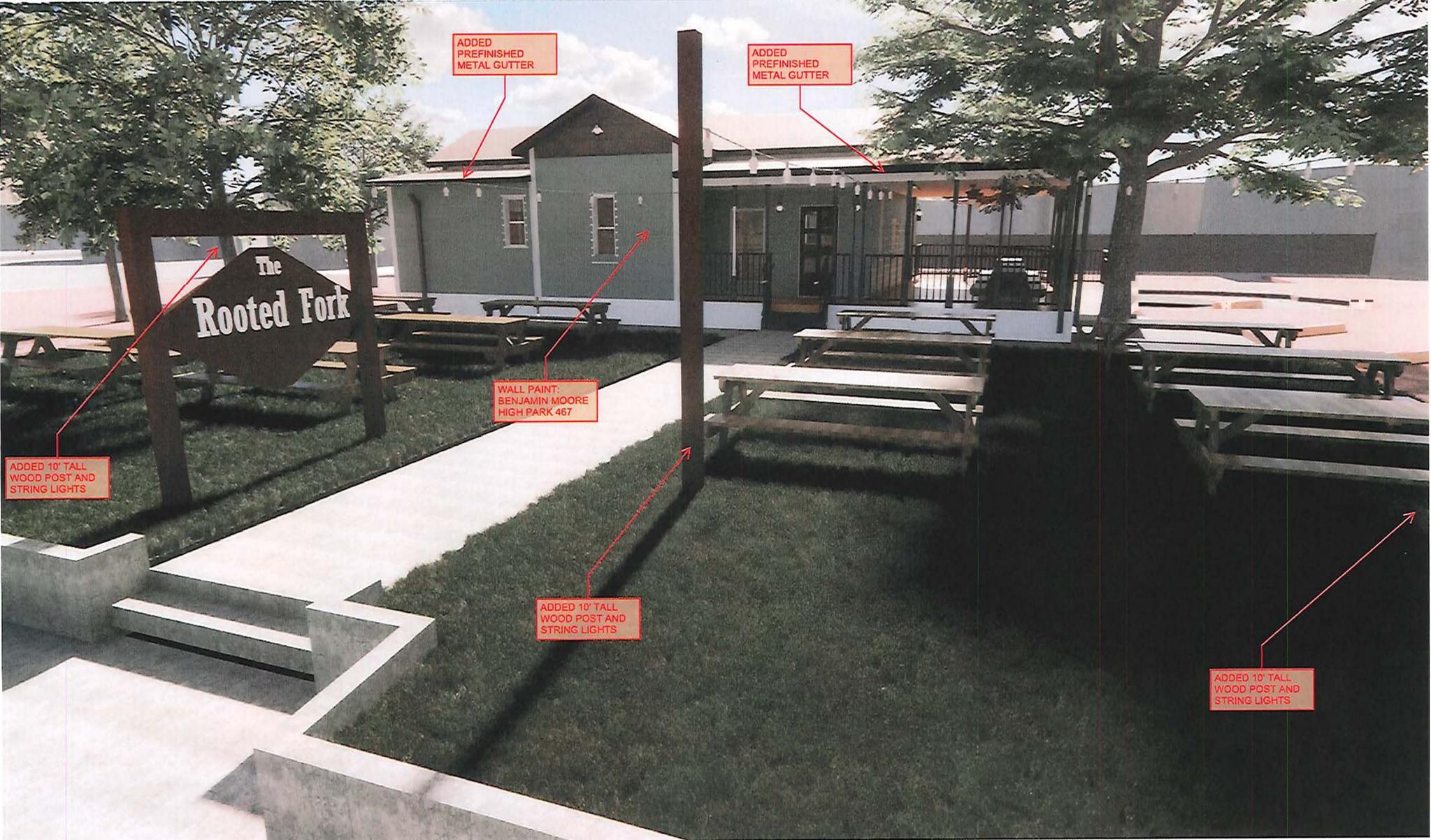
I/We hereby accept the above pricing along with the terms and conditions outlined in this proposal.

Customer Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Contractor Signature: \_\_\_\_\_

Date: \_\_\_\_\_



ADDED  
PREFINISHED  
METAL GUTTER

ADDED  
PREFINISHED  
METAL GUTTER

The  
Rooted Fork

WALL PAINT:  
BENJAMIN MOORE  
HIGH PARK 467

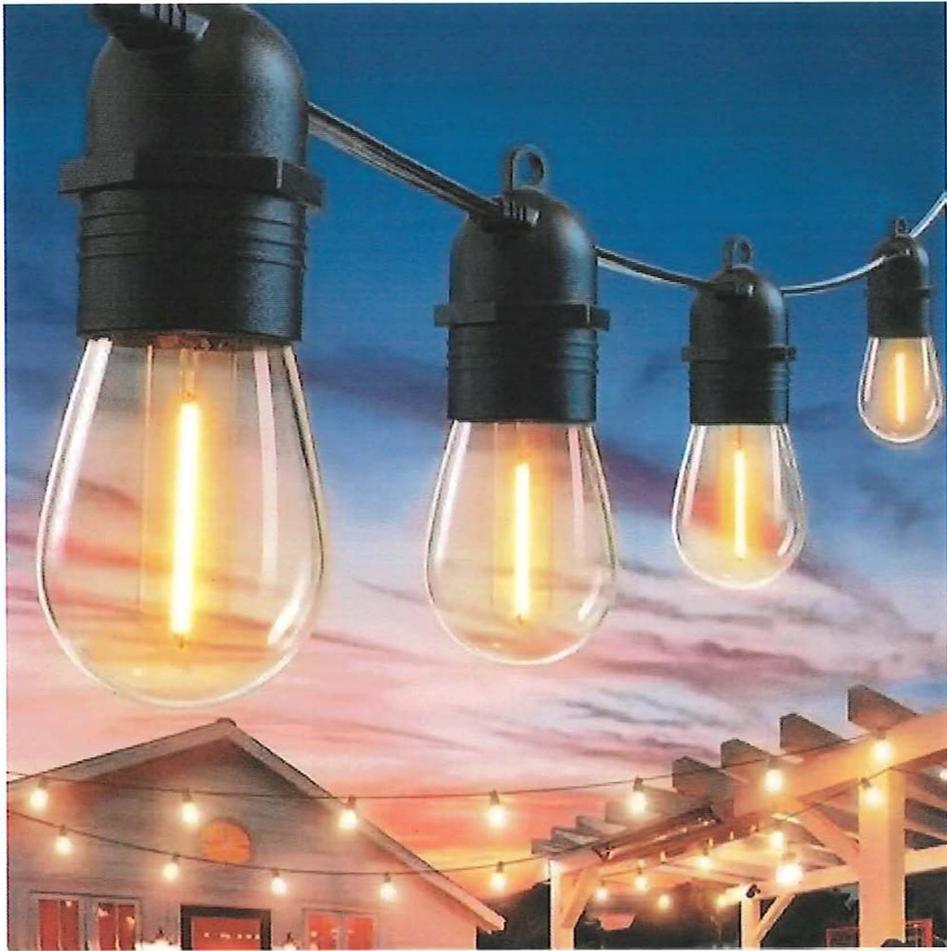
ADDED 10' TALL  
WOOD POST AND  
STRING LIGHTS

ADDED 10' TALL  
WOOD POST AND  
STRING LIGHTS

ADDED 10' TALL  
WOOD POST AND  
STRING LIGHTS



New Paint Color "Hidden Gem" by Behr





Exterior encloser for porch would look like but white



### Curtain with Clear Vinyl Panel

★★★★★ 330 reviews | [Product Specification](#)

@ii Tailored Fit

Weatherproof

@ Clearview

A Durable Fabrics

Quick Setup

Fastest US Shipping

Measurement

All Dimensions in Feet

# Request for Taxpayer Identification Number and Certification

Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

**Give form to the  
requester. Do not  
send to the IRS.**

**Before you begin.** For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

<p>1 2 3a 3b 5 6 7</p>	<p><b>1</b> Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2) <b>Towncreek L L £</b></p> <p><b>2</b> Business name/disregarded entity name, if different from above.</p> <p><b>3a</b> Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes.  <input type="radio"/> Individual/sole proprietor    <input checked="" type="radio"/> C corporation    <input checked="" type="radio"/> S corporation    <input checked="" type="radio"/> Partnership    <input checked="" type="radio"/> TrusVestate  <input type="radio"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership)  <small>Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.</small>  <input type="checkbox"/> Other (see instructions)</p> <p><b>3b</b> If on line 3a you checked "Partnership" or "TrusVestate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions <input type="checkbox"/></p> <p><b>5</b> Address (number, street, and apt. or suite no.). See instructions. <b>555 Lower Valley Lane</b></p> <p><b>6</b> City, state, and ZIP code <b>Cibolo TX 78108</b></p> <p><b>7</b> List account number(s) here (optional)</p>	<p><b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ <i>(Applies to accounts maintained outside the United States.)</i></p> <p>Requester's name and address (optional)</p>
--	--	--

## G!D Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see **How to get a TIN**, later.

Social security number	<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 10%; text-align: center;">III</td> <td style="width: 10%; text-align: center;">D</td> <td style="width: 10%; text-align: center;">.</td> <td style="width: 10%; text-align: center;">.</td> <td style="width: 10%;"></td> </tr> </table>	III	D	.	.						
III	D	.	.								
or	Employer identification number										
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8	6	-	1	5	1	7	5	4	4		

**Note:** If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

## Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer Identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification Instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

<b>Sign Here</b>	Signature of U.S. person	Date <b>1/4/2026</b>
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## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

## What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

Date of this notice: 01-18-2021

Employer Identification Number:  
86-1517544

Form: SS-4

Number of this notice: CP 575 B

TOWNCREEK LLC  
CASSANDRA LYNN KEARNS MBR  
555 LOWER VALLEY LN  
CIBOLO, TX 78108

For assistance you may call us at:  
1-800-829-4933

IF YOU WRITE, ATTACH THE  
STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 86-1517544. This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

When filing tax documents, payments, and related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear off stub and return it to us.

Based on the information received from you or your representative, you must file the following form(s) by the date(s) shown.

Form 1065

03/15/2022

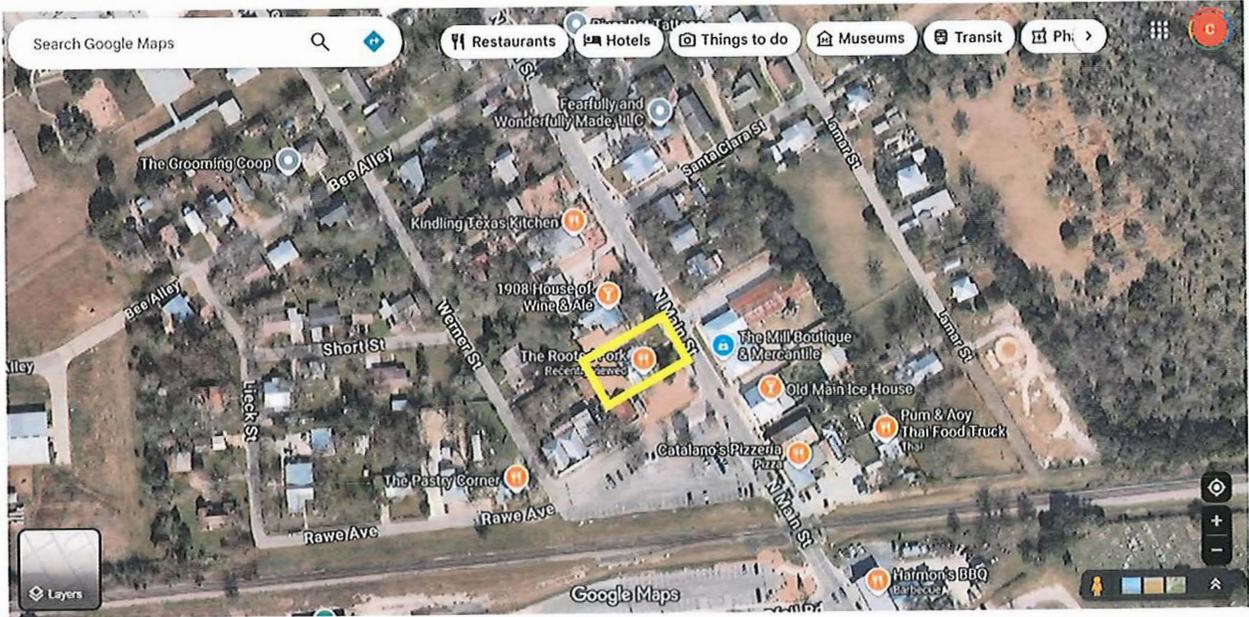
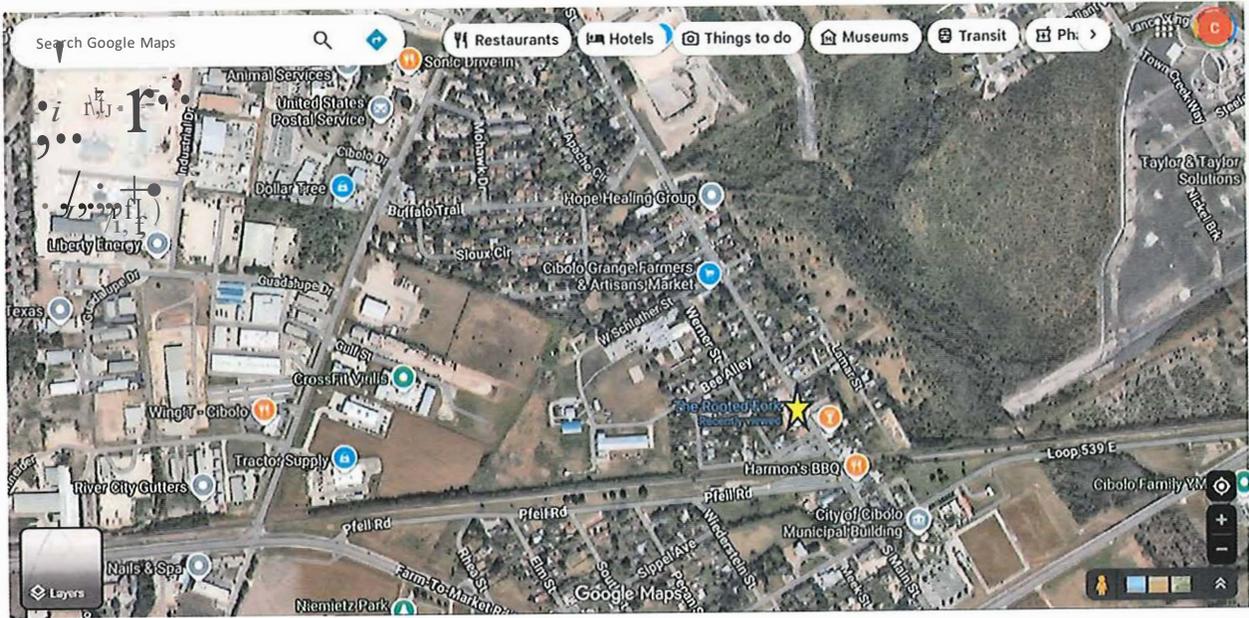
If you have questions about the form(s) or the due date(s) shown, you can call us at the phone number or write to us at the address shown at the top of this notice. If you need help in determining your annual accounting period (tax year), see Publication 538, *Accounting Periods and Methods*.

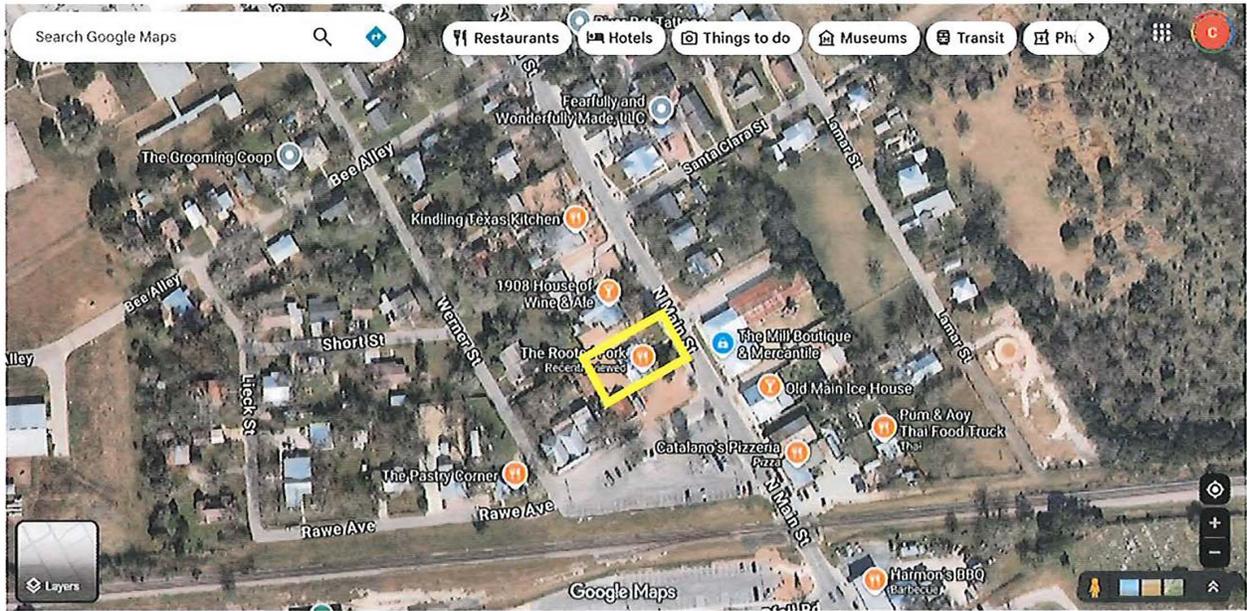
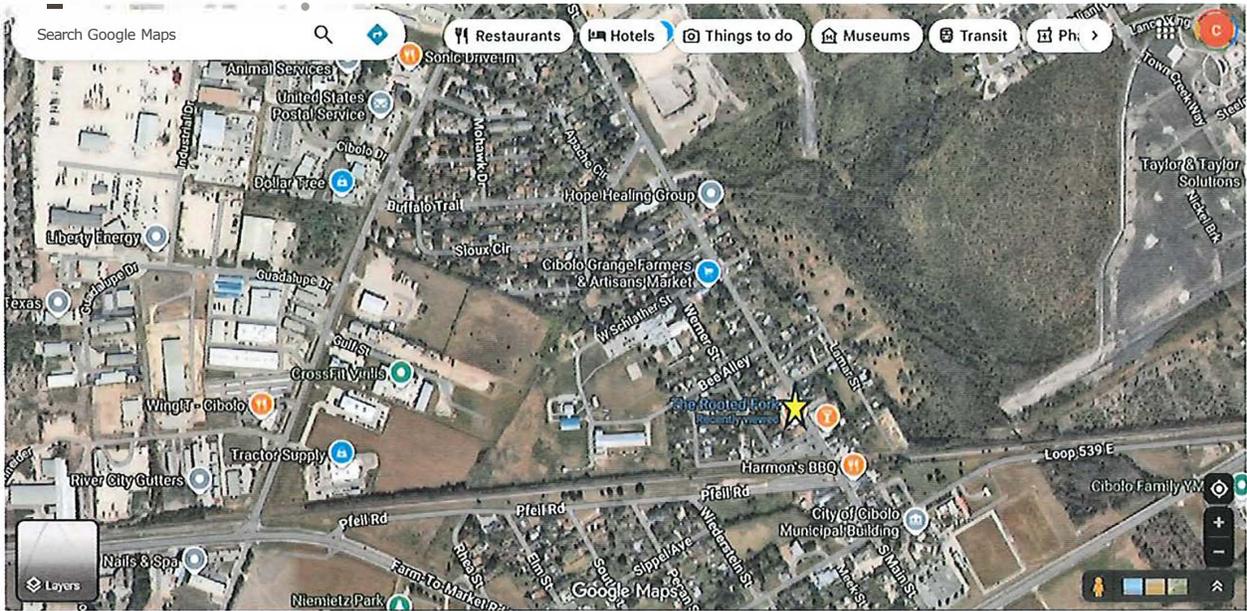
We assigned you a tax classification based on information obtained from you or your representative. It is not a legal determination of your tax classification, and is not binding on the IRS. If you want a legal determination of your tax classification, you may request a private letter ruling from the IRS under the guidelines in Revenue Procedure 2004-1, 2004-1 I.R.B. 1 (or superseding Revenue Procedure for the year at issue). Note: Certain tax classification elections can be requested by filing Form 8832, *Entity Classification Election*. See Form 8832 and its instructions for additional information.

A limited liability company (LLC) may file Form 8832, *Entity Classification Election*, and elect to be classified as an association taxable as a corporation. If the LLC is eligible to be treated as a corporation that meets certain tests and it will be electing S corporation status, it must timely file Form 2553, *Election by a Small Business Corporation*. The LLC will be treated as a corporation as of the effective date of the S corporation election and does not need to file Form 8832.

To obtain tax forms and publications, including those referenced in this notice, visit our Web site at [www.irs.gov](http://www.irs.gov). If you do not have access to the Internet, call 1-800-829-3676 (TTY/TDD 1-800-829-4059) or visit your local IRS office.







**PROJECT INFO**

<b>NAICS</b>	722511 Full-Service Restaurants
<b>SPACE</b>	No new space
<b>FACILITY</b>	
<b>BREAK GROUND</b>	
<b>BEGIN OPERATIONS</b>	

**EMPLOYMENT**

 **0**  
New Jobs

**CAPITAL INVESTMENT**

 **\$32,158**  
\$32,158 Buildings & Improvements  
\$0 Furniture, Fixtures, & Equipment

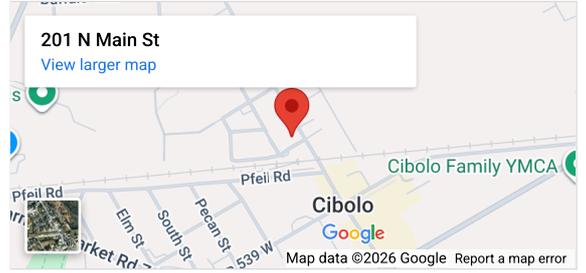
**PAYROLL**

 **\$0**  
Avg Annual Salary

**\$0**  
Annual Payroll

**DESCRIPTION**

Rooted Fork is a long standing Downtown Business that made substantial investments to convert a home a to a commercial operation. This project which is under consideration for the BIG Grant improve the deteriorating facade, exterior seating area.



**ADDRESS**

201 N Main St, Cibolo, TX 78108, USA

**COMPANY INFO**

<b>Company Name</b>	Rooted Fork
<b>Year Established</b>	
<b>State of Formation</b>	
<b>Business Structure</b>	
<b>Ownership</b>	

**CURRENT OPERATIONS**

<b>NAICS</b>	722511
<b>Space</b>	0 SF
<b>Facility</b>	
<b>Market Value of Property</b>	\$282,292