



DATE: March 12, 2020

TO: EDC Board

FROM: Paul Chavez, EDC Director

RE: **Monthly Activities for January and February 2020**

My action items over the past 30 days include:

Week of January 6

- Attend ICSC Red River Conference in Fort Worth

Week of January 13

- Contacting prospects and tradeshow attendees for appointments during the show
- Follow up from ICSC tradeshow
- ICSC Tradeshow: Meeting with 25 companies over three days – companies ranged from fast food, real estate development, retail, site selection and casual dining

Week of January 20

- Continue follow up from ICSC trade show with Retail Strategies
- Economic Development Task force meeting with Economic Alliance
- Follow up with Leo Lounge (new business at Lakeside Plaza), Clay Cat Studio and Americano Café

Week of January 27

- Meeting with restaurant prospect at 3659 NASA Pkwy – regarding signage, incentives, inspections, etc.
- Meeting with Seabrook GIS on new SH146 maps
- Continue follow up with prospects from ICSC and from Retail Strategies
- Old Seabrook property discussion with city manager

Week of February 3

- Meeting with Tookie's owners regarding Old Seabrook developments
- Follow up with REDNews on e-Blast for Repsdorph Circle
- Follow up with prospects for restaurant / retail sites
- Follow up with GIS dept on SH146 maps
- Presentation of EDC semi-annual report at City Council meeting
- Economic Alliance annual banquet
- Follow up with Kidds on available sites in Old Seabrook

Week of February 17

- Houston Economics Club meeting
- Finish SH146 map with City Staff GIS and then send to brokers / land owners as well as post to Website
- Prospect calls: restaurant, medical clinic, warehouse
- Meeting withAmericano Café on their grand opening
- Meeting with Able Plumbing / Dimensions Comics on site relocation
- Follow up with prospects with Retail Strategies
- Economic Alliance Board Meeting
- Conference call with Edge Realty on new development opportunities in Old Seabrook

Week of February 24

- Review Old Seabrook pad site advertisement and schedule time to run ads
- Update pages on EDC Website
- Compile data for Developer
- Conference call with Pelican Plaza site owner on incentive application
- Meeting with Viola and Agnes owner on incentive application
- Local business visits
- Meeting with owner on Able Plumbing / Dimensions Comics
- Follow up with Retail Strategies on prospects

SEABROOK ECONOMIC DEVELOPMENT CORPORATION -- 2019-2020 BUDGET

EXPENSES	BUDGET													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	0	0	0	0	0	0	47	103
5010 - Advertising	82,000	0	2,799	2,348	16	11,445	0	0	0	0	0	0	0	16,608	65,392
5020 - Dues & Subscriptions	1,240	0	1,596	120	0	0	0	0	0	0	0	0	0	1,716	-476
5030 - Services	5,675	0	0	0	0	0	0	0	0	0	0	0	0	0	5,675
5182 - Trail Maintenance	30,000	0	0	0	0	0	0	0	0	0	0	0	0	0	30,000
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	0	0	0	0	0	0	0	15,000	21,000
5227 - Consulting	103,558	10,000	45,000	0	5,000	0	0	0	0	0	0	0	0	60,000	43,558
5300 - Training & Conferences	21,500	178	139	2,062	292	0	0	0	0	0	0	0	0	2,670	18,830
5465 - Misc Expenses	1,000	9	7	61	7	33	0	0	0	0	0	0	0	116	884
5617 - Economic Development Projects	346,000	0	0	0	0	0	0	0	0	0	0	0	0	0	346,000
5620 - Econ Dev Incentive Program	500,000	0	0	0	6,293	0	0	0	0	0	0	0	0	6,293	485,051
Sales Tax Refund - Asparagus Group 0160		0	0	1,534	1,468	1,822	0	0	0	0	0	0	0	4,824	
Sales Tax Refund - Merloaded 0164		0	278	313	394	353	0	0	0	0	0	0	0	1,339	
Sales Tax Refund - Mario's Pizza 0138		0	0	644	636	1,214	0	0	0	0	0	0	0	2,494	
6250 - Administrative Services	242,293	20,191	20,191	20,191	20,191	20,191	0	0	0	0	0	0	0	100,955	141,338
6255 - Transfer to Enterprise Fund Project	198,878	16,573	16,573	16,573	16,573	16,573	0	0	0	0	0	0	0	82,866	116,012
	\$1,573,294	\$49,951	\$89,305	\$44,402	\$51,372	\$51,242	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$286,272	\$1,287,022

REVENUE													TOTAL	DELTA	
7100 - Sales Tax *	835,000	70,670	112,486	75,508	64,639	98,863	0	0	0	0	0	0	0	422,166	412,834
9510 - Interest Income	15,000	4,634	3,962	3,986	3,958	1	0	0	0	0	0	0	0	16,541	-1,541
9520 - Other Income	1,000	0	0	300	0	0	0	0	0	0	0	0	0	300	700
	\$851,000	\$75,304	\$116,448	\$79,794	\$68,597	\$98,864	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$439,007	\$411,993
TOTAL PROFIT / (LOSS)	-\$722,294	\$25,353	\$27,143	\$35,392	\$17,224	\$47,623	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$152,735	

* 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

\$2,875,729	\$2,896,134	\$2,931,181	\$2,939,749	\$2,987,941									
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6255 - Transfer to Enterprise Fund Project - water tank relocation project

Sales Tax Rebates 8,657

SEDC Sales Tax Revenue 2015 - 2019 to date

