THE SEABROOK ECONOMIC DEVELOPMENT CORPORATION OF THE CITY OF SEABROOK MET ON THURSDAY, FEBRUARY 09, 2017 AT 7:00 P.M. IN THE SEABROOK CITY HALL COUNCIL CHAMBERS, 1700 FIRST STREET, SEABROOK, TEXAS TO CONSIDER, AND IF APPROPRIATE, TAKE ACTION WITH RESPECT TO THE AGENDA ITEMS LISTED BELOW.

BOARD MEMBERS PRESENT:	
PAUL R. DUNPHEY	PRESIDENT
TERRY CHAPMAN	VICE-PRESIDENT
GARY BELL	TREASURER
ERNIE DAVIS	SECRETARY
ROBERT LLORENTE	COUNCIL REPRESENTATIVE
GLENN ROYAL (exc. absence)	MAYOR
BRENDA VESELENY	MEMBER
ALSO PRESENT WERE:	
GAYLE COOK	CITY MANAGER
STEVE WEATHERED	CITY/EDC ATTORNEY
PAUL CHAVEZ	DIRECTOR OF ECONOMIC DEVELOPMENT
PAT PATEL	EDC ADMINISTRATIVE ASSISTANT

President Paul Dunphey called the meeting to order at 7:00 p.m. and declared that a quorum was present.

1.0 PUBLIC COMMENTS AND ANNOUNCEMENTS

There were none.

2.0 PRESENTATIONS

2.1 EDC Director's report on economic development activities for January 2017. (Chavez)

SEDC Director, Paul Chavez, gave his report on economic development activities for the month of January.

2.2 The Retail Coach presentation on retail strategies services proposal. (Chavez)

Aaron Farmer, Vice President of The Retail Coach gave a presentation on providing services for the City of Seabrook. The company previously provided services to Seabrook Economic Development back in 2009 focusing on recruiting retailers and has evolved since then into recruiting brokers and developers as well. The Retail Coach has provided services for municipalities, economic development organizations, chambers of commerce, real estate developers, and retailers seeking practiced advice on retail strategy, property development, property redevelopment, and urban revitalization. Their scope of services would include analyzing competitive market areas, analyzing the community, determining retail trade areas, demographic profiling, identifying marketing retail sites, and providing recommendations for economic and community development.

2.3 Bi-annual Communications and Marketing Report and Advertising update. (Dearman)

Director of Communications, LeaAnn Dearman, gave her bi-annual Communications and Marketing Report and Advertising update.

3.0 EXECUTIVE SESSION

551.072

3.2 Pursuant to Section 551.072, Texas Government Code, conduct executive session to deliberate the purchase, exchange, lease, or value of real property, as deliberation in an open meeting would have a detrimental effect on the position of the EDC/City in negotiations with a third person.

The board convened at 7:41 p.m. for Executive Session.

4.0 OPEN SESSION

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

The Board reconvened at 8:12 p.m. for Open Session.

No action was taken in executive session

5.0 NEW BUSINESS

5.1 Consider and take all appropriate action on a proposed 3 year contract of services from The Retail Coach for retail strategies services. (Chavez)

The board expressed concern over the period of the agreement. The agreement mentioned a proposed one year contract for $33,000 with the option to extend for an additional 2 years at an amount not to exceed $21,000 for year 2 and $21,000 for year 3. So the estimated total Scope of Services fee for the three year period would be $75,000.00 broken down in three yearly installments. The agreement did not specifically list the costs in it, although the Scope of Services was included as part of the presentation. Mr. Aaron Farmer of The Retail coach did specify that the Scope of Services would then be included as part of an Exhibit A of the agreement.

The board wanted the details of the Scope of Services fees to be included in the agreement, and not as a separate document as Exhibit A.
The board did not feel comfortable signing the agreement and requested page numbers to be added into the document as well as the Scope of Services fees to be included.

Motion made by Secretary Ernie Davis and seconded by Treasurer Gary Bell.

To table until the agreement can come back to the board in its entirety.

MOTION CARRIED BY UNANIMOUS CONSENT

5.2 Consider and take all appropriate action on Façade Improvement Grant Program changes. (Chavez)

Revised version includes: added parking facilities, landscaping as potential items for funding for façade improvement, and including considerations to waterfront site developments.

The board had concerns over the sentence "Landscaping materials must be purchased from Seabrook business to qualify for re-imbursement…" on page 2 of the incentive program. Reason being price gouging or national contracts that have discounts to be able to get it from their own suppliers.

Motion made by Council Representative Robert Llorente seconded by EDC Member Brenda Veseleny.

To change the "must" to "may" to read "Landscaping materials may be purchased from Seabrook businesses to qualify for re-imbursement…" (on page two of the incentive program).

MOTION CARRIED BY UNANIMOUS CONSENT

5.3 Consider and take all appropriate action on a streetscape design for an incentive project and consider further action for directing staff to prepare a project notice. (Chavez)

The SWA Group came up with three different design options for parking on Main Street in the previous joint meeting on January 12, 2017. There was a 90 degree parking option, with 12 parking spaces, which Merlion currently has.
And also a parallel parking option which allows for only 6 cars to be parked along Main Street. The board previously liked the parallel parking option in the joint meeting on January 12, 2017.

Motion made by Secretary Ernie Davis and seconded by Council Representative Robert Llorente.

To move forward with the parallel parking option as presented.

To move forward with the parallel parking streetscape design option as presented, and to direct staff to prepare a project notice for Old Seabrook District redevelopment activities to include streetscape, parking, acquisition of land, development of common use facilities, and such forth, in an amount up to a total of $750,000.

MOTION CARRIED BY UNANIMOUS CONSENT

6.0 ROUTINE BUSINESS

6.1 Approve minutes of the December 08, 2016 regular EDC meeting and January 12, 2017 special joint meeting. (Patel)

Motion made by Vice President Terry Chapman and seconded by Council Representative Robert Llorente.

To approve both the minutes for the December 08, 2016 regular EDC meeting and January 12, 2017 special joint meeting as presented.

MOTION CARRIED BY UNANIMOUS CONSENT

6.2 Update on SH 146 Expansion.

- February 21, 2017 SH146 Business Meeting to be held at the SpringHill Suites Marriott from 9:30a.m. to 10:30a.m.
- April 18, 2017 Business Morning Brew meeting to be determined.

6.3 Establish future meeting dates and agenda items.

- February 28, 2017 joint meeting with Council and EDC
- March 9, 2017 EDC regular meeting

Upon motion duly made, the meeting was adjourned at 8:34p.m.

APPROVED ON THE 9TH DAY OF MARCH, 2017.

Pat Patel

Pat Patel, EDC Administrative Assistant

Paul Dunphey, President