MEETING MINUTES
MAY 7, 2025

SEABROOK ECONOMIC DEVELOPMENT CORPORATION MEETING

Chairman Paul Dunphey called the Seabrook Economic Development Corporation to order at 6:00 p.m. in the Council Chambers in Seabrook City Hall. Present were Thom Kolupski, Buddy Hammann, Paul Dunphey, Ann Wacker, Andrew Croce, Summer Sanford. Also present were City Manager Gayle Cook, City Attorney David Olson and Board Secretary Kiarra Bellow.

1. PUBLIC COMMENTS AND ANNOUNCEMENTS

There were no citizen comments.

2. PRESENTATIONS

2.1 Presentation by Soulfreak Holdings for an amended incentive application for Small Business Development at revised location of 1305 Main Street for a coffee shop.

Amy Albro, the owner of Soulfreak Holdings, gave a presentation on the incentive request.

3. 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.

3.2 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.

- ***Seabrook Plaza One***

Chairman Dunphey adjourned the meeting into closed session at 6:17 pm for items 3.1 and 3.2.

4. OPEN SESSION

4.1 Reconvene Open Session

Chaiman Dunphey reconvened the regular meeting into open session at 6:36 PM.

No actions were taken in closed session.

5. NEW BUSINESS

5.1 Consider and take all appropriate action on a Business Development Incentive Application filed by Soulfreak Holdings, to be located at 1305 Main Street, seeking an incentive to assist with small business development, for an amount not to exceed $ 41,400.00.

A motion was made to approve a business development incentive for Soulfreak Holdings, to be located at 1305 Main Street, in an amount not to exceed $41,400.00. The incentive is subject to performance criteria, including the issuance of a Certificate of Occupancy and the creation of two full-time and four part-time positions.

Motion:	To Approve
Made By:	EDC Secretary Wacker
Seconded By:	EDC Member Sanford
Vote:	**Passed** unanimously by all present

5.2 Consider and take all appropriate action on approval of funding for Co-Presenting Sponsorship for Celebration Seabrook to be held Saturday, October 11, 2025 in an amount not to exceed $10,000. This is a budgeted item.

Presentation from Lexie Graham, Tourism and Events Coordinator, including an update on 2024 Celebration Seabrook and goals for 2025.

Motion:	To Approve
Made By:	Mayor Pro Tem, At-Large Position 5 Hammann
Seconded By:	EDC Member Croce
Vote:	**Passed** unanimously by all present

5.3 Consider and take all appropriate action on annual review of the Seabrook Economic Development Corporation Resolution 2023-01/EDC Incentives Policy.

City Manager Gayle Cook gave a brief overview of the current incentive policy.

A motion was made to accept the annual review with no changes being made to the policy.

Motion:	To Approve
Made By:	EDC Secretary Wacker
Seconded By:	Mayor Pro Tem, At-Large Position 5 Hammann
Vote:	**Passed** unanimously by all present

6. ROUTINE BUSINESS

6.1 Update by Director on Strategic Plan, Incentive Inquiry or Application Status Report, and Monthly Reporting and Activities.

City Manager, Gayle Cook, reviewed the monthly activity report and provided an update on development activities. (See Exhibit A)

6.2 EDC Financial Report

City Manager, Gayle Cook reviewed the EDC Financial Report for April 2025. (See Exhibit B)

6.3 Review and update on EDC and partnership events to include board member post-event reports, upcoming events, and participation opportunities.

Member Sanford gave an update on the Economic Alliance on Task Forces.

EDC members recognized Mayor Kolupski for his service to the EDC throughout the years.

6.4 Establish future meeting dates and agenda items.

The next regular scheduled meeting is June 12, 2025.

Motion:	To Adjourn
Made By:	Mayor Pro Tem, At-Large Position 5 Hammann
Seconded By:	EDC Member Sanford
Vote:	**Passed** unanimously by all present

The meeting was adjourned at 7:11 PM.

APPROVED ON THE ____ DAY OF________________, 2025.

____
Paul Dunphey, EDC Chair

____
Kiarra Bellow,
EDC Administrative Coordinator

EXHIBIT A

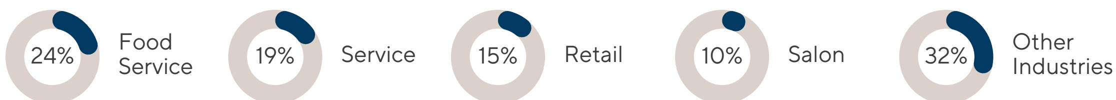
SEABROOK
ECONOMIC DEVELOPMENT CORPORATION

MONTHLY ACTIVITY REPORT

Period: April 10, 2025 - May 7, 2025

Active Businesses	Properties For Sale	Total Period Activities	Active Projects
215	**16** Sources: Crexi, Loopnet	**154**	**12**

TOP BUSINESS INDUSTRIES



DEVELOPMENTS

Miramar Shopping Center (2000 Bayport Blvd) - Parking Area Complete

The Edge at Seabrook Town Center - Phase I Permitting In Progress Plat Recording Process

Car Wash (2710 E. Nasa Pkwy) - In Plan Review

Margarita Jones (1818 Nasa Pkwy) - In Construction / Renovation

Quiet Warehouse (5815 Old Hwy 146) - Ending Design Phase and Preparing to Submit for Permits

Unit Cold Storage (Old Hwy 146) - Preparing for Permitting

COMMERCIAL VALUATIONS

(For existing structure additions or remodels)

Period	# of Additions	Total Valuation
March 2025	3	$275,934.00
YTD Fiscal 24-25	**14**	**$1,318,840.00**

PERIOD INSIGHTS

Business Retention Activities

Emails -	**159**
BRE Meetings-	**1**
Partnership Meetings-	**2**

Development Activities

Development Meetings -	**1**
Broker Meetings -	**1**

Business Incentive Program Activities

1 Active Incentive Applications

0 Pending Incentive Applications

1 Incentive Inquires

*NTE =Not to Exceed

SEABROOK
ECONOMIC DEVELOPMENT CORPORATION

FY 24-25 APPROVED PROJECTS

Period: As of May 7, 2025

Approval Date	Business	Approved Amount	Type
9-12-2024	Miramar Shopping Center FY 23-24	$300,000	Retail Redevelopment
9-12-2024	Soulfreak Holdings FY 23-24	$15,000	Small Business Development
10-17-2024	Margarita Jones	$200,000	Small Business Development
11-14-2024	Bayside Park Expansion	$83,000	Quality of Life
12-12-2025	Seabrook Retail	$50,000	Commercial Facade
1-9-2025	Gateway, Wayfinding, Directional Signage	$93,000	Quality of Life
3-13-2025	Midnite Slice	$26,482.50	Small Business Development
4-10-2025	5735 Bayport Plaza	$30,000	Commercial Facade
4-10-2025	Driver Rescue Club (Barge 295)	$30,000 $50,000	Sales Tax Rebate Small Business Development
	TOTALS	**$877,482.50**	

Business Incentive Program Activities (YTD)

4 Active Incentive Applications

12 Incentive Inquires

SEDC PROJECTS REPORT

Period: As of May 7, 2025

ACTIVE AGREEMENTS

Active	Date of Agreement	Term Length	Resolution	Name	Approved Amount	Remaining Balance	Notes	Type
Y	2/13/2025	2/13/2035	na	Seabrook Retail LLC	$50,000	$50,000	Retail Redevelopment	Incentive
Y	1/9/2025	1/9/2035	na	MJones Seabrook Operating LLC	$200,000	$200,000	Business reconstruction/renovations	Incentive
Y	11/25/2024	11/25/2034	na	Miramar Beltline GP, LLC	$300,000	$300,000	Parking Lot and Lighting Improvements	Incentive
Y	10/17/2023	10/17/2033	2023-15	Seabrook Plaza One, LLC Agreement	$2,000,000.00	$2,000,000	Drainage system, hotel, conference ctr & restaurant space	Incentive
Y	7/18/2023	7/18/2033	2023-09	The Edge (Seabrook Town Centre Partners LLC)	$397,947.48	$397,947.48	Sanitary sewer relocation	Incentive
Y	5/2/2023	5/2/2027	na	Fay & Fay Properties (Seabrook Marina/Regatta Inn)	$8,520.00	$8,520	Reimbursement of natural gas line installation	Incentive
Y	5/2/2017	5/2/2017 - 5/2/2027	2017-07	Merlion Thai Restaurant	$40,000 (tax rebate)	$4,324.14	Reimburse impact fees $33,252.50 and EDC tax paid $40,000 or 10 yrs, whichever comes first	Incentive
	Pending	Pending	na	Soulfreak Holdings	$15,000	$15,000		
Y	5/15/2018	na	2018-06	SH 146 Design/Improvement Project Agreement	$1,000,000.00	$0	Aesthetic improvements & design costs for SH146 - Total Paid $1,023,880.15	Quality of Life
	Pending	Pending	pending	Fay & Fay Properties (Seabrook Marina/Regatta Inn)	$127,370.80	$127,370.80	7 year lease, parking, floating dock, and landscaping	Incentive
Y	6/20/2017	na	2017-11	"Old Seabrook" Acquisition of Real Property	$750,000	$68,194		Quality of Life
Y	8/1/2023	10/1/2023 - 9/30/2026	na	BAHEP	$20,000			Partnership
Y	7/24/2024	10/1/2024 - 09/30/2025	na	Clear Lake Area Chamber of Commerce	$10,000			Partnership
Y	8/12/2021	7/1/2024 - 6/30/2027	na	Economic Alliance Port Region	$15,000			Partnership
				TOTALS	**$4,883,838**	**$3,117,032**		

SEABROOK
ECONOMIC DEVELOPMENT CORPORATION

ITEMS SENT TO COUNCIL REPORT

Period: As of May 7, 2025

EDC Meeting	Description	Council Meeting	Status
10/17/2024	Incentive - MJones Seabrook Operating LLC	1/21/2025	Approved
12/12/2024	Incentive - Seabrook Retail LLC	2/18/2025	Approved
3/13/2025	Incentive - Midnite Slice	Pending	
4/10/2025	Incentive- Driver & Rescue	Pending	
4/10/2025	Incentive- 5735 Bayport Plaza	Pending	

MARKETING AND COMMUNICATIONS

ON THE SCENE IN SEABROOK

APRIL & MAY NEWSLETTERS WILL BE COMBINED AND PUBLISHISHED THE WEEK OF 5/12/2025

UPCOMING EVENTS

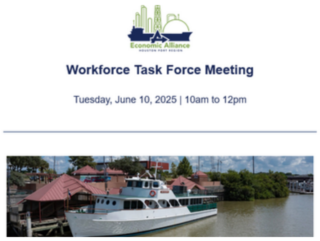
EDC Events

EVENT: EDC | Anniversary & Ribbon Cutting
Date: 5/9/2025
Time: 4 PM
Attendees: Summer Sanford / Ann Wacker

Partner Events

EVENT: BayTran | State of the Counties
Date: 5/19/2025
Time: 11 AM
Attendees: Summer Sanford, Gayle Cook, Mayor Kolupski

EVENT: CLACC | General Membership Luncheon
Date: 5/28/2025
Time: 11 AM
Attendees:



EVENT: Economic Alliance | Workforce Task Meeting
Date: 6/10/2025
Time: 10 AM
Attendees:

EVENT: Economic Alliance | June Board Meeting
Date: 6/18/2025
Time: 3 PM
Attendees:

EXHIBIT B

City of Seabrook, Texas

April Monthly Financial Report

Fiscal Year Ending September 30, 2025

SEABROOK

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

CITY OF SEABROOK
MULTI-YEAR FINANCIAL OVERVIEW
EDC

FOR FISCAL YEAR ENDING SEPTEMBER 30,

	ACTUALS			BUDGET	FORECAST	BUDGET	PROJECTED			
EDC	**2022**	**2023**	**2024**	**2025**	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**
SALES TAX	$ 1,091,546	$ 1,198,321	$ 1,090,226	$ 1,111,171	$ 1,103,873	$ 1,148,028	$ 1,182,469	$ 1,312,943	$ 1,352,331	$ 1,449,276
GRANT PROCEEDS	0	0	0	0	0	0	0	0	0	0
INTEREST INCOME	22,372	156,180	218,343	186,290	198,981	190,379	177,096	108,499	83,471	121,814
OTHER INCOME	240	557	2,195	1,200	1,252	1,200	1,700	1,800	1,900	2,000
TRANSERS IN	0	0	0	0	0	0	0	0	0	0
TOTAL REVENUES	**$ 1,114,158**	**$ 1,355,058**	**$ 1,310,765**	**$ 1,298,661**	**$ 1,304,106**	**$ 1,339,607**	**$ 1,361,265**	**$ 1,423,242**	**$ 1,437,703**	**$ 1,573,090**
PERSONNEL SERVICES	0	0	0	0	0	0	0	0	0	0
MATERIALS & SUPPLIES	232	2,229	1,518	500	490	500	515	530	546	563
SERVICES	274,707	239,983	211,327	1,861,621	1,422,025	1,241,087	2,313,184	1,656,026	213,237	220,700
CAPITAL OUTLAY	13,868	0	0	0	0	0	0	0	0	0
TRANSFERS OUT	471,381	482,809	305,459	310,690	310,690	312,069	311,753	314,198	316,547	318,801
TOTAL EXPENSES	**$ 760,189**	**$ 725,020**	**$ 518,304**	**$ 2,172,811**	**$ 1,733,205**	**$ 1,553,656**	**$ 2,625,452**	**$ 1,970,754**	**$ 530,330**	**$ 540,064**
BEGINNING BAL-UNRESTR	2,883,277	3,237,247	3,867,284	4,659,745	4,659,745	4,230,647	4,016,598	2,752,411	2,204,899	3,112,272
CHANGE IN FUND BALANCE	353,970	630,038	792,461	(874,150)	(429,099)	(214,049)	(1,264,187)	(547,512)	907,372	1,033,026
ENDING BAL-UNRESTR	**$ 3,237,247**	**$ 3,867,284**	**$ 4,659,745**	**$ 3,785,595**	**$ 4,230,647**	**$ 4,016,598**	**$ 2,752,411**	**$ 2,204,899**	**$ 3,112,272**	**$ 4,145,298**
Emergency Reserve	180,000	180,000	180,000	180,000	180,000	180,000	180,000	180,000	180,000	180,000
FUND BALANCES-RESTR.	180,000	180,000	180,000	180,000	180,000	180,000	180,000	180,000	180,000	180,000
TOTAL EDC FUND BALANCE	3,417,246.67	4,047,284.4	4,839,745	3,965,595	4,410,647	4,196,598	2,932,411	2,384,899	3,292,272	4,325,298

	2025	2026	2027	2028	2029	2030	**2031
Base Services	196215	200139	203083	206025.8	213237	219634	
Debt Obligation	196945	198324	194596	195869	197035	198094	194047
Transfer Admin Service	113745	113745	117157	118328.9	119512	120707	121914
Total Transfer	310690	312069	311753	314197.9	316547	318801	315961

** Debt payment matures FY31

The Edge	397,947	2026	
Merlion	10,696	**2025**	1,225,810
Includes $550,000 Plaza	550,000	2026	1142648
Includes $1,450,000 Plaza	1,450,000	2028	83,162
Fay& Fay	8,520	**2025**	
Miramar	300,000	**2025**	
Mjones	200,000	**2025**	
Seabrook Retail	50,000	**2025**	
Soulfreak Holdings	60,000	**2025**	
Seabrook Pals Mini Mural	1,000	**2025**	
Bayside design	83,000	**2025**	
SH146			
Gateway	93,000	2026	
CIP			
Main Street Engineering	512594	**2025**	
Main Street Construction	2110101	2027	

CITY OF SEABROOK
2024-2025 BUDGET
FUND 70 - EDC

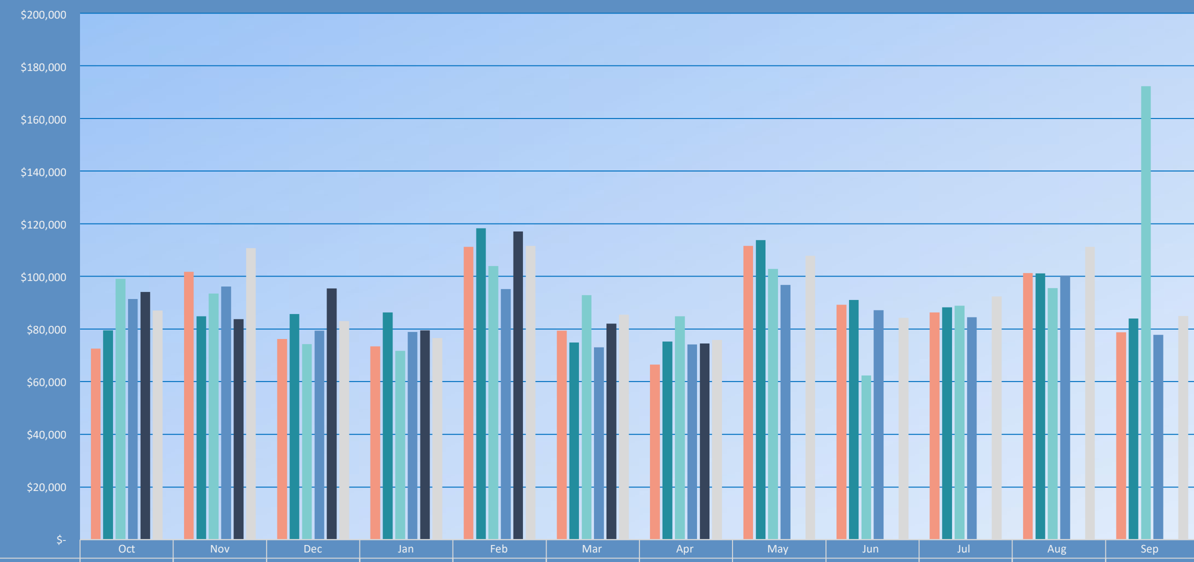
707 - EDC

	FOR FISCAL YEAR ENDING SEPTEMBER 30,					
EXPENSE ACCOUNTS	**2022**	**2023**	**2024**	**BUDGET 2025**	**FORECAST 2025**	**BUDGET 2026**
4010 OFFICE SUPPLIES	232	684	557	500	431	500
4150 SMALL EQUIPMENT	-	1,545	960	-	-	-
TOTAL SUPPLIES	**$ 232**	**$ 2,229**	**$ 1,518**	**$ 500**	**$ 431**	**$ 500**
5010 ADVERTISING	15,134	34,154	19,850	51,300	47,814	51,300
5020 DUES & SUBSCRIPTIONS	786	1,388	1,885	1,465	1,436	1,465
5030 RENTALS & SERVICE AGRMTS	5,052	5,435	5,066	-	-	-
5042 IT SOFTWARE	-	-	22,065	22,350	20,488	22,350
5182 TRAIL MAINTENANCE	14,014		27,447	30,000	30,000	30,000
5215 PROF FEES - ENGINEERING	-	-	-	-	-	-
5220 PROF FEES - LEGAL	36,000	24,135	7,740	16,800	16,973	16,800
5227 PROF FEES - CONSULTING	82,650	37,405	67,406	60,000	54,765	60,000
5300 TRAINING & CONFERENCE	15,144	16,760	8,289	13,800	11,207	13,800
5400 TELEPHONE	302	351	129	-	-	-
5465 MISC EXPENDITURES	216	370	444	500	525	500
5470 DEBT SERVICE AGENT	-	-	-	-	-	-
5610 BUSINESS INCENTIVES	-	-	-	-	-	-
5617 ECONOMIC DEVELOPMENT PROJECTS	91,600	-	32,081	1,000,000	723,825	1,000,000
5620 ECONOMIC DEVELOPMENT INCENTIVES	13,812	119,985	18,924	665,406	521,220	665,406
TOTAL SERVICES	**$ 274,707**	**$ 239,983**	**$ 211,327**	**$ 1,861,621**	**$ 1,428,253**	**$ 1,861,621**
6020 EQUIPMENT	13,868	-	-	-	-	-
6035 FACILITIES & PARKS	-	-	-	-	-	-
6036 WATERFRONT	-	-	-	-	-	-
6038 TRAIL CONSTRUCTION	-	-	-	-	-	-
6039 SIGNAGE	-	-	-	-	-	-
6077 RIGHT OF WAY EXPENSE	-	-	-	-	-	-
TOTAL CAPITAL OUTLAY	**$ 13,868**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
6250 GENERAL FUND REIMBURSEMENT	274,106	288,942	110,000	113,745	113,745	113,745
6255 TRANSFER TO ENTERPRISE FUND PROJECT	197,275	193,867	195,459	196,945	196,945	196,945
6325 REDEMPTION OF BONDS	-	-	-	-	-	-
6350 INTEREST ON BONDS & CERT	-	-	-	-	-	-
TRANSFERS OUT	**$ 471,381**	**$ 482,809**	**$ 305,459**	**$ 310,690**	**$ 310,690**	**$ 310,689**
TOTAL EXPENDITURES	**$ 760,192**	**$ 725,020**	**$ 518,304**	**$ 2,172,811**	**$ 1,739,374**	**$ 2,172,810**

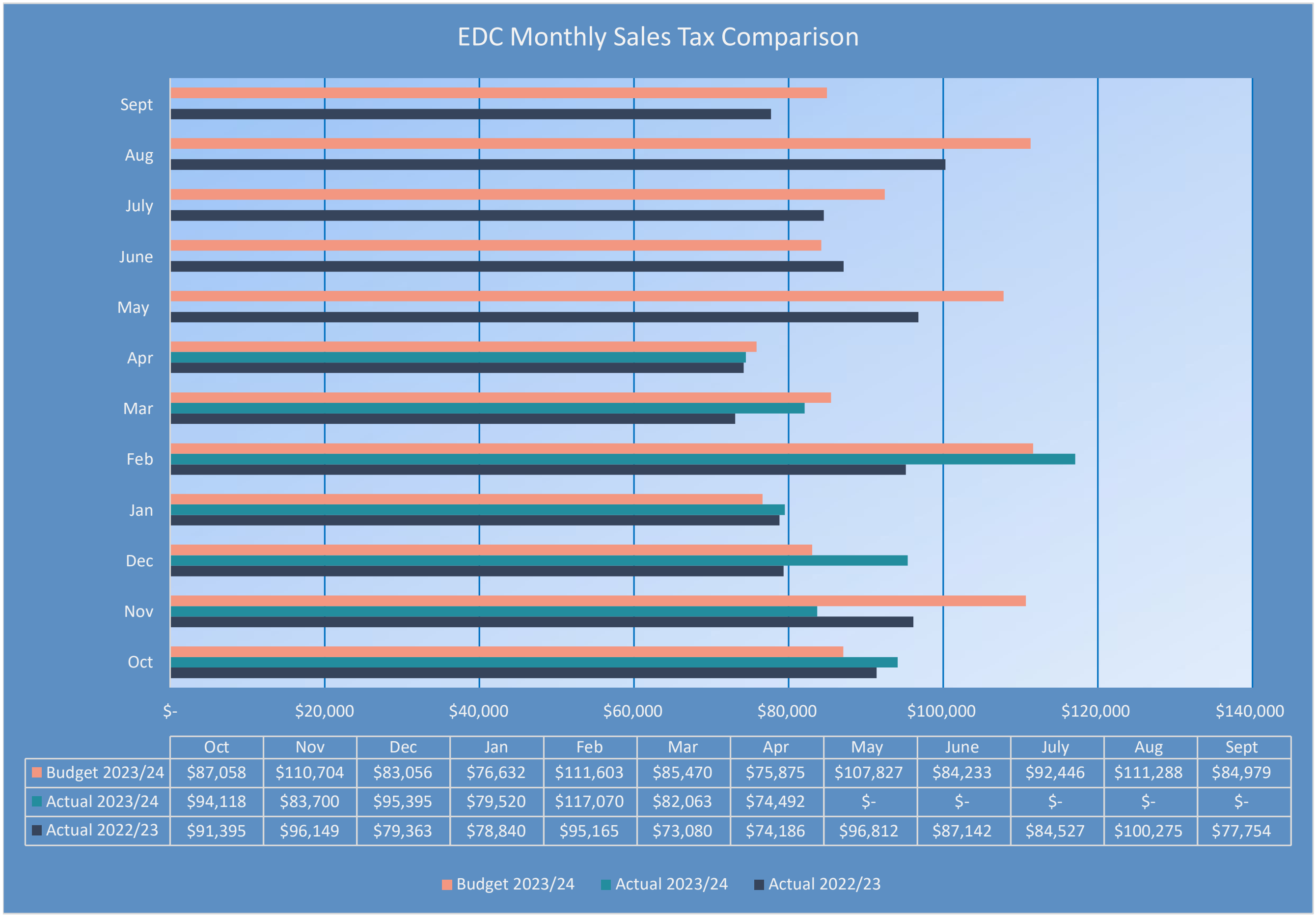
CITY OF SEABROOK
SEDC - MONTHLY REPORT
April 30, 2025

ANNUAL				FISCAL YEAR-TO-DATE		
		FORE VS BUD FAV/(UNFAV)				ACT VS BUD FAV/(UNFAV)
FORECAST	BUDGET	VARIANCE	SEDC	ACTUAL	BUDGET	VARIANCE
			REVENUES			
1,103,873	1,111,171	(7,298)	Sales Tax	623,100	630,397	(7,298)
0	0	0	Grant Proceeds	0	0	0
198,981	186,290	12,691	Interest Income	125,638	112,947	12,691
1,252	1,200	52	Other Revenue	60	8	52
0	0	0	Loan Repayment	0	0	0
1,304,106	1,298,661	5,445	Total Revenues	748,797	743,352	5,445
			EXPENDITURES			
600	0	(600)	Personnel Services	600	0	(600)
431	500	69	Materials & Supplies	152	221	69
1,428,253	1,861,621	433,368	Services	122,631	491,765	369,134
310,690	310,690	(0)	Transfers Out	181,236	181,236	(0)
1,739,974	2,172,811	432,837	Total Expenditures	304,619	673,222	368,603
			FUND BALANCE			
4,139,771	4,139,771	0	Beginning Balance Estimate	4,139,771	4,139,771	0
(435,868)	(874,150)	438,282	Change in Fund Balance	444,179	70,130	374,048
3,703,903	3,265,621	438,282	Ending Balance	4,583,950	4,209,901	374,048

EDC Annual Sales Tax Comparison by Month



	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Actual 2020/21	$72,554	$101,776	$76,184	$73,421	$111,225	$79,405	$66,507	$111,614	$89,183	$86,354	$101,315	$78,791
Actual 2021/22	$79,491	$84,795	$85,737	$86,254	$118,316	$74,874	$75,225	$113,742	$91,016	$88,294	$101,093	$84,059
Actual 2022/23	$99,015	$93,445	$74,252	$71,708	$103,984	$92,928	$84,801	$102,786	$62,357	$88,881	$95,508	$172,296
Actual 2023/24	$91,395	$96,149	$79,363	$78,840	$95,165	$73,080	$74,186	$96,812	$87,142	$84,527	$100,275	$77,754
Actual 2024/25	$94,118	$83,700	$95,395	$79,520	$117,070	$82,063	$74,492	$-	$-	$-	$-	$-
Budget 2024/25	$87,058	$110,704	$83,056	$76,632	$111,603	$85,470	$75,875	$107,827	$84,233	$92,446	$111,288	$84,979



	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept
Budget 2023/24	$87,058	$110,704	$83,056	$76,632	$111,603	$85,470	$75,875	$107,827	$84,233	$92,446	$111,288	$84,979
Actual 2023/24	$94,118	$83,700	$95,395	$79,520	$117,070	$82,063	$74,492	$-	$-	$-	$-	$-
Actual 2022/23	$91,395	$96,149	$79,363	$78,840	$95,165	$73,080	$74,186	$96,812	$87,142	$84,527	$100,275	$77,754

	EDC Sales Tax				% Actual	Current Year	% Current
	2023/24	2024/25	2024/25	Actual to	to Prior	Actual to	Year to
	Actual	Actual	Budget	Prior Year	Year	Budget	Budget
October	91,395	94,118	87,058	2,723	2.98%	7,060	8.11%
November	96,149	83,700	110,704	(12,449)	-12.95%	(27,004)	-24.39%
December	79,363	95,395	83,056	16,031	20.20%	12,339	14.86%
January	78,840	79,520	76,632	679	0.86%	2,888	3.77%
February	95,165	117,070	111,603	21,905	23.02%	5,467	4.90%
March	73,080	82,063	85,470	8,983	12.29%	(3,407)	-3.99%
April	74,186	74,492	75,875	306	0.41%	(1,383)	-1.82%
May	96,812	-	107,827	-	0.00%	-	0.00%
June	87,142	-	84,233	-	0.00%	-	0.00%
July	87,142	-	92,446	-	0.00%	-	0.00%
August	100,275	-	111,288	-	0.00%	-	0.00%
September	77,754	-	84,979	-	0.00%	-	0.00%
Totals	**588,178**	**626,358**	**630,397**	**38,179**	**6.49%**	**(4,040)**	**-0.64%**