

THE SEABROOK ECONOMIC DEVELOPMENT CORPORATION OF THE CITY OF SEABROOK MET ON **THURSDAY, SEPTEMBER 13, 2018** 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
KEVIN FERGUSON	TREASURER
ERNIE DAVIS	SECRETARY
THOMAS KOLUPSKI	MAYOR
GARY BELL	MEMBER
JEFF LARSON	COUNCIL REPRESENTATIVE

ALSO PRESENT WERE:

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

EDC 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

LeaAnn Peterson, Seabrook Communications Director, wanted to thank the EDC Board for the Celebration Seabrook sponsorship. She wanted to let the board know that they did meet their sponsorship goals for Celebration Seabrook. She reminded Board members that Celebration Seabrook will be held on Saturday, October 6, 2018.

2. PRESENTATIONS

2.1 EDC Director's report on economic development activities for August 2018. (Chavez)

- Follow up with deli prospect
- Mario's pizza - follow up on activities - they installed their drywall – few revisions to their drawings will be submitted to City next week – grease traps to be installed soon – will start working on exterior doors in October – they will need their Certificate of Occupancy by October 20
- KIWO follow up – expansion on current site
- Public Works GIS system – real estate map updating - getting kinks all worked out before going live with new real estate map online
- Meeting with Miramar Shopping Center managers – received good feedback regarding the SH146 construction
- Hialeah Center – follow up meeting

- Space City Films video follow up - filming to begin in few weeks – next the drafts will be reviewed by City staff – will debut video with Economic Summit
- Retail Live – met with 23 diff prospects – mostly restaurant and retail
- RedNews report - numbers are down with number of views and clicks – still getting calls regardless of numbers being down
- Review of monthly Budget spreadsheet
- Review of Incentive Project Impact Analysis sheet

3. NEW BUSINESS

3.1 Consider and take all appropriate action on publication for Project Notice for construction of two commercial buildings, to be constructed by WMF Investments Inc., at 3300 Bayport Blvd. for “Retail at the Commons”, seeking EDC sales tax funds as an incentive for reimbursement of building permit fees and impact fees in an amount not to exceed \$64,162.75. (Chavez)

Motion made by Ernie Davis and seconded by Gary Bell.

To approve the publication for the Project Notice as presented.

MOTION CARRIED BY UNANIMOUS CONSENT

3.2 Consider and take all appropriate action on incentive application filed by Clay Cat Studio, located at 1501 Main Street, seeking reimbursement of building permit fees in an amount not to exceed \$5,075.50. (Chavez)

Sue Ruthstrom, business owner of property, presented the following:

- History of business:
Mrs. Ruthstrom stated that she has been an artist and business owner since 1990 here in Seabrook. She opened a screen printing company called Screen Play at the corner of 2nd and Moscovitz. She also designed and printed all the promotions for the MS 150 Bike rides. She evolved from this business to Old Seabrook Spice Company which was a natural food store and restaurant on Main Street and was open for 14 years. She took a break to care for her aging parents and now wants to start another business in Old Seabrook.
- Future Business Plan
At her current location at 1501 Main Street, she will be opening up a retail art gallery that will also have classes, art shows and festivals, and will allow for space where artists can work and display their art work for sale. Some of the products they will carry are paintings, drawings, prints, sculptures, photography, textiles, jewelry, ceramics, and art furniture and lighting.
- Request for incentive
Currently Mrs. Ruthstrom is constructing two apartments next to the building where she is locating the new retail space. In order for her to build the new retail

space it will require an increase in water meter size to 1 inch instead of the $\frac{3}{4}$ inch that would be required if she was only building the apartments. With the addition of the ADA bathroom that is required for the retail space, it has caused an increase in her building permit fee from \$4,404.25 to \$9,479.75. She is requesting a reimbursement of the difference in cost for the building permit fee which is \$5,075.50.

Board members asked some of the following questions:

- So the request for the building permit reimbursement is driven solely by the commercial business and not by the new construction or the residential portion of the existing building?

Actually in order for us to put in the ADA bathroom, it was a great opportunity for us to do it at the same time that we had construction going on already. We seized that opportunity and by doing that it added more demand on our water and sewer which caused it to go up.

- The reimbursement you're asking for is completely for the retail part and not the residential part correct?

Yes it's only for the retail. That difference was only for the retail.

- Is this the only incentive you're going to be applying for or any future incentives as your project continues?

Actually I am going to be applying for the façade incentive in the future. I wanted to let the board know what I'm doing here and give you all a personal background on what my plans are and what I'm currently doing.

- Do you have to get the Certificate of Occupancy before opening the permit?

Yes I do need the CO before opening the business which won't be completed until Spring.

Motion made by Ernie Davis and seconded by Gary Bell.

To approve the requested incentive of \$5,075.50 payable contingent after issuance of the Certificate of Occupancy permit for complete of business.

MOTION CARRIED BY UNANIMOUS CONSENT

3.3 Consider and take all appropriate action on funding request from Clear Lake Chamber of Commerce in an amount not to exceed \$10,000 beginning October 1, 2018 thru September 30, 2019. (Chavez)

EDC Director Paul Chavez explained to the board that the City of Seabrook was already a member with the Chamber by default as a municipality. He stated that this was an economic development partnership agreement with a different membership level.

Clear Lake Chamber of Commerce President & CEO, Cindy DeWease presented the following:

- Chamber of Commerce started in the City of Seabrook in 1962
- They are the Chamber for 9 other cities around the lake

- The Chamber is an economic development organization with 900 members so far
- Although they do not bring in new businesses in the area, they help current businesses thrive
- They work with BAHEP which brings in new business
- Special events / advocacy efforts
- Monthly luncheons
- Seminars / work programs / educational seminars /
- 10,000 per year

Board members asked some of the following questions:

- Does the City belong to any other Chambers of Commerce currently?
No
- Is the membership of \$10,000 consistent with all other City members?
It's consistent with three other Cities.
- What kind of outreach do you do to help bring in new business?
We don't bring in new business. We have partnered with the Bay Area Houston Economic Partnership to bring in any new businesses.
- We're already members with BAHEP, so why should we join your group then?
As in investment in the area. An investment in the chamber means we're helping your businesses in the City of Seabrook to be better organizations. We provide educational programs, networking opportunities and general membership luncheons which give people the opportunity to hear what's going on thru our legislatures or thru our state. We provide great programs and we help our current businesses thrive and survive thru our educational programs and building a business network.
- So if a business comes to you, do they get the help for free? Where does this \$10,000 go towards?
We are not a granting organization. So it would go towards the Chambers funding. We do special events such as the Boat Parade. We do our monthly luncheons and seminars. It also goes towards our educational programs.
- Do Seabrook businesses get a discount on Chamber membership if we join?
No we don't do discounts on joining.

No motion was made.

The EDC Board asked for more clarification regarding the Agreement and would reconsider the agenda item at a later date.

3.4 Consider and take all appropriate action on nominating the Business-of-the-Year for the Economic Alliance annual meeting. (Chavez)

EDC Director Paul Chavez stated that the Economic Alliance Port Region hosts an annual meeting and an annual dinner banquet for individual cities to nominate a business

in their community as business-of-the-year. The business-of-the-year gets selected to receive a three-year membership with the Economic Alliance Houston Port Region as well as a one year membership with the Seabrook Association.

The EDC Board wanted to recognize businesses that have been loyal to Seabrook and have either relocated and stayed in Seabrook, and/or reinvested in the City by expanding.

The Board recommended few of the following businesses: CVS Pharmacy, AutoZone, House of Flowers, Hills Liquor, Toookie's Seafood and Merlion.

Motion made by Ernie Davis and seconded by Gary Bell.

To recognize Merlion as the Seabrook business-of-the-year.

MOTION CARRIED BY UNANIMOUS CONSENT

4. ROUTINE BUSINESS

4.1 Approve minutes of the August 9, 2018 regular EDC meeting. (Patel)

Motion made by Kevin Ferguson and seconded by Ernie Davis.

To approve the minutes as presented.

MOTION CARRIED BY UNANIMOUS CONSENT

4.2 Update on SH 146 expansion.

- Kickoff meeting moved to Jan-Feb 2019
- East side utilities to start around November 2018

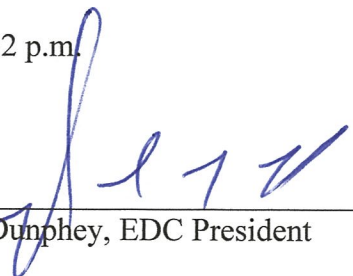
4.3 Establish future meeting dates and agenda items.

Next meeting will be Thursday, October 11, 2018.

Upon motion duly made, the meeting was adjourned at 7:52 p.m.

APPROVED ON THE 11TH DAY OF OCTOBER 2018.


Pat Patel,
EDC Administrative Assistant


Paul Dumphrey, EDC President