THE SEABROOK ECONOMIC DEVELOPMENT CORPORATION OF THE CITY OF SEABROOK MET ON **THURSDAY, DECEMBER 14, 2023** AT 6:00 P.M. AT SEABROOK CITY HALL TO CONSIDER, AND IF APPROPRIATE, TAKE ACTION WITH RESPECT TO THE AGENDA ITEMS LISTED BELOW.

BOARD MEMBERS PRESENT:

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| PAUL R. DUNPHEY | CHAIR |
| TERRY CHAPMAN | VICE-CHAIR |
| KEVIN FERGUSON | TREASURER |
| GARY BELL | MEMBER |
| ANN WACKER | SECRETARY |
| BUDDY HAMMANN | COUNCIL REPRESENTATIVE |
| THOMAS KOLUPSKI | MAYOR |

ALSO PRESENT WERE:

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| GAYLE COOK | CITY MANAGER |
| JUSTIN PRUITT | CITY ATTORNEY |
| KIARRA BELLOW | ADMIN COORDINATOR |

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

**1. PUBLIC COMMENTS AND ANNOUNCEMENTS**

*There were no public comments.*

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**2. NEW BUSINESS**

**2.1 Hear presentation, consider, and take all appropriate action to approve a Business Incentive Application with Pasta Pie Works, LLC for an amount not to exceed $8,000.00.**

City Manager, Gayle Cook, provided a summary of the incentive application.

Speaker: Russell Hatfield, Owner of Pasta Pie Works, LLC
Discussed business history, structure, projections, menu, and future offerings.

No action was taken.

EDC Chair, Paul Dunphey, suggested moving agenda item 3.1 up on the agenda. No objections from board members.

**3.0 CLOSED EXECUTIVE SESSION**

**3.1 Section 551.087**

**Conduct a closed executive session to discuss/deliberate potential financial incentive(s) and financial information received from a business prospect that the City/EDC seeks to have locate, stay, or expand for which the City is conducting economic development negotiations, as provided by Texas Government Code Section 551.087.**

*The EDC Chairman adjourned into Closed Executive Session at 6:14 p.m.*

**4.0 OPEN SESSION**

**4.1 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 into open session at 6:30 p.m.*

*No action was taken in Executive Session.*

**2.2 Consider and take all appropriate action on a Business Development Incentive Agreement between the Seabrook Economic Development Corporation and Pasta Pie Works LLC to be located on 1406 Main Street and parking improvements at 1208 Meyer.**

*Motion made by Ann Wacker and seconded by Gary Bell.*

Motion to approve the incentive agreement between the Seabrook Economic Development Council Corporation and Pasta Pie Works, LLC as presented in an amount of $8,000.00 with the performance of 1 full time employee and 6 part time employees and a capital investment of $12,645 in the parking improvements.

MOTION CARRIED BY UNANIMOUS CONSENT

**2.3 Consider and take all appropriate action on nominating an EDC Board Member to serve as a liaison to the Clear Lake Area Chamber of Commerce for the FY2024.**

City Manager, Gayle Cook, presented the current contract between the City of Seabrook and the Clear Lake Chamber. Board discussed the importance of having a liaison and attending chamber meetings and events.

*Motion made by Buddy Hammann and seconded by Kevin Ferguson.*

Motion for Gary Bell to remain as the EDC's liaison to the Clear Lake Area Chamber of Commerce for FY2024.

MOTION CARRIED BY UNANIMOUS CONSENT

**2.4 Consider and take all appropriate action on nominating the Business-of-the-Year to receive recognition by the Seabrook EDC consisting of but not limited to a one-year membership to the Seabrook Association and the Clear Lake Chamber of Commerce.**

*Motion made by Kevin Ferguson and seconded by Gary Bell.*

Motion to nominate Athena's Corner as Business of the Year.

MOTION CARRIED BY UNANIMOUS CONSENT

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**5.0 ROUTINE BUSINESS**

**5.1 EDC action items report.**

City Manager Gayle Cook presented action items report and discussed recent activity.

**5.2 EDC Financial report.**

City Manager Gayle Cook presented the October monthly financial report.

**5.3 Approve minutes of the October 12, 2023 Regular EDC Meeting.**

*Motion made by Kevin Ferguson and seconded by Ann Wacker.*

*To approve the minutes as presented.*

MOTION CARRIED BY UNANIMOUS CONSENT

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

*Next regular meeting: January 11, 2024*

**Additional Comments:**

Kevin Ferguson inquired if anyone with the city is currently conducting visits to the city businesses. Board discussed efforts of Clear Lake Chamber of Commerce and BAHEP to engage the businesses in Seabrook.

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

APPROVED ON THE 11 DAY OF January, 2024.

Paul Dunphey, EDC Chair

Kiarra Bellow, EDC Administrative Coordinator