

1 THE SEABROOK ECONOMIC DEVELOPMENT CORPORATION OF THE CITY OF
2 SEABROOK MET ON **THURSDAY, JULY 27, 2023 AT 6:00 P.M.** AT SEABROOK CITY
3 HALL 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

8 TERRY CHAPMAN

9 KEVIN FERGUSON

10 GARY BELL

11 ANN WACKER

12 BUDDY HAMMANN

13 THOMAS KOLUPSKI
14
15

CHAIR

VICE-CHAIR

TREASURER

MEMBER

SECRETARY

COUNCIL REPRESENTATIVE

MAYOR

16 **ALSO PRESENT WERE:**

17 GAYLE COOK

18 PAUL CHAVEZ
19

CITY MANAGER

DIRECTOR OF ECONOMIC

DEVELOPMENT

ADMIN COORDINATOR

20 PAT PATEL
21

22 EDC Chair Paul Dunphey called the meeting to order at 6:00 p.m. and declared that a quorum
23 was present.
24

25 **1. PUBLIC COMMENTS AND ANNOUNCEMENTS**
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27 *There were no public comments.*
28

29 **2. WORKSHOP**
30

31
32 **2.1** The Seabrook Economic Development Corporation and staff will discuss EDC Goals
33 and EDC Budget for next fiscal year 2023-2024.
34

35 *City Manager, Gayle Cook presentation: (see Exhibit A)*

- 36 • *Discussion for the special workshop meeting is to change direction and/or to*
37 *possibly look at changing direction for this corporation. Because this*
38 *corporation has a number of eligible projects that you could fund, it could be*
39 *an opportunity for this corporation to do some projects and some legacy*
40 *building forward.*
- 41 • *Type B projects - one of the things in current EDC budget is the maintenance*
42 *of trails, which enhances quality of life.*
- 43 • *Targeted Infrastructure to Promote*
- 44 • *Non-Permissible Projects - Educational facilities including libraries, sewage*
45 *systems for the general public, residential city street construction or repair*
46 *unless for surrounding businesses, municipal building construction (city halls,*
47 *fire stations or police stations) unless it enhances development.*
- 48 • *Historical Seabrook EDC Sales Tax*
49
50

- *This corporation is very tightly knit with the vision & the goals of the City Council. Everything that EDC does goes to Council for ratification and both companies should be working towards the ultimate fulfillment of the betterment of the community.*
- *Proposed 2024 Budget:*
- *Item 5617 – EDC Projects – purpose to show projected income for next 3-4 years*
- *Item 6250 – Admin Services Agreement*
- *Item 5010 – Chamber of Commerce Boat Parade – to remove*
- *Discussion & budget forecast with Finance Director, Mike Gibbs*
- *Discussion of City Capital Projects – Water & Wastewater Projects, Quality of Life Projects & Streets & Drainage Projects*

EDC Director, Paul Chavez, proposed 2024 budget:

- *Item 5010 – Advertising – no greater than 10% of total revenue received.*
- *Item 5227 – Consulting – to take out Marsh Darcy Consulting Services*
- *Item 5227 – Consulting – per suggestion of Mayor Kolupski, to take out BAHEP Washington Trip.*
- *Item 5300 – Conferences (ICSC Red River & Retail Live) – per City Manager Gayle Cook these items would be left static for future direction of Council & EDC board.*
- *Item 5300 – EDC Summit – focus was geared towards bringing brokers, developers & retailers to Seabrook. Received better results with meeting with brokerage teams at their offices in Houston to promote our community.*
- *Annual BAHEP brokerage summit in the galleria – Mr. Chavez attended this event and met with the Margaritaville team at the BAHEP summit and initiated conversations to spark interest in the project for Seabrook.*
- *Better results and use of funds was to meet the larger developers, brokers and retailers in their offices and/or events in Houston to promote Seabrook.*

• EDC GOALS

- Promote Seabrook branding, image enhancements, communication and key marketing initiatives.
City Manager: this links back to the CIP signage program, starting to get ready to go out for bid. Gateway signage, directional signage, parks signage. Branding for SH146 going in: sailboats, logo, and different coping.
- Focus on the development and promotion of Old Seabrook.
City Manager: Livable Centers Study kicked off.
- Provide guidance to the Seabrook City Council on economic development decisions and future land uses.
City Manager: Comprehensive Master Plan wrapped up, along with support initiatives that promote redevelopment along SH146 & Red Bluff, new incentive policy and support infrastructure that promote business development.
- Support initiatives that promote the redevelopment of the business corridor along SH146 and Red Bluff.
- Review and potential expansion of incentives for overall business development incentives for local relocation and new development – including district specific incentives.

- Recommend to the City's Capital Improvement Program (CIP) for capital projects such as streets, drainage and other infrastructure improvements that benefit business development.

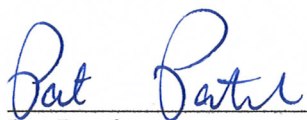
Board Discussion/Comments on strengths/weaknesses:

- Buddy Hammann – *Supports EDC infrastructure projects. Need to utilize connectivity within Seabrook. It's not going to do us any good having a class business next to a gravel road full of potholes. Threat is in Austin. Austin legislature is changing in regards to decibel levels going up for noise which could also impact Seabrook*
- Kevin Ferguson – *We are getting close to SH146 getting finished, and we don't have a lot of incentives coming thru. Was expecting to see a lot more businesses applying for incentives with the highway being completed. Is \$42,000 enough for the incentive program?*
- Terry Chapman – *All cities along SH146 trying to get same businesses in. With decibel levels going up Seabrook should not be going after bars along the water. How to get franchises to come back to Seabrook?*
- Gary Bell – *Need to expand our marketing and make it more specific like light industry or warehouse. If you want more businesses than you have to market it. Should we change our branding? Need to work on what our residents want in Seabrook (community survey), and possibly look towards new incentives. Continue working on trail expansion since it brings in people to Seabrook.*
- Ann Wacker – *Going back to the community survey and trying to know who our clients are. Need a balance on catering to the people who live here versus trying to attract new businesses. Support improvements to the parks and roads. The Waterfront District is a huge opportunity for development.*
- Mayor Kolupski – *Focus now is for the EDC Board to do the marketing. This group should start talking to people and contacts in order to market Seabrook. Issue is getting bigger and better quality businesses to Seabrook. Goal would be to get quality businesses rather than fast-food. Would like a return on our investments.*
- Paul Dunphey – *Our focus should be on quality infrastructure projects and less focus on marketing and advertising. Focus on the quality of life and the quality of our residents and businesses to be attractive. The quality and the details of our landscaping, signage, streets and roads should matter.*

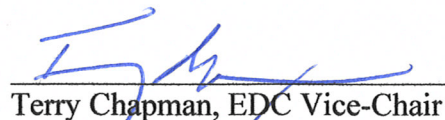
Motion to adjourn made by Terry Chapman and seconded by Gary Bell.

Upon motion duly made, the meeting was adjourned at 6:52 p.m.

APPROVED ON THE 10th DAY OF August 2023.



Pat Patel,
EDC Administrative Coordinator


Terry Chapman, EDC Vice-Chair

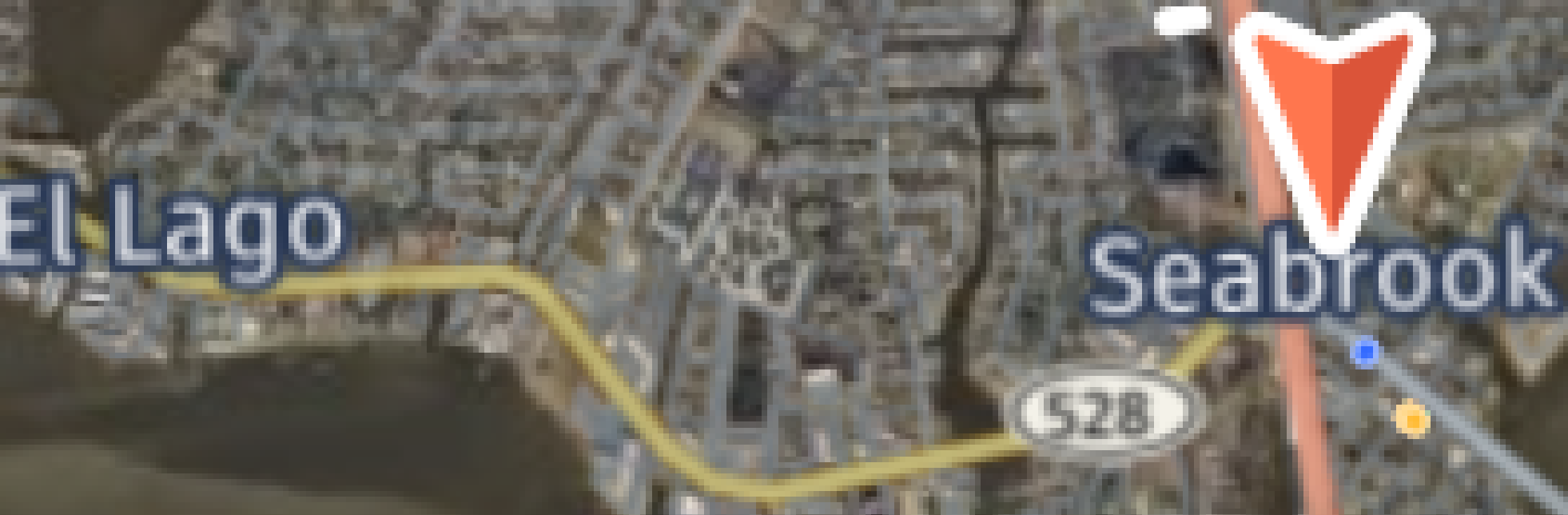


EXHIBIT A

SEABROOK ECONOMIC DEVELOPMENT CORPORATION

July 27, 2023

EDC Goals and EDC Budget
for next fiscal year 2023-2024



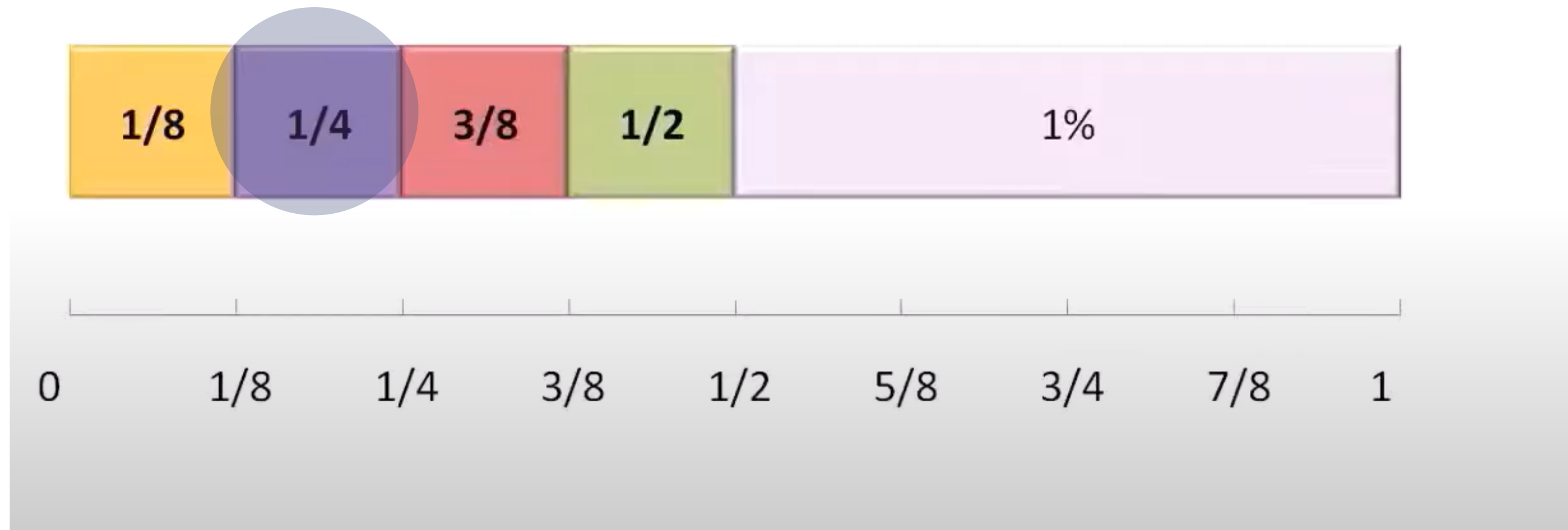
History of Corporation(s)

- **Election originally for Corporation A & B**
- **Corporation A was dissolved**
- **Texas Local Government Code**
 - **Eligible Projects**



SALES TAX

Funded by sales tax in increments of $\frac{1}{8}$ of 1%



Total combined local sales tax cannot exceed 2%



VISION

Seabrook is a sustainable, energetic and beautiful coastal community that embraces environmental stewardship, fosters safe neighborhoods and promotes tourism and economic diversity.

The background of the slide features a photograph of a modern, multi-story building with a prominent, cantilevered upper floor. The building has a mix of light-colored stone or concrete and dark wood paneling. Several palm trees are visible in the foreground and background, suggesting a warm climate. A group of people is walking on a paved area in front of the building. The overall scene is bright and clear, with a blue sky and some light clouds.

MISSION

The City of Seabrook is responsive,
innovative and fiscally sound in
delivering services that preserve,
protect and enhance quality of life

TYPE B PROJECTS

1. Public safety facilities;
2. Recycling facilities;
3. Streets, roads, drainage and related improvements;
4. Demolition of existing structures;
5. General municipally owned improvements; and
6. Maintenance and operating costs associated with projects.

Targeted Infrastructure to Promote

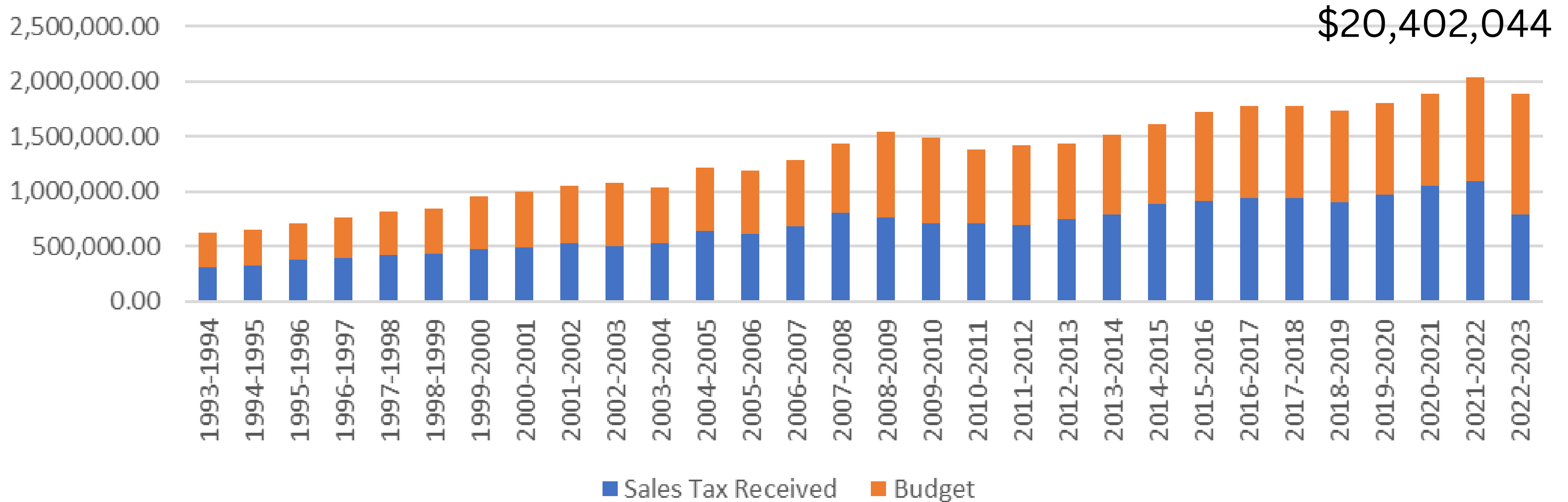
- **Streets and Roads**
- **Natural Gas and Electric**
- **Water, Sewer and Drainage**
- **Internet Improvements**
- **Beach Remediation along Gulfcoast**

Non-Permissible Projects

- **Educational facilities including: libraries**
- **Sewage Systems for the General Public**
- **Residential City Street Construction or Repair unless for surrounding businesses**
- **Municipal Building Construction (i.e. City Halls, Fire Stations or Police Stations) unless it enhances development**

HISTORICAL

Historical Seabrook EDC Sales Tax
1993 - Present



Proposed FY2024

DRAFT - EDC BUDGET FOR FY 2023-2024

ACCOUNT	EXPENSE ACCOUNT TITLE		
	• Expense Detail		
4010	OFFICE SUPPLIES		150
5010	ADVERTISING <i>(no greater than 10% of total revenues)</i>		100,000
	• Print & online advertising	80,000	
	• Chamber of Commerce Boat Parade	0	
	• Promotional items	10,000	
	• Seabrook event sponsorship	10,000	
5020	DUES & SUBSCRIPTIONS		1,515
	• Texas Economic Development Council (TEDC)	525	
	• International Economic Development Council (IEDC)	550	
	• Houston Economics Club	150	
	• International Council of Shopping Centers (ICSC)	250	
	• Annual Bank of America credit card fee	40	
5030	SERVICES		5,695
	• Website hosting and maintenance	4,000	
	• Archive Social Web Services (for open records reporting)	1,600	
	• EDC domains	95	
5182	TRAIL MAINTENANCE		30,000
5220	LEGAL		46,000
5227	CONSULTING		58,058
	• Bay Area Houston Economic Partnership (2020-2023)	20,000	
	• Marsh Darcy Partners Consulting Services (as needed)	16,058	
	• Economic Alliance Houston Port Region (2021-2024)	12,000	
	• Clear Lake Chamber of Commerce (2022-2023)	10,000	

Proposed FY2024

5300	TRAINING & CONFERENCE		20,400
	• BAHEP table for annual banquet (8 seats)	1,500	
	• BAHEP trip to Washington D.C. (1 person)	2,500	
	• Economic Alliance table for annual banquet (8 seats)	1,000	
	• Economic Alliance trip to Washington, DC (1 person)	2,500	
	• ICSC Red River Conference in Dallas (Spring 2023)	2,500	
	• Keels & Wheels Preview Event (Spring 2023)	2,000	
	• Meetings, Events and Luncheons	1,000	
	• Retail Live Conference in Austin, TX (Sept 2023)	2,000	
	• Seabrook Economic Development Summit	2,000	
	• Staff Training	1,200	
	• TEDC Quarterly Conferences	1,200	
	• TML - Annual Conference (Fall 2023)	1,000	
5465	MISCELLANEOUS (cell phone, bank fees, board items)		1,000
5617	ECONOMIC DEVELOPMENT PROJECTS		0
	• CIP Projects		
	• Old Seabrook Livable Centers Implementation		
5620	ECONOMIC DEVELOPMENT INCENTIVE PROGRAMS		42,000
	TOTAL EXPENDITURES		304,818
	INTERFUND TRANSFERS		
6250	ADMINISTRATIVE SERVICES AGREEMENT		112,035
6255	TRANSFER TO ENTERPRISE FUND PROJECT		195,459
	TOTAL		612,312

CITY OF SEABROOK
MULTI-YEAR FINANCIAL OVERVIEW
EDC

EDC	FOR FISCAL YEAR ENDING SEPTEMBER 30,					
	2020	ACTUALS 2021	2022	BUDGET 2023	FORECAST 2023	BUDGET 2024
SALES TAX	\$ 971,726	\$ 1,051,474	\$ 1,091,546	\$ 1,096,321	\$ 1,104,208	\$ 1,148,376
GRANT PROCEEDS	0	0	0	0	0	0
INTEREST INCOME	26,129	1,537	22,372	54,146	135,105	55,554
OTHER INCOME	245,660	530	240	1,200	1,628	1,200
TRANSFERS IN	0	0	0	0	0	0
TOTAL REVENUES	\$ 1,243,515	\$ 1,053,541	\$ 1,114,158	\$ 1,151,667	\$ 1,240,941	\$ 1,205,130
PERSONNEL SERVICES	0	0	0	0	0	0
MATERIALS & SUPPLIES	225	667	232	150	1,803	150
SERVICES	792,419	520,842	274,710	962,668	819,074	304,668
CAPITAL OUTLAY	58,287	0	13,868	0	0	0
TRANSFERS OUT	441,171	447,209	471,381	482,809	482,809	307,494
TOTAL EXPENSES	\$ 1,292,102	\$ 968,718	\$ 760,192	\$ 1,445,627	\$ 1,303,686	\$ 612,312
BEGINNING BAL-UNRESTR	2,847,038	2,798,451	2,883,274	3,237,240	3,237,240	3,174,495
CHANGE IN FUND BALANCE	(48,587)	84,823	353,967	(293,960)	(62,745)	592,818
ENDING BAL-UNRESTR	\$ 2,798,451	\$ 2,883,274	\$ 3,237,240	\$ 2,943,280	\$ 3,174,495	\$ 3,767,313

CITY OF SEABROOK
MULTI-YEAR FINANCIAL OVERVIEW
EDC

EDC	FOR FISCAL YEAR ENDING SEPTEMBER 30,						
	BUDGET 2023	FORECAST 2023	BUDGET 2024	2025	PROJECTED		2028
					2026	2027	
SALES TAX	\$ 1,096,321	\$ 1,104,208	\$ 1,148,376	\$ 1,159,860	\$ 1,171,459	\$ 1,183,173	\$ 1,195,005
GRANT PROCEEDS	0	0	0	0	0	0	0
INTEREST INCOME	54,146	135,105	63,424	72,484	126,747	147,506	170,180
OTHER INCOME	1,200	1,628	1,200	1,700	1,800	1,900	2,000
TRANSFERS IN	0	0	0	0	0	0	0
TOTAL REVENUES	\$ 1,151,667	\$ 1,240,941	\$ 1,213,000	\$ 1,234,044	\$ 1,300,006	\$ 1,332,579	\$ 1,367,185
PERSONNEL SERVICES	0	0	0	0	0	0	0
MATERIALS & SUPPLIES	150	1,803	150	155	159	164	169
SERVICES	962,668	819,074	304,668	102,064	102,574	107,703	110,934
CAPITAL OUTLAY	0	0	0	0	0	0	0
TRANSFERS OUT	482,809	482,809	307,494	439,867	441,459	443,666	444,110
TOTAL EXPENSES	\$ 1,445,627	\$ 1,303,686	\$ 612,312	\$ 542,085	\$ 544,192	\$ 551,533	\$ 555,213
BEGINNING BAL-UNRESTR	3,506,962	3,506,962	3,444,217	4,044,905	4,736,864	5,492,678	6,273,724
CHANGE IN FUND BALANCE	(293,960)	(62,745)	600,688	691,959	755,814	781,046	811,973
ENDING BAL-UNRESTR	\$ 3,213,002	\$ 3,444,217	\$ 4,044,905	\$ 4,736,864	\$ 5,492,678	\$ 6,273,724	\$ 7,085,697

**CITY OF SEABROOK
2023-2024 BUDGET
FUND 70 - EDC**

707 - EDC

EXPENSE ACCOUNTS	FOR FISCAL YEAR ENDING SEPTEMBER 30,					
	2020	2021	2022	BUDGET 2023	FORECAST 2023	BUDGET 2024
4010 OFFICE SUPPLIES	225	667	232	150	319	150
4150 SMALL EQUIPMENT	-	-	-	-	1,484	-
TOTAL SUPPLIES	\$ 225	\$ 667	\$ 232	\$ 150	\$ 1,803	\$ 150
5010 ADVERTISING	26,949	11,522	15,134	100,000	46,474	100,000
5020 DUES & SUBSCRIPTIONS	1,853	1,614	786	1,515	198	1,515
5030 RENTALS & SERVICE AGRMTS	2,816	5,869	5,052	5,695	6,726	5,695
5182 TRAIL MAINTENANCE	23,179	24,486	14,014	30,000	29,139	30,000
5215 PROF FEES - ENGINEERING	493	-	-	-	-	-
5220 PROF FEES - LEGAL	36,000	37,255	36,000	46,000	30,210	46,000
5227 PROF FEES - CONSULTING	75,000	82,500	82,650	58,058	43,256	58,058
5300 TRAINING & CONFERENCE	4,149	4,554	15,144	20,400	16,243	20,400
5400 TELEPHONE	753	303	302	-	152	-
5465 MISC EXPENDITURES	97	126	216	1,000	757	1,000
5470 DEBT SERVICE AGENT	-	-	-	-	-	-
5610 BUSINESS INCENTIVES	-	-	-	-	-	-
5617 ECONOMIC DEVELOPMENT PROJECTS	549,988	337,398	91,600	500,000	385,070	-
5620 ECONOMIC DEVELOPMENT INCENTIVES	71,147	15,214	13,812	200,000	260,851	42,000
TOTAL SERVICES	\$ 792,419	\$ 520,842	\$ 274,710	\$ 962,668	\$ 819,074	\$ 304,668

6020 EQUIPMENT	58,287	-	13,868	-	-	-
6035 FACILITIES & PARKS	-	-	-	-	-	-
6036 WATERFRONT	-	-	-	-	-	-
6038 TRAIL CONSTRUCTION	-	-	-	-	-	-
6039 SIGNAGE	-	-	-	-	-	-
6077 RIGHT OF WAY EXPENSE	-	-	-	-	-	-
TOTAL CAPITAL OUTLAY	\$ 58,287	\$ -	\$ 13,868	\$ -	\$ -	\$ -
6250 GENERAL FUND REIMBURSEMENT	242,293	251,633	274,106	288,942	288,942	112,035
6255 TRANSFER TO ENTERPRISE FUND PROJECT	198,878	195,576	197,275	193,867	193,867	195,459
6325 REDEMPTION OF BONDS	-	-	-	-	-	-
6350 INTEREST ON BONDS & CERT	-	-	-	-	-	-
TRANSFERS OUT	\$ 441,171	\$ 447,209	\$ 471,381	\$ 482,809	\$ 482,809	\$ 307,494
TOTAL EXPENDITURES	\$ 1,292,105	\$ 968,718	\$ 760,192	\$ 1,445,627	\$ 1,303,686	\$ 612,312

FY 2022-2023 GOALS

- Promote Seabrook branding, image enhancement, communication and key marketing initiatives.
- Focus on the development and promotion of Old Seabrook.
- Provide guidance to the Seabrook City Council on economic development decisions and future land uses.
- Support initiatives that promote the redevelopment of the business corridor along SH146 and Red Bluff
- Review and potential expansion of incentives for overall business development incentives for local relocation and new development – including district specific incentives.
- Recommend to the City's Capital Improvement Program (CIP) for capital projects such as streets, drainage and other infrastructure improvements that benefit business development.

CITY CAPITAL PROJECTS

Water and Wastewater Projects

Quality of Life Projects

STREETS AND DRAINAGE

CIP #	Project #	PROJECT DESCRIPTION	Funding	PREVIOUS	FY24	FY25	FY26	FY27	FY28+
STREET PROJECTS									
S8		SEASCAPE II STREET IMPROVEMENTS	FUTURE BONDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,523,087
S9		BAYBROOK SECTION III STREET IMPROVEMENTS	FUTURE BONDS AND FUND 28 GEN	\$ -	\$ -	\$ -	\$ -	\$ 4,875,786	\$ -
S13	330	TODVILLE SIDE STREET ASPHALT REHAB	FUND 36	\$ -	\$ 670,240	\$ -	\$ -	\$ -	\$ -
S15		ASPHALT STREET RECLAMATION	FUTURE BONDS	\$ -	\$ -	\$ -	\$ -	\$ 4,630,188	\$ -
S16		HARBOR COVE SIDEWALKS	NEW	\$ -	\$ 939,114	\$ -	\$ -	\$ -	\$ -
S17		ENHANCE AND RECONFIGURE MAIN STREET	EDC & POTENTIAL GRANT	\$ -	\$ 512,594	\$ 2,110,101	\$ -	\$ -	\$ -
S18		ENHANCE PEDISTRIAN CONNECTIVITY IN OLD SEABROOK	EDC	\$ -	\$ -	\$ 312,594	\$ -	\$ -	\$ -
S20		HARDESTY & MEYER - PRELIMINARY ENGINEERING & DESIGN	EDC	\$ -	\$ -	\$ 28,531	\$ -	\$ -	\$ -
S21		HARDESTY & MEYER - DESIGN	EDC	\$ -	\$ -	\$ -	\$ 73,628	\$ -	\$ -
S22		HARDESTY AND MEYER -EASEMENT ACQUISITION & CONSTRUCTION	POTENTIAL GRANT	\$ -	\$ -	\$ -	\$ -	\$ 496,986	\$ -
S23		COMMERCIAL ROAD	EDC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,392,067
S24		STARBOARD ROAD (RED BLUFF EXTENSION)	DEVELOPER CONTRIBUTION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,744,093
S25	338	LAKEWOOD YACHT CLUB DRIVE - ASPHALT PROJECT	GEN FUND/DEVELOPER CONTRI	\$ -	\$ 165,622	\$ -	\$ -	\$ -	\$ -

TOTAL STREET PROJECTS

PARKS PROJECTS

P2		E MEYER HIKE AND BIKE TRAIL	HCAD & FUND 28 GEN	\$ 595,159	\$ 306,368	\$ -
P9		RED BLUFF/TAYLOR LAKE KAYAK LAUNCH	TPWG	\$ -	\$ -	\$ -
P11		PINE GULLY PIER TEE HEAD REPLACMENT	POTENTIAL GRANT	\$ -	\$ -	\$ -
P12		WILDLIFE PARK TRAILHEAD IMPROVEMENTS	POTENTIAL GRANT	\$ -	\$ 49,500	\$ -
P14		OLD REPSDORPH CONCRETE TRAIL	HARRIS COUNTY	\$ -	\$ -	\$ -
P17		FRIENDSHIP PARKS PLAYGOROUND	FUND 42 - COMPLETE	\$ -	\$ 88,838	\$ -
P18		OLD 146 TRAILHEAD	POTENTIAL GRANT	\$ -	\$ -	\$ -
P19		CAROTHERS COMMUNITY GARDEN PHASE 2 ORCHIDS	POTENTIAL GRANT	\$ -	\$ -	\$ -
P20		CAROTHERS GARDEN EAST TRACT TRAIL SYSTEM	FUND 41	\$ -	\$ 230,000	\$ -
P21		CAROTHERS GARDEN WATERFRONT OBSERVATION DECK	POTENTIAL GRANT	\$ -	\$ -	\$ -
P22		CAROTHERS LEARNING CENTER	POTENTIAL GRANT	\$ -	\$ -	\$ -
P23		CAROTHERS WEST TRACT TRAIL LOOP	POTENTIAL GRANT	\$ -	\$ -	\$ -
P24		PELICAN BAY MUNICIPAL POOL FACILITY REDESIGN	FUTURE BOND	\$ -	\$ 206,700	\$ -
P25		PUMP TRACK COURSE	POTENTIAL GRANT	\$ -	\$ -	\$ -
P26		ENHANCE BAYSIDE PARK	POTENTIAL GRANT & EDC	\$ -	\$ 211,000	\$ -
P27	333	PINE GULLY PIER	FUND 28 HMGP GRANT	\$ 9,400	\$ 429,000	\$ 2,250,000
P28		FORMER WASTEWATER TREATMENT PLANT SITE ENHANCEMENTS	UNKNOWN	\$ -	\$ -	\$ -

strength

weakness

S

W

O

T

opportunity

threat