



**SEABROOK ECONOMIC DEVELOPMENT CORPORATION**  
**NOTICE OF REGULAR MEETING – TELECONFERENCE MEETING**  
**THURSDAY, MAY 07, 2020 AT 4:00 P.M.**

NOTICE IS HEREBY GIVEN THAT THE SEABROOK ECONOMIC DEVELOPMENT CORPORATION WILL MEET ON THURSDAY, MAY 07, 2020 AT 4:00 PM BY **TELECONFERENCE** TO DISCUSS, CONSIDER, AND IF APPROPRIATE, TAKE ACTION WITH RESPECT TO THE ITEMS LISTED BELOW.

DUE TO THE CLOSING OF ALL CITY FACILITIES TO THE PUBLIC, THIS MEETING WILL ONLY BE OPEN TO THE PUBLIC VIA REMOTE ACCESS THAT ALLOWS FOR TWO-WAY COMMUNICATIONS FOR THOSE DESIRING TO PARTICIPATE. MEMBERS OF THE PUBLIC MAY ATTEND THE MEETING VIA TELEPHONE BY CALLING **(877) 568-4106** AND ENTERING **ACCESS CODE 930-520-389** TO LISTEN TO THE MEETING AND/OR PROVIDE COMMENT DURING THE PUBLIC COMMENT PORTION OF THE AGENDA. MEMBERS OF THE PUBLIC MAY ACCESS THE AGENDA AT [WWW.SEABROOKTX.GOV/AGENDACENTER](http://WWW.SEABROOKTX.GOV/AGENDACENTER) TO VIEW AGENDA AND ATTACHMENTS.

**THOSE PERSONS WISHING TO SPEAK DURING THE PUBLIC COMMENTS PORTION OF THE AGENDA MUST REGISTER NO LATER THAN 1:00 P.M. ON THURSDAY, MAY 07, BY SENDING AN EMAIL TO [PPATEL@SEABROOKTX.GOV](mailto:PPATEL@SEABROOKTX.GOV) AND PROVIDING YOUR NAME, ADDRESS, AND PHONE NUMBER.**

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**1. PUBLIC COMMENTS AND ANNOUNCEMENTS**

*At this time, we would like to listen to any member of the audience on any subject matter, whether or not that item is on the agenda. All comments are limited to a maximum of four minutes for each speaker, shall be limited to city business or city-related business or matters of general public interest, and shall not include any personal attacks. In accordance with the Open Meetings Act, members may not discuss or take action on any item that has not been posted on the agenda. Names of those registered to speak will be called in the order in which they registered. When your name is called, please state your name and address clearly before making your comments. Thank you.*

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**2. PRESENTATIONS**

**2.1** EDC monthly budget report. (Chavez)

**ATTACHMENT 1:** [EDC monthly budget](#)

**2.2** Update on EDC dining contest results for April. (Chavez)

**ATTACHMENT 2:** [Buy Local Dining Contest](#)

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**3. NEW BUSINESS**

**3.1** Consider and take all appropriate action on the potential utilization of the remaining balance of the Seabrook Emergency Business Retention Incentive for business development and employee retention efforts. (Chavez)

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#### 4. ROUTINE BUSINESS

4.1 Approve minutes of the May 04, 2020 teleconference EDC meeting. (Patel)

ATTACHMENT 3: [May 04, 2020 minutes](#)

4.2 Establish future meeting dates and agenda items.

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THE EDC BOARD RESERVES THE RIGHT TO HEAR ANY OF THE ABOVE DESCRIBED AGENDA ITEMS THAT QUALIFY FOR AN EXECUTIVE SESSION IN AN EXECUTIVE SESSION BY PUBLICLY ANNOUNCING THE APPLICABLE SECTION NUMBER OF THE OPEN MEETINGS ACT, (CHAPTER 551 OF THE TEXAS GOVERNMENT CODE, AND VERNON'S TEXAS CODES ANNOTATED, IN ACCORDANCE WITH THE AUTHORITY CONTAINED IN ONE OR MORE OF THE FOLLOWING SECTIONS: SECTION 551.071, CONSULTATION WITH ATTORNEY; SECTION 551.072, REAL PROPERTY; SECTION 551.073, DELIBERATION REGARDING A PROSPECTIVE GIFT; SECTION 551.074, PERSONNEL MATTERS; SECTION 551.076, SECURITY DEVICES; AND SECTION 551.087, ECONOMIC DEVELOPMENT) THAT JUSTIFIES EXECUTIVE SESSION TREATMENT.

#### CERTIFICATE

I certify that this notice was placed on the bulletin board at Seabrook City Hall on or before Monday, May 04, 2020 at 5:00 p.m. and that it will remain posted until the meeting has ended.

*Pat Patel*

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Pat Patel,  
EDC Administrative Assistant

**ATTACHMENT**

**1**

**SEABROOK ECONOMIC DEVELOPMENT CORPORATION -- 2019-2020 BUDGET**

EXPENSES	BUDGET	Projected (from year 2019)													TOTAL	REMAINING
		10/31/2019	11/30/2019	12/31/2019	1/31/2020	2/28/2020	3/31/2020	4/30/2020	5/31/2020	6/30/2020	7/31/2020	8/31/2020	9/30/2020			
4010 - Office Supplies	150	0	0	47	0	0	0	103	116	0	28	0	0	294	-144	
5010 - Advertising	82,000	0	2,799	2,348	16	11,445	0	1,445	0	2,195	0	0	1,900	22,148	59,852	
5020 - Dues & Subscriptions	1,240	0	1,596	120	0	40	0	0	0	0	0	0	0	1,756	-516	
5030 - Services	5,675	0	0	0	0	0	0	0	0	0	729	0	0	729	4,946	
5182 - Trail Maintenance	30,000	0	0	0	0	0	0	0	0	9,710	723	14,015	419	24,867	5,133	
5215 - Engineering / GIS	5,000	0	0	0	0	0	0	0	0	0	0	0	0	0	5,000	
5220 - Legal	36,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	0	6,000	36,000	0	
5227 - Consulting	103,558	10,000	45,000	0	5,000	0	0	5,000	0	0	0	17,500	5,000	87,500	16,058	
5300 - Training & Conferences	21,500	178	139	2,062	292	51	157	0	578	565	1,279	82	1,372	6,754	14,746	
5465 - Misc Expenses	1,000	9	7	61	7	33	6	6	44	67	33	7	74	354	646	
5617 - Economic Development Projects	346,000	0	0	0	0	0	0	0	0	190,729	0	0	3,910	194,638	151,362	
5620 - Econ Dev Incentive Program	500,000	0	0	0	6,293	0	34,250	0	143,977	0	0	0	0	184,520	290,250	
Sales Tax Refund - Asparagus Group 0160		0	0	1,534	1,468	1,822	0			4,970		4,175	2,238	16,208		
Sales Tax Refund - Merloaded 0164		0	278	313	394	353	0	402		584	359	329	728	3,740		
Sales Tax Refund - Mario's Pizza 0138		0	0	644	636	1,214	0				1,362	727	699	5,282		
6250 - Administrative Services	242,293	20,191	20,191	20,191	20,191	20,191	20,191	20,191	19,535	19,535	19,535	19,535	19,535	239,013	3,280	
6255 - Transfer to Enterprise Fund Project	198,878	16,573	16,573	16,573	16,573	16,573	16,573	16,573	16,423	16,423	16,423	16,423	16,423	198,126	752	
	<b>\$1,573,294</b>	<b>\$49,951</b>	<b>\$89,305</b>	<b>\$44,402</b>	<b>51,372</b>	<b>\$51,333</b>	<b>\$74,178</b>	<b>\$46,318</b>	<b>\$183,673</b>	<b>\$242,224</b>	<b>\$41,751</b>	<b>\$67,562</b>	<b>\$54,632</b>	<b>\$996,700</b>	<b>\$576,594</b>	

REVENUE		Projected (from year 2019)													TOTAL	DELTA
		10/31/2019	11/30/2019	12/31/2019	1/31/2020	2/28/2020	3/31/2020	4/30/2020	5/31/2020	6/30/2020	7/31/2020	8/31/2020	9/30/2020			
7100 - Sales Tax *	835,000	70,670	112,486	75,508	64,639	98,863	72,637	59,523	40,289	35,360	34,182	42,404	53,350	759,911	75,089	
9510 - Interest Income	15,000	4,634	3,962	3,986	3,958	3,721	2,509	0	3,019	2,875	2,813	2,598	2,511	36,585	-21,585	
9520 - Other Income	1,000	0	0	300	0	0	0	0	0	300	0	0	300	900	100	
	<b>\$851,000</b>	<b>\$75,304</b>	<b>\$116,448</b>	<b>\$79,794</b>	<b>\$68,597</b>	<b>\$102,584</b>	<b>\$72,637</b>	<b>\$59,523</b>	<b>\$43,308</b>	<b>\$38,535</b>	<b>\$36,995</b>	<b>\$45,002</b>	<b>\$56,161</b>	<b>\$794,887</b>	<b>\$56,113</b>	
<b>TOTAL PROFIT / (LOSS)</b>	<b>-\$722,294</b>	<b>\$25,353</b>	<b>\$27,143</b>	<b>\$35,392</b>	<b>\$17,224</b>	<b>\$51,251</b>	<b>\$72,637</b>	<b>\$13,206</b>	<b>-\$140,365</b>	<b>-\$203,689</b>	<b>-\$4,756</b>	<b>-\$22,560</b>	<b>\$1,529</b>	<b>-\$127,635</b>		

\* Sales tax figures are from two months prior of posting date.  
e.g. - October sales tax revenues were generated in August.

**FUND BALANCE**

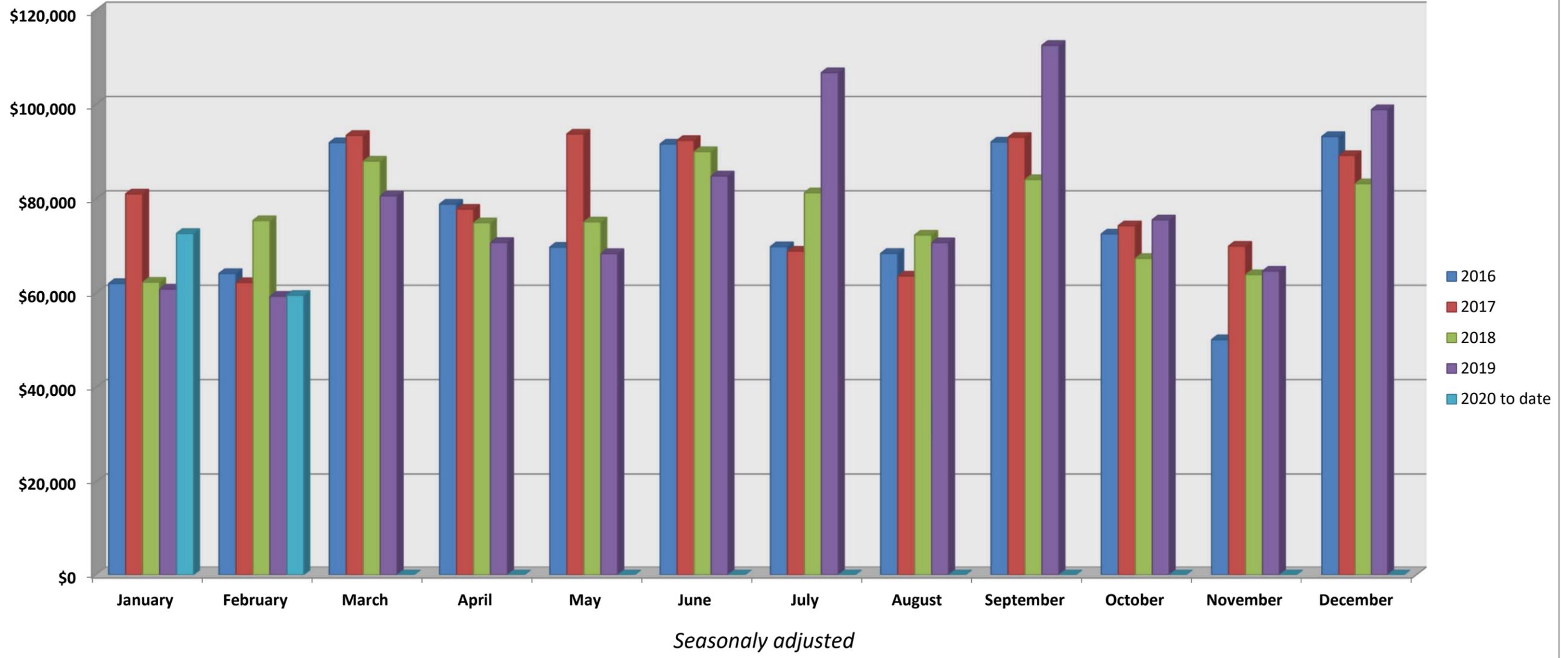
Cash In Bank plus TEXPOOL / Unrestricted and Emergency Reserve

Projected (from year 2019)												
\$2,875,729	\$2,896,134	\$2,931,181	\$2,939,749	\$2,987,941	\$2,990,029	\$3,005,316	\$2,943,609	\$2,967,612	\$2,798,778	\$2,820,329	\$2,844,736	

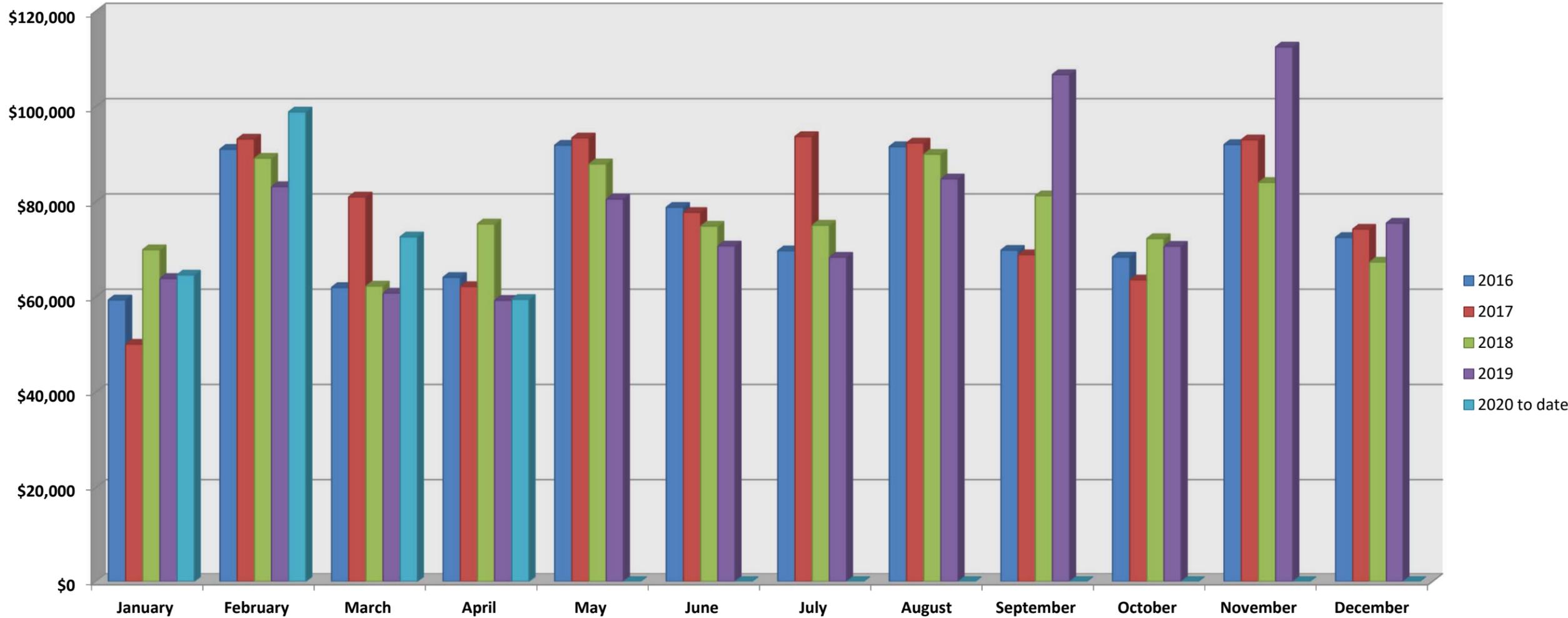
6255 - Transfer to Enterprise Fund Project - water tank relocation project

Sales Tax Rebates 25,230

SEDC Sales Tax Revenue 2016 - 2020 to date



### SEDC Sales Tax Revenue 2016 - 2020



*Not Seasonally adjusted*

**ATTACHMENT**

**2**



**DATE OF CONTEST:** April 10, 2020 thru April 30, 2020

**CONTEST RULES:** A dining gift certificate from a Seabrook restaurant of your choice will be given to the individuals who submit the MOST receipts from Seabrook restaurants. Certificates ranging between \$15 up to \$150 will be given to the top 5 contestants! As a bonus, the first place contestant will also receive and a hand-made custom creation from Mayor Thom Kolupski.

**ENTRIES RECEIVED:** 47 entries received

**WINNERS:**

- 1<sup>st</sup> Place – Eric Sullivan – receives \$150 gift certificate from Seabrook Restaurant of their choice and custom piece of art created by Mayor Kolupski
- 2<sup>nd</sup> Place – David Williams – receives \$100 gift certificate
- 3<sup>rd</sup> Place – Charlotte McLean – receives \$50 gift certificate
- 4<sup>th</sup> Place – Kim Lowe – receives \$25 gift certificate
- 5<sup>th</sup> Place – David Moore AND Amanda Embrey – both receive \$15 gift certificate

**RESTAURANTS:**

- Mario’s Flying Pizza – most used
- Iguanas Ranas
- Hubcap Grill
- Midnite Slice
- McDonalds
- Tookie’s Seafood
- Classic Café
- Sam’s Boat
- Wong’s Chef
- Shiplee Donuts, Pizza Hut, Dairy Queen, Hooters, Pier 8, Seabrook Waffle Co.

**ATTACHMENT**

**3**

1 THE SEABROOK ECONOMIC DEVELOPMENT CORPORATION OF THE CITY OF  
2 SEABROOK MET ON **MONDAY, MAY 4, 2020 AT 4:00 P.M.** VIA TELECONFERENCE  
3 TO CONSIDER, AND IF APPROPRIATE, TAKE ACTION WITH RESPECT TO THE  
4 AGENDA ITEMS LISTED BELOW.

5  
6 **BOARD MEMBERS PRESENT:**

7 PAUL R. DUNPHEY	CHAIRMAN
8 TERRY CHAPMAN	VICE-CHAIR
9 KEVIN FERGUSON	TREASURER
10 ERNIE DAVIS	SECRETARY
11 THOMAS KOLUPSKI	MAYOR
12 GARY BELL	MEMBER
13 JEFF LARSON	COUNCIL REPRESENTATIVE

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15 **ALSO PRESENT WERE:**

16 GAYLE COOK	CITY MANAGER
17 STEVE WEATHERED	CITY/EDC ATTORNEY
18 PAUL CHAVEZ	DIRECTOR OF ECONOMIC DEVELOPMENT
19 PAT PATEL	EDC ADMINISTRATIVE ASSISTANT

20  
21 EDC Chairman Paul Dunphey called the meeting to order at 4:00 p.m. and declared that a  
22 quorum was present.

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25 **1. PUBLIC COMMENTS AND ANNOUNCEMENTS**

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27 There were no public comments.

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31 **2. SPECIFIC PUBLIC HEARINGS**

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33 **2.1 Pursuant to Texas Local Government Code section 505.159, conduct public**  
34 **hearing on notice of project of the SEDC relating to the "Seabrook**  
35 **Emergency Business Retention Incentive Project" to provide incentives for**  
36 **local businesses due to unprecedented economic disruption caused by the**  
37 **COVID-19 outbreak.**

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39 EDC Chairman opened the Public Hearing at 4:05 p.m.

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41 Since there were no comments, EDC Chairman closed Public Hearing at 4:05 p.m.

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46 **3. EXECUTIVE SESSION**

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48 Pursuant to Section 551.087 and 551.071 of the Texas Government Code, the  
49 Seabrook Economic Development Corporation will meet in closed session to  
50 consider commercial or financial information regarding business prospects or  
51 projects and associated legal issues. The following subject may be discussed:

52 **3.1 Section 551.087**  
53 **Discuss/deliberate potential financial incentive(s) and financial information**  
54 **received from a business prospect that the City/EDC seeks to have locate, stay, or**  
55 **expand for which the City is conducting economic development negotiations, as**  
56 **provided by Texas Government Code Section 551.087.**

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58 **3.2 Section 551.071**  
59 **Consult with attorney to receive legal advice on legal issues associated with**  
60 **potential funding agreement as provided by Section 551.071, Texas Government**  
61 **Code.**

62 The EDC board went into Executive Session at 4:07 p.m.

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64 **4. OPEN SESSION**

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66 **4.1 The EDC Board will reconvene in open session to allow for possible action on**  
67 **the agenda items listed above under "Executive Session,"**

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69 The EDC board reconvened in open session at 5:01 p.m.

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71 No action was taken.

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74 **5. NEW BUSINESS**

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76 **5.1 Consider and take all appropriate action on Seabrook Emergency Business**  
77 **Retention Incentive (SEBRI) application submissions as referenced in the**  
78 **attachment.**

79  
80 Motion made by Ernie Davis and seconded by Gary Bell.

81  
82 To approve the SEBRI application submissions as follows:

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Beacon Hill B&B	\$3,500
Holiday Inn Express	\$8,000
Quality Inn	\$8,000
Springhill Suites	\$8,000
Backyard Seabrook	\$5,500
Cabo's	\$8,000
Classic Café	\$8,000

Habeneros Tacos	\$5,500
Hubcap Grill	\$5,500
Iguanas Ranas	\$8,000
Merlion	\$8,000
Midnite Slice	\$5,500
Pier 8	\$5,500
Seabrook Waffle Company	\$5,000
Tookie's Seafood	\$9,000
Wongs Chef	\$5,500
Bay Area Body Shop	\$3,500
Crown Trophy	\$5,500
El Lago Coffee	\$3,500
Good Sense Provisions	\$3,500
Jenuine Treasures	\$3,500
Seabrook House of Flowers	\$5,500
Your Printing Now	\$3,500
AK Wetworks	\$3,500
Bay Area Houston Magazine	\$3,500
GALCO Hearing	\$3,500
Griffin Communications	\$3,500
Jade Construction	\$3,500
Landon Dental	\$3,500
Photojenic	\$3,500
Weigh-Tech	\$3,500
About Face	\$3,500

Lotus Hair, Nail & Massage	\$3,500
Mama Bella Beauty Salon	\$3,500
NASA Hair	\$3,500
Pelican Health & Fitness	\$3,500
Snap Fitness	\$3,500
Vera Bellezza	\$3,500

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MOTION CARRIED BY UNANIMOUS CONSENT

- 5.2 Consider and take all appropriate action on proposed standard form of SEBRI Agreement and authorization for EDC Director to proceed with entering into standard SEBRI Agreement with approved applicant(s), on terms determined by EDC and subject to approval by City Council.**

Motion made by Gary Bell and seconded by Kevin Ferguson

To approve the standard form of SEBRI Agreement as presented and authorization for EDC Director to proceed with entering into standard SEBRI Agreement with approved applicant(s), on terms determined by EDC and subject to approval by City Council.

MOTION CARRIED BY UNANIMOUS CONSENT

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**6. ROUTINE BUSINESS**

- 6.1 Approve minutes of the March 12, 2020 regular EDC meeting. (Patel)**

Motion made by Kevin Ferguson and seconded by Gary Bell

To approve the minutes as presented.

MOTION CARRIED BY UNANIMOUS CONSENT

- 6.2 Approve minutes of the April 14, 2020 teleconference EDC meeting. (Patel)**

Motion made by Ernie Davis and seconded by Kevin Ferguson

To approve the minutes as presented.

MOTION CARRIED BY UNANIMOUS CONSENT

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**6.3 Establish future meeting dates and agenda items.**

To meet on Thursday, May 7<sup>th</sup> at 4:00 pm via Teleconference.

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Upon motion duly made, the meeting was adjourned at 5:12 p.m.

APPROVED ON THE 7<sup>th</sup> DAY OF MAY 2020.

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Paul Dunphey, EDC Chairman

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Pat Patel,  
EDC Administrative Assistant