



**SEABROOK ECONOMIC DEVELOPMENT CORPORATION
NOTICE OF MEETING
THURSDAY, SEPTEMBER 11, 2025 - 6:00 PM**

For city information visit www.seabrooktx.gov
For agendas visit www.seabrooktx.gov/agendas

NOTICE IS HEREBY GIVEN THAT THE SEABROOK ECONOMIC DEVELOPMENT CORPORATION WILL MEET ON **THURSDAY, SEPTEMBER 11, 2025 AT 6:00 PM AT SEABROOK CITY HALL**, 1700 FIRST STREET, SEABROOK, TEXAS, TO DISCUSS, CONSIDER, AND IF APPROPRIATE, TAKE ACTION WITH RESPECT TO THE ITEMS LISTED BELOW. **ALTHOUGH THIS IS NOT A SEABROOK CITY COUNCIL MEETING, MEMBERS OF THIS BODY MAY ATTEND AND A QUORUM OF THIS BODY MAY BE PRESENT.**

1. PUBLIC COMMENTS AND ANNOUNCEMENTS

At this time we would like to listen to any member of the audience on any subject matter, whether or not that item is on the agenda. All comments are limited to a maximum of four minutes for each speaker, shall be limited to City business or City-related business or matters of general public interest, and shall not include any personal attacks or abusive language.

All public remarks shall be addressed to the Chair. Comments shall not be directed toward individual Councilmembers, City staff, or other members of the public.

In accordance with the Texas Open Meetings Act, members may not discuss or take action on any item that has not been posted on the agenda. When your name is called, please come to the podium and state your name and address clearly into the microphone before making your comments. Thank you.

REGISTER ONLINE TO SPEAK IN PERSON DURING PUBLIC COMMENTS:

www.seabrooktx.gov/publiccomment

2. PRESENTATIONS

2.1 Presentation by Economic Alliance Houston Port Region. *Chad Burke - President*

2.2 Presentation by Lexie Graham, Tourism and Special Events Coordinator, for a Seabrook event during Houston Fleet Week.

2.3 Presentation by Pomodoro's Cucina Italiana, LLC seeking an incentive to assist with New Construction & Development Incentive for the build out of a full service restaurant to be located at the Seabrook Towne Center - The Edge Retail Center. This item was tabled on August 14, 2025.

3. EXECUTIVE SESSION

3.1 Conduct a Closed Session pursuant to Texas Government Code Sections:

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.

Section 551.071

Consult with attorney to receive legal advice on legal issues associated with acquisition of real property and potential funding agreement as provided by Section 551.071, Texas Government Code.

4. OPEN SESSION

4.1 The Economic Development Corporation will reconvene into open session to allow for possible action on the agenda items listed under "Executive Session".

5. NEW BUSINESS

5.1 Consider and take all appropriate action on the renewal of the Administrative Staffing Services Agreement for fiscal year 2025-2026, in an amount not to exceed \$238,587.08. This is a budgeted item for FY 2025-2026.

5.2 Consider and take all appropriate action on approval of funding for Sponsorship for Fleet Week/Veterans' Day to be held on Tuesday, November 11, 2025, in an amount of \$10,000.00. This is a budgeted item for FY 2025-2026.

6. OLD BUSINESS

6.1 Consider and take all appropriate action on a business incentive application filed by Pomodoro's Cucina Italiana seeking a New Construction & Development Incentive for permit fees, impact fees, and the build out of a full-service restaurant and a Sales Tax Rebate Incentive at Seabrook Towne Center - The Edge Retail Development, 3111 Bayport Boulevard in an amount of \$ 1,025,016.00. This item was tabled on August 14, 2025.

7. ROUTINE BUSINESS

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

7.2 EDC Financial Report

7.3 Approve minutes from the June 10, 2025 regular EDC meeting.

7.4 Approve minutes from the August 14, 2025, regular EDC meeting.

7.5 Approve minutes from the August 19, 2025, joint meeting with City Council and EDC.

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

7.7 Establish future meeting dates and agenda items.

THE EDC BOARD RESERVES THE RIGHT TO HEAR ANY OF THE ABOVE DESCRIBED AGENDA ITEMS THAT QUALIFY FOR AN EXECUTIVE SESSION IN AN EXECUTIVE SESSION BY PUBLICLY ANNOUNCING THE APPLICABLE SECTION NUMBER OF THE OPEN MEETINGS ACT, (CHAPTER 551 OF THE TEXAS GOVERNMENT CODE, AND VERNON'S TEXAS CODES ANNOTATED, IN ACCORDANCE WITH THE AUTHORITY CONTAINED IN ONE OR MORE OF THE FOLLOWING SECTIONS: SECTION 551.071, CONSULTATION WITH ATTORNEY; SECTION 551.072, REAL PROPERTY; SECTION 551.073, DELIBERATION REGARDING A PROSPECTIVE GIFT; SECTION 551.074, PERSONNEL MATTERS; SECTION 551.076, SECURITY DEVICES; AND SECTION 551.087, ECONOMIC DEVELOPMENT) THAT JUSTIFIES EXECUTIVE SESSION TREATMENT.

THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR OTHER ACCOMMODATIONS OR INTERPRETIVE SERVICES, MUST BE MADE, 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE CITY SECRETARY'S OFFICE AT (281) 291-5663 OR CITYSEC@SEABROOKTX.GOV FOR FURTHER INFORMATION.

I certify that this notice was posted on the bulletin board on or before Friday, September 5, 2025 no later than 6:00 p.m. and that this notice will remain posted until the meeting has ended.

Kiarra Bellow,
EDC Administrative Coordinator



Economic Alliance Houston Port Region

Seabrook EDC
September 2025

Presented By:
Chad Burke
President & CEO
Economic Alliance Houston Port Region
chad@allianceportregion.com



MISSION

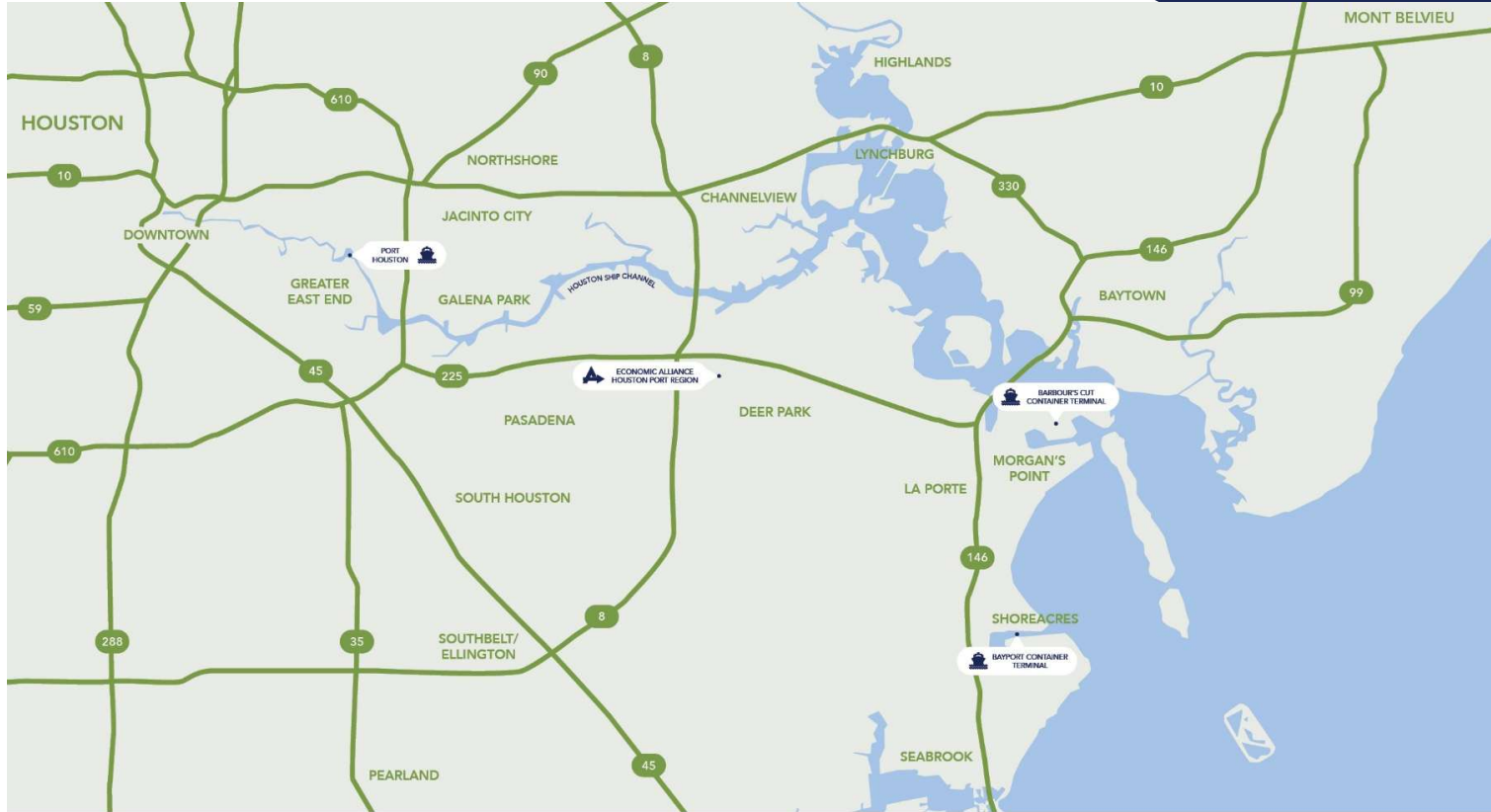
MARKET AND GROW A VIBRANT REGIONAL ECONOMY

INITIATIVES DRIVING GROWTH, DEVELOPMENT, & POLICY



FOOTPRINT

Destination for Investment



250 Private
Sector Members



13 Cities /
Communities



Port Houston



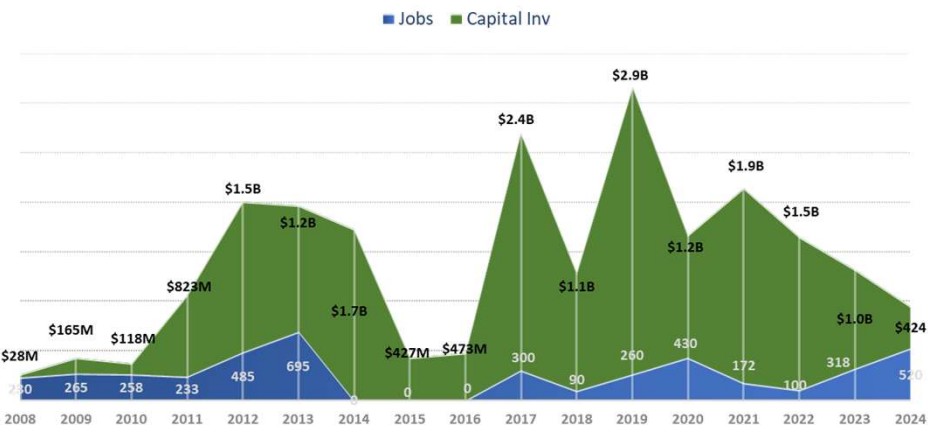
Harris County



ECONOMIC DEVELOPMENT

PROJECT ACTIVITY – ‘08 to ‘24

EA Project Wins
Jobs and Capital Investment by Year



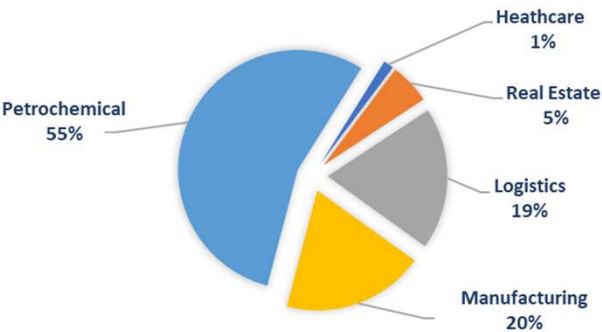
Wins

- 84
- \$19.2B Cap Ex
- 4,694 Jobs Created

Yearly Avg

- 5 Projects
- \$1.2B of Cap Ex
- 278 Jobs Created

PROJECTS BY INDUSTRY
'08 - '23



Industry

- 55% Petrochemical
- 20% Manufacturing
- 19% Logistics

WINS - 2024

2 Wins - **\$424M** in capital investment, **520** direct jobs over the next 5 years.



Construct a methyl methacrylate (MAA) manufacturing plant - Based in CA the largest supplier of Wet Wipes & Materials in the U.S.

- **\$400M Cap EX**
- **500 jobs over the next 5 years**



NEW TO TEXAS
PANELIST @
EA PROCUREMENT
FORUM - Nov 5th



Construction of a new 200k sq ft distribution facility at existing site in Jacinto City

- **\$24M Cap Ex**
- **20 New Jobs**



ANNOUNCEMENTS – 2025

1 Announcement - \$15M in capital investment and 28 new jobs

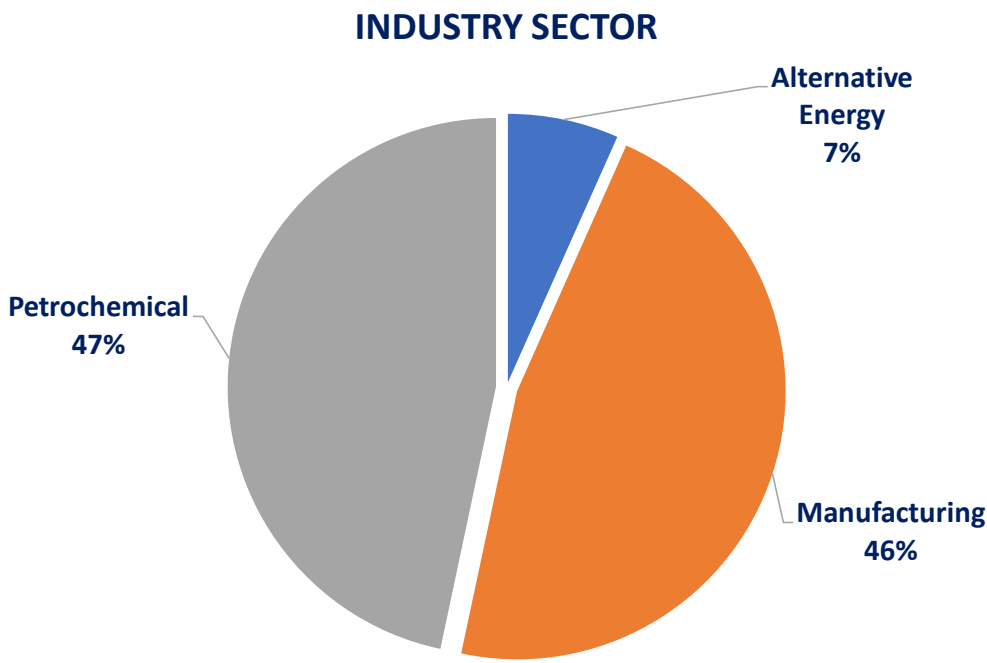


- **\$15M Capital Investment**
- **28 New Jobs**
- Building out 150k Sq. Ft. w Upgrades and Equipment @ 2818 Pasadena Freeway
- Chemical Blending/Polymer Stabilizer
- EA worked through a bottleneck of permitting issues with the City of Pasadena.



PROJECT PIPELINE – 2025

Industry Breakdown



18 Projects

- \$5.7B Cap Ex
- 2,650 New Jobs
- 47% Petrochem
- 47% Manufacturing
- 7% Alternative Energy

Early stages of evaluating multiple locations across the Houston Port region/Ship Channel.

PROJECT PIPELINE – 2025

Strong Prospects

PROJECT RIG

- Existing manufacturing operation expanding its footprint with a new physical building (110K).
- \$10M Cap EX
- 80 New Jobs
- ***Met with City of Pasadena and San Jac/Skills Development***

PROJECT MOONSHOT

- Upgrades to existing power generation facility/N of Ship Channel
- \$400M Cap EX
- 25 New Jobs
- ***JETI commitment from Galena Park ISD/App submitted in Sept***

PROJECT PIPELINE – 2025

Lead Generation



Fam Tour/National Site Selectors – March ‘25

Welcome @ San Jac Maritime College
Adrian Garcia, Comm. Precinct 2

Overview of the Houston Port Region
Chad Burke, EA

Port Activity
John Mosley, Port Houston

San Jac, CPET & Maritime College
Alattia Harris, Vice Chancellor

Tour of Bayport Terminal





PUBLIC POLICY

PUBLIC POLICY

ECONOMIC ALLIANCE LEADERSHIP TEAM –
Delivered 2025 Federal Policy White Paper in D.C.



2025 FEDERAL PRIORITIES

WORLD'S LARGEST PETROCHEMICAL COMPLEX & PORT HOUSTON

1 PORT HOUSTON

- \$96 million in FY25 and \$93 million in FY26 Operations & Maintenance Funding for the Houston Ship Channel.
- Oppose draft restrictions limiting ship access and support \$121 million (\$63 million in FY25 & \$58 million in FY26) in funding to complete the deepening/widening of the Houston Ship Channel.
- Allocate \$8M of the USCG budget (out of the emergency supplemental in 12/24) to be directed toward repairs and updates to our region's Vessel Tracking System (VTS) to accommodate larger ships and increased traffic. Exempt Port Houston from Chinese tariffs on newly purchased (5/24) STS cranes to accommodate larger vessels, a \$28M savings.

2 TAX & TRADE

- Trade policies that enable market access for U.S. refiners and petrochemical manufacturers operating both at home and abroad. Including agreements securing essential rights and protections to benefit consumers and economy.

3 WORKFORCE DEVELOPMENT

- Funds for Strengthening Community College Training Grants that expand industry partnerships, increase the Pell Grant maximum award and invest in the HEA Title III-A Strengthening Institutions program.

4 CHEMICAL MANAGEMENT

- Improvements to the Toxic Substances Control Act (TSCA) Implementation and how the EPA approaches the act to not jeopardize U.S. innovation.

5 TRANSPORTATION/TRUCKING

- Legislation to modernize America's truck weight limit on Interstate Highways, allowing trucks with a 6-axle, 91,000 lbs. configuration.
- Implement the DRIVE Safe Act to create an apprenticeship program for commercial drivers under the age of 21 to address the nation's driver shortage.

6 COASTAL BARRIER

- Appropriations for the Gulf Coast Protection District (the non-federal sponsor for CSRM) in the amount of \$30 million (\$5m from investigations and \$25m from construction accounts under USACE) for project funding and environmental impacts.

7 CARBON CAPTURE STORAGE

- Expedite Texas' Class VI well primacy request for Carbon Capture and Storage (CCS) with the EPA. Class VI well approval with the federal agency can take years while states are able to issue permits in a matter of months.

8 WATER INFRASTRUCTURE & BOND FINANCING

- Create a 30-percent investment tax credit (ITC) to help manufacturers, data centers, energy producers, and other industrial entities scale up their use of recycled water.
- Influence House Ways and Means or Senate Finance Committee to preserve the current Tax-Exemption for Private Activity Bonds during the upcoming budget reconciliation.

HOUSTON PORT REGION ECONOMIC ACTIVITY BENEFITS THE ENTIRE U.S. ECONOMY

20% of Texas GDP | \$906B in nationwide economic value

#1 U.S. PORT	250+ COMPANIES	SKILLED JOBS
Foreign & domestic tons 293.8 million short tons	Petrochemical, Manufacturing, Maritime, and Logistics	1.54M Jobs In Texas 3.37M Jobs In U.S.

April 2025 DC Trip
39 Members Attended
34 Meetings across 2 Days



PUBLIC POLICY

ECONOMIC ALLIANCE LEADERSHIP TEAM – Delivered State Policy White Paper in Austin in 2025

Economic Alliance supports policies that will have a positive impact on our businesss climate, protection of economic assets, and the quality of life of our skilled workers/residents in the Houston Port Region.

- Reliable and Resilient Energy
- Port Houston & Transportation Investments
- Critical Infrastructure Protections
- Workforce Development & Job Readiness
- Enhanced Economic Development Tools
- Local Government Autonomy
- Carbon Capture & Recycling Industry Advancements

89th LEGISLATIVE SESSION PRIORITIES

Economic Alliance supports policies that will have a positive impact on our business climate, protection of economic assets and the quality of life of our skilled workers/residents in the Houston Port region.



Houston Port Region
One of the most vital industrial and logistics hubs in the world.

The Houston Port region is a State of Texas economic asset consisting of the world's largest petrochemical complex and Port Houston. The benefits of the region's jobs and port activity impacts not just Texas, but the entire U.S. economy.

#1 U.S. PORT & LARGEST TEXAS PORT
97% market share in containers
42% of market share by tonnage
#1 U.S. port in foreign waterborne tonnage
#1 U.S. port in total foreign and domestic waterborne tonnage

250+ COMPANIES
Petrochemical, Manufacturing, Maritime, & Logistics

SKILLED JOBS
3.37M U.S. Jobs
1.54M Texas Jobs

ECONOMIC IMPACT
\$906 Billion in U.S. Economic Value
20% State of Texas GDP
\$10.68 Billion in state & local tax revenue



RELIABLE & RESILIENT ENERGY

- Redesign ERCOT to be consumer-focused with enhanced reliability and maintain competitive cost structures.

PORT HOUSTON & TRANSPORTATION INVESTMENTS

- Support TXDOT's request for port Capital Investments for Infrastructure (\$900M), Ship Channel Improvement Revolving Fund (\$200M), and the Seaport Connectivity Program (\$75M).
- Fund TXDOT projects in design study: SH 225 redevelopment, 610 Ship Channel Bridge replacement, and the Bayport Container Terminal Southern Access Road.

CRITICAL INFRASTRUCTURE PROTECTIONS

- Support appropriations and statues that allow the Gulf Coast Protection District to perform its duties as directed by the legislature and required by USACE.
- Develop a dedicated funding mechanism for water infrastructure upgrade needs.

WORKFORCE DEVELOPMENT & JOB READINESS

- Support a \$40M supplemental for all Texas community college workforce development programs.
- Secure \$14.5M for San Jacinto College's biomanufacturing and cybersecurity programs.

ENHANCED ECONOMIC DEVELOPMENT TOOLS

- Re-authorize the Franchise Tax credit for R&D investments.
- Revise the JETI act to improve the program and attract new industry investment.

LOCAL GOVERNMENT AUTONOMY

- Oppose policy that will erode the authority of our cities to govern their own local affairs.

CARBON CAPTURE & RECYCLING INDUSTRY ADVANCEMENTS

- Support state primary authority for the ability of Texas to carry out the EPA's authority in approving Class VI well permits.
- Develop a plan to stimulate the use of recycled material feedstocks to strengthen markets for recovered materials.



TRANSPORTATION/ INFRASTRUCTURE

TRANSPORTATION/INFRASTRUCTURE

ECONOMIC ALLIANCE CONVENES local/state elected officials, Port Houston, petrochemical association partners and private sector members to **DELIVER TXDOT A PRIORITIZED PROJECT LIST**

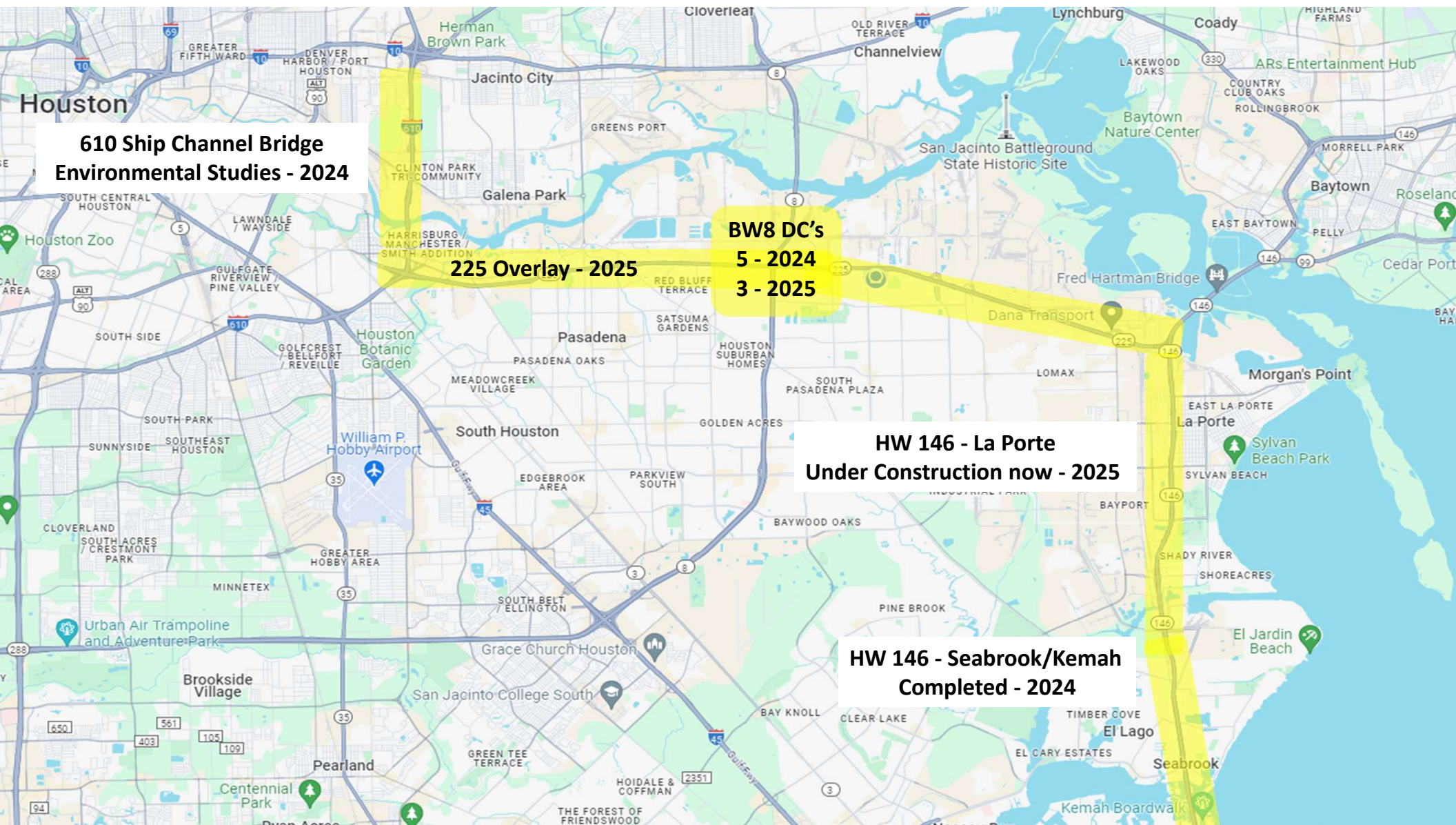
Impacting safety, mobility efficiency and environmental concerns related to the SH146/SH225/610/I10 transportation corridor.



Facilitate economic opportunity through the acknowledgment of Port Houston's unprecedented growth that has made it the nation's busiest port.

Enhance the Houston Port region's \$50 billion in manufacturing expansions, Port Houston's \$1B commitment to widen and deepen the Houston ship channel, and state/local investment to construct the \$2B Beltway 8 bridge and expansion of SH146.



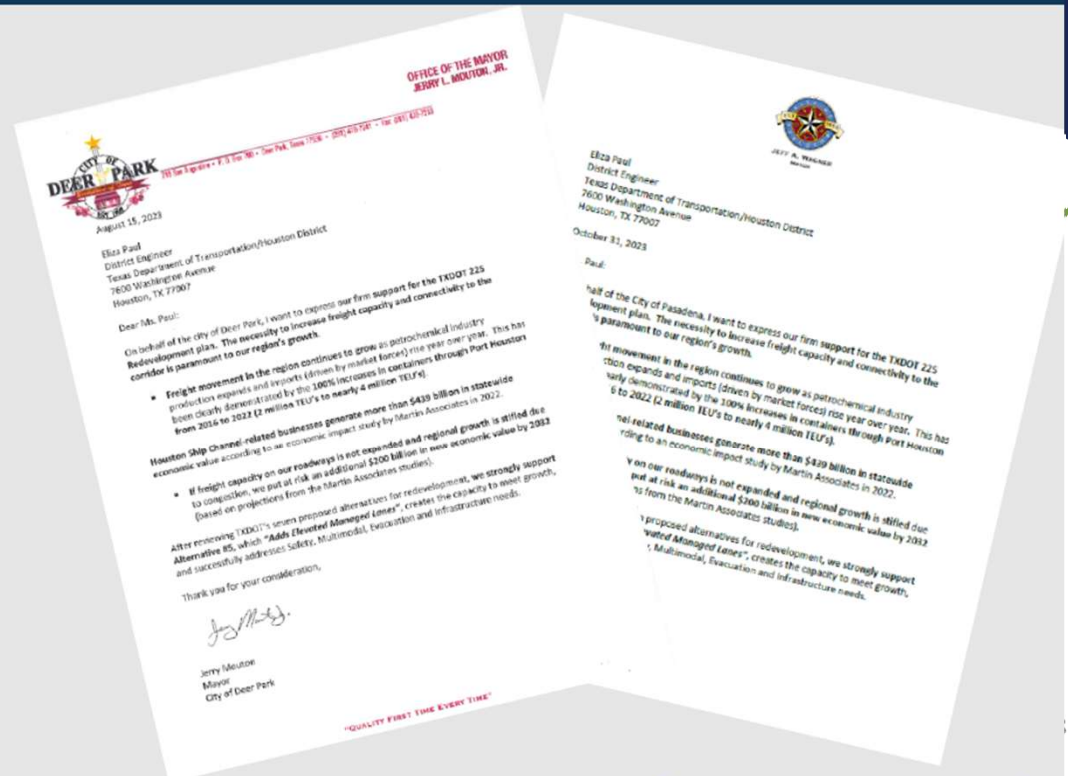


TRANSPORTATION/INFRASTRUCTURE

Support Letters

22 Support letters were received to date for Alternative #5, Elevated Managed Lanes

City of Pasadena
City of Deer Park
City of Morgan's Point
City of South Houston
City of Baytown
City of Seabrook
City of Pearland
Port Houston
Economic Alliance Houston Port Region
East Harris County Manufacturers Association (EHMA)
ILA South Atlantic and Gulf Coast District
West Gulf Maritime Association (WGMA)
BayTran
American Council of Engineering Companies (ACEC)
Galveston Economic Development Partnership
CenterPoint Energy
BIC Alliance
Turner Industries
LBC Tank Terminals
Tri Con Holdings, Inc.
Methodist Hospital – Clear Lake
Lee College



Add Elevated Managed Lanes



**Elevated managed lanes could be in the center or between the frontage road and general use lanes.*

Upcoming Major Projects in the PEL Study Area



NEPA Process & Preliminary Design



I-610E Ship Channel Bridge

Agency: TxDOT

Scope: Development of the schematic design and environmental studies for the reconstruction and raising of the I-610E Ship Channel Bridge (Sidney Sherman Bridge).

Estimated Start of Schematic and Environmental Studies: Fall 2024

Estimated Construction Cost: \$2 Billion

Detailed Design



SH 225 and Beltway 8 Interchange

Agency: Harris County Toll Road Authority (HCTRA)

Scope: Development of the detailed design, specifications, and costs for constructing 8 director connectors at SH 225 and Beltway 8 in support of the HCTRA's Ship Channel Bridge Program.

Estimated Letting: Summer 2024

Estimated Construction Cost: \$310 Million

Detailed Design



SH 225 Overlay

Agency: TxDOT

Scope: Re-paving of SH 225 from Beltway 8 to East Boulevard.

Estimated Letting: Summer 2025

Estimated Construction Cost: \$11 Million



WORKFORCE DEVELOPMENT

WORKFORCE DEVELOPMENT

DIRECTLY MARKET CAREER PATHS and **JOB OPPORTUNITIES** to address attrition, skill enhancement, and demand **TO POTENTIAL JOB CANDIDATES**.

- Leverage partnerships with EHCMA and 9 community colleges to recruit and train a qualified workforce
- Filling a key role with industry partners in identifying and prioritizing the high-demand, high-paying careers



WORKFORCE DEVELOPMENT

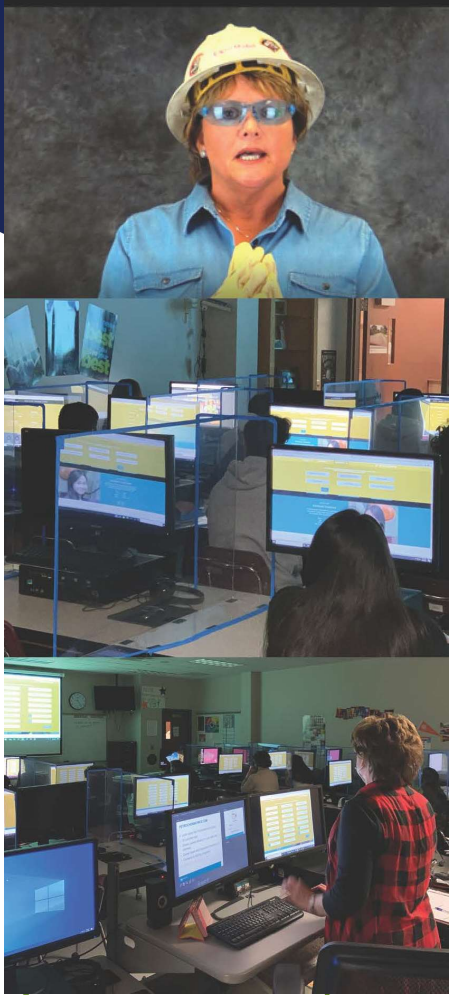
PREPARING THE NEXT GENERATION WORKFORCE - To close the skilled worker gap and connect economic opportunities in the Houston Port region.

WORKFORCE DEVELOPMENT ACTIVITIES '24

ECONOMIC ALLIANCE WORKFORCE DEVELOPMENT ACTIVITIES '23



SINCE 2016
PROVIDED SCOPE OF
CAREER PATHS AND JOB
OPPORTUNITIES TO
54,000+
STUDENTS





QUALITY OF LIFE

QUALITY OF LIFE

ECONOMIC ALLIANCE AND SAN JACINTO TEXAS HISTORIC DISTRICT PROVIDE MATCHING FUNDS for Q of L projects.



PROJECTS AND CAPITAL CAMPAIGNS

TOTAL MATCHING FUNDS

\$63K

- 9 projects/capital campaigns. Impacting residents/organizations located in Pasadena, Pearland, Morgan's Point, La Porte, Shoreacres and Precinct 2 at large.

BEAUTIFICATION/COMMUNITY ENHANCEMENT PROJECTS

\$38K

- Pasadena Mini-Murals on Signal Boxes
- Restoration of the Pearland Depot
- City of Morgan's Point Storage Tank Rehab/Logo
- La Porte Gold Star Families Memorial Monument
- Texas Memorial Illumination at San Jacinto Monument
- Shoreacres Gateway Flag Pole

CAPITAL CAMPAIGNS/COMMUNITY IMPACT PROJECTS

\$25K

- Dolly Parton's Imagination Library – Various Elementary Schools in Precinct 2.
- The Imelda Assistance Fund - Grant money to nonprofit organizations that provide services to individuals.
- The Bridge Over Troubled Waters (The Bridge) –
- Campaign to build a new center for children and youth of domestic violence victims.





INSIGHTS/THOUGHT LEADERSHIP

GULF COAST INDUSTRY FORUM

ECONOMIC ALLIANCE'S LARGEST EVENT of the year bringing industry, government, and community stakeholders.

2024



Gulf Coast Industry Forum
AN ECONOMIC ALLIANCE HOUSTON PORT REGION EVENT

800+
ATTENDEES

15
**SPEAKERS &
PANELIST**

35
EXHIBITORS

- **11,500 attendees at the Pasadena Convention center over 15-years including 2 State of Texas Governors, U.S. Senators and Congressmen, CEO's, Plant Managers and Local Officials.**
- **2025 GCIF scheduled September 18**



WOMEN'S LEADERSHIP LUNCH

Platform to highlight exceptional women leaders and empower women in the Houston.

3

LUNCHES

450

AVRG ATTENDEES

1400

TOTAL ATTENDANCE

**WOMEN IN
ALLIANCE**
Economic Alliance Houston Port Region





Thank You!

www.allianceportregion.com



INCENTIVE APPLICATION

Applying for Seabrook business incentives starts with completing this application. Staff will complete an economic impact analysis based on information provided by the applicant. Then, if the analysis is favorable, the project moves toward a board presentation and review. The application is the official record of the project that is submitted to the Economic Development Corporation (EDC) for review. The entire process can be completed within 45-60 days, depending on when the application is filed and public hearing requirements/posting.

All applicants are encouraged to review the current [Seabrook Economic Development Corporation Incentive Policy](#) before completing this application.

IMPORTANT: DO NOT START CONSTRUCTION BEFORE COMPLETING THE INCENTIVE APPLICATION PROCESS.

APPLICANT INFORMATION

Applicant Name:

Louis Floridaia

Primary Contact:

Louis Floridaia

Business Name:

Pomodoro's Cucina Italiana

Phone:

[REDACTED]

Website:

pomodoros online . com

Email:

[REDACTED]

BUSINESS DETAILS

Business Owner:

Louis Floridaia

Business Structure:

- ☐ Proprietorship
☐ Limited Liability Company (LLC)
☐ Partnership
☒ Corporation

Business Partner(s) Name and Contact Information:

N/A

Taxpayer ID:

[REDACTED]

Texas Secretary of State File Number:

[REDACTED]

Name and Contact Information of Financial Institution:

[REDACTED]

LOCATION DETAILS

Projected Business Address in Seabrook:

3111 Bayport

This site will be:

- ☒ Leased
☐ Owned

Property Owner Name and Contact (if leased):

Approximate Opening Date:

11-27-25

Seabrook Town Centre Partners LLC

Type of Business (Industry and nature of operations):

Resturant

NACIS Code(s):

[REDACTED]





INCENTIVE APPLICATION

NEW BUSINESS DEVELOPMENT

IMPORTANT: DO NOT START CONSTRUCTION BEFORE COMPLETING THE INCENTIVE APPLICATION PROCESS.

PROJECT AND DEVELOPMENT INFORMATION

Total Value of Project: \$5,212,480.29

Requested Incentive Amount: \$1,025,016.00

Project Description (How will the requested funds be used?):

BUILDOUT OF NEW 5000 SF RESTAURANT w/ COVERED PATIO
BANQUET ROOM, STONE HEARTH OVEN + HOOKS, PANDA
DOORS & RETRACTABLE SCREENS

Project Impact: Total Number of Full-Time Employees at Opening: 45

Total Number of Part-Time Employees at Opening: 25

Has the Business Received Incentives from Other Entities? ☒ Yes ☐ No

If Yes, Please Note Most Recent Awards:

Tenant Allowance - \$250,000.00

REQUIRED DOCUMENTS

Please submit the below documents with the incentive application. Applications will not be considered unless a completed application and the documents noted below are submitted.

- ☒ Sales and Use Tax Report (if applicable)
- ☒ Proof of Harris County Tax Payment
- ☒ Franchise Tax Certification of Account Status (if applicable)
- ☒ Articles of Incorporation from the Secretary of State
- ☒ Current Harris County appraisal district report on project site (if applicable)
- ☒ Budget for the project- including copies of estimates for work and other cost documentation associated with your project.
- ☒ Drawings, renderings, and photos of your project (not required to be drawn to scale for incentive consideration)

Applicants may be required to submit additional documentation related to the project for incentive consideration.

Final determination of incentive award shall be made by the Seabrook Economic Development Board and the City Council of the City of Seabrook. Any incentive award shall be subject to a binding agreement with terms and conditions approved by the Seabrook Economic Development Board and the City Council of the City of Seabrook.

AUTHORIZATION FOR SUBMITTAL

I certify, to the best of my knowledge, that all information provided in this Incentive Application (including attachments) is true and accurate, as indicated by my signature below. I further confirm that the business entity is in good standing under applicable laws and owes no delinquent taxes to any taxing authority.

If awarded incentives, the applicant agrees to comply with a performance agreement, including the submission of documentation on employee counts, average wages by category, taxable sales, personal property inventory, and any other relevant information required by the EDC for the period specified in the performance agreement.

By signing this document, the applicant affirms that they are authorized to file this application on behalf of the business owner/applicant and can provide evidence of such authorization if requested. Proof of appropriate insurance will also be required as a condition of any approved incentive grant.

NOTE: If the landlord is seeking an incentive, they will also be a party to the abatement agreement and must meet all terms, including submitting documents for an annual performance report. If the property is leased and either the landlord seeks an incentive or the applicant requests modifications to the landlord's property, the landlord will need to complete their contact information below.

Legal Property Owner/Landlord:

Signature: [Signature]

Printed Name: GARY JOHNSON

Date: 8/14/25

Legal Address: 25003 PITKIN Rd.

Phone: 713 299 0100

Email: [Redacted]

Applicant (if different from legal property owner):

Signature: [Signature]

Printed Name: LOUIS FIDICIA

Date: 8/8/25

Phone: [Redacted]

Email: [Redacted]

MEDIA RELEASE

I, Louis Florida, on behalf of Pomodoro's Cucina Italiana (business name), hereby authorize the Seabrook Economic Development Corporation (EDC) and its representatives to use, reproduce, and publish photographs, videos, audio recordings, and other media that may include my image, voice, business name, and likeness.

This authorization extends to:

- **Promotional Materials:** Publications, brochures, advertisements, websites, social media, and other promotional or educational materials produced by the EDC.
- **Media Outlets:** Any press releases or media features in newspapers, magazines, television, radio, or online news platforms.
- **Public Events:** Any presentations, conferences, or public events hosted or sponsored by the EDC where media content is used.

I waive any right to inspect or approve the finished media or promotional content and release the EDC from any liability related to the use of these materials.

Acknowledgment: I understand that this media release form does not guarantee the use of any media and does not entitle me to any compensation. This release is binding and will remain in effect unless otherwise revoked in writing.

Signature: [Signature] Date: 8-6-25
Printed Name: Louis Florida Title: owner
Business Name: Pomodoro's Cucina Italiana

PLEASE SUBMIT THIS APPLICATION TO

COMPLETE THE ONLINE APPLICATION

EMAIL:

edc@seabrooktx.gov

MAIL:

Seabrook Economic Development Corporation
1700 First Street
Seabrook, TX 77586





Agenda Briefing

Date of Meeting: September 11, 2025

Responsible Department: Economic Development

Presenter:

Briefing Prepared By: Rick Guerrero

Strategic Focus Area:

General Information:

Consider and take all appropriate action on the renewal of the Administrative Staffing Services Agreement for fiscal year 2025-2026, in an amount not to exceed \$238,587.08. This is a budgeted item for FY 2025-2026.

Executive Summary / Background:

Funding / Fiscal Information:

Supporting Materials Attached:

1. EDC Bylaws - August 2024 Signed
2. Adm Staffing Service Agreement 2025 - 2026

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation:

1

2 **BYLAWS OF THE**

3 **SEABROOK ECONOMIC DEVELOPMENT CORPORATION**

4

5 **ARTICLE ONE**

6 **OFFICE AND AGENT**

7 The principal office and agent of the Seabrook Economic Development Corporation (hereinafter
8 referred to as the "Corporation") in the State of Texas shall be located at 1700 First Street, Seabrook, Texas or
9 other location as may be determined by the Board of Directors, approved by City Council of the City of
10 Seabrook, and recorded with the Secretary of State.

11

12

13 **ARTICLE TWO**

14 **PURPOSE**

15 2.01 The Corporation is a non-profit corporation specifically governed by Section 4B of the Texas
16 Development Corporation Act of 1979, (Chapters 501-502, 505, Texas Local Government Code (hereinafter
17 referred to the "Act.")). The Corporation shall have all of the powers enumerated in the Act, except as limited
18 by these Bylaws, its Articles of Incorporation, or determination of the City Council.

19

20 2.02 The purpose of the Corporation is to use economic development resources to encourage and promote the
21 general economic welfare of the City, its residents and businesses as authorized by the Act, as it may be
22 amended.

23

24

25 **ARTICLE THREE**

26 **MEMBERS**

27 The Corporation shall have no members and is a non-stock corporation. The word "member" may be used in
28 these Bylaws in reference to those appointed to serve as Directors or on committees, but does not imply or
29 confer any corporate membership or ownership status.

30

31

32 **ARTICLE FOUR**

33 **BOARD OF DIRECTORS**

34

Management of the Corporation

4.01 The business and affairs of the Corporation and all corporate powers shall be exercised by or under authority of the Board of Directors (the "Board"), appointed by the governing body of the City of Seabrook, and subject to applicable limitations imposed by the Texas Non-Profit Corporation Act, the Texas Business Corporation Act, the Texas Development Corporation Act, its Articles of Incorporation, or these Bylaws. The Board may, by contract, resolution, or otherwise, provide general or limited special power and authority to the officers and employees of the Corporation to transact the general business or any special business of the Corporation, and may give powers of attorney to agents of the Corporation to transact any special business requiring such authorization.

Number, Qualifications, and Tenure of Directors

4.02 The authorized number of Directors of this Board shall be seven (7). The City Council shall appoint the Directors of the Corporation in accordance with the Act and the City's Home Rule Charter, as each may be amended. The membership of the Board of Directors shall include the Mayor and one additional member of City Council. At least five (5) Directors of the Board shall not be officers or employees of the City of Seabrook or members of its City Council, and these five (5) Directors shall be referred to as "Public Members" and/or as "Public Directors" of the Board of Directors.

The terms of office for the Directors of the Board are as follows: (a) The term of Directors who are also members of the City Council, shall be two (2) years; such two (2) year[s] term to run concurrently with the respective Council member's term of elected office; (b) The terms of Public Members shall be by appointment by the City Council for staggered two (2) year terms. Beginning in January 2025, three (3) members will be appointed for two-year terms. In January 2026, two (2) members will be appointed for two-year terms. Thereafter, appointments will continue every two years in even-numbered years.

Any Director who is a member of the governing body of the City shall cease to be a Director at the time he or she ceases to be a member of the City Council. A director may be removed by the City Council at any time without cause. Each director shall be a resident of the City of Seabrook.

Vacancies

4.03 Any vacancy occurring on the Board of Directors shall be filled by appointment by the City Council of the City. All interviews by the City Council to fill vacancies for directors shall be conducted in open meetings. A director appointed to fill a vacancy shall be appointed for the unexpired term of his or her predecessor in office.

69 **Ex Officio Representatives of the Board**

70 4.04 The City Manager shall serve as an ex officio representative of the Board and may attend all meetings of
71 the Board or its Committees including executive sessions, if allowed by law. He or she shall not have the
72 power to vote. In addition, the Board of Directors may appoint representatives from area organizations to serve
73 as ex officio, non-voting members of the Board.

74
75 **General Duties of the Board**

76 4.05 The Board is hereby required to perform the following duties:

- 77
78 a. The Board shall develop or cause to be developed, an overall economic development plan for
79 the City, which shall include and set short-term goals and long-term goals that the Board deems
80 necessary to accomplish its purpose as stated in Section 2.01 hereof.

81
82 This plan shall require approval by the City Council of the City and may include the following elements:

- 83
84 1. An economic development strategy to bolster the business climate throughout the City.
85 2. Strategies to fully utilize the assets of the City that enhance economic development.
86 3. Identification of strategies to coordinate public, private, and academic resources to
87 develop and enhance business opportunities.
88 4. Assurance of accountability of all tax monies expended by the Corporation for
89 implementation of the overall economic development plan.
90 5. Identification and implementation of strategies for economic development.
91 6. An annual work plan outlining the anticipated activities, tasks, projects, and programs
92 to be undertaken by the Board during the upcoming fiscal year. The annual work plan
93 shall be submitted with the Corporation's annual budget, as outlined in Section 7.02 of
94 these Bylaws.

- 95
96 b. The Board shall review the overall economic development plan at least once each year to ensure
97 that said plan is up-to-date with the current economic climate.

- 98
99 c. The Board shall expend, in accordance with State law, any tax funds received by it on economic
100 development as allowed by law, to:

- 101
102 1. Pay the costs of projects found by the Board to be required or suitable for use for
103 professional and amateur (including children's) sports, athletic, entertainment, tourist,
104 convention, and public park purposes and events, including stadiums, ball parks,

auditoriums, amphitheaters, concert halls, learning centers, parks and park facilities, and related space improvements, museums, exhibition facilities, and related store, restaurant, concession, and automobile parking facilities, related area transportation facilities,

and related roads, streets, and water and sewer facilities, and other related improvement that enhance any of those items; or

2. Pay the principal of, interest on, and other costs relating to bonds or other obligations issued by the Corporation to pay the costs of the projects or to refund bonds or other obligations.

3. Fund any other Project(s) authorized by law.

d. The Board may contract with the City of Seabrook, or with another entity, for administrative services. The Board may plan and direct its work through a designated employee of the City of Seabrook, or other contractual entity, who will be charged with the responsibility of carrying out the Corporation's plan and program as adopted by the Board.

e. The Board shall make a detailed annual report to the City Council once each year. This report shall include, but not be limited to, the following:

1. A review of all expenditures made by the Board in connection with their activities involving direct economic development as defined in this Section together with a report of all other expenditures made by the Board.

2. A review of the accomplishments of the Board in the area of direct economic development.

3. The policies and strategy followed by the Board in relation to direct economic development, together with any new or proposed changes in said policies and strategy.

4. The activities of the Board for the budget year addressed in said annual report, together with any proposed change in said activity or activities as they relate to direct economic development.

5. A review of the activities of the Board in areas of endeavors other than direct economic development, together with any proposed changes in these activities.

6. An annual report for consideration for review and acceptance by the City Council.

f. The Board shall be accountable to the City Council for all activities undertaken by them or on their behalf, and shall report on all activities of the Board, whether discharged directly by the

Board or by any person, firm, corporation, agency, association or other entity on behalf of the Board. A mid-year report, shall be made by the Board to the City Council, and shall include, but not be limited to the following:

1. Accomplishments to date as compared with the overall plan or strategy for direct economic development.
2. Anticipated short-term challenges during the next six-month reporting period, together with recommendations to meet short-term challenges.
3. Long-term issues to be addressed over the succeeding twelvemonth period or longer period of time, together with recommendations to meet such issues with emphasis to be placed on direct economic development.
4. A recap of all budgeted expenditures for the first six (6) months of the fiscal year, together with a recap of unused budgeted funds and any commitment made on said unused funds.

Implied Duties

4.06 The Corporation is authorized to do that which the Board deems desirable to accomplish any of the purposes or duties set out in Sections 2.01 and 4.05 of these Bylaws and in accordance with State law.

Meetings

4.07 The Board shall hold regular meetings, generally, once a month. The Chairperson may call special meetings when, in his/her judgment, such meetings are necessary. All meetings of the Corporation shall be held at City Hall or another facility within the city. If there is no business to discuss, the Chair shall notify the Directors. All meetings of the Board shall provide notice and be conducted as provided for and in accordance with the requirements of the Texas Open Meetings Act, Texas Government Code Chapter 551, as amended.

4.08 No meetings of the Board of Directors shall be held outside the boundaries of the City.

Attendance

4.09 Regular attendance at the Board meetings is required of each Director and the attendance record of each Director shall be submitted to the Council prior to any reappointment to the Board. The following number of absences may constitute the need for replacement of a Director: three (3) consecutive absences or attendance reflecting unexcused absences; or absences constituting fifty percent (50%) of the regularly scheduled meetings over any twelve (12) month period. In the event replacement for unexcused absences is indicated, the Chair will counsel the Director, and **if there are recurring absences** subsequently, the Chairperson shall

174 submit, in writing to the City Secretary, to be forwarded to the City Council, a request to consider replacing
175 the Director in question.

176
177 **Quorum**

178 4.10 For the purposes of convening a meeting and transacting the business of the Corporation at any meeting,
179 a majority of the appointed members of the Board shall constitute a quorum. If there is an insufficient number
180 of Directors present to convene a meeting and transact business, the presiding officer shall adjourn the meeting.

181
182 **Compensation**

183 4.11 The Directors shall serve without compensation, but shall be reimbursed as allowed by State law and
184 approved by the Board, for actual or commensurate costs of travel, lodging, and/or incidental expenses
185 incurred while performing official business of the Board.

186
187 **Voting; Action of the Board of Directors**

188 4.12 Directors must be present in order to vote at any meeting. Unless otherwise provided in these Bylaws, the
189 Corporation's Articles of Incorporation, or State law, the act of a simple majority of the Directors present at
190 any meeting is sufficient to constitute action of the Board and authorize the Chair of the Board to take further
191 action. For any vote or item presented for action to the Board, for which a Director is aware of a conflict of
192 interest or potential conflict of interest, with regard to any particular vote, the Director shall bring the same to
193 the attention of the Board, file any affidavit required to be filed by state law, and shall abstain from discussion
194 and voting. Any Director may bring any apparent conflict of interest to the attention of the Board before any
195 vote shall be taken regarding that particular matter. In absence of a conflict of interest, each Director present
196 at the meeting shall vote for or against each question brought before the Board.

197
198 **Board's Relationship with City Council**

199 4.13 In accordance with State law, the City Council shall require the Corporation to be responsible for the
200 proper discharge of the duties assigned in this Article. All policies for program administration shall be
201 submitted for City Council approval, and the Board shall administer said programs accordingly. The Board
202 shall determine its policies and direction within the limitations of the duties herein imposed, by applicable
203 laws, the Corporation's Articles of Incorporation, these Bylaws, contracts entered into with the City, and budget
204 and fiduciary responsibilities.

205
206 **Administration of Economic Development Programs**

207 4.14 The Corporation may, with approval of the City Council, contract with the City of Seabrook, or with
208 another entity or individual, for full or part-time employees as needed to carry out the programs of the

209 Corporation. These employees shall perform those duties outlined in state law, and any employees may be
210 included within the City's retirement and insurance plans, provided the Corporation reimburses the City for
211 these costs.

212
213 4.15 The Corporation and the City may agree in writing for the provision of required administrative services
214 necessary for the operation of the Corporation, whether in addition to or in place of any Corporation
215 employees. The Corporation shall reimburse the City for the City's actual costs. The Board shall make any
216 request for services of the City in writing to the City Manager. The City Manager may approve any request
217 for assistance when he/she finds the requested services are available within the administrative departments of
218 the City, and that the Board has agreed to reimburse the administrative department's budget for the costs of the
219 services provided.

220
221 4.16 The Board is authorized to hire its own legal counsel.

222
223 4.17 The Corporation may, with approval of the City Council, contract with any qualified and appropriate
224 person, association, corporation, or governmental entity to perform and discharge designated tasks which will
225 aid or assist the Board in the performance of its duties. However, no contract shall ever be approved or entered
226 into which seeks or attempts to divest the Board of Directors of its discretion and policy-making functions in
227 discharging the duties hereinabove set forth.

228
229
230 **ARTICLE FIVE**

231 **OFFICERS**

232
233 **Officers of the Corporation**

234 5.01 The elected officers of the Corporation shall be Chairperson (Chair), Vice Chairperson (Vice-Chair),
235 Secretary, and Treasurer. The Board may resolve to elect one or more Assistant Secretaries or one or more
236 Assistant Treasurers as it may consider desirable. Officers shall have the authority and perform the duties of
237 their office as the Board may prescribe or as the Secretary or Treasurer may delegate to his or her respective
238 Assistant. No Director shall hold more than one office at any time.

239
240 **Selection of Officers**

241 5.02 The officers shall be elected by the Board and shall serve for a term of one (1) year. The term of office of
242 each officer shall always be for a period of one (1) year; provided, however, each officer shall continue to
243 serve until the election of his or her successor unless the Director has been replaced. The Mayor shall not
244 serve as an officer. Elections shall be held at the annual meeting of the Board.

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245
246 **Vacancies**

247 5.03 A vacancy in any office, which occur by reason of death, resignation, disqualification, removal, or
248 otherwise, may be filled by appointment by the Board of Directors for the unexpired portion of the term of
249 that office, in the same manner as other officers are elected by the Board.
250

251 **Chair**

252 5.04 The Chair shall be the presiding officer of the Board. In general, the Chair shall perform all duties incident
253 to the office, and other duties as shall be prescribed by the Board of Directors. The Chair shall also have the
254 following specific authority:

- 255
256 a. To preside over all meetings of the Board;
257 b. To vote on all matters coming before the Board;
258 c. To call a special meeting of the Board, upon notice to all Board members when, in his judgment,
259 a meeting is necessary;
260 d. To cancel any regularly scheduled meeting of the Board when there is no business to discuss,
261 provided s/he gives notice to the Board and to the public of the cancellation, as provided in
262 Section 4.07 hereof.

263
264 In addition to the above-mentioned duties and authority, the Chair shall sign, with the Secretary of the Board,
265 any resolutions, policies, deeds, mortgages, bonds, contracts, or other instruments, which the Board of
266 Directors has approved and unless execution of said document has been expressly delegated to some other
267 officer or agent of the Corporation by appropriate Board resolution, by a specific provision of these Bylaws.
268 All instruments are subject to the approval of the City Council, which approval shall be noted thereon. In
269 general, the Chair shall perform all duties incident to the office, and other duties as prescribed by the Board.
270
271

272 **Vice Chair**

273 5.05 In the absence of the Chair, or in the event of his or her inability to act, the Vice Chair shall perform the
274 duties of the Chair. When so acting, the Vice Chair shall have all powers of shall perform the duties of the
275 Chair. When so acting, the Vice Chair shall have all powers of and be subject to all the same restrictions as the
276 Chair. The Vice Chair shall also perform other duties as may be assigned to him or her by the Chair as provided
277 by law.
278

279 **Secretary**

280 5.06 The Secretary shall be the custodian of the records and seal of the Corporation, and shall keep a register
281 of the current mailing address and street address, if different, of each Director. The Secretary shall cause to be
282 kept, a record of the minutes of all meetings of the Board, of any committee of the Board, and all records of
283 the Corporation, with the City Secretary in accordance with State law.

284 **Treasurer**

285
286 5.07 The Treasurer shall cause to be kept, at the Corporation's registered office, a record of all receipts and
287 expenditures of the funds of the Corporation. The Treasurer shall perform all the duties incident to that office
288 and other duties as may be assigned by the Chair of the Board.

289 **Assistant Secretaries and Assistant Treasurers**

290
291 5.08 The Assistant Secretaries and Assistant Treasurers, shall perform the duties assigned by the Chair or the
292 Board.

293 **ARTICLE SIX**

294 **COMMITTEES**

295 **Standing Committees**

296
297
298
299 6.01 The Board of Directors may appoint standing committees with duties and powers as the Board deems
300 appropriate.

301 **Special Committees**

302
303
304 6.02 The Board of Directors may determine that other committees are necessary or appropriate to assist the
305 Board of Directors, and shall designate, subject to Board approval, the Directors of the respective committees.

306 **Limitation on Committee Authority**

307
308 6.03 No committee shall have the independent authority to act for or in place of the Board of Directors or to
309 expend any funds, but shall act only in an advisory capacity, and shall report back to the Board as directed.

310
311 6.04 The designation and appointment of any committee, and delegation to that committee of any authority,
312 shall not operate to relieve the Board of Directors, or any individual Director, of any responsibility imposed
313 upon it or upon him or her by law.

315 **Term of Office of Committee Members**

316 6.05 Each member of a committee shall serve until the next annual appointment of the Board of Directors and
317 until his or her successor is appointed, unless the committee is terminated sooner, the member has ceased to
318 serve on the Board of Directors, or is removed from the committee.

319
320 6.06 Any committee member may be removed from a committee by the Board whenever in its judgment the
321 best interests of the Corporation would be served by removal.

322
323
324 **Vacancies on Committees**

325 6.07 Vacancies in the membership of any committee may be filled in the same manner as the original
326 appointments.

327
328
329 **ARTICLE SEVEN**

330 **FINANCIAL ADMINISTRATION**

331
332 The Corporation's financial administration shall be conducted as follows:

333
334 **Fiscal Year**

335 7.01 The fiscal year of the Corporation shall begin on October 1 and end on September 30 of the following
336 year.

337
338 **Budget**

339 7.02 A budget for the forthcoming fiscal year shall be submitted to, and approved by, the Board of Directors
340 and the City Council of the City of Seabrook. Once a budget is approved, this constitutes approval for the
341 Corporation to expend Corporation funds in accordance with the budget. The budget may be amended, subject
342 to the same approval requirements, to allow for changes in economic development priorities or to respond to
343 an economic development opportunity.

344
345 **Contracts**

346 7.03 As provided in Article Five above, the Chair and Secretary shall execute any contracts or other
347 instruments, which the Board has approved and authorized to be executed; provided, however, the Board may,
348 by appropriate resolution, authorize any other officer or officers or any other agent or agents, to enter into
349 contracts or execute and deliver any instrument in the name and on behalf of the Corporation. Such authority
350 may be confined to specific instances or defined in general terms.

351 When appropriate, the Board may grant a specific or general power of attorney to carry out some action on
352 behalf of the Board; provided, however, no power of attorney may be granted unless an appropriate resolution
353 of the Board authorizes the same to be performed, subject to approval by City Council.
354

355 **Checks and Drafts**

356 7.04 No check, draft, order for the payment of money or evidence of indebtedness shall be prepared or signed
357 unless same is in accordance with the approved Corporation budget, or an approved budget amendment. All
358 checks, drafts, or orders for the payment of money, notes, or other evidences of indebtedness issued in the
359 name of the Corporation shall be approved by the Board and signed by two officers of the Corporation or their
360 designees.

361 **Deposits**

362
363 7.05 All funds of the Corporation shall be deposited, on a regular basis, to the credit of the Corporation in a
364 local bank, which shall be federally insured and shall be selected following the procedures and requirements
365 for selecting a depository as set forth in Chapter 105 of the Texas Local Government Code.
366

367 **Gifts**

368 7.06 The Corporation may accept any contribution, gift, bequest, or device for the general purpose or for any
369 special purpose of the Corporation.
370

371 **Purchasing**

372 7.07 All purchases made and contracts executed by the Corporation shall be made in accordance with the
373 requirements of the Texas Constitution and laws of the State of Texas.
374

375 **Investments**

376 7.08 Temporary and idle funds, which are not needed for immediate obligations of the Corporation, may be
377 invested in any legal manner as provided in Chapter 2256 of the Texas Government Code, (the Public Funds
378 Investment Act).
379

380 **Bonds**

381 7.09 The Corporation is authorized to issue bonds for appropriate projects, provided they are issued in
382 accordance with all applicable state laws, and with the approval of the Seabrook City Council, after review
383 and comment by the City's bond counsel and financial advisor.
384

385 **Uncommitted Funds**

386 7.10 Any funds of the Corporation that are uncommitted at the end of the fiscal year shall be considered a part
387 of the Fund Balance of the Corporation. The undesignated Fund Balance may be designated for any legal
388 purpose, provided both the Corporation's Board of Directors and the City Council approve the commitment.
389 This designation may include the establishment of a Permanent Reserve Fund, which shall be accumulated for
390 the purpose of using the interest earnings of the Fund to finance operation of the Corporation.

391 **Monthly Reports**

392
393 7.11 The City financial office will provide to the Board of Directors a monthly report of all matters required,
394 permitted, or done pursuant to this Article or any contract.

395 **Annual Audit; Bonding Requirements for Third Party Audits**

396
397 7.12 An annual audit of the Corporation's books and funds shall be prepared by a competent independent audit
398 firm as soon as practical following the end of each fiscal year. The Corporation audit shall generally be
399 completed in conjunction with the City's audit. Provided, however, that the Corporation may contract with a
400 third party to perform the Corporation's financial and accounting requirements, including the annual audited
401 financial statement, with the approval and consent of the City Council. The City of Seabrook, or any other
402 contractual entity providing financial services to the Corporation, shall provide to the Board of Directors an
403 annual audited financial statement of all funds.

404
405 7.13 If the Corporation independently contracts with an entity other than the City for financial accounting and
406 auditing services, the entity shall be required to provide an official bond in the sum of not less than One
407 hundred Thousand Dollars (\$100,000.00). Such bond shall be procured from a regularly accredited surety
408 company authorized to do business in the state. A copy of the bond shall be filed with the Corporation and
409 with the City Secretary.

410
411 7.14 If the Corporation's audit is not completed with the City's, and the Corporation does not elect to contract
412 for financial services, the Chair, Vice Chair, and Treasurer of the Board shall each give an official bond in the
413 sum on not less than One Hundred Thousand Dollars (\$100,000.00). The bonds referred to in this section shall
414 be considered for the faithful accounting of all monies and things of value coming into the hands of such
415 officers. The bonds shall be procured from some regularly accredited surety company authorized to do business
416 in the state. The premiums shall be paid by the Corporation. A copy of each officer's bond shall be filed with
417 the City Secretary.

418
419 **ARTICLE EIGHT**

421 **BOOKS AND RECORDS**

422 The Corporation shall keep correct and complete books and records of all actions of the Corporation, including
423 books and records of accounts and the minutes of meetings of the Board of Directors and of any committee
424 having any authority of the Board and to the City Council. Members of the City Council and Directors of the
425 Corporation may inspect the books of the Corporation, and any information that may be designated by law as
426 public information shall be open to public inspection at any reasonable time. The Texas Public Information
427 Act, Chapter 552, Texas Government Code, shall apply to any disclosure of the Corporation's records.

428
429
430 **ARTICLE NINE**

431 **SEAL**

432 The Board of Directors shall obtain a corporate seal which shall bear the words "Corporate Seal of Seabrook
433 Economic Development Corporation"; thereafter, the Board may use the corporate seal and may later alter said
434 seal as necessary, without changing the corporate name; however, these Bylaws shall not be construed to
435 require the use of the corporate seal.

436
437
438 **ARTICLE TEN**

439 **AMENDMENTS TO BYLAWS**

440 10.01 These Bylaws may be amended or repealed, or new Bylaws may be adopted by an affirmative vote of
441 not less than five (5) of the authorized Directors serving on the Board; provided however, that at least ten (10)
442 days prior to the meeting at which action is taken, written notice setting forth the proposed action shall have
443 been given to all Directors, and public notice regarding the action has been given according to the requirements
444 of State law.

445 10.02 No amendment or new Bylaw shall become effective until approved by the City Council.

446
447
448 **ARTICLE ELEVEN**

449 **DISSOLUTION**

450 Dissolution of the Corporation may be effected as provided for in the Act.

451
452
453 **ARTICLE TWELVE**

454 **INDEMNITY**

455 12.01 The Corporation hereby agrees to indemnify and hold harmless each current or former Director or
456 Officer of the Corporation from and against any costs, expenses (including attorney's fees), fines, settlements,
EDC Bylaws

judgments, liabilities, and other amounts, actually and reasonably incurred in any action, suit, or proceeding to which he or she is made a party by reason of holding this position in accordance with the limitations imposed by law; provided, however, an Officer or Director shall not be eligible for indemnification if he/she is finally adjudicated to be liable for gross negligence or intentional/willful misconduct with respect to the matter for which indemnity is sought. The indemnification herein provided shall also extend to good faith expenditures incurred in anticipation or, or preparation for, threatened or proposed litigation. The Board of Directors may, in proper case, extend this indemnification to cover the good faith settlement of any action, suit, or proceedings, whether formally instituted or not.

12.02 The Corporation is authorized to secure independent insurance or to participate in and be included in the coverage provided by the City of Seabrook through the Texas Municipal League Insurance Risk Pool, or other insurance program.

12.03 Furthermore, to the extent allowed by law, the Corporation agrees to indemnify and hold harmless and defend the City of Seabrook, its officers, agents, and its employees, from and against liability for any and all claims, liens, suits, demands, and/or actions for damages, injuries to persons (including death), property damage (including loss of use), and expenses, including court costs and attorneys' fees and other reasonable costs arising out of or resulting from the Corporation's activities, and from any liability arising out of or resulting from the intentional acts or negligence, including all causes of action based upon common, constitutional, or statutory law, or based in whole or in part upon the negligent or intentional acts or omissions of the Corporation, including but not limited to its officers, agents, employees, licensees, invitees, and other persons.

12.04 With respect to the above indemnity, the City of Seabrook and the Corporation will provide each other with prompt and timely notice of any event covered that in any way, directly or indirectly, contingently or otherwise, affects or might affect the Corporation or the City of Seabrook, and the City shall have the right to compromise and defend the same to the extent of its own interests. It is further agreed that this indemnity clause shall be an additional remedy to the City of Seabrook and not an exclusive remedy.

12.05 Furthermore, as set out in the Act, the Corporation, a Director of the Corporation, the City creating the Corporation, a member of the governing body of the City, or an employee of the Corporation or City is not liable for damages arising from the performance of a governmental function of the Corporation or City. For the purposes of Chapter 101, Civil Practice and Remedies Code, the Corporation is a governmental unit and its actions are governmental functions.

492 **ARTICLE THIRTEEN**

493 **MISCELLANEOUS**

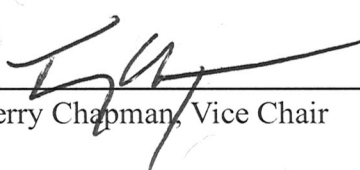
494
495 **Relation to Articles of Incorporation**

496 These Bylaws are subject to, and governed by, the Corporation's Articles of Incorporation, and
497 applicable State statutes under which the Corporation is organized.

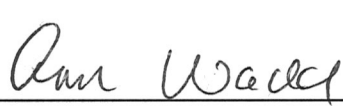
498
499 **CERTIFICATE**

500 This is to certify that the foregoing is a true and correct copy of the amended Bylaws of the Corporation
501 and that these Bylaws were duly amended and adopted by the Board of Directors of the Corporation on the
502 date set forth below.

503
504 Adopted as amended, by an affirmative vote of the Board of Directors, as reflected in the minutes of
505 this meeting, on the 8th day of August, 2024.

506
507
508
509
510 
511 _____
512 Terry Chapman, Vice Chair
513
514

515 ATTEST:

516
517 
518 _____
519 Ann Wacker, Secretary
520

**STAFFING SERVICES AGREEMENT
SEABROOK ECONOMIC DEVELOPMENT CORPORATION
AND CITY OF SEABROOK, TEXAS
FY 2025-2026**

THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

This Staffing Services Agreement ("Agreement") is made and entered into by and between the City of Seabrook, Texas (the "City") and the Seabrook Economic Development Corporation ("EDC").

WHEREAS, pursuant to The Texas Development Corporation Act, Texas Local Government Code Chapters 501, 502 and 505 (the "Act"), the City created the EDC and collects, on behalf of the EDC, an additional sales and use tax of which a portion may be used by the EDC to pay certain administrative costs; and

WHEREAS, the EDC desires to utilize the services and support of City staff in furtherance of its work and the projects it undertakes to eliminate duplication and to promote economy and efficiency in the use of the additional sales tax revenues it receives; and

WHEREAS, the City has determined that providing personnel and services to the EDC will be mutually beneficial to the City and the EDC, will promote local economic development, and stimulate business and commercial activity within the City, all in furtherance of the purposes of the EDC; now, therefore,

FOR AND IN CONSIDERATION of the mutual covenants, agreements, and benefits accruing herein to each party, the City and the EDC hereby agree as follows:

1. The EDC will utilize City employees to perform the following services for and on behalf of the EDC:
 - a. Preparing all financial and investment reports and keeping all financial books and records required by the SEDC's Bylaw. Providing all necessary budgeting, accounting, financial management and investment management through the City's Finance Department.
 - b. Preparing a budget for the forthcoming year for review and approval by the Board and City Council;
 - c. Providing executive and administrative support, review and oversight by various City departments including but not limited to City Manager, City Secretary, Community Development, Administrative Support, Human Resources, Planning & Zoning Commission.

- d. Providing for a repository of records, office and conference space.
 - e. Providing for project management services.
 - f. Providing technology support of hardware, software and phone systems through the City's Information Technology Department and GIS / Data services;
 - g. Any other reasonable services in furtherance of the purposes of the EDC and authorized by the Act.
2. The City and EDC acknowledge that from time to time conflicts between a city employee's primary responsibilities to the City and requests for services from the EDC may arise. The City and the EDC encourage employees to bring conflicts to the attention of the City Manager, who shall consult with the EDC President as necessary to prioritize demands and resolve any conflicts.
3. Consideration
- After having reasonably estimated the amount of time City employees are anticipated to spend performing services for and on behalf of the EDC during the term of this Agreement, the parties have agreed that EDC will reimburse the City in the amount of Two hundred thirty-eight, five hundred eighty-seven dollars and no cents (**\$238,587.08**), as presented in the Fiscal Year 2024-2025 EDC and City budgets. (Reference Exhibit A). Such reimbursement is predicated on the approval of the budget by both the EDC Board and City Council and is contingent upon such amount being collected in sales and use tax dollars for the fiscal year.
4. Term
- The term of this Agreement shall be for one (1) year commencing October 1, 2025, no matter when actually executed. Provided, further, either party may terminate this Agreement by giving thirty (30) days advance written notice thereof to the other.
5. Right to Hire Third Parties
- EDC specifically reserves the right to hire third parties to perform any or all of the services described herein.
6. Notice
- All notices and communications regarding the term of this Agreement to any party shall be in writing. If mailed, any notice or communication shall be deemed to have been received three (3) days after the date of its deposit into the United States mail, first class, postage prepaid. Unless otherwise provided in this Agreement, all notices shall be delivered to the following address:

City of Seabrook
Attention: City Manager
1700 First Street
Seabrook, Texas 77586

Seabrook Economic Development Corporation
Attention: President, Board of Directors
1700 First Street
Seabrook, Texas 77586

Either party may designate a different address by giving the other parties at least ten (10) days written notice in the manner prescribed above.

7. Parties in Interest

This Agreement shall be for the sole and exclusive benefit of the City and the EDC and shall not be construed to confer any benefit or right upon any other parties.

8. Severability

In the event any clause, phrase, provision, sentence, or part of this Agreement shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Agreement as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional.

9. Entire Agreement

This Agreement contains the entire agreement between the parties and supersedes all other negotiations and agreements with respect to the matters addressed herein, whether written or oral.

IN WITNESS WHEREOF, this Agreement has been executed by the duly authorized officers of the City of Seabrook, Texas and the Seabrook Economic Development Corporation, as of _____ day of _____, 2025.

CITY OF SEABROOK

ATTEST:

James 'Jim' Sweeney
Mayor

Rachel Lewis, TRMC
City Secretary

SEABROOK ECONOMIC DEVELOPMENT CORPORATION

ATTEST:

Ann Wacker, Secretary
Board of Directors

Paul Dunphey, President
Board of Directors



Agenda Briefing

Date of Meeting: September 11, 2025

Responsible Department: Economic Development

Presenter:

Briefing Prepared By:

Strategic Focus Area:

General Information:

Consider and take all appropriate action on approval of funding for Sponsorship for Fleet Week/Veterans' Day to be held on Tuesday, November 11, 2025, in an amount of \$10,000.00. This is a budgeted item for FY 2025-2026.

Executive Summary / Background:

Funding / Fiscal Information:

Supporting Materials Attached: None

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation:



Agenda Briefing

Date of Meeting: September 11, 2025

Responsible Department: Economic Development

Presenter:

Briefing Prepared By:

Strategic Focus Area:

General Information:

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

Executive Summary / Background:

Funding / Fiscal Information:

Supporting Materials Attached: None

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation:



Agenda Briefing

Date of Meeting: September 11, 2025

Responsible Department: Economic Development

Presenter:

Briefing Prepared By:

Strategic Focus Area:

General Information:

EDC Financial Report

Executive Summary / Background:

Funding / Fiscal Information:

Supporting Materials Attached: None

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation:



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 Jim Sweeney, Paul Dunphey, Terry Chapman, Ann Wacker, and Summer Sanford also present were City Manager Gayle Cook, Administrative Coordinator Kiarra Bellow, and City Attorney David Olson.

1. PUBLIC COMMENTS AND ANNOUNCEMENTS

The following citizens gave public comments:

Speaker	Address - Business Name	Subject Matter
Diane Gow	910 Hall Ave. - Damn Fine Coffee & Fried Pies	Item 5.1
Mel Jernigan	910 Hall Ave. - Damn Fine Coffee & Fried Pies	Item 5.1
Jennifer Pitts	902 Hardesty - Jenuine Treasures	Item 5.1
Brittany Vanderzyden	1402 5th St - Seabrook Waffle Company	Item 5.1

2. PRESENTATIONS

- 2.1 Presentation by Tomato Group, LLC dba Tookie's Hamburgers seeking an amendment to the approved incentive to assist with New Construction & Development Incentive for the build out of a full service restaurant to be located at 222 Shipyard Drive**

Barry Terrell (President, Tomato Group LLC) and Sarah Veach (CFO, Tomato Group LLC) gave a presentation on the incentive request. (See Exhibit A)

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 551.071**
Consult with attorney to receive legal advice on legal issues associated with acquisition of real property and potential funding agreement as provided by Section 551.071, Texas Government Code.

Chairman Paul Dunphey adjourned the meeting into closed session at 6:29 PM.

4. OPEN SESSION

- 4.1 Reconvene Open Session**

Chairman Paul Dunphey reconvened the regular meeting into open session at 7:16 PM. No actions were taken in closed session.

5. OLD BUSINESS

- 5.1 **Consider and take all appropriate action on comments from City Council regarding 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 .**

No action was taken by the EDC Board. Item will proceed back to City Council for consideration.

6. NEW BUSINESS

- 6.1 **Consider and take all appropriate action on a business incentive application filed by Tomato Group, LLC dba Tookie's Hamburgers, seeking a New Construction & Development Incentive and Sales Tax Rebate Incentive for the build out of a full-service restaurant to be located at 222 Shipyard Dr.**

A motion was made to approve a New Construction and Development incentive in the amount of \$523,672.00 to Tomato Group, LLC dba Tookie's Hamburgers for the build-out of a full- service restaurant to be located at 222 Shipyard Dr, to also include a 75,000 Sales Tax Rebate Incentive and a permit waiver of \$6,000 for an incentive total of \$604,672.00.

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

- 6.2 **Discuss, consider, and take all appropriate action on funding an amendment to the Kimley Horn services agreement for the Proposed Expansion of Bayside Park (CIP P28) at the Main Street Wastewater Treatment Plant site in an additional amount of \$ 3,500.00.**

City Manager Gayle Cook gave a brief overview of the additional funding request.

Motion:	To approve the amendment to the Kimley Horn services agreement for an amount of \$3,500.00.
Made By:	EDC Secretary Wacker
Seconded By:	EDC Vice-President Chapman
Vote:	Passed unanimously by all present

- 6.3 **Consider and take all appropriate action on the nomination of one (1) SEDC member to the City Council's Ad Hoc Citywide Signage Committee**

Mayor Sweeney volunteered to be the SEDC member to the City Council's Ad Hoc Citywide Signage Committee.

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

7. ROUTINE BUSINESS

7.1 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 B)

7.2 Approve minutes from the April 10, 2025, regular EDC meeting.

Motion:	To Approve
Made By:	EDC Member Sanford
Seconded By:	Mayor of Seabrook Sweeney
Vote:	Passed unanimously by all present

7.3 Approve minutes from the May 7, 2025, regular EDC meeting.

Motion:	To Approve
Made By:	EDC Vice-President Chapman
Seconded By:	EDC Member Sanford
Vote:	Passed unanimously by all present

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

Member Sanford gave a brief update on recently attended partnership events.

7.5 Establish future meeting dates and agenda items.

Next regular meeting is scheduled for July 10, 2025.

Motion:	To Adjourn
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Made By: EDC Vice-President Chapman
Seconded By: Mayor of Seabrook Sweeney
Vote: **Passed** unanimously by all present

The meeting was adjourned at 7:30 PM.

APPROVED ON THE ____ DAY OF _____, 2025.

Paul Dunphey, EDC Chair

Kiarra Bellow,
EDC Administrative Coordinator



Agenda Briefing

Date of Meeting: September 11, 2025

Responsible Department: Economic Development

Presenter:

Briefing Prepared By:

Strategic Focus Area:

General Information:

Approve minutes from the August 14, 2025, regular EDC meeting.

Executive Summary / Background:

Funding / Fiscal Information:

Supporting Materials Attached: None

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation:



MEETING MINUTES
AUGUST 19, 2025

SEABROOK CITY COUNCIL
SPECIAL JOINT CITY COUNCIL MEETING WITH
SEABROOK ECONOMIC DEVELOPMENT
CORPORATION AND COUNCIL WORKSHOP

Mayor Jim Sweeney called the Seabrook Council Meeting to order at 5:00 p.m. in the Council Chambers in Seabrook City Hall. Present were City Councilmembers Jim Sweeney, Buddy Hammann, Tyler Kubena, Jared Sessum, Tom Tollett, Angela Cervantes, Summer Sanford. Also in attendance were: City Manager Gayle Cook and City Secretary Rachel Lewis. Mayor Jim Sweeney declared a quorum and pledges were conducted.

1. PUBLIC COMMENTS AND ANNOUNCEMENTS

Aaron McGee	1818 Wallington	Pine Gully Pier
Jackie Rasco	4002 Lakepointe	Livestream of meetings, HOT Committee, EDC Director

2. DECLARATION OF A QUORUM BY EACH CHAIR AND CALL MEETING TO ORDER

Terri Chapman, Chair of the Economic Development Corporation declared a quorum and called the meeting to order at 5:06 pm.

3. WORKSHOP SESSION - SEDC AND CITY COUNCIL

3.1 Presentation and discussion on schematic designs of the former wastewater treatment plant site for the proposed Bayside Park space expansion and Main Street Streetscape Improvements. *Kimley-Horn and Associates and Bayside Park Stakeholder Group*

Kristina Malek with Kimley Horn presented the designs. **See attachment A.**

4. ADJOURN JOINT MEETING AND ENTER INTO BUDGET WORKSHOP WITH CITY COUNCIL

Economic Development Corporation Chair Chapman adjourned the Joint Meeting for the Corporation, and Mayor Jim Sweeney adjourned into a Special Budget Meeting Session for City Council at 5:45 pm.

5. WORKSHOP SESSION - CITY COUNCIL

5.1 Hear a presentation and report of the Certified Appraisal Roll from Harris County Appraisal District (HCAD) for the calculation of the 2025 No New Revenue rate (NNR) and the Voter Approval Rate (VAR).

City Manager Gayle Cook stated the certified rolls were not yet received, so the planned budget items could not be considered.

5.2 Review and discuss Fiscal Year 2025-2026 Proposed Budget including Special Funds and Capital Improvement Program (CIP).

This item was not discussed.

6. NEW BUSINESS

- 6.1 Consider and take all appropriate action to acknowledge receipt of the Certified Appraisal Roll from the Harris County Appraisal District (HCAD).**

This item was not considered.

- 6.2 Consider and take all appropriate action on the approval to accept the 2025 No New Revenue (NNR) and Voter Approval Rates (VAR) into the official record, as calculated in accordance with Texas Tax Code.**

This item was not considered.

- 6.3 Consider approval for Proposed 2025 Property Tax Rate and call Public Hearing on September 16, 2025. A record vote is required.**

This item was not considered.

- 6.4 Consider approval of the Proposed Fiscal Year 2025-2026 Budget and calling Public Hearing on September 16, 2025. A record vote is required.**

This item was not considered.

7. ADJOURN WORKSHOP SESSION

Hearing no further business, Mayor Sweeney adjourned the Special Budget Meeting at 5:47 pm.

APPROVED:

Jim Sweeney
Mayor

DATE: _____

APPROVED:

Paul Dunphey
EDC Chair

DATE: _____

ATTEST:

Rachel Lewis, TRMC
City Secretary



Agenda Briefing

Date of Meeting: September 11, 2025

Responsible Department: Economic Development

Presenter:

Briefing Prepared By:

Strategic Focus Area:

General Information:

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

Executive Summary / Background:

Funding / Fiscal Information:

Supporting Materials Attached: None

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation:



Agenda Briefing

Date of Meeting: September 11, 2025

Responsible Department: Economic Development

Presenter:

Briefing Prepared By:

Strategic Focus Area:

General Information:

Establish future meeting dates and agenda items.

Executive Summary / Background:

Funding / Fiscal Information:

Supporting Materials Attached: None

Prior Action / Review by Council, Boards, Commissions:

Staff Recommendation: