

**NOTICE OF MEETING  
SEABROOK ECONOMIC DEVELOPMENT CORPORATION  
THURSDAY, SEPTEMBER 08, 2016 AT 7:00 P.M.**

NOTICE IS HEREBY GIVEN THAT THE SEABROOK ECONOMIC DEVELOPMENT CORPORATION OF THE CITY OF SEABROOK WILL MEET ON **THURSDAY, SEPTEMBER 08, 2016 AT 7:00 P.M. AT SEABROOK CITY HALL**, 1700 FIRST STREET, SEABROOK, TEXAS TO CONSIDER, AND IF APPROPRIATE, TAKE ACTION WITH RESPECT TO THE AGENDA 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.**

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) 291-5600 OR FAX (281) 291-5710 FOR FURTHER INFORMATION.

**1. PUBLIC COMMENTS AND ANNOUNCEMENTS**

At this time comments will be taken from 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. In accordance with the Open Meetings Act, Corporation members may not discuss or take action on any item that has not been posted on the agenda.

**2. SPECIFIC PUBLIC HEARING**

- 2.1. Conduct public hearing on the proposed fiscal year 2016/2017 Economic Development Corporation budget. This public hearing is held pursuant to Local Government Code section 505.159

Documents:

[NOTICE OF PUBLIC HEARING - EDC BUDGET.PDF](#)

**3. PRESENTATIONS**

- 3.1. Houston Business Journal presentation. (Chavez)

**4. NEW BUSINESS - The Corporation will discuss, consider, and if appropriate, take action on the items listed below.**

- 4.1. Consider and take all appropriate action on the fiscal year 2016/2017 EDC budget with amendments approved on August 11, 2016. (Chavez)

Documents:

[BUDGET FY 2016-2017.PDF](#)

- 4.2. Consider and take all appropriate action on nominating the Business-of-the-Year for

the Economic Alliance annual meeting. (Chavez)

Documents:

[BUSINESS OF THE YEAR.PDF](#)

**5. ROUTINE BUSINESS - The Corporation will discuss, consider, and if appropriate, take action on the items listed below.**

5.1. Approve minutes of the August 11, 2016 meeting. (Patel)

Documents:

[8-11-16 MINUTES.PDF](#)

5.2. Update on SH 146 Expansion.

5.3. 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) THAT JUSTIFIES EXECUTIVE SESSION TREATMENT.

**CERTIFICATE**

I certify that this notice was placed on the bulletin board at Seabrook City Hall on or before Monday, September 05, 2016 at 5:00 p.m. and that it will remain posted until the meeting has ended.

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Pat Patel  
EDC Administrative Assistant

**NOTICE OF PUBLIC HEARING  
SEABROOK ECONOMIC DEVELOPMENT CORPORATION  
THURSDAY, SEPTEMBER 8, 2016 – 7:00 P.M.**

NOTICE IS HEREBY GIVEN THAT THE SEABROOK ECONOMIC DEVELOPMENT CORPORATION WILL MEET ON **THURSDAY, SEPTEMBER 8, 2016 AT 7:00 P.M.** IN SEABROOK CITY HALL COUNCIL CHAMBERS, 1700 FIRST STREET, SEABROOK, TEXAS 77586 TO HOLD A PUBLIC HEARING ON THE **PROPOSED FY 2016/17 ECONOMIC DEVELOPMENT CORPORATION BUDGET**. THIS MEETING IS OPEN TO THE PUBLIC AND ANY MEMBER OF THE PUBLIC MAY COMMENT ACCORDING TO THE PROCEDURES OF THE SEABROOK ECONOMIC DEVELOPMENT CORPORATION. A BUDGET SUMMARY IS INCLUDED BELOW. COPIES OF THE PROPOSED BUDGET ARE AVAILABLE FOR INSPECTION BY THE PUBLIC IN THE OFFICE OF THE ECONOMIC DEVELOPMENT ADMINISTRATOR DURING REGULAR BUSINESS HOURS.

ECONOMIC DEVELOPMENT CORPORATION BUDGET

ESTIMATED BEG. FUND BAL (UNRESERVED)	3,240,929
<b>REVENUES</b>	
TAXES	835,619
OTHER REVENUE	0
INTEREST	3,217
TOTAL REVENUES	838,836
TOTAL FUNDS	4,079,765
<b>EXPENDITURES</b>	
OFFICE SUPPLIES	100
ADVERTISING <i>(no more than 10% of total revenues)</i>	82,000
DUES & SUBSCRIPTIONS	1,485
SERVICES	2,430
TRAIL MAINTENANCE	30,000
ENGINEERING / GIS	40,000
LEGAL	36,000
CONSULTING	52,806
TRAINING & CONFERENCE	21,000
MISCELLANEOUS	1,500
ECONOMIC DEVELOPMENT PROJECTS	250,000
ECONOMIC DEVELOPMENT INCENTIVE PROGRAM	750,000
ADMINISTRATIVE SERVICES AGREEMENT	200,000
TOTAL EXPENDITURES	1,467,321
NET REVENUE	-628,485
ESTIMATED ENDING FUND BALANCE	2,612,444
PLUS: RESERVED FUND BALANCE	180,000
TOTAL FUND BALANCE	2,792,444

CERTIFICATE

I certify that this notice was posted on the bulletin board of Seabrook City Hall no later than August 19, 2016 at 5:00 p.m.

*Meredith Brant*  
Meredith Brant  
Assistant City Secretary



**EDC BUDGET FOR FY 2016-2017**

<b>ACCOUNT</b>	<b>EXPENSE ACCOUNT TITLE</b> <b>• Expense Detail</b>		
4010	OFFICE SUPPLIES		\$100
5010	ADVERTISING <i>(no greater than 10% of total revenues)</i>		\$82,000
	• Houston Business Journal (12 months - print & online)	44,000	
	• Buy Local Campaign	16,000	
	• Seabrook Event Sponsorship	10,000	
	• Other advertising opportunities	10,000	
	• Promotional items	2,000	
5020	DUES & SUBSCRIPTIONS		\$1,485
	• Texas Economic Development Council (TEDC)	500	
	• IEDC membership	405	
	• Archive Social Web Services (for open records reporting)	290	
	• Houston Economics Club	150	
	• International Council of Shopping Centers (ICSC)	100	
	• Annual Bank of America credit card fee	40	
5030	SERVICES		\$2,430
	• Website hosting and maintenance	2,000	
	• iContact	400	
	• EDC domains	30	
5182	TRAIL MAINTENANCE		\$30,000
5215	ENGINEERING / GIS		\$40,000
5220	LEGAL		\$36,000
5227	CONSULTING		\$52,806
	• Bay Area Houston Economic Partnership (2014-2016)	20,000	
	• Marsh Darcy Partners Consulting Services	18,806	
	• Economic Alliance Houston Port Region (2015-2018)	12,500	
	• Economic Impact Analysis	1,500	
5300	TRAINING & CONFERENCE		\$21,000
	• BAHEP table for annual banquet (8 seats)	1,500	
	• BAHEP trip to Washington D.C. (1 person)	2,500	
	• Economic Alliance table for annual banquet (8 seats)	1,000	
	• Economic Alliance trip to Washington, DC (1 person)	2,000	
	• ICSC Annual Conference in Las Vegas	2,500	
	• Keels & Wheels Preview Event	2,000	
	• Meetings, Events and Luncheons	1,000	
	• Seabrook Economic Development Summit	3,500	
	• TEDC Quarterly Conferences	3,500	
	• Training for EDC Board members	1,500	
5465	MISCELLANEOUS (cell phone, bank fees, board items)		\$1,500
5617	ECONOMIC DEVELOPMENT PROJECTS		\$250,000
5620	ECONOMIC DEVELOPMENT INCENTIVE PROGRAM		\$750,000

TOTAL SERVICES & SUPPLIES		\$1,267,321
TOTAL CAPITAL OUTLAY		\$0
TOTAL EXPENDITURES		\$1,267,321
<b>TOTAL INTERFUND TRANSFERS</b>		
6250	ADMINISTRATIVE SERVICES AGREEMENT	\$200,000
<b>TOTAL</b>		<b>\$1,467,321</b>

<b>Expected Total Revenue</b>	<b>835,619</b>
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*Approved by EDC Board: 8/11/2016*

# **2016-2017 Budget Notes for Seabrook EDC**

## **1 – OFFICE SUPPLIES**

Office supplies such as postage, business cards, envelopes, etc. This year, the budget ran over due to hiring a new employee and needing furniture for that office.

**2016 BUDGET: \$100**

**2016 TO DATE: \$1,478**

**2017 BUDGET: \$100**

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## **2 - ADVERTISING**

- Houston Business Journal (12 months - print & online)
- Buy Local Campaign
- Seabrook Event Sponsorship
- Promotional items
- Other advertising opportunities

**Houston Business Journal** – For 2015-2016 – our campaign focused on running testimonials by local business owners. For 2016-2017, our strategy will be to continue the testimonials as part of our local business awareness, promoting sites for development in the city – especially upcoming pad sites, available green spaces, and existing retail centers.

**2016 BUDGET: \$40,000**

**2016 FORECAST: \$38,283**

**2017 BUDGET: \$44,000**

**Buy Local Campaign** – This will be our fourth year with the program. The first year, we had 78 participants. The second and third year, we had 84 participants. The book is mailed to all residents of the city and given away at large events such as Keels & Wheels and Seabrook Lucky Trail.

For this year, Anderson Advertising is rolling out a new feature for the program: An Electronic Directory and Mobile App. This component provides for data collection and tracking reports based on customer usage. This information would be useful not only for justification of the program, but also provide for an additional incentive for businesses locating and expanding in our city. Plus – the coupon management app would remove the management burden off city staff.

**2016 BUDGET: \$12,000**

**2016 TO DATE: \$11,948**

**2017 BUDGET: \$16,000**

**Seabrook Event Sponsorship** – This item was created to support opportunities for sponsorships of community events that bring visitors from outside of our city. *Note that \$10,000 was spent in FY 2014-2015 for Celebration Seabrook.*

**2016 BUDGET: \$0**

**2016 TO DATE: \$0**

**2017 BUDGET: \$10,000**

**Promotional items *and* Other advertising opportunities** – these items are for publishing public notices of projects and other contingencies.

**2016 BUDGET: \$3,000**

**2016 TO DATE: \$2,075**

**2017 BUDGET: \$12,000**

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### **3 – DUES AND SUBSCRIPTIONS**

- Texas Economic Development Council (TEDC)
- Houston Economics Club
- International Council of Shopping Centers (ICSC)
- Archive Social Web Services (for open records reporting)
- IEDC Membership
- Annual Bank of America credit card fee

**Texas Economic Development Council** – This is an independent organization that provides training and career guidance to the economic development professional in Texas. They have their own legislative consultant who provides insight and updates during the legislative session.

**2016 BUDGET: \$500**

**2016 TO DATE: \$500**

**2017 BUDGET: \$500**

**The Houston Economics Club** – This group meets 10 times a year in downtown Houston and brings together financial experts, business consultants, and business forecasters from around the US. The amount in this item includes membership fee and luncheon fees.

**2016 BUDGET: \$150**

**2016 TO DATE: \$150**

**2017 BUDGET: \$150**

**International Council of Shopping Centers** – Membership with this organization gives a significant discount to attending the annual ICSC RECON Tradeshow in Las Vegas. Membership also includes access to the ICSC database and subscription to their retail magazine.

**2016 BUDGET: \$100**

**2016 TO DATE: \$100**

**2017 BUDGET: \$100**

**International Economic Development Council Membership** – The IEDC is an agency that provides training opportunities (both online and at conferences) for the Econ Dev field. They also host Site Selector meetings around Texas and a research database for incentives.

**2016 BUDGET: \$0**

**2016 TO DATE: \$405**

**2017 BUDGET: \$405**

**Annual Bank of America credit card fee** – Annual credit card usage fee charged by Bank of America.

**2016 BUDGET: \$0**

**2016 TO DATE: \$40**

**2017 BUDGET: \$40**

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#### **4 – SERVICES**

**EDC Domains, iContact, Website hosting & maintenance** – These are necessary expenses for the Website.

**2016 BUDGET: \$2,185**

**2016 TO DATE: \$2,050**

**2017 BUDGET: \$2,430**

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#### **5 - TRAIL MAINTENANCE**

This item is an annual item that covers the cost of trail maintenance around the City.

**2016 BUDGET: \$30,000**

**2016 FORECAST: \$29,275**

**2017 BUDGET: \$30,000**

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#### **6 – ENGINEERING / GIS**

This item is intended to provide funding for proposals prior to submission, necessary engineering work on existing EDC projects and support for upgrades to the GIS system.

**2016 BUDGET: \$40,000**

**2016 TO DATE: \$500**

**2017 BUDGET: \$40,000**

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## 7 – LEGAL

This item is an annual item that covers the cost of legal fees and expenses.

**2016 BUDGET: \$40,000**

**FORECAST: \$36,000**

**2017 BUDGET: \$36,000**

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## 8 – CONSULTING

- Bay Area Houston Economic Partnership
- Economic Alliance Houston Port Region
- Marsh Darcy Partners Consulting Services
- Economic Impact Analysis

**Bay Area Houston Economic Partnership** – This organization provides regional guidance and economic development support with a focus on aerospace, general manufacturing and real estate development. Billed quarterly.

**2016 BUDGET: \$20,000**

**FORECAST: \$20,000**

**2017 BUDGET: \$20,000**

**Economic Alliance Houston Port Region** - This organization provides regional guidance and economic development support with a focus on specialty chemical, general manufacturing and Port of Houston related issues. Billed annually.

**2016 BUDGET: \$10,000**

**2016 TO DATE: \$12,500**

**2017 BUDGET: \$12,500**

**Economic Impact Analysis** – We commissioned David Parker Consulting to conduct a Hotel Feasibility Study in 2016. For 2016-2017, I'm recommending we keep a similar amount set aside in case we want to explore another study in the near term.

**2016 BUDGET: \$0**

**2016 TO DATE: \$1,500**

**2017 BUDGET: \$1,500**

**Marsh Darcy Partners** – The EDC entered into a contract for consulting services with Marsh Darcy Partners in November 2015 for an amount not to exceed \$20,000. Marsh Darcy is a state-wide recognized economic development firm and has provided significant guidance on issues related to refining our incentive program, TIRZ, Website review, strategies on The Point and various large projects. To date, we have spent \$6,194 with \$18,806 remaining. This contract does not expire within a calendar date, only when funds have been depleted.

**2016 BUDGET: \$20,000**

**2016 TO DATE: \$6,194**

**2017 BUDGET: \$18,806**

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## 9 – TRAINING AND CONFERENCES

- BAHEP table for annual banquet (8 seats)
- BAHEP trip to Washington D.C. (1 person)
- Economic Alliance table for annual banquet (8 seats)
- Economic Alliance Washington DC Trip (1 person)
- ICSC Annual Conference in Las Vegas
- Keels & Wheels Preview Event
- Meetings, Events and Luncheons
- Seabrook Economic Development Summit
- TEDC Quarterly Conferences
- Training for EDC Board members

**BAHEP Table for Annual Banquet** – this expense is for the Bay Area Houston Economic Development Council’s annual gala. Each table seats 8 people. Spouses are encouraged to attend, but must reimburse the EDC if they attend. The reimbursement amount is estimated at \$100/person.

**2016 BUDGET: \$3,000**

**2016 TO DATE: \$1,200**

**2017 BUDGET: \$1,500**

**BAHEP Trip to Washington, DC** – Once a year, BAHEP coordinates a national campaign to Washington, DC to advocate for the continuation of the aerospace program at full funding. Gary Bell participated in this event for 2016.

**2016 BUDGET: \$2,500**

**2016 TO DATE: \$2,194**

**2017 BUDGET: \$2,500**

**Economic Alliance Table for Annual Banquet** – this expense is for the Economic Alliance Houston Port Region’s annual gala which also serves as the Business of the Year award ceremony. Each table seats 8 people. In the past, the EDC has bought either one or two tables – one for EDC members and one for the employees of the chosen business of the year. Spouses are encouraged to attend, but must reimburse the EDC if they attend. The reimbursement amount is estimated at \$100/person.

**2016 BUDGET: \$1,000**

**2016 TO DATE: \$1,000**

**2017 BUDGET: \$1,000**

**Economic Alliance Trip to Washington, DC** – The Economic Alliance also have an annual Washington, DC trip with a focus on maritime and transportation issues. Paul Dunphey participated in this event for 2016.

**2016 BUDGET: \$2,500**

**2016 TO DATE: \$1,301**

**2017 BUDGET: \$2,000**

**ICSC Annual Conference** – The International Council of Shopping Centers hosts an annual conference in Las Vegas that brings hundreds of franchises, financial groups, real estate developers and consultants to one place for a three-day conference. This amount includes conference registration, room & board, and promotional efforts.

**2016 BUDGET: \$2,500                      2016 TO DATE: \$2,432                      2017 BUDGET: \$2,500**

**Keels & Wheels Preview Event** – This annual event bring together officials from around the region to network at a preview party during this prestigious event.

**2016 BUDGET: \$2,000                      2016 TO DATE: \$1,468                      2017 BUDGET: \$2,000**

**Meetings, events, luncheons** – This is a general category for meetings I attend.

**2016 BUDGET: \$1,000                      2016 TO DATE: \$755                      2017 BUDGET: \$1,000**

**Seabrook Economic Development Summit** – Originally started off as “The Hamburger Summit”, this annual event allows the City to showcase new developments within the community. The last event was

*2012-13 Tookie’s Hamburger Summit    \$561.98                      October 2012*  
*2013-14 Tookie’s Hamburger Summit    \$633.63                      October 2013*

**2017 BUDGET: \$3,500**

**TEDC Quarterly Conferences** – The Texas Economic Development Council hosts their meetings around the state (with one usually in the Houston area).

**2016 BUDGET: \$3,500                      FORECAST: \$2,800                      2017 BUDGET: \$3,500**

**Training for EDC Board Members** – This item can be used by EDC board members to attend training seminars/classes related to the use of sales tax for economic development purposes. This budget item does not include cost for spouse’s travel.

**2016 BUDGET: \$0                      2016 TO DATE: \$0                      2017 BUDGET: \$1,500**

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## **10 – MISCELLANEOUS**

This account covers all other expenses related to day to day activities. This includes bank fees, cell phone and other assorted items for the board.

**2016 BUDGET: \$1,500                      2016 TO DATE: \$929                      2017 BUDGET: \$1,500**

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## 11 – ECONOMIC DEVELOPMENT PROJECTS

*This category includes all designated projects approved by the EDC. These approved projects include:*

- Old Seabrook EDC Improvement Project
- Demolition Grant Program
- Storefront Façade Improvement Grant

**Old Seabrook EDC Improvement Project** – This item was created to allow for funds to be spent on projects to improve the Old Seabrook area for commercial uses.

**Demolition Grant Program** – This program was recently approved by the EDC board and by city council for implementation. The program is designed to assist property owners with clearing up their properties of derelict structures.

**Storefront Façade Improvement Grant** – These funds are expected to be used by local business / retail owners for improvement to their storefronts. **2016 – SPENT: \$40,000**

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## 12 — ECONOMIC DEVELOPMENT INCENTIVE PROGRAM

This account is used for incentives for business development. This includes, but is not limited to incentives for business relocation off SH146, business retention and expansion in the city, and payment of permits/fees for new business development.

**2016 BUDGET: \$125,000**

**2016 TO DATE: \$0**

**2017 BUDGET: \$750,000**

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## 13 – ADMINISTRATIVE SERVICES AGREEMENT

This account covers a portion of the administrative salaries for Paul Chavez, LeaAnn Dearman, and Pat Patel.

**2016 BUDGET: \$200,000**

**FORECAST: \$200,000**

**2017 BUDGET: \$200,000**

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## **14 – EXPECTED SALES TAX REVENUE**

This figure is estimated by the finance department of the City of Seabrook.

**2016 BUDGET: \$800,000**

**2016 FORECAST: \$928,465**

**2017 BUDGET: \$835,619**



DATE: September 08, 2016

TO: EDC Board

FROM: Paul Chavez, EDC Director

RE: BUSINESS OF THE YEAR

**Economic Alliance Houston Port Region**

- 2006 – Tookie’s Hamburgers
- 2007 – Marburger’s Sporting Goods
- 2008 – Kroger Company
- 2009 – Bailey’s American Grille
- 2010 – Lakewood Yacht Club Concours Corporation
- 2011 – TASC (Technical Automation Services Company)
- 2012 – Mario’s Flying Pizza
- 2013 – The Seabrook Waffle Company
- 2014 – Donald’s Donuts
- 2015 – Maas Nursery

1 THE SEABROOK ECONOMIC DEVELOPMENT CORPORATION OF THE CITY OF  
2 SEABROOK MET ON THURSDAY, AUGUST 11, 2016 AT 6:00 P.M. FOR A WORKSHOP  
3 MEETING AND AT THE CONCLUSION OF THAT AGENDA IMMEDIATELY  
4 PROCEEDED TO IT'S REGULAR MEETING IN THE SEABROOK CITY HALL  
5 COUNCIL CHAMBERS, 1700 FIRST STREET, SEABROOK, TEXAS TO CONSIDER, AND  
6 IF APPROPRIATE, TAKE ACTION WITH RESPECT TO THE AGENDA ITEMS LISTED  
7 BELOW.  
8

9 BOARD MEMBERS PRESENT:

10 PAUL R. DUNPHEY	PRESIDENT
11 TERRY CHAPMAN	VICE-PRESIDENT
12 GARY BELL	TREASURER
13 ERNIE DAVIS	SECRETARY
14 ROBERT LLORENTE (absent)	COUNCIL REPRESENTATIVE
15 GLENN ROYAL	MAYOR
16 BRENDA VESELENY	MEMBER

17  
18 ALSO PRESENT WERE:

19 GAYLE COOK	CITY MANAGER
20 STEVE WEATHERED (absent)	CITY/EDC ATTORNEY
21 XOCHYTL GREER	CITY/EDC ATTORNEY
22 PAUL CHAVEZ	DIRECTOR OF ECONOMIC DEVELOPMENT
23 PAT PATEL	EDC ADMINISTRATIVE ASSISTANT

24  
25  
26 **WORKSHOP MEETING**  
27

28 President Paul Dunphey called the meeting to order at 6:00 p.m. and declared that a quorum was  
29 present.  
30

31 **1.0 PUBLIC COMMENTS AND ANNOUNCEMENTS**  
32

33 There were none.  
34

35 **1.1 DISCUSS AND CONSIDER EDC GOALS WORKSHOP FOR FISCAL YEAR**  
36 **2016-2017**  
37

38 Main goals discussed:

- 39 1. Promote Seabrook branding, image, enhancement, communication and key marketing  
40 initiatives. This includes:
  - 41 • Develop branding campaign with distinct branding and signage for each district  
42 within the City: The Point, Old Seabrook, SH146 Corridor, North Seabrook,  
43 NASA Parkway/Lakefront.
  - 44 • Partner with Public Works & Zoning and City to develop design enhancements to  
45 the SH146 corridor to incorporate Seabrook-specific design enhancements.



91 Chapman.

92

93 To accept EDC goals for the next fiscal year 2016-2017.

94

95 MOTION CARRIED BY UNANIMOUS CONSENT.

96

97 **3.2 Consider and take all appropriate action on the budget for fiscal year 2016-2017.**  
98 **(Chavez)**

99

100 Motion was made by Mayor Glenn Royal and seconded by Vice-President Terry  
101 Chapman to approve the budget with the following amendments:

102

- 103 • Raise the Seabrook Economic Development Summit budget item to \$3,500.
- 104 • Remove the breaking out of items into three projects and keep the item as a whole
- 105 for Economic Development Projects at \$250,000.
- 106 • Update the second sentence under the budget notes narrative, Section 12
- 107 Economic Development Incentive Program, to read as follows:
- 108 “This includes, but is not limited to incentives for business relocation off SH146,
- 109 *business retention and expansion in the city*, and payment of permits/fees for new
- 110 business development.”

111

112 MOTION CARRIED BY UNANIMOUS CONSENT.

113

114 The Board approved the budget for \$44,000 on the Houston Business Journal but also  
115 requested that EDC Director, Paul Chavez, provide more information and discussion on  
116 the Houston Business Journal at the next EDC meeting.

117

118 **4.0 ROUTINE BUSINESS – The Corporation will discuss, consider, and if appropriate,**  
119 **take action on the items listed below.**

120

121 **4.1 Approve minutes of the July 14, 2016 meeting. (Patel)**

122

123 Motion was made by Mayor Glenn Royal and seconded by Vice-President Terry  
124 Chapman.

125

126 To approve the minutes as written.

127

128 MOTION CARRIED BY UNANIMOUS CONSENT.

129

130 **4.2 Update on SH 146 Expansion / Director’s Report.**

131

132 EDC Director, Paul Chavez, included his Director’s Report for the Board to review. He  
133 also stated that the TxDOT Business Relocation Workshop will be held August 17, 2016  
134 at 9:30am at the Lakewood Yacht Club. Fliers regarding the workshop have been mailed  
135 out to all businesses along SH146. Mr. Chavez has also been setting up meetings with

136 businesses along SH146 to address any relocation questions and concerns, and to discuss  
137 available real estate for sale/lease here in Seabrook.

138 **4.3 Establish future meeting dates and agenda items.**

139  
140 Mr. Paul Dunphey stated that the next joint meeting is scheduled for August 30, 2016 and  
141 the next regular EDC meeting is scheduled for September 08, 2016.

142  
143 Agenda items for consideration:

- 144 • Houston Business Journal budget of \$44,000
- 145 • Nominate Business of the Year for the Economic Alliance annual meeting

146  
147 Upon motion duly made, the meeting was adjourned at 7:28p.m.

148  
149  
150 APPROVED ON THE 8<sup>TH</sup> DAY OF SEPTEMBER, 2016.

151  
152  
153 

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Paul Dunphey, President

154  
155 

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Pat Patel  
156 EDC Administrative Assistant  
157